

## MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Tuesday, May 6, 2008, at 4:00 p.m. at the Mid-Way Regional Airport, 131 Airport Drive.

Members Present: Al Castleman, Chairman  
Dale Stevenson, Vice Chairman  
Mark Morgan, Secretary  
George Kent  
Aubrey Price  
Glynn Hall

Members Absent: Paula Baucum

Others Present: Cam Fearis, Airport Manager  
Tammy Bowen, Airport Operations  
Ray Brindle, Airport Tenant Liaison  
Frank Viso, Economic Development Director, City of Midlothian  
Doug Barnes, Economic Development Director, City of Waxahachie  
Chris Dick, Finance Director, City of Midlothian  
Charles Harris, Finance Director, City of Waxahachie  
Ken Lantz, Partner, Airport FBO

Opening: Chairman Al Castleman called the meeting to order and Glynn Hall gave the invocation.

Minutes:

George Kent moved to approve the Minutes of April 1, 2008 as presented; second by Dale Stevenson. All Ayes.

Financial Report: A Financial Report was not available for review.

Manager's Report: Cam Fearis reported:

- a) There was a total of 15,370 gallons of fuel sold in April.
- b) The land surveys for the runway expansion have been completed and have been received by TxDOT. An appraisal contract is being negotiated. Research is being done on land sales to give an estimate of land cost for TxDOT commission approval.
- c) There is a water leak in the taxiway and ramp area east of hangar #40. Repair work has been ordered and will probably require cutting out part of the taxiway/ramp.
- d) The FBO requested additional lighting for the maintenance hangar last month. Cam stated that he is waiting until it gets closer to the end of the fiscal year to consider this project since ramp will cover 50%. He wants to make sure that something more important doesn't come up to utilize those funds for this year.
- e) There is a helicopter flight school from Denton looking at hangar B-8.
- f) The fire extinguishers in all of the hangars have been recertified.
- g) Duplicate keys were made for all of the hangars.
- h) The changes in the Airport's Minimum Standards have been approved by both Cities.
- i) A presentation was given to the Waxahachie Lions Club.
- j) The hangar door on the FBO hangar blew in again a couple of weeks ago. A heavier door was purchased and should take approximately four weeks to ship.

Purchasing a new fuel truck for the FBO: Cam Fearis said that he and the FBO are planning to fly to Decatur to take a look at a fuel truck that is being advertised for around \$10,000. Cam said that he did discuss this particular truck with an AirBP inspector while at the TxDOT Conference and the inspector said that he was familiar with the vehicle and that it would be a pretty good deal. Cam said that if they like what they see, he will have Bassco Services take a look at it to certify that it is in good shape.

Revisions made to the Hangar Lease Agreement: A statement was added to the Hangar Lease that reads "Tenant may sublease their hangar to an individual on the airport's waiting list. All sublease agreements must be approved by the Airport Manager". In addition to that statement, a statement was added to the Box Hangar Agreement that reads "Lessee shall be responsible for all utility costs associated with this box hangar. This includes, but is not limited to, electric service, water and sewer service. Lessee is solely responsible for contacting the appropriate utility company for services".

Glynn Hall moved to approve the revisions made to the Hangar Lease Agreement and Box Hangar Agreement with the provision that anyone who is currently subleasing their hangar to someone else must follow the new revision once the that person moves out; second by George Kent. All Ayes.

Quotation for repairs on the Airport's Automated Weather Observation System:

Dale Stevenson moved to approve the sales order quotation from Vaisala, Inc. in the amount of \$3,430 . for repairs to the automated weather observation system; second by Aubrey Price. All Ayes.

Budget for FY 2008 – 2009: Charlie Harris told the Board that the finance department with the City of Waxahachie is not quite prepared to present a budget that is accurate as far as the details on line items. This is because the City has new software and the system is having a difficult time reading the credit card transactions and assigning them to the appropriate line items. Charles stated that he sent Cam Fearis over three hundred transactions that will need to be assigned to the appropriate line items and once that has been done the finance department will be able to get an accurate current year projection to predict next years budget for the Airport.

Other Business: Dale Stevenson asked Cam Fearis for an update on when work will be started on the second row of hangars for the leakage problems. Cam said that the Airport attorney wanted some changes made to the contract. The Nay Company made those changes and the contract has been signed. The Nay Company is waiting on a building permit from the City of Midlothian.

Adjournment: There being no further business,

Dale Stevenson moved to adjourn; second by Glynn Hall. All Ayes.