

MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Thursday, April 12, 2012, at 4:00 p.m., in the Conference Room, at Mid-Way Regional Airport, 131 Airport Dr., Midlothian, Texas.

Members Present: Paula Baucum, Chairman
Gary Richter, Vice Chairman
George Kent
David Box
Kyle Ballard

Members Absent: Kent McGuire, Secretary
Ray Barksdale

Others Present: Judy Demoney, Airport Manager
Tammy Bowen, Airport Operations Assistant
Chris Dick, Finance Director, City of Midlothian
Dave Wheeler, Partner, Southern Star Aviation

REGULAR AGENDA

Opening: Chairman Paula Baucum called the meeting to order, and Gary Richter gave the invocation.

Board Announcements: There were no Board announcements.

CONSENT AGENDA:

- Minutes of Meeting held March 8, 2012
- Financial Report
- Manager's Report
- Airport Operations Report
- FBO Fuel Sales Report
- Tenant Liaison Report

George Kent moved to approve the Consent Agenda as presented; second by Gary Richter. All Ayes.

REGULAR AGENDA:

Update on terminal building renovation: Paula Baucum told the Board that the new guttering under the balcony has been installed, and the countertop in the kitchen area has been replaced. Paula said that she has not heard back from anyone in regards to the cracks in the concrete of the balcony. The contractor has yet to send written documentation showing that the subcontractors that had filed claims against the project have been paid. There are still issues in regards with water around the windows when it rains, and a problem with the double glass door upstairs. There has been no response to an email that was sent, which included an invoice to run data cables, phones, and fax lines for Tammy and the FBO each time their office had to be moved during the renovation. These moves were not planned, and they agreed to absorb the costs. Paula suggested that the Terminal Renovation Committee set up a meeting with the contractor to get these issues resolved.

Apron Expansion Resolution to TxDOT: Paula Baucum explained to the Board that the Resolution is asking for the Cities to commit to moving forward on the apron expansion. The Resolution says that the total project costs are estimated to be \$2,185,000, and the Cities will be responsible for 10% of the total project costs currently estimated to be \$218,500. Paula said that the apron expansion project is the last capitol project that was outlined in the 2003 Master Plan approved by the Cities. The project was held off a year, so that the Airport business plan could be updated. The apron expansion needs to be looked at as a long term project because the apron is not currently full all of the time. If we let this money go, and we let the funding cycle slip by, then the money will go back into the general airport capital funds and Mid-Way would have to re-qualify at a later date, possibly ten to fifteen years down the road. Dave Wheeler said that the fact that a wash rack will be included in this project is big because on the weekends there is a lot of transient traffic that will stop to wash their planes, and then buy fuel. Also, an apron expansion will help facilitate safe areas for increased military aircraft parking. Paula said that an expanded apron would give better sight for events, and the apron tie downs in front of the door to the terminal could be restructured, so that the business jets could be maneuvered around more safely.

David Box moved to approve the Apron Expansion Resolution; second by George Kent. All Ayes.

Coffman & Associates business plan update landside alternatives: Paula Baucum told the Board that Coffman & Associates has been given direction about T-hangar locations, and they are making adjustments to the business plan update. The T-hangars will be discussed at the next Board meeting.

Public Comments: There were no public comments.

Adjournment: There being no further business,

Gary Richter moved to adjourn; second by George Kent. All Ayes.

Respectfully submitted, Tammy Bowen, Airport Operations Assistant