

MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Thursday, September 12, 2013, 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, Chair
Gary Richter, Vice Chair
Kent McGuire, Secretary
George Kent
Ray Barksdale
Kyle Ballard

Members Absent: David Box

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

REGULAR AGENDA

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

Board Announcements: Judy Demoney told the Board that the World Aerobic Championships are being held in Sherman this year, and a gentleman with the organization obtained a temporary aerobic box at Mid-Way for practicing between now and the championships. Mid-Way Airport will be hosting either a French or Russian team. Big Q Aviation will be the representative for this group. Judy said that their practicing should not affect the Airport's day to day operations.

Judy Demoney said that she and Kassandra Carroll from Waxahachie Economic Development will be participating at the AOPA Aviation Summit next month on the day of the Board meeting.

CONSENT AGENDA:

- Minutes of Meeting held August 8, 2013
- Financial Report
- Manager's Report
- Airport Operations Report
- Tenant Liaison Report

Gary Richter moved to approve the Consent Agenda with the removal of the FBO Report over to the Regular Agenda; second by Ray Barksdale. All Ayes.

REGULAR AGENDA:

FBO Report: Ken Lantz told the Board that August is usually somewhat slow due to schools being back in session. Southern Star Aviation has been spending a lot of time campaigning with the military, so they did sell some military fuel in August and hope to see more of them in the future. Southern Star recently had their last quarterly inspection by the Department of Defense and got an outstanding report on their fuel due to their quality control. They continue to get positive feedback from their customers via e-mail correspondence that Tom Hill, FBO Supervisor, sends to transient aircraft. Paula Baucum told Ken that Tom has been a great addition to their business because he is very friendly, engaging, and is a great ambassador for what they are doing at the Airport.

Gary Richter moved to approve the FBO Report as presented; second by Kyle Ballard. All Ayes.

Ramp Repair Update: Judy Demoney said that four bids were received from contractors for Ramp repair. The Purchasing Director of Waxahachie, the Finance Manager with Crosslands International (person actually paying the bill), and herself sat down to look at the bids. They narrowed the bids down to two, and then asked for three references from each company. Richard will vet them, and then they will be making a final decision between the two. One of the criteria will be how quickly it can be done. Crosslands has agreed to put up a payment bond in the name of the contractor, so that the Airport and Cities are not responsible for anything. We will have an owner's representative to oversee the project for quality assurance, and the testing of the asphalt will be handled by a third party. TxDOT will not be involved in the project because a grant is not being used.

Ramp Expansion Update: Judy Demoney reminded the Board that it was discovered that the laws had changed, and basically we had to start the land negotiations over again starting with going to the Cities to get Resolutions, which would give us the authority to deal with the land owner. An offer was then submitted, which the land owner rejected. We will be going back to the Cities to get a Resolution to make a final offer to the land owner. Once that is done then they have fifteen days for the offer to be accepted before other actions are taken.

2014 Airport Budget: Judy Demoney explained that initially the Finance Committee approved the first pass of the 2014 budget. The only thing different with the final budget is that we will be replacing the maintenance truck with a lease truck, so two line items have been added for vehicle lease and maintenance on leased vehicle. The only other thing that could still change would be if the City Council approves salary increases. Judy pointed out a line item for improvements other than buildings, which is a capital expense identified for next year for the design of the hangar project. There may be an opportunity to go ahead and put the parking lot in the apron expansion grant, which would make the project cheaper. The City of Midlothian has already added the additional \$44,000 to the budget for the parking lot project, and if the City of Waxahachie approves \$44,000 for the project then that line item will change as well.

Gary Richter moved to approve the 2014 Airport Budget; second by George Kent. All Ayes.

Status of FBO Contract Negotiations: Paula Baucum informed the Board that the FBO contract will be up for negotiations again come the end of October. Gary Richter, Kyle Ballard and herself will be working with the FBO to open up the negotiations, and talk about where we are and where we want to go. Paula said that the Committee will come back to the Board next month with a status update.

Public Comments: Paula Baucum informed the Board that she and George Kent were re-appointed back to the Airport Board for the next three years. Paula wanted to reiterate that officer elections will be next month, and it is time to pass the baton to another person for the Chair.

Adjournment: There being no further business,

Ray Barksdale moved to adjourn; second by George Kent. All Ayes.

Respectfully submitted, Tammy Bowen, Airport Operations Assistant