

MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Wednesday, August 12, 2020, at 4:00 p.m., in the Waxahachie Council Chamber at City Hall, 401 S. Rogers, Waxahachie, Texas.

Members Present:	Drew Sambell, Chairman Alex Smith, Vice-Chairman Randall Porche Kent McGuire Nanette Paghi
Members Absent:	Ray Barksdale, Secretary Larry Johnson
Others Present:	Darrell Phillips, Airport Manager Tammy Bowen, Airport Operations Assistant Albert Lawrence, Assistant Manager, City of Waxahachie Clyde Melick, Assistant Manager, City of Midlothian

Call to Order: Chairman Drew Sambell called the meeting to order.

Invocation: Chairman Drew Sambell gave the invocation.

Public Comments: There were no public comments.

Consent Agenda:

- Minutes of Meeting Scheduled July 9, 2020
- Financial Report
- Manager's Report
- Airport Operation's Report
- FBO Report

Nanette Paghi moved to approve the Consent Agenda as presented; second by Alex Smith. All Ayes.

Presentation by KSA and Robinson Aerospace for New Development: Michael Mallonee with KSA Engineers explained that they are here as a facilitator and as the Airport's design team to help present a project for consideration. The Airport is located on the 287 growth corridor between Midlothian and Waxahachie. The Airport has been looking at what their goals are for the future, and what steps to take to achieve those goals. One of the goals is to recruit MRO (Maintenance, Repair and Overhaul) facilities that bring good jobs to the communities, and use the Airport as a catalyst for economic development. Michael mentioned that KSA participated in a state wide economic impact study in 2018, which looked at the value and contributions of general aviation Airports to their communities. The study showed Mid-Way with a \$22.1 million economic impact with just roughly 55 jobs on payroll. Michael noted that those numbers will continue to grow by bringing new jobs and businesses to the Airport.

Ryan Hallaver, Chief Finance Officer of Robinson Aerospace, shared that the company has been around since 1997 and is a Veteran owned business by Jeff and Joe Robinson. Their mission is to grow the area as well as their business. They produce and deliver elite aircraft interiors with in-house engineering, design, machine shop, upholstery and cabinet shop capabilities. Robinson Aerospace received a 145-repair station certificate in August of 2018 that has given them the capability to offer their customers a full maintenance experience with options including, inspections, modifications, and avionics upgrades. Future growth plans include providing a full service FBO (Fixed Base Operator), aircraft paint shop and an Airport restaurant. Ryan stated that the vision is to make Robinson Aerospace a one-stop shop..

Chad Pennel with KSA explained that Robinson Aero is interested in relocating at Mid-Way on a 13 acre site south of the terminal area. The site would include 100K square feet of hangar space for Maintenance, Repair and Overhaul, 70K square feet of back-shop space with 30K square feet of office space. Fixed Base Operator Services would be provided including fuel farm. They would need aircraft apron space and taxiway connections to existing airport facilities, staff automobile parking, and utilities to include water, sewer, and electric. Aircraft would range in size, but mostly medium size business aircraft and turbo-prop. Chad mentioned that Robinson is interested in a shell package building, so they can finish out the building tailored to their operations. After questions and answers, the Board convened in Executive Session.

Executive Session: The Board convened into Executive Session to deliberate economic development negotiations as permitted by the Texas Government Code, Section 551.087, at 4:45 p.m.

Regular Session: The Board reconvened to Regular Session at 5:15 p.m.

Alex Smith made a motion that the Robinson Aerospace project move forward to the City Councils of Midlothian and Waxahachie for consideration; second by Randall Porche. All Ayes.

Letter of Request to Tenant for Hangar Cleanup: Darrell Phillips explained that one of the first impressions of our Airport is how well the Airport property is maintained. We only have one maintenance employee that takes care of the whole property. There are a lot of items around Airborne Imaging's hangar that need to be cleaned up. One of the two boats was removed yesterday. Darrell mentioned that he has emailed and called them. It has been 35 days since the first request for cleanup. It is a concern that in the event of fire or accident that our first responders could be at risk if there are any types of hazards that could be concealed under the items around the building. The Board agreed that a certified letter should be sent with a timeline.

