

**AGENDA
MID-WAY REGIONAL AIRPORT
JOINT AIRPORT BOARD**

A regular meeting of the Mid-Way Regional Airport Joint Airport Board will be held in the Rex Odom Conference Room of Mid-Way Regional Airport, 131 Airport Dr., Midlothian, Texas, on Thursday, October 9, 2014, at 4:00 pm

Kyle Ballard, Vice Chairman
Kent McGuire, Secretary
George Kent
David Box
Paula Baucum
Ray Barksdale

REGULAR AGENDA

1. Opening Prayer
2. Board Announcements

CONSENT AGENDA

All matters under Consent Agenda are considered to be routine by the Airport Board and will be enacted by one motion without separate discussion. If discussion is desired, that item will be removed from the Consent Agenda and considered separately.

- Consider Minutes of Meeting scheduled September 11, 2014
- Financial Report
- Manager's Report
- Airport Operations Report
- FBO Report
- Tenant Liaison Report

REGULAR AGENDA

3. Apron Expansion Update
4. Hangar Project Update
5. Election of Officers
6. Public Comments
7. Adjournment

The Airport Board reserves the right to meet in Executive Session on any eligible posted item.

This meeting location is wheelchair accessible. Parking for mobility-impaired persons is available. Any request for sign interpretive services must be made forty-eight hours in advance. To make arrangements, call the Waxahachie City Secretary at 469-309-4005 or (TDD) 1-800-RELAY TX

The Airport Board packet is available for viewing by going the City of Midlothian's website.

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

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was scheduled to be held on Thursday, September 11, 2014, at 4:00 p.m., in the Rex Odom Conference Room, at Mid-Way Regional Airport, 131 Airport Dr., Midlothian, Texas.

The Airport Board meeting was canceled due to lack of business.

Respectfully submitted, Tammy Bowen, Airport Operations Assistant



City of Waxahachie, TX

Budget Report Account Summary

For Fiscal: FY 2014 Period Ending: 09/30/2014

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 530 - MID-WAY REGIONAL AIRPORT							
Revenue							
530-43200	Grant Reimb-Operating	14,250.00	14,250.00	2,977.52	13,667.69	0.00	-582.31 4.09%
530-47300	Airport-Fuel Flowage Fees	8,000.00	8,000.00	556.90	8,033.55	0.00	33.55 100.42%
530-47350	Renter Utility Payments	3,000.00	3,200.00	266.68	3,306.37	0.00	106.37 103.32%
530-47502	Interest From Cash Pool	250.00	70.00	0.00	91.32	0.00	21.32 130.46%
530-47607	Facility Rental	250.00	250.00	0.00	100.00	0.00	-150.00 60.00%
530-47612	Rents-Airport Commercial Leasing	11,154.00	11,150.00	1,329.50	12,224.50	0.00	1,074.50 109.64%
530-47613	Rent-Airport Land Options	1,395.00	950.00	0.00	954.50	0.00	4.50 100.47%
530-47614	Rent-Airport T-Hangars	171,336.00	171,330.00	14,827.00	173,499.80	0.00	2,169.80 101.27%
530-47615	Rent-Aircraft Parking	500.00	500.00	113.75	414.75	0.00	-85.25 17.05%
530-47616	Rent-Aiport Box Hangars	73,668.00	73,660.00	6,139.00	73,668.00	0.00	8.00 100.01%
530-47618	Rent-Airport-Corporate Hangars	82,118.00	82,110.00	6,738.56	80,862.72	0.00	-1,247.28 1.52%
530-48320	Contribution - City of Waxahachie	40,000.00	90,750.00	0.00	44,817.50	0.00	-45,932.50 50.61%
530-48325	Contribution - City of Midlothian	40,000.00	90,750.00	0.00	44,817.50	0.00	-45,932.50 50.61%
530-49000	Transfer from Other Funds	13,500.00	0.00	0.00	0.00	0.00	0.00 0.00%
530-49650	Miscellaneous Revenue	5,000.00	8,100.00	25.00	8,138.53	0.00	38.53 100.48%
	Revenue Total:	464,421.00	555,070.00	32,973.91	464,596.73	0.00	-90,473.27 16.30 %
Expense							
530-199-51100	Salaries	60,110.00	59,970.00	4,608.00	59,964.01	0.00	5.99 0.01%
530-199-52100	Longevity	1,230.00	1,040.00	42.92	671.74	0.00	368.26 35.41%
530-199-52200	Retirement-FICA	4,700.00	4,650.00	353.36	4,624.73	0.00	25.27 0.54%
530-199-52400	Life & Health Insurance	11,720.00	11,690.00	975.66	11,687.92	0.00	2.08 0.02%
530-199-52501	Retirement Plan Contribution-TMRS	10,200.00	10,210.00	772.52	10,146.57	0.00	63.43 0.62%
530-199-52600	Workers' Compensation	1,020.00	390.00	23.56	164.08	0.00	225.92 57.93%
530-199-53101	Airport Management	68,250.00	68,250.00	0.00	62,562.50	5,687.50	0.00 0.00%
530-199-53200	Professional Services	500.00	0.00	0.00	0.00	0.00	0.00 0.00%
530-199-53201	Training	500.00	350.00	0.00	350.00	0.00	0.00 0.00%
530-199-54101	Utilities - Water	7,350.00	6,000.00	64.48	4,931.76	426.02	642.22 10.70%
530-199-54210	Refuse Services	1,400.00	1,400.00	106.46	1,272.06	0.00	127.94 9.14%
530-199-54310	Maintenance, Building (Upkeep)	12,000.00	12,000.00	2,375.00	11,228.66	25.00	746.34 6.22%
530-199-54320	Maintenance, Improvements	7,500.00	12,500.00	0.00	12,081.64	0.00	418.36 3.35%
530-199-54330	Maintenance, Purchased Equipment	8,000.00	5,000.00	0.00	2,938.72	0.00	2,061.28 41.23%
530-199-54340	Maintenance, Purchased - Vehicle	5,000.00	3,000.00	296.99	2,014.10	0.00	985.90 32.86%
530-199-54345	Maintenance, Leased Vehicle	471.00	550.00	39.29	452.74	0.00	97.26 17.68%

