

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

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Tuesday, June 3, 2008, at 4:00 p.m. at the Mid-Way Regional Airport, 131 Airport Drive.

Members Present: Al Castleman, Chairman Dale Stevenson, Vice  
Chairman, arrived 4:25 p.m.

George Kent Aubrey Price  
Glynn Hall  
Paula Baucum

Members Absent: Mark Morgan, Secretary

Others Present: Cam Fearis, Airport Manager Tammy  
Bowen, Airport Operations Michael Scott, Assistant City Manager, City of  
Waxahachie

Doug Barnes, Economic Development Director, City of Waxahachie  
Chris Dick, Finance Director, City of Midlothian

Opening: Chairman Al Castleman called the meeting to order and Glynn Hall gave the invocation.

Minutes:

George Kent moved to approve the Minutes of May 6, 2008 as presented; second by Aubrey Price.  
All Ayes.

Financial Report: A Financial Report was reviewed by the Board.

Insurance Requirements for Fixed Base Operators: Lee Duncan with Aircraft Insurance Agency was present to help the Board and tenants get a better understanding of the different insurance coverages being required and why they would be required by the Cities. Lee said that she talked with an attorney and one of her underwriters concerning the auto insurance. They said that you must have a commercial auto policy in order to name an additional insured to the policy. In order to have a commercial vehicle policy you must have a commercial vehicle that is used in the business and is in the business name. Lee stated that this is not the case for most of the businesses at the Airport and feels that it would be hard to govern everyone's vehicle. Lee said that the Cities must protect themselves from the tenants by making sure that they have the proper insurance that covers what they do for a living. Each individual business at the Airport should have premises liability. Lee said that it usually cost between \$800 and \$1,200 per year for a million dollar policy. Anyone that hangars aircraft at the Airport should have hangar keepers liability and if you are an aircraft owner they would need liability coverage. John Anglada with Anglair Aviation said that since he is subleasing an office in the terminal building from Southern Star Aviation and not the Cities that Southern Star Aviation should be liable. Lee called an underwriter during the meeting and he said that since Southern Star has control of the building and is subleasing it out, it is up to Southern Star if they want to be responsible for the tenants liability. The underwriter said that he would not recommend Southern Star doing that. He said that he would consider doing a group policy if they formed an association. The Board decided to suspend the compliance date for providing proof of insurance to the Airport until the August meeting.

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Manager's Report: Cam Fearis reported:

- a) There was a total of 11,355 gallons of fuel sold in May.
- b) The original estimate for land acquisition when the master plan was done several years ago was for two million dollars. Now the land is worth five million. TxDOT had a meeting and made the recommendation to the commission to fund the extra money for the land acquisition, which they will be doing. Cam stated that sometime around the first of July the appraisal work will be done and then they will start making offers to the land owners.
- c) The Airport will be updating the Airport Layout Plan and Master Plan once the runway expansion project has been completed.
- d) The highway department said that the Airport can no longer put up the metal sign to advertise the fly-in. There is an application for use of State of Texas Right of Way for temporary signs for special events that must be filled out and must meet their guidelines.
- e) Mario will be landscaping around the entrance signs to the Airport.
- f) An inspection will be done on the avgas truck Wednesday that Cam and the FBO has been looking at to purchase.
- g) The Nay Company is making the repairs to the second row of T-hangars to get the drainage issue resolved. It should be completed this week with the exception of the trim work.

Taxiway Repairs: Cam Fearis said that there are some areas between the hangars where the slotted drain runs that needs to be fixed . The drains have a seam in them and the concrete is starting to come out. Also, Cam said that he would like some parking poured south of the fuel farm around the hangar area for tenant parking. The Airport would be reimbursed 50% of the cost of these projects through the Ramp program. Cam provided one estimate from Ronco Excation that totaled \$14,750. and is waiting on a couple more.

Paula Baucum moved to approve the detailed work as presented that needs to be done on the taxiway not to exceed the Ramp budget and accepting the lowest bid as long as the criteria is met; second by Glynn Hall. All Ayes.

Other Business: There was a brief discussion about the Pancake Breakfast Fly-In this weekend and the Balloon Festival in two weeks.

Paula Baucum said she would like to invite Legacy Development back to one of the Board meetings to give an update.

Adjournment: There being no further business,

Al Castleman moved to adjourn; second by Paula Baucum. All Ayes.