

## **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 12, 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  
Ray Brindle, Tenant Liaison  
Chris Dick, Finance Director, City of Midlothian

### REGULAR AGENDA

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

Board Announcements: There were no Board announcements.

### CONSENT AGENDA:

- Minutes of Meeting held June 14, 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 Kent McGuire. All Ayes.

### REGULAR AGENDA:

Update on terminal building renovation: Paula Baucum said that she is waiting to hear back from the structural engineer regarding the fencing that is supposed to go around the downstairs patio. The contractor had told the Committee that the fencing would be a critical element in stabilizing the upstairs patio. Also, the Committee felt that it was something that they would need to consider for safety in order to keep children off of the tarmac. Judy Demoney said that the air conditioning is still an issue, and that we are still waiting for the contractor to come out and do the water testing over the windows. Paula said that she has not signed the papers for final payment to Scott Tucker Construction, and will not do so until the Committee convenes and there is some unity on the finalization of the patio plan.

Update on apron expansion project: Judy Demoney told the Board that as it stands right now the bid deadline for consultant companies for the apron expansion project will probably end up around the middle of August. All documents have been signed pertaining to the grant. TxDOT requested audited financial statements from the Cities. Midlothian's statement has been forwarded, and Waxahachie's will be forwarded once received.

FY 2012 – 2013 budget draft: Judy Demoney told the Board that the Airport's website really needs to be updated, and to do so we would need close to \$7,000. Next year's budget will not cover that cost. Judy suggested talking with Economic Development from both Cities to see if they might be able to help out with this expense, since the Airport promotes Economic Development. Paula Baucum suggested that we first see if we can get sponsorships for the website from the Airport businesses, and to check with Southern Star Aviation to see if AvFuel might be interested as a sponsor. Judy told the Board that there would not be funds available to cover anything having to do with food service upstairs such as tables and chairs. If a restaurant were to come in the tables and chairs would be provided by the restaurant, but in the interim we would need to purchase a few tables and chairs if we wanted vending upstairs. Paula said that we might be able to ask the Convention and Visitor Bureau for help. Judy told the Board that we would probably need to be able to show the number of people coming through the door, and that she has already talked to Southern Star Aviation about keeping track. Paula suggested that Judy work with the FBO to find out what it would cost to lease a fuel truck, since the fuel truck we have has been such a costly issue. Gary Richter suggested double checking revenue coming in next year for fuel flowage because based on the numbers from the first quarter we should be a little more optimistic.

Kyle Ballard moved to approve the budget draft as presented with the minor changes discussed; second by Gary Richter. All Ayes.

United Way of Ellis County request to hold their campaign kickoff event at the Airport on September 6, 2012: The Board agreed that collecting a refundable deposit from people renting the Airport facility might be a wise idea because it would encourage people to clean up.

Gary Richter moved to approve the United Way of Ellis County request to hold their campaign kickoff event at the Airport on September 6, 2012; second by Ray Barksdale. All Ayes.

Adjournment: There being no further business,

Gary Richter moved to adjourn; second by George Kent. All Ayes.

Respectfully submitted, Tammy Bowen, Airport Operations Assistant