

# TEXARKANA AIRPORT AUTHORITY MINUTES

9:00 AM – Thursday, October 24<sup>th</sup>, 2024

A regularly scheduled meeting of the Texarkana Airport Authority Board was held in the Jim E. Yates Terminal Conference Room Suite 201., 2600 TXK Blvd, Texarkana, Arkansas.

## Call to Order/Roll Call

### TEXAS

Vice-Chair Mr. David Potter ✓  
Mr. Matt Robertson ✗  
Mr. Mike Mayo ✓  
Mr. David Baumgardner ✓

### ARKANSAS


Chair Mr. Adger Smith ✓  
Mr. Kyle Bass ✓  
Mr. Ray Abernathy ✓  
Mr. Ronald Bruce ✗

Mr. Rob Sitterley ✓  
Economic Representative

Mr. Paul Mehrlich ✓  
Executive Director of Aviation

**Roll Call:** Adger Smith called the meeting to order. Angie Clinton called roll.

**Public Comments:** No public comments.

Jordan Culver  
Mark Stodola 

Mitch Rose  
Tyler Richards 

Bailey Carr  
Mike Rose

**Consent Agenda:** Mike Mayo made a motion to approve the Minutes of Meeting of September 30, 2024; David Potter seconded it. The vote was unanimous, and the minutes were approved.

**Financial Report:** The Financial Report for the Period Ending September 30, 2024, was read by Angie Clinton. Mike Mayo made a motion to approve the Financial Report. It was seconded by Kyle Bass. The Financial Report was unanimously approved.

**Sub-Committee Reports:** David Baumgardner gave a report on the recent meeting of the Monitoring Committee. He went over the budget numbers and tracking. It was explained that while ARFF is above budget, they are currently working on keeping overtime to a minimum. Next month Mr. Baumgardner will give a layout of budget shortfalls, excess etc.

**Airport Director's Report:** The Director gave an update on the terminal phases. He mentioned that the baggage belts were breaking but someone was coming out to look. He also gave a quick update on the SARA.

Additionally, Mr. Mehrlich stated that FAA has awarded Phase II of the Apron project, and a preconstruction meeting will be scheduled soon. He also mentioned the closing out of 3 grants. With regards to the Line of Credit, he will have a meeting with both Farmer's and Commercial. He will report back at the next Board meeting.

The Director then reported on the GA apron expansion bidding. The apparent low bidder was TEC. A motion to consider and approve TEC at \$738,670.00 will need to be present. He also updated on the Runway 4/22 edge striping with the low bidder being HiLite at \$68,505.00. Mr. Mehrlich mentioned a slight change order as the bid came in under budget to include hold marking and lead in lines. This will also need a motion for consideration to be voted on by the Board. With regards to the runway extension, he advised that the FAA is working on a Reimbursable Agreement (RA) to start the plan review process. The language for the state funding for the runway overlay is being finalized, and he should be able to bring to the next meeting for review and consideration.

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The Director then gave an update on the MRO site. He has been working with the FAA and Army Corp of Engineers to perform a wetland survey. He explained there is still a chance an Environmental Assessment will be needed depending on the outcome of the survey. Either a national permit or an individual permit will be issued per the EA. Mr. Mehrlich further explained that per the FAA, federal funds are ineligible because its is tied to a hangar and that state grant cannot be used.

With regards to the former Juvenile Detention Center, the County Judge has agreed to a swap for the old armory building. Jordan Culver will find out how much it would cost to demolish the detention center building. Mr. Mehrlich further explained that this would require approval by both cities, county, and the FAA.

In operations, TAPD has created an MOU for police jurisdiction over the A&P School between the Airport, TAPD and Texarkana College.

There is a T-hangar tenant that has recently moved out but still has an outstanding balance of \$7148.00. The Director has requested removing this from AR and putting a memo to the file requiring this individual to pay the outstanding balance should he/she wish to rejoin the hangar waiting list or make any business proposals for development at the airport. He and the Finance Director agreed it would be a journal entry that won't impact the budget, but for confirmation, they would get with the accountant.

Mr. Mehrlich announced that he received no bids for the Line of Credit request. However, the current line of credit has been extended to 90 days. He will be meeting with 2 local banks to discuss what would be needed to post an updated RFP as quickly as possible.

The Director informed the Board that the A&P Commission will be funding \$66,500 of the requested \$100,000 for CY 2025. Adger Smith advised that he spoke with a commissioner, and it was suggested that we can go back to make another request. Mr. Mehrlich suggested that he will go before the Commission and inform them on how November and December campaigning turned out.

Before completing his report, The Director reported that Signature has a new manager who would like to hold a town hall style meeting with Airport administration, Board members, and airport tenants. This meeting will allow individuals to voice their concerns with Signature.

Mr. Mehrlich concluded his report with financial slides for the month ending September 2024.

#### **Resolutions:**

- Consider and approve memo to the file removing \$7,148 from accounts receivable from delinquent account with stipulation that amount must be paid in full prior to enter into new agreements with airport. – *Mike Mayo made a motion to approve; Ray Abernathy seconded, and the motion passed unanimously.*
- Consider and approve Airport Director signing MOU with City of Texarkana AR allowing Texarkana College to have jurisdiction at A&P school. – *Rob Sitterly made a motion to approve; David Potter second, and the motion passed unanimously.*
- Consider and approve Airport Director entering into agreement with Tatum Excavating Company for \$738,670 for Apron and Taxi Lane Expansion. – *Mike Mayo made a motion to approve; Kyle Bass seconded, and the motion passed. David Potter abstained from the vote.*
- Consider and approve Airport Director entering into agreement with Hi-Lite \$68,505 for Runway 4-22 Edge Striping. – *Rob Sitterly made a motion to approve; Mike Mayo seconded, and the motion passed unanimously.*
- Consider and approve Airport Director entering into agreement with Coffman and Associates not to exceed \$66,360 to conduct Aquatic Resources survey. – *This was tabled.*

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**Old/New Business:** David Baumgardner reminded the Board that there is no meeting in November. He also announced that the annual review of the Director is due before the 1<sup>st</sup> of the year. David Potter and Rob Sitterly will head up the review committee.

Mr. Baumgardner also announced that the Monitoring Committee will meet again on November 21<sup>st</sup> and report will be made at the December meeting.

**Executive Session:** None.

**Adjourn:** David Potter made a motion to adjourn the meeting. Mike Mayo seconded. All approved. The meeting adjourned.

The next regularly scheduled meeting will be held on **December 5, 2024 @ 9:00 AM**  
**Jim E. Yates Terminal Conference Room**  
**2<sup>nd</sup> Floor**  
**2600 TXK Blvd, Texarkana AR**