

MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Thursday, July 13, 2017, at 4:00 p.m., in the Rex Odom Conference Room, at Mid-Way Regional Airport, 131 Airport Dr., Midlothian, Texas.

Members Present: Kyle Ballard, Chair
Kent McGuire, Vice Chair
Ray Barksdale, Secretary
Randall Porche
Drew Sambell
Alex Smith

Members Absent: David Box

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

REGULAR AGENDA

Opening: Kyle Ballard called the meeting to order, and Drew Sambell gave the invocation.

Board Announcements: There were no Board announcements.

CONSENT AGENDA:

- Minutes of Meeting held July 13, 2017
- Financial Report
- Manager's Report
- Airport Operation's Report
- FBO Report – There was no FBO report to review.

Alex Smith moved to approve the Consent Agenda excluding the FBO Report; second by Randall Porche. All Ayes.

REGULAR AGENDA:

Pancake Breakfast Fly-In Update: Tammy Bowen reported expenses for the Pancake Breakfast Fly-In totaled \$4,636. and revenue from the breakfast, train and water sales totaled \$3,733. with a negative net of \$903. Despite the weather we served 625 people pancakes, which fell under last year's number of 902. There were no helicopter rides, RC airplanes or classic cars, but the weather burned off enough the last hour allowing the DC-3 to take people up for rides, and fly-overs by the Trojan Phylers. The train did well enough to pay for itself. Tammy said that even though we did not do as well this year Boy Scout Troop 524 received a \$1,000 donation like last year for all the help they gave during the event. The additional \$1,250 to the Troop covered their expenses for the breakfast at \$2 per plate. Ken Lantz said there were three fly-ins. One of them was an Air Medical King Air 90 from where he works, which was very popular at the event..

Request from Ken Lantz to reduce his end cap lease rate: Ken Lantz asked the Board to consider reducing the rate on his end cap or keep it the same. Ken said that he has personally had hangar #22 and the end cap for many years. Ken explained that every year Southern Star Aviation volunteers the terminal hangar for the Pancake Breakfast Fly-In and they shut down production in the hangar for three days in order to get ready for the event. They do use the end cap for storage of some items to make room during that time. Extra staff is brought in to help clean the hangar for the event in order to present the best possible image for the Airport and their company. Judy Demoney reiterated that their vote in May was to increase all three end cap rates to twenty-five cents per square foot in order to make them uniform. In 2010 the end cap rates were based on 400 sq ft, but when Mario re-took measurements for the new rates it was discovered that Ken's end cap was actually larger than what we thought so his end cap went up substantially. Judy said she would recommend making his rate the same as Bill Fuller's end cap.

Randall Porche moved to approve reducing Ken Lantz's end cap rate to \$95; second by Drew Sambell. All Ayes.

New T-Hangar Update: Judy Demoney said that nine out of eleven of the new T-hangars have been leased. Four were current tenants. Our hangar waiting list is now almost non-existent. Two people moved out for various reasons, so we currently have two of the new T-hangars, two of the small T-hangars, and a box hangar that will be available on August 1st. The box is currently being leased by Southern Star Aviation as a community hangar, but lost a couple of their tenants when the new T-hangars opened up and can no longer afford to keep.

Mario is finishing out the walls to the rest room and the plumber will finish out the fixtures on Tuesday.

The bollards are in and ready to be installed.

The access door to Mario's end cap will be here by July 14th.

There will be someone here to paint a red stripe between the taxi lane and the parking lot so that drivers of vehicles will know not to cross. At the same time they will also sand blast and re-stripe the parking lot across the street because the parking spots are too wide. They were set to do this on Saturday, but there are two Hertz customer vehicles in the long term parking that will not be coming back until Monday morning. We are hoping that the contractor can get that changed as they have said that they are booked for the next three weeks.

The Airport will be getting a refund of at least \$64,796 plus possibly some contingencies from TxDOT. This will go back into the fund balance for the Airport. Judy stressed that the next Airport project needs to be security fencing because too many things have happened. Security fencing is really the only thing left in the current Master Plan, and it would be done in three phases. Kyle Ballard said that the proposed budget for fencing could be up to \$1.6 million. Judy told the Board that she informed Michael Scott and Chris Dick that this will be coming up, and they discussed the refund as being a part of the Airport's 10% share of the project.

Judy Demoney told the Board that KSA Engineers had a dramatic turnover, so there was a lack of representation during the T-hangar project.

Sardis Water Line Update: Judy said that she met with Michael Scott, City of Waxahachie and Chris Dick, City of Midlothian, and they agreed to pay for the fix for the Sardis water line. It will cost about \$20,000 and the proceeds will come from the reimbursed amount from the grant. Paul Tischler of Sardis said that he will order the work and pay for it, and the Airport will reimburse them.

Month-to-month-lease for small upstairs office space: Judy Demoney told the Board that an FAA Fast Team member called looking for a small office to prepare for seminars. He would have one to two meetings per quarter with pilots flying in. Judy said that she discussed month-to-month with him. He did not want to pay more than \$75. A message was left and he has not returned the call. Judy reminded the Board that we tried using a broker to get the office space leased, but that did not work.

Drew Sambell moved to approve allowing Airport Staff to negotiate a month-to-month lease for short-term use for the upstairs terminal office space if the opportunity arises; second by Kent McGuire. All Ayes.

Tenant Liaison Position: Judy Demoney said that she sent two emails out to the tenants and no one was interested in the Tenant Liaison position. After discussion the Board agreed that the position should remain open just in case anyone ever shows interest. Kyle Ballard said that it should be mentioned that we have established a “Tenant Relations Committee” within the Board because we are concerned about maintaining positive tenant relationships, and hearing everyone’s concerns. Also, the Board meetings are always open to the public.

Other Business: Judy Demoney said that she got a call from the President of a young pilots’ organization based in Florida called “Millennial Wings”. They are now in Georgia and California and would now like to come to Texas. He flew over our Airport and said that it would be a wonderful place for a fly-in for young aviators. Judy said that she will continue to follow up on this.

Judy Demoney told the Board that the City of Waxahachie will be having a City Council budget workshop the first week in August, so the Board will need to give final approval on the Airport budget sometime afterwards. Judy informed the Board that the City of Waxahachie hired consultants to do classification and salary studies for all City Employees. Judy said that it involves salaries, so it will need to be a part of this budget before final approval. The Board said that they would like to be kept informed on the study, and know the outcome.

Kyle Ballard suggested, and the Board agreed that we should look into boosting the advertising for our hangar and office space on Facebook since that is our primary source of marketing and advertising.

Public Comments: There were no public comments.

Adjournment: There being no further business,
Randall Porche moved to adjourn; second by Drew Sambell. All Ayes.

Respectfully submitted, Tammy Bowen, Airport Operations

