

MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Thursday, August 11, 2011, at 4:00 p.m., in the Administrative Conference Room, at Midlothian City Hall, 104 West Ave E, Midlothian, Texas.

Members Present: Paula Baucum, Chairman
Gary Richter, Vice Chairman
Kent McGuire, Secretary
George Kent
Ray Barksdale
David Box
Kyle Ballard

Others Present: Andy Biery, Airport Manager
Tammy Bowen, Airport Operations
Ray Brindle, Airport Tenant Liaison
Dave Wheeler, Partner, Southern Star Aviation

Opening: Chairman Paula Baucum called the meeting to order and Gary Richter gave the invocation.

Minutes:

George Kent moved to approve the Minutes of July 14, 2011 as presented; second by Ray Barksdale. All Ayes.

Financial Report: Andy Biery reported that this month's P&L represents 83% of the budget cycle complete. The Airport is currently at 89% of planned revenues, and are tracking at 89% of planned expenses. Andy said to keep in mind that \$150,000 of that was sent to TXDOT for the terminal remodel. Of our actual operating budget, the Airport has spent \$347K of \$411K plan. The fiscal year cycle will end with greater revenues than expenses, as most of the large expenses are pre-paid, and are either ahead of plan or already at 100%.

Managers Report:

- a. Operations Report: Andy Biery reported Airport Operations for the month of July.
- b. FBO Report: Dave Wheeler reported that they sold a total of 6,292 gallons of fuel in July. Dave said that two Apache helicopters came in yesterday, and they sold about six-hundred gallons of fuel to them. They were very pleased with the hospitality. The Commander said that he makes the flight plans, and they would be making Mid-Way one of their stops from now on.
- c. Lease Status for G.A.S.T.: Andy Biery reported that Bill Erwin and his attorney have completed a draft lease for office space in the terminal building. Ken Lantz with Southern Star Aviation has been handling the negotiations with Mr. Erwin. Andy feels that they are pretty close to an agreement, and will be ready to present a lease to the Board by next month.
- d. Tenant Liaison Report: Ray Brindle reported that he had two tenants suggest that the replacement sign at the front entrance should be bigger because it is too hard to see from Hwy 287. A transient pilot asked if it would be possible to label the inside of the taxiway like the outside because once you turn off the runway onto the taxiway you don't know where you're at. Someone else suggested that the sign asking pilots to fly further south before turning crosswind would be easier to read if it was a little bigger.
- e. Balloon Festival Recap: Andy Biery reported that Debby Standefer estimated that about 12,000 people attended the event. Everything went off well, and it was a safe operation with no incidents or accidents. Andy said that the City staff held a follow-up meeting at City Hall and came up with some suggestions for next year's event. One of the suggestions was to require that there is a pre-planning meeting at least ninety days prior to the event with both Cities present, so that they can be more involved in the planning. Ray Barksdale said that several vendors approached him upset that there was not someone stationed somewhere to direct them to where they needed to go to get set up. The Board agreed that it lacked structure, and the Board should be more hands on in the future.

- f. **Airport Maintenance Report:** Andy Biery reported that no significant repairs have been necessary in the reporting period. Minor vehicle maintenance completed, and mowing has slowed down. Equipment is being maintained and we are working on lower priority projects (fencing, brush removal, etc...)

Public Comments: Bill Fuller, Hangar #1, registered to speak regarding the eviction proceeding for the tenant in Hangar #14. Mr. Fuller said that he is there to represent Dan Ledbetter. Mr. Fuller stated that he is the holder of a current aircraft mechanic certificate, and he also currently has the authorization of the FAA to make determinations of airworthiness by inspection. He is the one that inspected Mr. Ledbetter's aircraft, and found it to be airworthy.

- g. **Eviction Proceeding:** Andy Biery reported that he met with the Airport Attorney this morning, and spoke with the Department of Transportation, Bill Gunn. Mr. Gunn asked that the Airport make one last effort, given that our ultimate desire is to see him fly the airplane rather than evict him. Mr. Gunn recommended that we give him ten days to present his certificate of airworthiness, a competent mechanics certification that the airplane on inspection is complete and is airworthy, and that he schedule an appointment with the Airport Manager to allow him to witness him flying the airplane. If those goals are not met, then the Airport should proceed with the eviction. Andy told the Board that both the Attorney and Mr. Gunn are in agreement that the Board has the authority, and the positioning right now to move forward with the eviction if so desire, but TxDOT asked to give him one more chance. After discussion and comments from the Board, the Board decided that they would allow Mr. Ledbetter the ten day criteria.

Report from the Terminal Renovation Committee Chair: David Box reported that the terminal renovation has begun, so the Committee has not had the need to meet for anything lately. The tenant, Grimes Laboratories, has had to move out temporarily for a few weeks until the construction crew can lower the ceiling in their space, and do some painting.

Report from the Economic Development Committee Chair, on recent activities of the Sub-Committee: Gary Richter reported that the FBO RFP Sub-Committee met on August 2nd to open the three proposals received. Each person on the sub-committee received a copy of the proposals, and were asked to review and evaluate them before the next meeting. The Sub-Committee met again, and decided that they would proceed with the interview process with all three.

Gary Richter told the Board that Navarro College has decided to offer courses that will be Aviation oriented. Andy Biery said that Navarro will be offering ground school courses all the way up to passing a written test, and ready to go get their medical. Once they complete the courses, they would then be ready to go to the Airport to meet with an instructor about starting flying lessons.

Report from the Budget Committee Chair: Kyle Ballard reported that the Committee met to finalize the draft budget for FY 2011-2012. Kyle went over the minor changes with the Board. Paula Baucum said that the final budget will be submitted to the Cities for their approvals.

Final Budget for FY 2011-2012:

Gary Richter moved to approve the final budget for FY 2011-2012; second by Kyle Ballard. All Ayes.

Signage at Hwy 287 Entrance: Andy Biery said that he has several different sign companies working on ideas for signage replacement, and made sure that they understood that the sign would need to be visible from Hwy 287. Andy presented two more ideas to the Board. Andy said that he would assume that the sign/monument would be eligible for 90/10 funding, since it is being identified as a need in the updated Airport Development Plan. Andy said that it just may mean that we will have to wait two or three years to get it done. The other Airport sign is still intact at the entrance in the meantime.

Election of Officers:

Gary Richter moved to nominate Paula Baucum as Chair; second by Ray Barksdale. All Ayes.

Paula Baucum said that she would accept the nomination again, but she asked that next year, the last year of her term, that she be known as past president, so that it will create a transition.

George Kent moved to nominate Gary Richter as Vice Chair; second by Kent McGuire. All Ayes.

Gary Richter moved to nominate Kent McGuire as Secretary; second by George Kent. All Ayes.

Board Announcements: Ray Barksdale told the Board that Andy met with Jim Terry, the founder of the Greatest Generation Aircraft, at Meacham Airport, Tuesday. They are interested in relocating to another Airport, and would like to build a hangar with their own finances. They would be building a 36,000 square foot hangar to house over twenty vintage aircraft. Ray said that they employ eight full time mechanics, and have about twenty volunteers. Ray said that they will be visiting Mid-Way Airport in a few weeks. Andy Biery said that they are not the type of museum open to the public daily. The Airplanes are flying airplanes, and they take them to air shows and other places. When they are at home, they are being maintained. The facility would be used as a party pad, available to rent for weddings, etc... They already put on two vintage dances per year. They provide special programs, education workshops, and sell ratings.

Adjournment: There being no further business,

Ray Barksdale moved to adjourn; second by George Kent. All Ayes.

Respectfully submitted,

Tammy Bowen
Airport Operations