

## MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Thursday, January 9, 2020, 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  
Randall Porche  
Nanette Paghi  
Larry Johnson

Members Absent: Kent McGuire

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

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

Public Comments: There were no public comments

### CONSENT AGENDA:

- Minutes of Meeting held December 12, 2019
- Financial Report
- Manager's Report
- Airport Operation's Report

Randall Porche moved to approve the Consent Agenda with the removal of the FBO Report over to the Regular Agenda; second by Alex Smith. All Ayes.

### REGULAR AGENDA:

FBO Report: Tammy Bowen explained that the total gallons of fuel flow for December 2019 is incorrect on Southern Star Aviation's report. The error was discovered after the packet had gone out. Tammy noted that their report shows 12,121 gallons sold for the month, but the correct total is just over 9,000. The FBO made the correction and a new report has been received. The Operation's report will also reflect the new total by the next Board meeting.

Nanette Paghi made a motion to approve the FBO Report as corrected; second by Randall Porche. All Ayes.

Board Announcements: There were no Board announcements.

Commercial Lease for Hangar #1: Darrell Phillips reminded the Board that Mr. Fuller and Mr. Black was at our last Board meeting. Mr. Fuller was registered as a speaker. He talked about subleasing his hangar to his partners that have been trying to get a flight school started. Darrell reported that he met with the aircraft owner, Mr. Black, on December 13th, to go over the lease. The commercial lease states that the hangar shall be used solely for the maintenance and repair of aircraft. Mr. Black was told that it is preferred they lease office space in the terminal for their flight school, and that the Board could consider an amendment to Mr. Fuller's commercial hangar lease to include a flight school. Darrell explained that they would need to meet some other requirements such as additional insurance coverage. All parties decided to leave the lease as is for right now. They agreed that they would discontinue subleasing the hangar for their flight school. Darrell told Mr. Fuller during their meeting on December 20<sup>th</sup> that he would need to add hangar keepers back to his insurance policy to bring his lease back into compliance. Mr. Fuller assured us that he would provide the insurance that is required.

Security Fencing Project: Darrell Phillips reported that he had a meeting with KSA and TxDOT on December 18. They worked out the discrepancies on the aeronautical study. TxDOT should be sending a letter sometime within the next month requesting payment for the advertising/pre-bid process. Darrell told the Board that the layout for the security fence project has been on display for the tenants to see since Christmas. The budget is tight, so what we see on the plans is final. Darrell said that he hopes to have some kind of timeline for everyone by the next Board meeting. Darrell briefly went over the layout of the fencing project.

Starting Education Program with MISD and WISD: Darrell Phillips told the Board that he noticed that MISD had started the MILE program. He reached out to both school districts to find out if there are any possibilities of aviation educational programs that the Airport could tie into. Darrell said that he has a meeting with both school districts on Friday to see what is out there and if there is any interest. He spoke with Big Q Aviation, and they said that they would be interested in any flight training opportunities. Darrell said that he has been working with Embry Riddle trying to get a satellite school somewhere in the region, and hopes that they can be a part of this as well. Right now, they only have two satellite schools in the metroplex. It would be a great opportunity for the communities and the Airport to get kids interested and involved in aviation. The Board agreed that this is a great idea.

Starting RFP and Proposals for New Hangar Development: Darrell Phillips reminded the Board that back in November they discussed the need for more hangars, and talked about looking into private development. Darrell noted that we have an area behind the terminal building where we could build some more box hangars. Darrell said that he would like to look into beginning the process for RFP (Request for Proposals) for private/public hangar development. There are approximately eighteen people on our hangar waiting list now. Clyde Melick suggested talking to Charlie Harris in the Finance Department about the legal requirements, etc...

Election of 2020 Officers:

Nanette Paghi moved to approve keeping the current slate of officers for 2020 – Drew Sambell (Chair), Alex Smith (Vice Chairs) and Ray Barksdale (Secretary); second by Larry Johnson. All Ayes.

Adjournment: There being no further business,

Ray Barksdale moved to adjourn; second by Randall Porche. All Ayes.

Respectfully submitted, Tammy Bowen, Airport Operations Assistant