

MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

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

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

Call to Order: Vice-Chairman Alex Smith called the meeting to order.

Invocation: Vice-Chairman Alex Smith gave the invocation.

CONSENT AGENDA:

- Financial Report
- Manager's Report
- Airport Operation's Report
- FBO Report

Alex Smith moved to approve the Consent Agenda with the removal of the Minutes of Meeting scheduled April 9, 2020 over to the Regular Agenda; second by Ray Barksdale. All Ayes.

REGULAR AGENDA:

Minutes of Meeting scheduled April 9, 2020: Alex Smith asked Darrell if anything ever come of the Eagle Scout project mentioned in the Minutes. Darrell told the Board that they are still in the process of moving forward with the project. COVID slowed it down a little bit, and the Scout has been working on getting everyone's approvals and signatures.

Alex Smith asked if a date had been set for the rescheduling of the Pancake Breakfast Fly-In. Darrell said that it was rescheduled for Saturday, October 3, but will be on the next agenda for discussion.

Alex Smith moved to approve the Minutes of Meeting scheduled April 9, 2020; second by Ray Barksdale. All Ayes.

Board Announcements: There were no Board announcements.

Lease for First Flight: Darrell Phillips told the Board that he met with the Finance sub-committee on June 25 to discuss First Flights office lease. Their lease will be coming up for renewal the end of August. The Finance sub-committee recommended a \$.05 increase to their lease taking it from \$1.05 per square foot to \$1.10 per square foot.

Kent McGuire moved to approve an increase of \$.05 per square foot for First Flights office lease making their lease \$1.10 per square foot; second by Larry Johnson. All Ayes.

Airport Parking Fees: Darrell Phillips told the Board that there are several things that need to be addressed in regards to Airport parking. We are pretty limited on parking spaces for vehicles. Hertz takes up a lot of the parking spaces with their business, which is not a bad thing. It means their business is doing well. Darrell said that he called several Airports to talk about rental cars and what they do at their Airport. Most allow a limited amount of parking, and if they proceed the limit they look at a ground lease. Darrell recommended that he work with the FBO to come up with a good solution for the future, and bring it back to the Board at the next meeting.

Darrell explained that there are several glider trailers close to the T-hangars that are not licensed, and have been parked there in the grass for years. There is a cost to the Airport to maintain that area because we are having to spray and mow around them. Several storage rental facilities were contacted and it cost anywhere from \$35 to \$70 per month to store a trailer that size. Darrell recommended looking at a monthly rental rate of \$30 per month for long term parking of aviation related trailers and long term parking for vehicles. Darrell recommended waiting until October 1 before putting this into effect to allow time for the owners of the trailers to figure out what they are going to do.

Kent McGuire moved to approve a monthly rental rate of \$30 for long term parking of aviation related trailers and vehicles beginning October 1, 2020; second by Ray Barksdale. All Ayes.

Hangar Lease Rates for 2020-2021: Darrell Phillips said that he met with the Finance sub-Committee on June 25 to discuss hangar rates. Each year we receive a survey with hangar rates, fuel flow fees, and ground lease rates of other Airports in the metroplex. Our Airport rates are within the average range of other Airports. The Finance sub-committee recommended that we do not increase hangar rates for 2020-2021.

Alex Smith moved to approve that there be no hangar rate increase for 2020-2021; second by Kent McGuire. All Ayes.

Security Fence Project: Darrell Phillips told the Board that a pre-construction meeting was held on July 10 for the security fence project. The construction project was awarded to Barrier Fence, LLC, out of Round Rock, Texas. They said that construction would begin July 20, but because of COVID it could start a little later. Supply and delivery has been an issue.

RFP for New Hangar Development: Darrell Phillips said that both the City of Midlothian and City of Waxahachie are working with the Airport to put together a Request for Proposal (RFP) for seven box hangars to be built behind the Terminal. Fourteen parking spaces along the road behind the hangars are being included in the proposal. This should help a little with the parking issue.

5-Year CIP Plan: Darrell Phillips went over the Airport's 5-year Capital Improvement Plan (CIP). Most of these projects will be grants through TxDOT at 90/10. Our share being 10%. These estimate prices could change.

2021 Phase 2 Perimeter Fence \$472,400 (Based upon TxDOT CIP) – Our cost shows it to be slightly less.

2021-2025 Land Acquisition – To be determined

2022 Runway Rehabilitation and Wildlife Hazard Assessment/Management Plan
\$510,000 + \$110,000 = \$620,000

2022 Fuel Service Upgrade and Fuel Tank (100% City Funded) \$172,000

2023 Taxiway Rehabilitation and Terminal Parking Expansion \$210,000 + \$120,000 = \$330,000

2024 Master Plan Update & Apron Rehabilitation \$200,000 + \$530,000 = \$730,000

Adjournment: There being no further business,

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

Respectfully submitted, Tammy Bowen, Airport Operations Assistant