

## **MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES**

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Thursday, April 9, 2020, at 4:00 p.m., via videoconference/teleconference.

Members Present: Drew Sambell, Chairman  
Alex Smith, Vice Chair  
Ray Barksdale, Secretary  
Randall Porche  
Kent McGuire  
Larry Johnson  
Nanette Paghi

Others Present: Darrell Phillips, Airport Manager  
Tammy Bowen, Airport Operations Assistant  
Clyde Melick, Assistant Manager, City of Midlothian

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

### CONSENT AGENDA:

- Minutes of Meeting held March 12, 2020
- Financial Report
- Manager's Report
- Airport Operation's Report
- FBO Report

Kent McGuire moved to approve the Consent Agenda as presented; second by Ray Barksdale. All Ayes.

### REGULAR AGENDA:

Board Announcements: There were no Board announcements.

Eagle Scout Project: Darrell Phillips explained to the Board that they would need to vote on this item again because the motion failed last month due to the lack of voting quorum. Eagle Scout, Ben Sambell, gave four possibilities for the Eagle Scout project improvements to the upstairs deck of the terminal building. Paint a scale model runway of 18/36 down the center of the deck. Add a couple of new picnic tables. Add a sign (Welcome to Mid-Way Regional Airport) to the railing facing the RAMP. Add a UNICOM speaker to the deck that could be switched off and on.

Randall Porche moved to approve the Eagle Scout project for the Airport using any of the ideas presented by Ben Sambell; second by Kent McGuire. The motion passed with Alex Smith, Ray Barksdale, Randall Porche, Kent McGuire, Nanette Paghi and Larry Johnson in favor. Chair Drew Sambell abstaining for reasons of conflict of interest.

Pancake Breakfast Fly-In for 2020: Tammy Bowen asked the Board to discuss whether or not the Pancake Breakfast Fly-In planned for June 6th should be rescheduled or canceled due to the COVID-19 pandemic because now is the time to be advertising. Tammy said that she spoke with David Miller, Leader, Boy Scout Troop 524. They do the catering for the breakfast. Mr. Miller said that they would be fine with rescheduling it to the Fall. Tammy said that she did tell David that there is a potential for the attendance to be down even in October because some may still be reluctant to be around large crowds. Mr. Miller understood. Tammy said that she contacted several of the participants, and most are fine with rescheduling.

Andrew Sambell moved to approve rescheduling the 2020 Pancake Breakfast Fly-In to a Saturday in the Fall with Tammy Bowen and Darrell Phillips choosing the date for the event; second by Randall Porsche. All Ayes.

Letter of Agreement for Economic Hardship Rent Reduction relating to COVID-19: Darrell Phillips said that there has only been one tenant to request help with their rents due to COVID-19. Darrell said that we may run into a few more tenants that may have some issues. Darrell told the Board that he came up with a Letter of Agreement for those that may request help because of an economic hardship. The Board discussed the Letter of Agreement presented. The agreement would allow up to four months of rent reduction at half of the full rent. After the four months, the reduction amount total would be divided by twelve and added to the normal full rent for the next twelve months until the airport is reimbursed the full rent reduction amount. Darrell explained that some of the small business owners at the Airport may take the opportunity for rent reduction for three or four months while they are waiting to get help from the federal protection plan. After discussion, the Board agreed that the Letter of Agreement should include a statement that payment in full would be required if the tenant decides to leave before the twelve months. Darrell said that the tenant should make the request in writing.

Kent McGuire moved to approve the Letter of Agreement for Economic Hardship Rent Reduction relating to COVID-19 with the addition of a statement that payment in full would be required if the tenant decides to leave before the twelve month repayment period; second by Randall Porsche. All Ayes.

Adjournment: There being no further business,

Ray Barksdale moved to adjourn; second by Kent McGuire. All Ayes.

Respectfully submitted, Tammy Bowen, Airport Operations Assistant