

AIRPORT MANAGER

Annual Salary:
$85,000 – $95,000, DOQ

City of Mineral Wells, Texas

CITY OF MINERAL WELLS

Are you an aviation professional with a strong head for business who is ready to lead a growing regional airport? Are you looking for a place where you can make your mark and leave a lasting legacy? If so, the City of Mineral Wells invites you to apply to become its next Airport Manager.

Reporting to the Assistant City Manager/Finance Director and serving on the City's Executive Leadership Team, the Airport Manager leads Mineral Wells Regional Airport (KMWL), a City-owned general aviation airport with a $2.4 million budget and a team of six, at a time of increasing business and development interest.

We're seeking a self-starting leader who is:

- Business-minded, with a firm command of budgets, grants, and customer service
- An excellent communicator in writing, in presentations, and in difficult conversations
- Quick on their feet and ready to shape the airport's long-term strategic direction

Where Texas Runs Deep – read on to learn more about this opportunity!

Executive Recruitment Provided by SGR



ABOUT THE COMMUNITY

Mineral Wells is a city of nearly 16,000 residents set among the rolling Palo Pinto Mountains, straddling Palo Pinto and Parker counties at the western edge of the Dallas–Fort Worth–Arlington metropolitan area. Located roughly 50 miles west of downtown Fort Worth and served by US Highways 180 and 281 with easy access to Interstate 20, the community pairs small-town connection with big-city convenience.

Founded in 1877, Mineral Wells became famous for its healing mineral waters. “Crazy Water” drew visitors from across the country, and by the 1920s the city was billed as the South’s greatest health resort, anchored by the grand Baker Hotel. Camp Wolters, later Fort Wolters, brought generations of soldiers to town and trained tens of thousands of Army helicopter pilots during the Vietnam era, a legacy that lives on at today’s airport. Mineral Wells is now proudly the official Wellness Capital of Texas.

Residents enjoy a historic downtown with renewed energy, where distinctive architecture, local shops, restaurants, and the revitalized Crazy Water Hotel give the city a character all its own, while restoration of the iconic Baker Hotel continues. Lake Mineral Wells State Park & Trailway, Clark Gardens Botanical Park, the Mineral Wells Fossil Park, and nearby Possum Kingdom Lake and the Brazos River make hiking, biking, climbing, fishing, and paddling part of everyday life. Signature events include the Crazy Water Festival, the Crazy Fossil Dig, and the Merry Wells Lighted Parade.

Mineral Wells ISD serves local students, and Weatherford College and Tarleton State University are within easy reach. Most of all, Mineral Wells offers a sense of belonging: a place where neighbors know one another, local businesses help shape the community, and shared traditions bring people together.

POPULATION
15,688

MEDIAN HOUSEHOLD INCOME
$55,929

MEDIAN HOME VALUE
$161,300

AVERAGE MONTHLY RENT:
$1,004

History

Tourism

ABOUT THE CITY OF MINERAL WELLS

The City of Mineral Wells is a full-service municipality with 197 employees, a total FY 2027 budget of $131.4 million, and an ad valorem tax rate of $0.7007075 per $100 of valuation. As a growing community with substantial development underway, the City is investing in the infrastructure and services that will carry Mineral Wells into its next chapter, including major water supply and treatment projects.

City leaders describe an excellent team of management and staff and a great, supportive City Council that is open to staff ideas and willing to back them. For a leader who wants to build a legacy, this is a great time to join the team.

GOVERNANCE & ORGANIZATION

Mineral Wells operates under the council-manager form of government. The City Council has seven members, including the Mayor; three are elected from single-member districts and four are elected at large. Members serve two-year terms with no term limits. The Council appoints the City Manager, who oversees daily operations, and confirms all department heads.

The Airport Manager works closely with the City Manager, the Assistant City Manager/Finance Director, the City Council and its Airport Strategic Committee, fellow department directors, and economic development partners.







THE JOB

The Airport Manager serves as the senior administrative and operational officer of Mineral Wells Regional Airport and leads the City's Aviation Department. Reporting to the Assistant City Manager/Finance Director and serving on the Executive Leadership Team, the Airport Manager is responsible for the safe, efficient, financially responsible, and compliant operation, maintenance, planning, development, and promotion of the airport.

The position advises executive management and the City Council on airport policy, infrastructure, regulatory compliance, financial performance, and business development, and serves as the City's principal liaison with the FAA, the TxDOT Aviation Division, tenants, aviation businesses, and the public.

The successful candidate will provide executive leadership for:

- Airfield, facility, safety, security, and emergency operations
- Fuel sales, aircraft line services, and customer service
- Operating budgets, rates and fees, and airport revenue programs
- FAA and TxDOT grants and regulatory compliance
- Capital projects, airport planning, and asset management
- Leases, tenant relations, and aviation business development
- Staff supervision, training, and development

FULL JOB DESCRIPTION

CLICK!

