

## MINUTES

### MCKINNEY AIRPORT DEVELOPMENT CORPORATION

April 19, 2011

The McKinney Airport Development Corporation (MADC) Board met April 19, 2011 at 8:00 a.m., in the sales conference room at the Encore Wire Corporation, 1329 Millwood Road, McKinney, Texas 75069.

Board Members present were: Chairman John Wroten, Mark David, Daniel Jones, Fritz Mowery and Glynn Raymer. Absent: Members McKillop and Cowan.

Officials/Consultants/Staff present were: Paul Cristina, PE, Amber O'Krongley, Loy Warren, Roy Wilshire, Adam Novak and Dan Grant with Kimley-Horn Associates, TxDOT-Aviation Planner Daniel Benson, Executive Director Kenneth Wiegand, City Manager Jason Gray, Acting Finance Director Larry Cunningham and Budget and Management Analyst Adam Wilbourn, Town of Fairview.

#### CALL TO ORDER

Chairman Wroten called the meeting to order at 8:00 a.m. after determining that a quorum was present.

**Minutes:** Board minutes from the March 10, 2011 meeting were approved on a motion by Member Jones and seconded by Member David. The motion was unanimously approved, 5-0.

#### REPORTS

**Finance:** Larry Cunningham reviewed the finance report as of March 31, 2011. There were no questions or comments.

**Cutter Aviation Special Report:** Mike Livezey was not in attendance. Ken Wiegand reported that Addison Airport's runway reconstruction work has begun and Cutter is accommodating several corporate aircraft.

**Committee Appointments:** Chairman Wroten announced the formation of a Marketing Committee to be chaired by Members Mowery and attended by Member McKillop (noting that he had yet to discuss this appointment with Mr. McKillop), Cutter GM Mike Livezey and the City's Marketing and Communications Director CoCo Good. He also announced that the Business Development Committee would be chaired by Mark David and attended by Member Jones. This reorganization removes marketing responsibilities from the Business Development Committee, allowing the Marketing Committee and Business Development Committees to focus on their singular responsibilities.

**Citizen Comments:** None.

#### EXECUTIVE SESSION:

The regular session was adjourned at 8:20 a.m. Members convened into executive session at 8:25 a.m. in accordance with Texas Government Codes:

- 1) Section 551.072: Deliberation About Real Property:  
Airport Land Acquisition Projects: 08-02, 09-01, 09-02
- 2) Section 551.087: Deliberation Regarding Economic Development Negotiations:  
Projects: 08-03, 09-03, 10-01, 10-02, 10-03, 10-04
- 3) Section 551.074: Personnel Matters  
Executive Director Evaluation

The Executive Session adjourned at 11:20 a.m.

REGULAR MEETING

Members reconvened immediately into regular session with no action taken in Executive Session.

Ken Wiegand distributed the draft FY2012 Budget and a Marketing Plan for the Board's review prior to the May 12, 2011 regular meeting. He noted that this plan is presented as two versions to conform to the City's request to show operating budget reduction alternatives of 2% and 6%. The budget also included two supplemental requests. The first request is to hire a full time Marketing Specialist for \$77,000 (salary and benefits), an additional \$6,200 for transportation, telecommunications and computer support for the position and \$60,000 to fund a proposed FY12 Marketing Program, which was distributed along with the proposed draft budget. A second supplemental request listed only the Marketing Program for \$60,000. Submitting two supplemental requests vs. one was suggested by the Assistant Finance Director to ensure that Council understood the importance of having funding available for a FY12 Marketing Program. Funding for this program has come from MEDC for the past three years. The supplemental requests were made in accordance with guidance received by Council Liaison Don Day during the February 10, 2011 regular meeting and are made to enhance airport marketing efforts and return funding control to MADC.

The regular meeting was adjourned at 11:25 a.m.