

## MINUTES

### MCKINNEY AIRPORT DEVELOPMENT CORPORATION

**August 12, 2010**

The McKinney Airport Development Corporation (MADC) Board met August 12, 2010, 10:00 a.m., in the Second Floor Conference Room at City Hall, 222 N. Tennessee, McKinney, Texas 75069.

Board Members present were: Chairman John Wroten, Vice Chair/Treasurer Andy Cowan, Harry McKillop, Glynn Raymer, Fritz Mowery, Mark David and Daniel Jones.

Officials/Consultants/Staff present were: City Council Liaison Don Day, City Attorney Mark Houser, Assistant to City Manager Aretha Harvey, CEO of MEDC David Pitstick, Assistant Finance Director Jason Weeks, Mike Livezey with Cutter Aviation, Control Tower Manager Dave Roesch, Cindy Williams with Schuler Development, Matt Donnell with the Town of Fairview, and Airport staff Executive Director Kenneth Wiegand and Coordinator Cindy Rowe.

#### CALL TO ORDER

Chairman Wroten called the meeting to order at 10:07 a.m. after determining that a quorum was present.

**Minutes:** Board minutes from the July 8, 2010 meeting were approved on a motion by Member Raymer and seconded by Member Mowery. The motion was unanimously approved, 7-0.

#### REPORTS

**Financial:** Jason Weeks reviewed the June 2010 monthly financial reports.

**MEDC:** David Pitstick updated members on economic development matters.

**FBO Report:** Mike Livezey with Cutter Aviation reported that July fuel sales exceeded last year's volume. He informed the board of the renovation to the hangar that connects to the main terminal building for their maintenance operation from Dallas Executive Airport which is expected to open on August 16, 2010. Select Avionics and Air-O Specialists moved to the west hangar.

**Airport Executive Director:** Ken Wiegand updated members on the runway and tower construction projects. He reviewed the Airport Layout Plan (ALP) update and participation agreement with TxDOT Aviation. He also discussed the requirement by TxDOT Aviation to send out requests for qualifications (RFQ) for engineering services every five years. The agreement with KSA Engineers will expire soon. A list of upcoming projects has to be listed in the RFQ and the ALP Update will help with this requirement.

#### CONSIDER/DISCUSS:

**Airport TIF District:** Board members attended an informational stakeholders Tax Increment Financing meeting earlier at City Hall (8-12-10) at 8:30 a.m. to find out how it can benefit the airport and surrounding areas in the future. City Council Liaison Don Day stated that he thought it was a positive move. A motion to support the TIF initiative was made by Member David and seconded by Vice Chair Cowan. The vote was unanimously approved 7-0.

**Airport Participation Agreement:** A motion was made by Vice Chair Cowan to forward the resolution to City Council for authorizing the City Manager to execute an airport participation agreement between TxDOT and the City of McKinney to conduct an airport layout plan update for the airport. The motion was seconded by Member McKillop and passed unanimously 7-0.

**Self-Fueling:** A Self Fueling White Paper that was written by members Andy Cowan, Mark David and Airport Executive Director Ken Wiegand was presented to board members for discussion. A motion was made by Member Raymer to establish a two-tiered fuel flowage fee

for FBO's and self-fueling operators. The motion was seconded by Member Mowery and passed unanimously 7-0.

There were no Citizen Comments.

Regular session was adjourned at 11:12 a.m. followed by a brief break.

Members convened into executive session at 11:24 a.m.

#### EXECUTIVE SESSION

In accordance with Texas Government Codes:

Section 551.071: Consultations with Board Attorney on any special or regular session agenda item requiring confidential, attorney/client advice necessitated by the deliberation or discussion of said items (as needed);

Section 551.072: Real Property, Airport Land Acquisition, Projects 08-02, 09-01, and 09-02;

Section 551.087: Economic Development, Projects 08-03, 09-03, 10-01, 10-02, 10-03.

The Executive Session adjourned at 12:43 p.m.

#### REGULAR MEETING

Members reconvened into regular session at 12:44 p.m. with no action required from Executive Session.

The regular meeting was adjourned at 12:45 a.m. on a motion by Chairman Wroten and seconded by Member McKillop.