

MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Tuesday, December 2, 2008, at 4:00 p.m. at the Mid-Way Regional Airport, 131 Airport Drive.

Members Present: Al Castleman, Chairman
Dale Stevenson, Vice Chairman
George Kent
Aubrey Price
Glynn Hall
Paula Baucum

Members Absent: Mark Morgan

Others Present: Tammy Bowen, Interim Airport Manager
Michael Scott, Assistant City Manager, City of Waxahachie
Chris Dick, Finance Director, City of Midlothian
Dave Wheeler, FBO Partner
Ken Lantz, FBO Partner

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

Minutes:

Dale Stevenson moved to approve the Minutes of November 4, 2008 as presented: second by Aubrey Price. All Ayes.

Request from the Summer Balloon Classic to hold a Balloon Festival in June 2009: Debbie Standefer was present to answer questions and address any concerns that the Board might have concerning the balloon festival. Paula Baucum asked Debbie if she could provide a monthly report to the Board keeping them current on the progress of the event.

George Kent moved to approve the request from the Summer Balloon Classic to hold a balloon festival the weekend of June 19-21, 2009; second by Paula Baucum. All Ayes.

Manager's Report: See attached Manager's report. Tammy Bowen reported:

Contacted three other Airports to get information concerning their policies for hangaring non-airworthy aircraft. Everyone's policy was similar to Mid-Way Airport's policy.

Obtained estimate from C A Wilson for plumbing out the two box hangars. Spoke with tenant in B8 to see if they were interested in pursuing this any further and she said no because they have no interest in spending money to build out a restroom. The purpose of the request last month was to get the rent decreased.

There is a tenant that has provided proof of insurance on his aircraft which reflects storage coverage only. This would be against the Airport's Minimum Standards and Requirements for insurance coverage. The tenant asked if the Board would consider granting him a waiver for the additional insurance coverage since the plane is for sale and will never be flown. The Board asked that this be an agenda item to consider next month.

Tammy Bowen suggested that the Airport consider writing up a hangar waiting list policy. The Board suggested that Tammy put something together and bring it back for recommendation.

Auctioning sweeper and tug: Tammy Bowen stated that Ray Brindle tried to contact the surplus store that the equipment was obtained from and found out through another surplus store that they had closed down. Ray tried to call several locations and there were no records to be found. The Board agreed that they would

feel better if they found someone with some authority that would say that the Airport can get rid of the equipment. Cam Fearis stated that the sweeper was not surplus and that someone gave it to the Airport.

Paula Baucum moved to approve having the sweeper auctioned off in the next City auction and would like to get more information on the tug in order to make a decision on how to get rid of it; second by Aubrey Price. All Ayes.

Rekeying the hangars: An estimate was obtained from Cee Dee's Locks and Keys for rekeying all of the hangars to a double master key system. The estimate was for \$845. Tammy Bowen said that this hasn't been done in a long time. There have been some tenants express their concerns about extra keys floating around. Tammy suggested having this done to provide the security that the tenants deserve and pay for. Also, Tammy stated that she will be making it a practice to have a hangar rekeyed when a tenant leaves so that it would not be an issue if there were copies of keys that were not turned in (i.e. copies made by previous tenants). The only people to have possession of the master keys would be the Airport Manager, the Airport's Maintenance employee, the Fire Departments and a set to the Fixed Base Operators. The Board agreed and because the estimate was within the Manager's limits there was no need for an action.

Appointing a selection committee for the Airport Management position:

Al Castleman moved to approve appointing a selection committee for the Airport Management position consisting of Ray Brindle, Al Castleman, Paula Baucum and a representative from each City; second by George Kent. All Ayes.

Signage policy for the Airport: The Board discussed what the procedure should be when someone makes a request to install a sign on Airport property. It was decided that upon approval of the Airport Manager, approval must also be obtained from the appropriate City to assure that the sign would be in compliance with the City's Ordinance. The City may require that a permit is obtained.

Airport Hazard Zoning Regulations: This item was tabled until more information could be gathered.

Runway Expansion: Tammy Bowen reported that one property owner has retained a realtor to represent him and is acquiring a fencing estimate from a fencing contractor as ours is deemed inadequate. They are continuing to discuss the land value. Another property owner is requesting that cattle pens, fencing, water and electricity be relocated to their remainder. One property owner has not returned calls. Scott Bryan will keep calling. The fourth property owner agrees to the land value. The landowner has provided TxDOT with a survey noting a larger amount of acreage in the whole property. If it is accurate, Scott will have the fee appraiser update his report with the new survey data provided by the property owner.

Tammy said that Allen Schmidt, Project Manager with TxDOT, said that the plans and specs are ready to go. Allen went to the Transportation Committee on November 20th and the budget request for the construction phase was approved. Allan said that once the land is acquired and the Cities have sent in their 10% share for the construction cost he can go out for bids. Tammy said that Allison Martin, Grant Manager with TxDOT, said that she will be billing the Cities for their share the first of January.

Aubrey Price stated that he has concerns about the Airport needing to close down completely for sixty days during the construction phase. Aubrey said that he is concerned about people operating off of the taxiway because of the self-serve being so close. If the runway is shut down this would move Airborne Imaging off of the Airport. Also, it will be hard on the FBO business during that time. Tammy Bowen said that they will discuss this with Allen Schmidt when they have their meeting with TxDOT on Thursday and see if there are any other options.

Election of Officers: Chairman Al Castleman opened the floor for nominations for Airport Board Officers to serve on the Airport Board for a term of one year.

Aubrey Price moved to approve re-electing the current officers, Al Castleman as Chairman, Dale Stevenson as Vice Chairman and Mark Morgan as Secretary; second by George Kent. All Ayes.

Adjournment: There being no further business,

Paula Baucum moved to adjourn; second by Aubrey Price. All Ayes.