DEPARTMENT FUNCTIONS

The Aviation Department operates Mineral Wells Regional Airport (KMWL), a City-owned general aviation airport located about four miles southeast of downtown.

Positions Reporting to the Airport Manager

- Airport Operations Supervisor
- Airport Service Line Technicians

DEPARTMENT STAFF

6 FULL-TIME EMPLOYEES

DEPARTMENT BUDGET

$2,418,211

- **Airport size:** approximately 500 acres in Palo Pinto and Parker counties
- **Runways:** 13/31 (5,996 × 100 feet) and 17/35 (4,188 × 100 feet), both asphalt
- City-operated aviation fuel and aircraft line services

KEY INITIATIVES

The next Airport Manager will step in at a time of growing momentum at the airport. Key initiatives include:

Statewide Engagement

In the near term, the City wants its new Airport Manager to engage actively with the statewide consortium of municipal airports, building relationships with peers and learning as much as possible about airport operations, best practices, and funding opportunities across Texas.

Airport Strategic Plan

Over the longer term, the Airport Manager will lead development of an Airport Strategic Plan, working with executive leadership and the City Council's Airport Strategic Committee to set a clear vision for growth, infrastructure, and service at KMWL.

Business Development

Business and development activity at the airport is increasing. The Airport Manager will cultivate prospective tenants and aviation businesses, coordinate with economic development partners, and build on new partnerships such as the airport's electric aircraft and vehicle charging station agreement with BETA Technologies.

Financial & Grant Stewardship

With a budget of more than $2.4 million, the airport depends on sound business management. The Airport Manager will strengthen revenue from fuel sales, leases, and hangars, pursue FAA and TxDOT grant funding, and guide the airport toward long-term financial self-sufficiency.



IDEAL CANDIDATE

The City of Mineral Wells seeks a self-starter who is well versed in handling the business side of the airport, including budgets, grants, and customer service. As a member of the City's Executive Leadership Team, the next Airport Manager will bring a big-picture perspective and a commitment to the airport's role in the community's growth.

The ideal candidate will be an excellent communicator with excellent written and presentation skills. They will understand when and how to handle conversations with tenants, pilots, staff, and elected officials, and will have a proven ability to provide feedback on those conversations as needed. The ability to think fast on their feet will also be important.

Aviation certifications are welcome but not required, and the City is open to a strong leader who is ready to learn FAA rules and regulations. Above all, Mineral Wells is looking for someone who wants to leave a legacy at a growing airport.

EXPERIENCE & QUALIFICATIONS

Required:

- Bachelor's degree in aviation management, airport management, business administration, public administration, or a closely related field
- Five years of progressively responsible experience in airport operations, airport management, aviation administration, or a closely related field, including at least three years of supervisory or management experience
- Valid driver's license and the ability to obtain a Texas driver's license within the period required by state law

Preferred:

- Master's degree in a related field
- Certified Member (C.M.) designation through the American Association of Airport Executives
- Accredited Airport Executive (A.A.E.) designation
- Training in airport operations, line service, aviation fuel quality control, emergency management, or the Incident Command System



SALARY & BENEFITS

The City of Mineral Wells offers a salary range of $85,000 to $95,000, depending on qualifications, along with a comprehensive benefits package.

Compensation
- Salary range of $85,000 – $95,000, DOQ
- Participation in Social Security

Health & Wellness
- Choice of Blue Cross Blue Shield of Texas HMO or PPO medical plans, with the City contributing $794.13 per month toward employee coverage
- Employee-only HMO coverage at $25 per month, with a wellness incentive that can reduce employee premiums by up to $25 per month
- City-funded Health Reimbursement Arrangement (HRA) that reimburses up to $2,000 (employee only) or $4,000 (employee plus dependents) in deductible expenses
- Voluntary dental and vision plans, plus health care and dependent care flexible spending accounts
- City-paid $50,000 basic life/AD&D insurance and short-term and long-term disability coverage
- Employee Assistance Program, voluntary supplemental life and Aflac coverage, and air ambulance membership

Retirement
- Texas Municipal Retirement System (TMRS)
- 457(b) deferred compensation plan through MissionSquare Retirement

Paid Leave
- Vacation accrual of 10 days per year, increasing with years of service
- Sick leave accrual of 12 days per year
- 14 paid holidays

Residency within the city limits is not required. Mineral Wells offers the chance to grow a regional airport alongside a supportive Council and leadership team, in a community where Texas runs deep.

HOW TO APPLY

Apply Here

CLICK!

For more information on this position, contact:
Marsha Reed, Senior Vice President
marshareed@governmentresource.com | 806-789-9641

CITY OF MINERAL WELLS

The City of Mineral Wells is an Equal Opportunity Employer and values diversity in its workforce. Applicants selected as finalists for this position will be subject to a comprehensive background check.