

McKINNEY AIRPORT DEVELOPMENT CORPORATION
MAY 15, 2014

The McKinney Airport Development Corporation met in regular session in the Dowdy Board Room, 5900 S. Lake Forest Drive, McKinney, Texas, on May 15, 2014 at 8:00 a.m.

Board members present: John Wroten, Steve McCarter, Keith Clifton, Kenneth Sipiora, Tom Ferraro, Terry Johnson, Frederick Mowery, and Emeritus Harry McKillop.

Other City/Staff/Guests present: Interim City Manager Tom Muehlenbeck, Deputy City Manager Jose Madrigal, Darrek Ferrell, Trudy Mathis, Trevor Minyard, Jim Wehmeier, Cindy Schneible, Cayti Stein, Michael Puhl, David Margulies, Michael Quint, Chris Beattie, Dave Roesch, Jason See, Ken Wiegand, Mark Jaraczewski, Eric Pratt, and Cindy Rowe.

14-472 Minutes of the McKinney Airport Development Corporation Meeting of April 17, 2014. Board members unanimously approved the motion by Board member Frederick Mowery, seconded by Board member Steve McCarter, to approve and refer to City Council the Minutes of the McKinney Airport Development Corporation Meeting of April 17, 2014.

14-473 Financial Report - FY14 Year-to-Date/Monthly: Trudy Mathis and Trevor Minyard reported on the April financial reports. Trudy announced that the airport's financial status report, including property tax analysis, will be presented to City Council at the May 19, 2014 Special Meeting.

14-474 Board Chairman Report: John Wroten congratulated the FBO and Control Tower for their recent awards. John along with Ken Sipiora and Fritz Mowery met with Councilman Roger Harris, Mayor Loughmiller, and Travis Ussery last week. The meeting also included representatives from the MEDC board (Darrell Tate, Lance Lindsey, and Robbie Clark). The purpose of the meeting was to make recommendations and define roles and responsibilities for MEDC and MADC. Two issues to be addressed are defining private development on the airport and to define the difference between sales and marketing. MADC representatives will meet again with the group on May 27, 2014 to discuss the issues and make recommendations.

14-475 Liaison Updates:

- City – Jose Madrigal introduced Interim City Manager Tom Muehlenbeck. He stated that budget meetings are on-going and that staff visited TxDOT Aviation last week to discuss land reimbursements.
- MEDC – Jim Wehmeier introduced David Margulies who is the public relations consultant on retainer. Mr. Margulies spoke briefly on what he believes is important on getting the word out about the City and the airport.
- MCDC – Michael Puhl updated members on the status of projects that MCDC is working on.

14-476 Airport Executive Director Report – Ken Wiegand thanked Mark Jaraczewski on the FBO award and stated that staff will be attending the City's Public Safety fair on May 17, 2014.

- McKinney Air Center – Mark Jaraczewski stated that he is working with the IT department as well as Finance to integrate the new software Total FBO. Many reports can be generated from the software that will give a true picture of the financial status of the FBO. Mark thanked his employees who work very hard every day to make McKinney Air Center a success. He also thanked Steve McCarter and Ken Sipiara for helping with the Challenge Air event held on May 10, 2014. Steve stated that 122 flights were flown and thanked the volunteers and airport staff.

An Open House event at the FBO and Monarch Air is planned for June 28, 2014 from 10:00 am to 2:00 pm. He reported that April fuel volumes are the strongest since February 2012. He explained how Line Service staff sets goals to sell as much fuel as possible each day. Monarch Air is remodeling their space at the Aerospace facility and expects to move their offices in the terminal building soon. The floor in Hangar B is slated to be repaired and painted.

- Airfield Operations – Eric Pratt updated members on the spring cleaning event and several issues at the CCHOA hangars. Member Clifton asked

that MADDC members receive a list of violators. Eric explained that he and his staff are trying to get compliant with some of the Part 139 standards. Chair Wroten asked for a list of the costs/revenues that Part 139 would provide.

Ken introduced Michael Quint, the City's Planning Director, who was asked to speak on zoning around the airport.

14-477 Consider/Discuss/Act on MADDC Strategic Plan Update: Board members unanimously approved the motion by Board member Steve McCarter, seconded by Board member Kenneth Sipiora, to approve the Strategic Plan Update.

14-478 Consider/Discuss/Act on Airport Development: MADDC believes in a balanced approach to development; therefore the Board unanimously approved the motion by Board member Kenneth Sipiora, seconded by Board member Tom Ferraro, to allow private development on the airport when appropriate. Chairman Wroten will take this recommendation to MEDC's board meeting tomorrow in order to reach a joint recommendation from both boards. If all are in agreement, the recommendation will then go to the strategic/ planning committee.

No Citizen comments. Chairman Wroten recessed the regular meeting at 10:22 a.m. and members convened into Executive Session at 10:32 a.m. In Accordance with the Texas Government Code: A. Section 551.072. Real Estate: Land development from FM 546 to US Hwy. 380 to Hwy. 5 New Hope Road; B. Section 551.087. Economic Development: 1. Project 08-02, 2. Project 09-02, 3. Project 12-03, 4. Project 12-04, 5. Project 14-01, 6. Project 14-02; and C. Section 551.074. Personnel: Roles and responsibilities.

Members reconvened into open session at 11:04 a.m. with no action resulting from the executive session. Member McCarter stated that the Minimum Standards that were approved by MEDC has been approved by the legal department and would be forwarded to City Council for final approval. A motion was made by Member Clifton to adjourn the meeting and it was seconded by Member Ferraro.

JOHN WROTEN, Chairman