

TEXARKANA AIRPORT AUTHORITY

MEETING AGENDA

9:00 AM – Thursday, March 27th, 2025

A regularly scheduled meeting of the Texarkana Airport Authority Board will be 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 X
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

1. **Roll Call** Adger Smith called the meeting to order, and Angie Clinton called roll.

2. **Public Comments** None.

James Bramlett	Will Humphrey	Mitch Rose	Jordan Culver
Ken Shuman	Tyler Richards	Michael Rayburn	Matt Vinyard 
Bailey Yanik 	Clifford Logan 	Mark Stodola 	Stephon Gamble

3. **Consent Agenda** Minutes of Meeting scheduled February 27, 2025 – Ronald Bruce made a motion to approve the minutes of February 27, 2025, and Mike Mayo seconded. The motion passes.

4. **Staff Reports**

- Financial Report - Period Ending February 28, 2025 – Shannon Elliott read the financial report. Mike Mayo made a motion to accept the financial report. Ray Abernathy seconded the motion, and all approved.
- Operations Report – Russ Henderson read the ops report. He provided updates on the jet bridge breaker; repainted walkways in front of terminal; fence repair; 422 edge striping; taxiway lights; t-hangar repairs; replaced wheels on auto gate at old admin bldg.; generator PM contracts; stormwater inspection; security badging & finger printing.

5. **Sub-Committee Reports**

- Monitoring Committee – The Director gave a brief update on the last committee meeting. The 2026 budget was discussed as David Orr, Kristen Peeples and Tyler Richardson were present for that discussion. Mr. Mehrlich informed the members that the budget is not increasing. Mr. Orr expressed that the TX side is not in a hurry but would like to get it completed on our end by at least June/July so he can present to his council members for consideration.
- It was suggested that a Budget Committee be formed. The members will be David Potter, Rob Sitterly, Kyle Bass and both City Managers and their respective finance directors.

6. **Airport Director's Report** Paul Mehrlich gave brief updates on a few topics. In preparing a RFB for janitorial services, it was suggested adding steam cleaning to the current list as well as the pending SARA when it is complete. Once this RFB is finalized, he will present to the Board.

The Director gave an update on Congress' Appropriation Committee and where the Airport is on the taxiway D widening. Congressman Moran says the airport is priority for him and that he is frustrated with the delay. His team indicated since funds have previously made it out of committee, they would simply resubmit the project for FY26. The best date is end of year. The Director will keep the Board updated.

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With regards to the self-serve fuel tank, Mr. Mehrlich and David Potter met with Signature Aviation. They presented Signature with two alternatives (1) installing a 3,000-gallon UL 2085 tank southeast of the T-Hangars, in place of the old self-serve fueling system for a total of \$374,000. He mentioned this option only works in partnership with Signature. The funds come from grants and matching remaining out of the Airport's O&M airside components line item of the budget.

Alternative (2) would be installing a 12,000-gallon AVGAS Self-Serve Fueling System between the old passenger terminal and the old administration building by awarding separate contracts for tank and dispensing system and for the associated site work. This project total is estimated at \$395,000. The Airport would operate, maintain including the credit card machine, set prices, and pay taxes. The major concern among general aviation pilots is the cost of fuel. This option would alleviate these concerns.

There was a motion for Alternative (2) by David Potter. It was seconded by Ray Abernathy and passed with unanimous approval.

The Director reported that since the fuel trucks, maintenance trucks and other authorized vehicles continuously cross the runway, it poses a risk which has become a top priority of the Tower. There is work on a design for how to establish a perimeter road. This is part of the Master Plan and approved in the Capital Improvement 5-year Plan. He further stated the 90-10 ADA Grant Application has been prepared for approval by the commission for a state share of \$200,000 and a local match of \$22,222. The grant application will be reduced prior to submittal to the ADA when the work order is finalized. There was a motion by Rob Sitterly to approve this with David Potter seconding the motion. The members unanimously approved it.

Mr. Mehrlich reported the completion of Phase 1 Assessment of the Juvenile Building is a timing issue, but FAA CATEX documentation is being finalized. It was discussed that removing the building will cost about \$400,000 by Garver's estimate. The Airport is seeking a 50/50 grant from the AR Division of Aeronautics. However, this cannot get approved by ADA without a deed which is being requested. There was a motion presented to approve moving forward with this project with a cap on the utilities, and removing trees that are obstructions, leveling the building to the slab which is ok to stay and alleviating the property from becoming a gathering place as per the FAA. The motion was made by Mike Mayo and seconded by Kyle Bass. It passed unanimously.

The Director reviewed the terms of the Line of Credit presented by Farmer's Bank & Trust who has provided an agreement to renew the 5-year line of credit for \$3 million at a rate of 4.8%. This amount had been previously approved by the two cities, and Mr. Mehrlich will take to the cities again for reapproval. Mike Mayo made a motion to approve, and David Potter seconded it. The motion passed unanimously.

Finishing out his report, the Director presented statistics for the month of February 2025, followed by brief discussions.

7. Resolutions

- Consider and approve the Airport Director entering into agreement to build a self-service fueling system not to exceed \$395,000 and seeking an 80/20 grant from Arkansas Division of Aeronautics grant to fund it. *Motion by David Potter; seconded by Ray Abernathy; passes.*
- Consider and approve Airport Director seeking 90/10 grant from Arkansas Division of Aeronautics for Vehicle Service Road design \$222,222. *Motion by Rob Sitterly; seconded by David Potter; passes.*
- Consider and approve Airport Director seeking 50/50 grant from Arkansas Division of Aeronautics for the demolition and removal of the Juvenile Detention Center \$400,000. *Motion by Mike Mayo; seconded by Kyle Bass; passes.*
- Consider and approve renewing \$3,000,000 Line of Credit with Farmer's Bank for Capital Improvement Projects. *Motion by Mike Mayo; seconded by David Potter; passes.*

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8. **Old/New Business** There was a discussion about purchasing and utilizing tablets for Board and Committee meetings instead of voluminous copying that only gets thrown in the trash. Instead, David Potter suggested using the current TV for displaying reports which Paul advised that he would get with IT to get this set up if possible. It was recommended that only the agenda and Director's Report will be provided in physical paper form.

Landscaping was mentioned, particularly replacement of the dead trees. Mitch Rose said he is working with Billy Mayfield to get this done properly.

9. **Executive Session** Out at 10:15; back in session at 10:51. There was a discussion of the Director's yearly goals, and no action was taken.

10. **Adjourn** Mike Mayo made a motion to adjourn; Ray Abernathy seconded the motion. It was approved by the members and the meeting adjourned.

The next regularly scheduled meeting will be held on April 24, 2025 @ 9:00 AM

Jim E. Yates Terminal Conference Room
2nd Floor
2600 TXK Blvd, Texarkana AR