

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

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Thursday, December 12, 2019, at 4:00 p.m., in the Rex Odom Conference Room, at Mid-Way Regional Airport, 131 Airport Dr., Midlothian, Texas.

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

Others Present:         Darrell Phillips, Airport Manager  
                                  Tammy Bowen, Airport Operations Assistant

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

Public Comments: Bill Fuller, Airport Tenant, Hangar 1, registered as a speaker, said that his partners have been operating out of his hangar trying to get a Cessna 172 flight school started. Mr. Fuller explained to the Board that he has a maintenance business in Hangar #1 and that he was informed last week that he is in violation of his lease. Mr. Fuller asked the Board for some clarification. In addition, Mr. Fuller asked the Board to consider a longer lease for his hangar. Darrell Phillips told Mr. Fuller that he would review his lease and meet with him at a later date.

### CONSENT AGENDA:

- Minutes of Meeting held November 14, 2019
- Financial Report
- Airport Operation's Report
- FBO Report

Kent McGuire moved to approve the Consent Agenda with the removal of the Manager's Report over to the Regular Agenda; second by Randall Porche. All Ayes.

### REGULAR AGENDA:

Manager's Report: Randall Porche asked if the fencing project layout is ready to be displayed. Tammy Bowen explained that she received the layouts, and is working on getting them mounted so that they can be displayed on easels in the Terminal. Tammy said that they should be ready in time for the Tenant Christmas party.

Randall Porche moved to approve the Manager's report; second by Alex Smith. All Ayes.

Board Announcements: There were no Board announcements.

Redesign of the Airport Website: Darrell Phillips told the Board that we are working on redesigning and launching a new Airport website through "The Modern Take". Amy Boarders, Director of Communications and Marketing will be involved with the process. We will be able to manage it from any device. The total cost for the project will be \$2300. The annual hosting fee thereafter will be \$250. Drew Sambell suggested reaching out to the business tenants to get their logos, and make sure we have links to their websites.

Airport Parking Policy: Darrell Phillips said it is his understanding that there has been a vehicle parked in the short-term parking lot for almost two months, and the registration has expired. We have no idea who owns the vehicle. Tammy Bowen said that the City suggested creating a parking policy for the Airport, so that an Ordinance can be adopted. Darrell told the Board that a part of our Rules and Regulations, and Minimum Standards and Requirements could be incorporated into the policy. Darrell suggested that Airport staff start reviewing the Rules and Regulations, and Minimum Standards and Requirements, and bring recommendations back to the Board. Once there is an Ordinance in place we can use different language in our signage, and enforce our policy.

Randall Porche moved to approve Airport Management developing an Airport parking policy, and bringing it back to the Board for consideration; second by Alex Smith. All Ayes.

Adjournment: There being no further business,  
Alex Smith moved to adjourn; second by Ray Barksdale. All Ayes.

Respectfully submitted, Tammy Bowen, Airport Operations Assistant