RAMP Tie Down Spaces: Bill Fuller, Airport Tenant, Midway Aircraft Maintenance, addressed the Board. Mr. Fuller shared that that he has been a tenant for almost 20 years. Only until the last 6 weeks has tie down space become a problem. He had an agreement with Mr. Juan Martinez for two RAMP spaces free of charge for his use. Mr. Fuller mentioned that his agreement was a handshake with Mr. Martinez, past Airport and FBO Manager. Mr. Fuller explained that he has one hangar space and occasionally he has more than one aircraft at a time. Mr. Fuller asked the Board if something has changed.

Darrell Phillips explained that a Cessna 172 had been parked on the RAMP for at least three months. The owner was contacted to let him know that he needed to settle with the FBO on Ramp fees. The owner said that he would take care of it. Mr. Fuller dropped by to say that the owner of the plane was using his tie down space. Darrell noted that he went through his leases and there was nothing in writing allowing him two spaces. Darrell explained that the Airport leases all Ramp space to the FBO, Southern Star Aviation. The FBO collects the Ramp fees, and the Airport gets 35% of those fees. Darrell shared that Tammy Bowen informed him that Juan Martinez was not only the Airport Manager, but the FBO back then. He could have had some kind of an agreement with Juan as the FBO at the time. Darrell stated that this should be something worked out between the current FBO and Mr. Fuller. The Board concluded that they are bound by their agreement with Southern Star Aviation, and that Mr. Fuller would need to discuss Ramp space with them.

Hertz Rental Car Parking Proposal: Darrell Phillips reminded the Board that this item was discussed at the last Board meeting, and he was to bring back a parking proposal for consideration. Darrell mentioned that there were 55 Hertz rental cars parked at the Airport last week. The Airport only has 57 parking spaces. This has become a noticeable issue. Darrell explained that Hertz is a sub-tenant of our tenant, Southern Star Aviation. The proposal allows eighteen parking spaces for Hertz rental cars (4 by the terminal, 14 in the far parking lot). Darrell suggested that if the issue continues, the Board should look at the FBO or Hertz paying a ground lease for additional cars. The proposal has been discussed with Hertz and Southern Star Aviation, and they were told that the Airport would pay for the parking signage. Darrell said that he would work with them if something came up like a big event and they needed more parking temporarily.

Randall Porche made a motion to approve the Hertz Rental Car parking proposal as presented allowing 18 parking spaces for Hertz. Airport will provide parking signage and a letter of agreement will be sent to the FBO, Southern Star Aviation; second by Alex Smith. All Ayes.

RFP for New Hangar Development: Darrell Phillips said that he has been working with the City of Midlothian on a Request for Proposal (RFP) for seven box hangars to be built behind the Terminal. The proposal includes fourteen parking spaces along the road behind the hangars. The RFP is for a private developer to lease the land, and build the hangars. Darrell noted that he is looking to put the RFP out for advertising between August 20 – August 27.

Randall Porche made a motion to approve the RFP for New Hangar Development as presented; second by Nanette Paghi. All Ayes.

2020 Pancake Breakfast Fly & Fly-In: Darrell Phillips reminded the Board that in the April meeting they made a motion to reschedule our June event to October due to the uncertainty of COVID. Darrell and Tammy Bowen recommended that the Pancake Breakfast & Fly-In be canceled for 2020 due to the COVID-19 continuing to evolve unpredictably. Tammy explained that it takes her several months to organize the event. Darrell shared that he is exploring the possibility of inviting Fletcher's Corny Dog to the Airport to do a drive-in/fly-in pop up.

Alex Smith made a motion to cancel the Pancake Breakfast & Fly-In for 2020; second by Randall Porche. All Ayes.

Security Fence Project: Darrell Phillips updated the Board on Phase 1 of the security fence project. Darrell said that everything is looking good. The crew finished digging and setting fence poles. The electrical crew has been onsite to prep for the gate installations. They are about to start removing fence next to the Ramp. It was decided after the project began to add a gate by Airborne Imaging's hangar to have access to their Ramp. The contractor will be leaving a 20 foot gap for the gate to be added later.

Adjournment: There being no further business,

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

Respectfully submitted, Tammy Bowen, Airport Operations Assistant