

MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

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

Others Present: Judy Demoney, Airport Manager
Tammy Bowen, Airport Operations Assistant
Ray Brindle, Airport Tenant Liaison
Ken Lantz, Partner, Southern Star Aviation
Chris Dick, Assistant City Manager, City of Midlothian
Bill Houston, Mayor, City of Midlothian

REGULAR AGENDA

Opening: Chair Paula Baucum called the meeting to order, and Gary Richter gave the invocation.

Board Announcements: Paula Baucum told the Board that they continue to work with Scott Tucker Construction on the issue with the air conditioning system upstairs. The airport had Wolverton come out and do an evaluation. The airport may have to spend a little bit of money to get the issue resolved, but the cost was significantly less than what Scott Tucker Construction was proposing.

CONSENT AGENDA:

- Minutes of Meeting held May 9, 2013
- 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 Ray Barksdale. All Ayes.

REGULAR AGENDA:

Apron Expansion Update: Judy Demoney said that KSA has completed the design work for the apron expansion. It has been sent to the two City Development departments for approval. TxDOT is still in negotiations with the property owner on the North side.

West Side Proposed Development Update: Paula Baucum said that several of them attended the Midlothian City Council meeting on June 3rd. She covered all the points that the Board agreed should be covered. There was not a huge amount of speakers there, but the Cities and the Planning and Zoning Commission was there. There was a very detailed presentation of what the development will look like. Paula said that we will not know for a while whether or not the input from the Airport has made a difference. The Council tabled the public hearing. Mayor Bill Houston of Midlothian wanted to say that there was so much misinformation on the whole thing, and it was never at a point that it was up for serious consideration. They are still trying to look at it. The proposal for light industrial had been made during a Council negotiation process for that same area prior to this. Kyle Ballard suggested that Judy Demoney start pulling up the agendas for both Cities every month just in case there is something that the Board might be interested in giving their input on.

Pancake Breakfast Report: Tammy Bowen reported that the Pancake Breakfast Fly-In was a big success. We received many compliments. Between the increases on the ticket prices, savings on postage, less printing costs, profit on train, and donations we only had a \$255 loss this year which is cheap PR for the airport. Last year we had a \$1,393 loss. This year we fed 773 people which fell just under last year's numbers.

Signage for Hertz: Judy Demoney explained that the airport is now the new location for Hertz. They would like signage at the airport entrance off the highway, at the intersection of Airport Dr. and Rex Odom Rd, as well as signage on the entrance door located at the southwest corner of the terminal building. Right now people do not know where to go. The Board agreed that the first thing that Hertz would need to do would be to go to the Planning Department at the City of Midlothian to find out what is allowed on City property, and TxDOT would need to be contacted about signage off the highway. Once all of the information is gathered then they would need to present it to the Board for approval. The Board agreed that there needs to be some kind of directional signage for all of the Airport businesses. The Board asked that Judy call the City of Midlothian to inquire about the kiosk signs in Midlothian because a sign like that could be placed at the intersection of Airport Dr and Rex Odom Rd with arrows pointing towards the businesses.

Waiting List Policy: Judy Demoney told the Board that we have had some issues pop up in regards to the Hangar Waiting List Policy recently, and suggested some possible changes.

Judy said that the 14 day period given to applicants to respond and enter into a hangar agreement is too long and we can potentially lose a month of revenue if the first person on the list ends up opting out. The Board suggested changing it to 5 business days for them to respond back to the notification correspondence, and then 3 business days from then to make a decision.

Judy suggested adding verbiage to the policy stating that their aircraft must be based at the Airport, so that we don't have tenants renting hangars that are not being used but a few times per year. The Board agreed that the policy should state that the aircraft must be based at the Airport.

Judy asked the Board if existing Airport businesses should have priority over others on the list as they become available. The Board agreed that it would not be fair for anyone to jump ahead of the list. There is a system in place where once you get to the top of the list you are offered a hangar, and a lot of these people have been on the list for a long time.

Public Comments: There were no public comments.

Adjournment: There being no further business,

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

Respectfully submitted, Tammy Bowen, Airport Operations Assistant

