

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 10, 2022, at 4:00 p.m., in the Upstairs Common Area of Mid-Way Regional Airport, 131 Airport Dr., Midlothian, Texas.

Members Present: Drew Sambell, Chairman
Alex Smith, Vice Chairman
Michael Williams, Secretary
Randall Porche
Nanette Paghi
Jennifer Chelwick

Members Absent: Larry Huntley

Others Present: Darrell Phillips, Airport Manager
Tammy Bowen, Airport Operations Assistant
Richard Abernethy, Director of Administrative Services, City of Waxahachie
Clyde Melick, Assistant Manager, City of Midlothian
Walter Darrach, Council Member, City of Midlothian

Call to Order: Chair Drew Sambell called the meeting to order.

Invocation: Vice Chair Alex Smith gave the invocation.

Public Comments: Council Member, Walter Darrach, registered as a speaker, said that he is the appointed City Council Liaison for the City of Midlothian to the Airport Board. His purpose is to provide a connection between the Board and City Council, so that there is a direct line of communication for needs and issues. This is so that the Council has a more direct understanding of what the Board does. Councilman Darrach shared everything that he has done for the Airport in the last nine months since on Council.

CONSENT AGENDA:

- Minutes of Meeting Scheduled March 10, 2022
- Financial Report
- Airport Operation's Report
- FBO Report

Mr. Randall Porche made a motion to approve the Consent Agenda with the removal of the Manager's Report over to the Regular Agenda; second by Vice Chair Alex Smith. All Ayes.

REGULAR AGENDA:

Manager's Report: Mr. Randall Porche asked about the budget and updating of the inventory. Mr. Phillips explained that we have been putting together a list of inventory, so that we can figure out the service life of these items and create a timeline for replacements. The plan is to create an emergency fund in our budget for these items. Mr. Richard Abernathy mentioned that as a part of the City of Waxahachie's budget process everyone has to submit a five year operating plan to see what their needs are and plan accordingly.

Mr. Randall Porche inquired about the TxDOT conference. Mr. Darrell Phillips shared that funds from the FAA and TX DOT will be tight for the next few years. Any funding will be used primarily for runway, taxiway and Ramp. It is possible that some of our projects could get bumped by a year. There has been a big turnover at TxDOT. Sean Newton is our new planner.

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

Presentation from our local Civil Air Patrol: Presentation was canceled.

Presentation from Airport Business, Dave Wheeler: Mr. Dave Wheeler from Airborne Imaging gave a presentation on their business at the Airport. They fly predominantly for the Department of Defense. Most of the time indirectly as a subcontractor to a Department of Defense contractor. Currently, they have 23 full time employees. All of their airplanes are considered to be multi-censored airborne platforms. They have been very happy at the Airport. The only negative part about being at Mid-Way is that they do not have enough covered space to put their airplanes. Mr. Wheeler mentioned that they would be ready to sign a letter of commitment if ever the Airport/Cities decided to build some big hangars.

Hangar Lease Insurance Requirements: Chair Drew Sambell explained that we recently had an issue where someone questioned our hangar lease insurance requirements. It caused enough issue to where we sent it out for legal clarification. A lot of our documents are very old and they could be improved. We do have some good standards for insurance at this Airport. It is to keep everyone safe. Mr. Darrell Phillips shared that the City Attorney agreed that what we were asking for may be in the lease, but the lease is not clear enough. Mr. Phillips concluded that he has been working on the lease to make the necessary changes for more clarification. We will have the attorney review changes in the lease and the Minimum Standards and Requirements, and will present it to the Board next month for approval.

Hangar Waiting List Policy: Chair Drew Sambell said that he just wanted to bring some attention to the Hangar Waiting List Policy because it is very valuable. One can go to our website to find the application and review our policy. There are currently 58 people on the list, which is a further point that we need more hangars. It has been a big part of our agendas over the last twelve months to build more hangars. Mr. Phillips explained that we are very limited on land and will not be able to fill the hangar waiting list unless we were to acquire more land. Our goal for the twelve acres we have available are for corporate hangars. Mr. Phillips said that usually once per year Ms. Tammy Bowen will call the people on the list to verify that they are still interested.

Comments by the Airport Board and Airport Administration: There were no comments from the Airport Board or Airport Administration.

Adjournment: There being no further business,

Mr. Alex Smith made a motion to adjourn; second by Ms. Jennifer Chelwick. All Ayes.

Respectfully submitted, Ms. Tammy Bowen, Airport Operations Assistant