Budget Report

For Fiscal: FY 2014 Period Ending: 09/30/2014

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
530-199-54350 Maintenance, Other City Property	2,000.00	2,000.00	92.01	1,442.12	0.00	557.88	27.89%
530-199-54400 Vehicle Lease	3,499.00	3,700.00	288.95	3,360.65	0.00	339.35	9.17%
530-199-54430 Uniform/Janitorial Supply Rental	600.00	600.00	0.00	575.00	25.00	0.00	0.00%
530-199-55100 Insurance & Bonds	14,110.00	13,960.00	0.00	13,953.68	0.00	6.32	0.05%
530-199-55150 Phones, Pagers, Internet, Cable	6,770.00	8,575.00	620.26	8,491.96	0.00	83.04	0.97%
530-199-55200 Postage	200.00	50.00	0.00	42.79	0.00	7.21	14.42%
530-199-55250 Advertising - Legal & Classified	100.00	100.00	0.00	84.56	0.00	15.44	15.44%
530-199-55260 Advertising & Promotions	3,000.00	600.00	0.00	599.00	0.00	1.00	0.17%
530-199-55270 Special Events	7,000.00	5,200.00	0.00	5,234.54	0.00	-34.54	-0.66%
530-199-55300 Printing & Binding	200.00	50.00	0.00	6.84	0.00	43.16	86.32%
530-199-55350 Travel (Mileage Meals Lodging)	2,000.00	1,400.00	0.00	998.61	48.03	353.36	25.24%
530-199-55400 Memberships/License/Cert Renewal	600.00	500.00	0.00	495.00	0.00	5.00	1.00%
530-199-55450 Board & Local Meetings	200.00	100.00	0.00	65.00	0.00	35.00	35.00%
530-199-55800 State/EPA Permit Fees	300.00	200.00	0.00	200.00	0.00	0.00	0.00%
530-199-56100 Supplies & Equipment	8,000.00	2,500.00	0.00	2,209.25	0.00	290.75	11.63%
530-199-56101 Supplies & Equip-Chem/Janitorial/Lab/Medical/Tool	150.00	150.00	0.00	113.90	0.00	36.10	24.07%
530-199-56103 Supplies & Equip-Motor Vehicle Parts & Equipment	2,000.00	2,000.00	0.00	1,988.88	0.00	11.12	0.56%
530-199-56104 Supplies & Equip-Computers & Accessories	500.00	500.00	0.00	479.09	0.00	20.91	4.18%
530-199-56202 Gasoline & Oil for Vehicle/Equip	0.00	3,200.00	91.08	2,639.73	0.00	560.27	17.51%
530-199-56204 Electricity	21,320.00	19,745.00	1,575.36	20,465.61	0.00	-720.61	-3.65%
530-199-57200 Buildings	0.00	10,000.00	0.00	9,635.00	0.00	365.00	3.65%
530-199-57400 Improvements Other Than Bldgs	13,500.00	94,900.00	0.00	94,892.00	0.00	8.00	0.01%
530-199-57500 Office & Other Equipment	0.00	5,500.00	0.00	5,498.00	0.00	2.00	0.04%
530-199-58700 Payment to City of Waxahachie	118,952.00	118,952.00	0.00	107,888.66	0.00	11,063.34	9.30%
530-199-58750 Payment to City of Midlothian	36,834.00	36,834.00	0.00	33,764.50	3,069.50	0.00	0.00%
Expense Total:	441,786.00	528,316.00	12,325.90	500,215.60	9,281.05	18,819.35	3.56 %
Fund: 530 - MID-WAY REGIONAL AIRPORT Surplus (Deficit):	22,635.00	26,754.00	20,648.01	-35,618.87	-9,281.05	-71,653.92	267.83 %
Report Surplus (Deficit):	22,635.00	26,754.00	20,648.01	-35,618.87	-9,281.05	-71,653.92	267.83 %

