

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

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Thursday, February 10, 2022, at 4:00 p.m., in the Upstairs Common Area of Mid-Way Regional Airport, 131 Airport Dr., Midlothian, Texas.

Members Present:	Drew Sambell, Chairman Alex Smith, Vice Chairman Randall Porche Nanette Paghi Larry Huntley Jennifer Chelwick
Members Absent:	Michael Williams
Others Present:	Darrell Phillips, Airport Manager Tammy Bowen, Airport Operations Assistant Richard Abernethy, Director of Administrative Services, City of Waxahachie Clyde Melick, Assistant Manager, City of Midlothian

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

Invocation: Chair Drew Sambell gave the invocation.

Public Comments: There were no public comments.

### CONSENT AGENDA:

- Minutes of Meeting Scheduled December 9, 2021
- Financial Report
- Manager's Report
- Airport Operation's Report
- FBO Report

Mr. Randall Porche made a motion to approve the Consent Agenda as presented; second by Vice Chair Alex Smith. All Ayes.

### REGULAR AGENDA:

Contract with Don Jackson Construction for (2) Sets of Box Hangars with Contract for a Ground Lease:  
Mr. Tony Jackson with Don Jackson Construction gave a breakdown on the proposed cost for six box hangars. Total cost of development with Cities paying for infrastructure would be \$919,404 with total cost of unit to potential tenant \$153,234. Total cost of development with infrastructure included by developer would be \$1,102,264 with total cost per unit to potential tenant \$183,710. All pricing is based on current market. The numbers presented did not include the proposed additional parking spaces to the parking lot. Mr. Jackson mentioned that they probably would not start turning ground until they know they have two or three sold. Once they begin it would take approximately 180 days to complete. The Board agreed that they preferred to move forward without the Cities having to subsidize the infrastructure cost.

Mr. Larry Huntley made a motion to approve proceeding with the contract with Don Jackson Construction for (2) sets of box hangars with contract for a ground lease and for the infrastructure to be rolled into the project; second by Vice Chair Alex Smith. All Ayes.

Request for Proposals for New Upgrades for Self-Serve Equipment: Mr. Darrell Phillips informed the Board that the AvGas self-serve is in dire need of some upgrades. It is getting old and we have had several issues. The upgrade was included in the Airport's five-year plan for 2022, and \$172,000 was budgeted. Mr. Phillips asked for approval to proceed with putting out a request for proposal for these upgrades.

Mr. Randall Porche made a motion to approve proceeding with the Request for Proposals for new upgrades to the Self-Serve; second by Mr. Larry Huntley. All Ayes.

Pancake Breakfast and Fly-In for 2022:

Ms. Nanette Paghi made a motion to approve having a Pancake Breakfast and Fly-In on Saturday, June 4, 2022; second by Ms. Jennifer Chelwick. All Ayes.

Report from Tenant Relations Committee Member, Larry Huntley, on the February 12<sup>th</sup> Tenant Meeting: Mr. Larry Huntley shared that there will be a safety meeting for our tenants and local pilots on Saturday. Flight instructors and aircraft accident investigators have been invited to speak on operations at our Airport and lessons learned from investigation reports. Mr. Huntley mentioned that he flies quite often and that he has been seeing lot of flight violations around the Airport. As the Airport graduates to a different level pilots will need to pay more attention. Chair Drew Sambell pointed out that there can be multiple operations going on at any given time. We have glider, helicopter, fixed wing and training operations at the Airport, so it can get very complicated without a tower.

Report from Airport Manager, Darrell Phillips, on the Economic Development Committee's Joint Meeting: Mr. Darrell Phillips reported that our Economic Development Committee for the Airport set up a joint Economic Development group that includes the assistant City Managers from both Cities as well as the Economic Development Directors. They have been evaluating the Airport on hangars because we are 100% full. They are also looking at marketing the twelve acres for MROs. They have visited with some Maintenance, Repair and Operations in the area about relocating to Mid-Way. They have also been talking about finding a private investor to help with some projects. Mr. Clyde Melick shared that their EDC had a meeting with the City Council Tuesday night. They expressed their desire to work with the Airport. They have four or five priorities and the Airport is one them.

Election of Officers:

Mr. Larry Huntley made a motion to approve Mr. Drew Sambell as Chair, Mr. Alex Smith as Vice Chair and Mr. Michael Williams as Secretary; second by Ms. Nanette Paghi. All Ayes.

Appoint Sub-Committees:

Mr. Randall Porche made a motion to approve Mr. Larry Huntley, Mr. Alex Smith and Ms. Nanette Paghi to the Economic Development Committee; second by Ms. Jennifer Chelwick. All Ayes.

Mr. Larry Huntley made a motion to approve Mr. Drew Sambell, Ms. Jennifer Chelwick and Mr. Randall Porche to the Finance Committee; second by Ms. Nanette Paghi. All Ayes.

Ms. Jennifer Chelwick made a motion to approve Mr. Larry Huntley, Mr. Randall Porche and Mr. Michael Williams to the Tenant Relations Committee; second by Mr. Larry Huntley. All Ayes.

Mr. Nanette Paghi made a motion to approve Ms. Jennifer Chelwick, Mr. Larry Huntley and Mr. Drew Sambell to the Education Committee; second by Ms. Jennifer Chelwick. All Ayes.

Comments by the Airport Board and Airport Administration: There were no comments by the Airport Board or Airport Administration.

Adjournment: There being no further business,

Mr. Larry Huntley made a motion to adjourn; second by Mr. Randall Porche. All Ayes.

Respectfully submitted, Ms. Tammy Bowen, Airport Operations Assistant