

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 11, 2012, at 4:00 p.m., in the Rex Odom Conference Room, at Mid-Way Regional Airport, 131 Airport Dr., Midlothian, Texas.

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

Others Present: Judy Demoney, Airport Manager
Tammy Bowen, Airport Operations Assistant
Ken Lantz, Partner, Southern Star Aviation

REGULAR AGENDA

Opening: Chairman Paula Baucum called the meeting to order, and Kyle Ballard gave the invocation.

Board Announcements: David Box said that due to the weather there were only eight Grummanites to show up for the fly-in last Saturday. Three drove in from Houston. Judy Demoney gave a tour of the Airport with both Airborne Imaging and Big Q Aviation participating. Lunch was prepared and served. David said that everyone appreciated seeing the Airport Manager present, and felt very welcomed.

Judy Demoney said that about sixty-five people showed up for the Rotary Social on the evening of October 4th. Big Q Aviation flew a banner to welcome the Rotary Club as they were eating and drinking. The Rotary Club agreed that it was one of the best socials that they have had in a long time.

CONSENT AGENDA:

- Minutes of Meeting held September 13, 2012
- Financial Report
- Manager's Report
- Airport Operations Report
- FBO Reports
- Tenant Liaison Report

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

REGULAR AGENDA:

Bids for Sign Replacement: Tammy Bowen explained the three bids from Russell Byrum, Spirit, and Quickway Signs, and reminded the Board that the insurance company is still holding \$1,865 until a copy of a signed contract for the new sign is sent. Tammy said that RAMP should reimburse half of the out-of-pocket expense. The Board agreed that the top two bids would be Byrum and Spirit Signs, and that they would like a lighted double sided board without the logo. This item was tabled until a 4 x 8 estimate could be obtained from Spirit Signs, so that there would be a better comparison. Also, the electrical will need to be accessed to make sure that it is possible to put a lighted sign there. Michael Scott said that they would need a permit, but the fee would be waived.

FY 2013 Final Budget: After review of the final budget;

Kyle Ballard moved to approve the 2013 final budget as presented; second by Gary Richter. All Ayes.

Terminal Building Update: Paula Baucum said that Scott Tucker Construction continues to be very gracious, informative, and willing to do whatever they need to do to make the balcony acceptable to us. They are planning to mobilize for the concrete work on the balcony the week of October 22nd. In regards to the a/c issue they intend to return the system back to its designed function (without the little fixes), so that they can do a re-analysis of the space in order to figure out what is needed to keep the humidity out. There are several things on the table for possible solutions. Paula said that they anticipate by the next Board meeting that we will have resolution of the balcony and a/c.

Food Service Committee Report: Judy Demoney reported that the Food Service Committee met again. Several things were investigated. They talked to two restaurant owners and the feedback was that the space upstairs is not big enough to support a full service restaurant to make it affordable and profitable. Also, there was an article in the Dallas paper about the Executive Airport where they did a \$500,000 rehab expecting \$700,000 in revenue, but are getting less than \$200,000 even with a liquor license. Collin County Airport, which is considered our competition, only provides popcorn. It was the conclusion of the Committee that at this point and time the upstairs should not be used for a restaurant. It cannot be supported by numbers. It is the Committee's recommendation that the space is leased out upstairs. It is also recommended that we upgrade the vending machines for better, healthier selections, and to add a couple of small tables with chairs downstairs in the main lobby. The Board agreed that this will be a continuous discussion item over the years as the Airport gets busier, and the economy gets better. Paula said that the Economic Development Committee should discuss and bring back recommendations to the Board on how to move forward. In general terms the Board agreed that they would like to get the space leased.

Capital Improvement Update: Paula Baucum told the Board that they took the Capital Improvement business plan to both City Councils, and in Executive Session talked about the Capital Improvement program. Both Cities were very positive and supportive of the Airport. We are now waiting for both Cities to come back to us about how to move forward with some of those plans. The Committee will be coming back to the Board with some recommendations from the Cities. Judy Demoney said that she got two amendment changes today from TxDOT for the apron expansion. TxDOT has completed their negotiations with KSA Engineering and they are decreasing our grant amount by \$96,295. They had estimated that the engineering cost would be \$230,000 but it actually came in at \$133,705. Our sponsor share was to be \$23,000 combined for both Cities, but is now \$13,370. The sponsor share is due by October 31st.

Ad hoc Committee Update: Paula Baucum said that the Economic Development Committee will include Gary Richter (Chair), Kyle Ballard, and herself. The Finance Committee will include Kyle Ballard (Chair), Ray Barksdale and Kent McGuire. The Capital Projects/Special Projects Committee will include David Box (Chair), George Kent, and Ray Barksdale. The Governance Committee will include Paula Baucum (Chair), George Kent, and David Box.

Executive Session: The Board adjourned into Executive Session to discuss personnel matters to deliberate the duties and evaluation of the Airport Manager as permitted by Texas Government Code, Section 555.074, at 4:40 p.m.

Regular Session: The Board reconvened to Regular Session at 5:12 p.m.

Gary Richter moved to approve a two year contract with Judy Demoney as Airport Manager; second by Ray Barksdale and carried by a vote of 6-1 with David Box voting in opposition.

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