

MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Thursday, October 13, 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: Tammy Bowen, Airport Administrative Assistant
Michael Scott, Assistant Manager, City of Waxahachie
Chris Dick, Finance Director, City of Midlothian
Ray Brindle, Tenant Liaison
Ken Lantz, Partner, Southern Star Aviation

Opening: Chairman Paula Baucum called the meeting to order, and Ray Barksdale gave the invocation.

Board Announcements: Paula Baucum said that Andy Biery submitted his letter of resignation, terminating his consulting contract with the Cities for the Airport. Paula said that the Board will not be naming an Interim Manager, so official documents and official questions should be presented to her, such as communications with TxDOT, the contractors, and any issues with change orders. If she is not available, then Gary Richter would be the contact. Paula said that she and Gary do not feel that they need to be at the Airport for significant portions of time, but will continue to drop in and out of the Airport until an Airport Manager is hired.

Minutes:

George Kent moved to approve the Minutes of September 8, 2011 with amended changes; second by Gary Richter. All Ayes.

Financial Report: A Financial Report was reviewed by the Board. Kyle Ballard said that the Airport will be a little ahead of budget towards the end of the year with Andy's departure. Paula Baucum said that any budget savings that is achieved can be used for the apron expansion engineering, so that it can be done sooner rather than later.

Operations Report: An Operations Report was reviewed by the Board.

Tenant Liaison Report: Ray Brindle said that a tenant made a request that the Airport extend the paved area on the West side of row one. The area between the box hangars and row one is frequently blocked causing the need to exit around the West side in order to get to the ramp and runway. Ray said that someone asked again about when the road to the Airport would be striped. Another tenant wanted to know if we were ever going to put a road in along the West side of the Airport. Paula said that the addition of a road is a part of the Airport Development Plan, and that she will speak to the City, and get back to Ray regarding stripping Rex Odom Rd. Paula said that they can take a look at the area being requested for extension to see if there is a real need for it, so that it can be a part of the Airport Development Plan as well.

FBO Report: Ken Lantz reported an increase in jet traffic. Ken said that the terminal renovation project has been going smoothly. The construction team has done a good job at keeping everyone informed, and has been able to work through problems painlessly. Paula Baucum told David Box that she would like to see an updated report on the timeline for the terminal renovation.

Terminal Renovation Subcommittee Report: David Box reported that the Committee met with Bill Scott with Scott Tucker Construction to review the contractor payout, which was approved as designated. The fire suppression system installed was discussed because there was a concern that this particular system could freeze. They requested additional information on what could be done to avoid such hazard. They also discussed the first floor, and how it could be secured from the second floor in the event that there was a restaurant upstairs. David said that there were some leaks upstairs. Tammy Bowen told the Board that some of the leaks were from the work done by the A/C people, but they have already addressed the problem, and Mario repaired a leak that was there previously.

Request to Regional Approach to install radio repeater: This item was tabled until more information could be collected.

Airport Manager Position (process, etc...): Paula Baucum reported that there have been up to eighty applicants for the Airport Manager position. The Airport Manager Subcommittee took the top twenty-five that passed the initial HR assessment which met the criteria of the job description, and narrowed them down to six very strong candidates. The full Board will be interviewing all six candidates by skype because most are either out of State, or from other areas in Texas. They will then narrow it down to three to come in for formal interviews. Paula asked Michael Scott to look in to whether the Airport Manager would need to be TSA certified.

Agricultural Lease: This item was tabled.

Airport Entry Monument Sign and Honorary Naming of Airport Terminal Building: Paula Baucum said that there has been concern, a hope, and a desire from some residents of Waxahachie and Midlothian that Rex Odom Drive is not labeled well enough to be honorary of a person that was very pivotal in getting the Airport here. Through those conversations there was some discussion about the monument sign that was destroyed by the tornado to be converted into a memorial sign for Rex Odom. Conversations then moved forward about the possibility of naming the terminal building after Rex Odom. There was consensus from the Board to move in the direction of potentially naming the terminal building after Mr. Odom. The Board agreed that it would be good if they could have the recognition coincide with the ground breaking ceremony for the terminal renovation. Paula said that by the November meeting, she will try to have cost associated with the project, and maybe some funding mechanisms to get it done. In the interim, the Airport will make sure that the appropriate signage is up on Rex Odom Drive and Hwy 287.

Tenant, Charles Crist: Paula Baucum reported that Mr. Crist continues to bring his dog on Airport grounds that went after a visitor to our Airport during the weekend of the Ennis races. Paula said that his dog has demonstrated aggressive behavior more than once, and in light of the circumstances believes that it is time to enforce the leash law with his dog. Paula said that if ever there are other dogs that possess the same aggressive behavior, they would have to go under the same rule. At some point, the Airport may have to enforce the rule of all dogs needing to be on a leash at the Airport. There was consensus from the Board to impose the leash law to Mr. Crist's dog.

Request from Ray Brindle for Special Event: Boy Scout Breakfast: Ray Brindle said that it was not his request, but a request from a Boy Scout that is trying to get his Eagle badge. The young man called the business, Arrae, to ask if they could use their hangar to hold a pancake breakfast on November 12th. The proceeds would go to the Wounded Warriors. Ray said that he told the young man that he did not mind him using the hangar, but he would need to make all of the appropriate contacts. The Scout expects a maximum of four-hundred people. Paula Baucum said that he will need to go through the formal process of applying for public use of the Airport with the Airport, and meet City requirements. Paula said that there will be a Special Board meeting regarding the Airport Manager position within the next week, and it could go on that agenda if he could get everything in order, otherwise it would have to wait until the November Board meeting on the 10th.

Public Comments: There were no public comments.

Adjournment: There being no further business,

Gary Richter moved to adjourn; second by Ray Barksdale. All Ayes.

Respectfully submitted, Tammy Bowen, Airport Administrative Assistant

