

## **MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES**

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Thursday, December 13, 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  
David Box  
Ray Barksdale  
Kyle Ballard

Members Absent: George Kent

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 Gary Richter gave the invocation.

Board Announcements: Paula Baucum told the Board that several people went as City representatives to the land auction for the adjoining property owned by Mrs. Seale. They just wanted to see what was going on with the property. The land did not sale.

### CONSENT AGENDA:

- Minutes of Meeting held November 8, 2012
- Financial Report
- Manager's Report
- Airport Operations Report
- FBO Reports
- Tenant Liaison Report

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

### REGULAR AGENDA:

Setting a rent rate for the upstairs office space: Judy Demoney reminded the Board that they voted last month to rent out the space upstairs as office space. Judy said that she spoke with Bill Scott with Scott Tucker Construction while he was here for another issue, and he said that the 513 square foot space could cost anywhere from \$30,000 to \$50,000 to finish out. It was confirmed that RAMP would reimburse 50% of the cost if the Airport decided to finish it out opposed to a tenant finish out. Paula reminded the Board that we do not have it in the budget this year to finish out the space, even if a tenant shared the cost. Judy said that Michael Scott was checking to see if there are any residual funds left over. Paula Baucum said that more information is still needed in order to make a decision, and suggested talking to a couple of realtors in the area for current retail lease rates.

New Airport Website: Judy Demoney said that she has been working with the web designer and marketing agent on our new website. It is looking very nice. We will be able to make the changes, and update ourselves rather than contacting IT Support for help. Judy asked the Board what they thought about having a tenant page giving them the opportunity to have a link to their own personal businesses for a small fee. This would exclude Airport businesses because they are already listed on our website at no charge as business partners. The Board liked the idea.

Bids for winterizing the FBO hangar: Judy Demoney presented options for winterizing the FBO hangar in order to keep the fire suppression system from freezing. After discussion the Board agreed that the proposal from Wolverton Company for the combustion furnaces is the way to go because it is the most economical, and recommended system. The bid from Wolverton Company plus the bid from Estes Electric for the electrical work totals \$12,121. It was confirmed that RAMP would reimburse 50% of the cost. Judy said that we had budgeted \$23,000 for the apron expansion, but the bill was actually \$13,000 so there is \$9,600 plus \$1,600 left over from the Life and Health insurance line item. The Finance Department will know what to do in order to be able to use those funds. Gary Richter suggested finding out if two or three more furnaces could be added at a later date to help with maintaining a comfortable 58 degrees at ground level in the hangar.

David Box moved to approve the bid from Wolverton Co. and Estes Electric totaling \$12, 121 to install the combustion furnaces for winterizing the FBO hangar; second by Kent McGuire. All Ayes.

Public Comments: There were no public comments.

David Box said that he thought the Rex Odom dedication and Airport Christmas party went well. On the same day of the Christmas party Southern Star Aviation took thirty-four Boy Scouts and parents for rides in their airplanes.

Adjournment: There being no further business,

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

Respectfully submitted, Tammy Bowen, Airport Operations Assistant