

MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Thursday December 16, 2010, at 4:00 p.m., in the Administrative Conference Room, at Midlothian City Hall, 104 W. A S. Rogers St., Waxahachie, Texas.

Members Present: Paula Baucum, Chairman
Gary Richter, Vice Chairman
George Kent
Jim Polewchak
Ray Barksdale
David Box

Members Absent: Kent McGuire

Others Present: Andy Biery, Airport Manager
Tammy Bowen, Airport Operations
Ray Brindle, Tenant Liaison
Frank Viso, Economic Development Director, City of Midlothian
Cassandra, Economic Development Secretary, City of Midlothian

Opening: Chairman Paula Baucum called the meeting to order and Ray Barksdale gave the invocation.

Board Announcements: Paula Baucum wanted to thank everyone involved in making sure that the Airport Christmas party was a success.

Minutes:

Gary Richter moved to approve the Minutes of November 18, 2010 as presented; second by George Kent. All Ayes.

Financial Report: A Financial Report was reviewed by the Board.

Managers Report: Andy Biery reported:

- a. Airport Operations for the month of November.
- b. Runway Extension: The paving is complete. What remains is to finish the lighting, final grading and seeding. It is expected that the runway will be open and operational during the first or second week in January, which is about six months ahead of their actual contract period. Paula Baucum said that once the runway project is complete, she would like to send letters of appreciation signed by the Board regarding Stephen Williams and TxDOT, and Austin Bridge and Road on behalf of Clay Stark.
- c. Terminal Building Renovation: The contractor and Andy attended a kick-off meeting with the construction Manager of TxDOT on December 12th. A NOTICE TO PROCEED was received. The Architect will be taking measurements of the building tomorrow. It is expected that by the next Board meeting, the Board will be asked to approve a final document, and then demolition and construction should begin shortly after. The Midlothian Police Department allowed the Airport to gut the commercial kitchen of the former First Baptist Church in Midlothian, which is now the Police Headquarters. All of the stainless steel cabinetry, food-warmers, commercial dishwashing station, and sinks were salvaged for the planned Airport cafe/restaurant. The Midlothian Police Department also offered the Airport two additional crew cars.
- d. Leases Update: The leases that were discussed at our previous meeting have all received letters requesting updates on their progress. Several have responded. A full report with consideration of additional actions will be on the January Agenda.

Bill Fuller of Midway Aircraft Maintenance (Hangar #1), registered to speak, asked the Board how many hours an aircraft would need to fly annually in order to maintain a lease with the Airport. The Board explained to Mr. Fuller that the tenants need to be able to demonstrate that their aircraft is airworthy. David Box pointed out that the lease states how "airworthy" is defined.

- e. Runway Re-Opening Party: Tammy Bowen gave a report on the planning progress for the Runway Re-Opening party.

Calendar for the 2011 regular scheduled Airport Board meetings: Paula Baucum said that the Board is going to try to hold to the dates on the calendar presented for next year, but the Board does reserve the right to make changes as needed. Paula suggested that instead of rotating back and forth between Waxahachie and Midlothian every month, to do the first six months of the year in one City and the last six months in the other.

Jim Polewchak joined in on the meeting by conference call at 4:22 pm

David Box moved to approve the 2011 Airport Board meeting calendar, with the first six meetings being held in Waxahachie and the last six meetings in Midlothian; second by Ray Barksdale. All Ayes.

RAMP expenditure to purchase 105 blue LED lights to illuminate taxiways: Andy Biery said that TXDOT has agreed to pay 50% under the RAMP Grant for the LED lights, making our cost \$1,531.60. The temporary runway is currently lighted by these fixtures, and they work great.

Gary Richter moved to approve the purchase of LED lights to illuminate the taxiways in the amount of \$3,063.20, with TxDOT reimbursing the Airport 50% making the out-of-pocket cost for the Airport \$1,531.60; second by Ray Barksdale. All Ayes.

Report from the Economic Development Sub-Committee: Gary Richter told the Board that after the terminal building renovation, we will be looking forward to the Airport Development Plan, which will indicate where we need to go, when, and how we are going to get there.

Gary suggested that next year the Board members make an effort to visit the Airport once a month to visit with tenants.

Andy Biery said that the Committee recently met with the Economic Development Directors of Midlothian and Waxahachie to discuss the upcoming Airport Development Plan. Andy said that once TxDOT gets engaged in this project, not only will they want to talk to the Airport Board, tenants and Airport Manager about where we are going and what we need to do, but they will be interested in talking with the City Managers, Planning and Zoning, and Economic Development to envelop the Airport's growth plan inclusive of what the Cities are trying to do near the Airport.

Frank Viso was present to explain to the Board what it is that the Economic Development Boards have been doing to help market the Airport.

After Mr. Viso left the meeting, Paula Baucum suggested that the Board send a letter to the Economic Development offices thanking them for their support, and being team players.

It was suggested that Juan Martinez's family be contacted regarding the Runway Re-Opening Ceremony. The Board agreed that it would be nice to place a memorial for Juan Martinez, recognizing his dreams and goals for the Airport.

FBO Contract RFP Document: Andy Biery said that the Purchasing Department in Midlothian helped him prepare the RFP document requested by the Board. The document would be implemented during the coming year in preparation for the upcoming FBO contract renewal.

Vernon Mitchell, Partner, Southern Star Aviation, registered to speak about their business as the FBO and what the Airport means to him personally.

Ken Lantz, Partner, Southern Star Aviation, registered to speak about the history on how their business started, and what direction they are moving towards.

Paula Baucum explained to Ken Lantz that the whole reason of the RFP is to market the Airport because we have expanded it and are making an investment in the terminal building. Paula said that this creates more opportunity and a part of that opportunity is to see if it can provide a return on that investment back to the Airport, helping make the Airport self-sustaining.

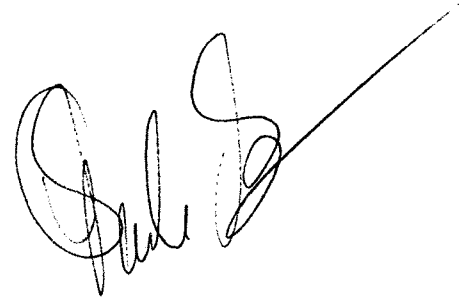
Gary Richter moved to approve the draft RFP as presented, with any minor grammatical errors to be corrected, and a final document to be given to all Board members in the January 2011 Board meeting; second by David Box. All Ayes.

Public Comments: Ken Lantz, Partner, Southern Star Aviation, continued his discussion on the FBO business, and the direction that they are moving towards. Ken said that they are in the process of pursuing a repair station for Avionics and are working on finalizing a contract for fueling with the Department of Defense.

Paula Baucum asked Ken Lantz if he would be interested in having a section on the agenda each month to give a report on the FBO business. Ken Lantz said that they would appreciate the opportunity to keep the Board informed.

Adjournment: There being no further business,

Gary Richter moved to adjourn; second by George Kent. All Ayes.

A handwritten signature in black ink, appearing to read "Paula Baucum", with a long horizontal line extending to the right from the end of the signature.