

MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Thursday, March 12, 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
Randall Porche
Kent McGuire

Members Absent: Ray Barksdale, Secretary
Larry Johnson
Nanette Paghi

Others Present: Darrell Phillips, Airport Manager

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

Public Comments: There were no public comments.

CONSENT AGENDA:

- Minutes of Meeting held February 13, 2020
- Manager's Report
- FBO Report

Kent McGuire moved to approve the Consent Agenda with the removal of the Financial Report and Airport Operation's Report over to the Regular Agenda; second by Alex Smith. All Ayes.

REGULAR AGENDA:

Airport Operation's Report: Darrell Phillips informed the Board that we were not able to pull up the number of operations for February because something happened with the computer. The count is there, but we cannot download it at this time. Someone is working on the issue.

Randall Porche moved to approve the Airport Operation's Report; second by Kent McGuire. All Ayes.

Financial Report: Randall Porche asked about the period activity under line items, "Maintenance, Improvements" and "Supplies and Equipment". Darrell Phillips said that some of the expenditures from "Maintenance, Improvements" were AWOS repairs, but was not sure about Supplies. Darrell said that he would have to get with Tammy next week on that.

Randall Porche moved to approve the Financial Report; second by Kent McGuire. All Ayes.

Board Announcements: There were no Board announcements.

Update on Security Fencing Project: Darrell Phillips told the Board that TxDOT received our share for the construction of the security fence project in Phase 1. Darrell received an email from TxDOT. The plan is to put it out for advertising on March 15 and 22. The pre-bid meeting will be on March 26. Bid opening should take place on April 14 with construction to start in May. Darrell said that he would like to have a meeting for our tenants to let them know what to expect during construction. Randall Porche suggested using email to keep them updated.

Options for Installing a Window in Office #5 Upstairs Terminal: Darrell Phillips reminded the Board that they tabled this item at the last Board meeting until he could bring back estimates for further discussion. Darrell said that Carol Walker, Big Q Aviation, has signed a lease for office #5 upstairs. Carol had expressed her desire for a window to be added. Darrell said that it was not easy to find someone to give an estimate to install one window. Two estimates were received. The Nay Company for \$5,445 and Wynn's Construction for \$3,500. Darrell reminded the Board that we do not have it in our budget for this year, but Carol is willing to pay for it and be reimbursed. Darrell suggested letting her pay for it and giving her a reduction in her rent until paid.

Alex Smith moved to approve the installation of a window in office #5 upstairs terminal, not to exceed the amount of \$3,500. Cost of project should be provided by Big Q Aviation. Airport will waive the monthly rental rate of \$321 until the capital expense is recovered by Big Q Aviation; second by Randall Porche. All Ayes.

Eagle Scout Project: Eagle Scout, Ben Sambell, said that he has an idea for an Eagle Scout project for the Airport. His goal would be to make the upper patio deck of the terminal building more family friendly and inviting. Four possibilities would be paint a scale model runway of 18/36 down the center of the deck. Add a couple of new picnic tables. Add a sign (Welcome to Mid-Way Regional Airport) to the railing facing the RAMP. Add a UNICOM speaker to the deck that could be switched off and on. Ken Lantz said that Nova Avionics could help with the wiring of the speaker. Ben said that he would like to pick two from the ideas. Drew Sambell said that he would withdraw himself from voting since Ben is his son.

Randall Porche moved to approve the Eagle Scout project for the Airport using any of the ideas presented; second by Kent McGuire. The motion passed with Randall Porche, Kent McGuire and Alex Smith in favor. Chair Drew Sambell abstaining for reasons of conflict of interest.

Motion failed due to lack of voting Quorum.

Sub-Committees for FY 2020:

Kent McGuire moved to approve keeping the current sub-committee members for FY 2020;
Economic Development (Drew Sambell, Larry Johnson and Nanette Paghi)
Finance (Alex Smith, Kent McGuire and Ray Barksdale)
Tenant Liaison (Drew Sambell, Larry Johnson and Randall Porche); second by Alex Smith. All Ayes.

Adjournment: There being no further business,

Kent McGuire moved to adjourn; second by Alex Smith. All Ayes.

Respectfully submitted, Tammy Bowen, Airport Operations Assistant