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 530 - MID-WAY REGIONAL AIRPORT							
Revenue	464,421.00	555,070.00	32,973.91	464,596.73	0.00	-90,473.27	16.30 %
Expense	441,786.00	528,316.00	12,325.90	500,215.60	9,281.05	18,819.35	3.56 %
Fund: 530 - MID-WAY REGIONAL AIRPORT Surplus (Deficit):	22,635.00	26,754.00	20,648.01	-35,618.87	-9,281.05	-71,653.92	267.83 %
Report Surplus (Deficit):	22,635.00	26,754.00	20,648.01	-35,618.87	-9,281.05	-71,653.92	267.83 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)
530 - MID-WAY REGIONAL AIRPC	22,635.00	26,754.00	20,648.01	-35,618.87	-9,281.05	-71,653.92
Report Surplus (Deficit):	22,635.00	26,754.00	20,648.01	-35,618.87	-9,281.05	-71,653.92

SEPTEMBER, 2014 MANAGER'S REPORT

1. There was much activity at the airport this month with major construction on the apron. This combined with the NHRA Fall Finals at the Texas Motorplex in Ennis required a lot of coordination between the airport and the construction company however all ran smoothly.
2. There was an incident on Sept. 30th with a nose gear collapse on a home built experimental airplane. There were no injuries and the aircraft was removed quickly from the runway.
3. I attended a Texas Airports Council-sponsored seminar at Arlington Airport on Sept. 24th regarding snow and ice removal.
4. Tammy Bowen attended a three-day supervisor training course at the Waxahachie Civic Center. This was a free course sponsored by Texas Municipal League, Waxahachie's insurance carrier.
5. It has been necessary to terminate the hangar lease of two tenants who violated the terms of their lease:
 - Lea Braun – Aircraft ownership violation. To vacate by October 31.
 - Charles Crist – Performing prohibited maintenance and hangaring an unbased aircraft with no record of insurance. To vacate by November 6.

	Based Aircraft	Waiting List	Inquires	Placement	Accident/Incident	Noise Complaints	Other Complaints	100LL	Jet	
2013										
Jan	85	22	4	1	0	1	0	5743	8726	
Feb	85	22	2	0	0	0	0	4149	5663	
Mar	85	26	4	0	0	0	0	3115	2047	
Apr	85	26	3	0	0	0	0	5697	3809	
May	83	27	2	0	0	4	0	5154	5142	
June	84	26	1	1	0	0	0	5025	3780	
July	83	25	0	1	0	2	0	6955	4328	
Aug	85	26	2	0	1	0	0	8917	2854	
Sept	85	25	0	1	0	6	0	6195	6685	
Oct	83	24	2	1	0	4	0	6623	10,453	
Nov	83	23	3	1	0	0	0	4052	6787	
Dec	83	22	0	1	1	0	0	7037	4801	
	Based Aircraft	Waiting List	Inquires	Placement	Accident/Incident	Noise Complaints	Other Complaints	100LL	Jet	Total Fuel Flow
2014										
Jan	83	23	2	0	0	0	0	5616	6002	11618
Feb	84	21	1	0	0	0	0	8299	9766	18065
Mar	85	19	3	2	0	0	3	5187	4676	9863
April	83	19	3	0	0	1	0	7106	2390	9496
May	84	22	6	1	0	0	0	5964	5336	11300
June	84	22	2	0	0	0	0	5178	9891	15069
July	85	23	2	1	1	0	0	3105	6373	9478
Aug	85	23	1	0	0	0	0	5161	5977	11138
Sept	84	20	1	0	1	0	0			

September FBO REPORT –October 2, 2014

Please Note fuel totals will be from the month prior (August). The remainder report content will be for the report month.

FUEL SALES: **(Totals for August 2014)**

AvGas (Truck): 4275 gallons

AvGas (Self Serve): 886 gallons

Jet-A: 5687 gallons

Military (Jet-A): 290 gallons

TOTAL GALLONS OF FUEL FOR August 2014: 11,138 gallons.

Highlights:

Corporate flying has picked up again and has remained steady. The weekend crowd has increased. Our weekends have remained steady with most of the activity from Big-Q Aviation. We continue to draw "our neighbors" out on the weekends to watch the activity. This is a plus for our airport to have them here watching. Some may even become future pilots and tenants!

Our Race weekend for the NHRA finals in Ennis was strong. We had numerous jets on the ramp Thursday through Sunday. (See attached photos). We also had numerous great feedback text and e-mail messages from our transient customers. Thanks to Tom for the coordination and scheduling and the SSA line crew (Tom, Collin, Dillon, Kendall, Tim and Steve). Also many thanks for the understanding and extra caution from our tenants and the Big Q team during this busy weekend.

Tammy Bowen

Subject: Tenant Liaison Report

-----Original Message-----

From: Bill Ervin

Sent: Thursday, October 02, 2014 1:24 PM

To: Tammy Bowen

Subject: Re: Reports

Nothing to report!

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Bill Ervin

MotionAir Flight Training Center

Midway Regional Airport (KJWY)

Midlothian, Tx 76065

972-923-2298