

**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, November 13, 2014, at 4:00 pm

David Box, Chairman
Kyle Ballard, Vice Chairman
Ray Barksdale, Secretary

George Kent
Kent McGuire

Paula Baucum
Dennis Lauterbach, Jr

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 October 9, 2014
- Financial Report
- Manager's Report
- Airport Operations Report
- FBO Report
- Tenant Liaison Report

REGULAR AGENDA

3. Capital Improvements Update
4. Consider Sub-Committee Appointments
5. Consider Hosting the Lone Star Aerobatic Contest on June 13-15, 2015
6. The Airport Board will adjourn into Executive Session for consultation with attorney regarding pending or contemplated litigation as permitted by the Texas Government Code, Section 551.071.
7. Reconvene to take any necessary action resulting from the Executive Session.
8. Public Comments
9. 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 held on Thursday, October 9, 2014, at 4:00 p.m., in the Rex Odom Conference Room, at Mid-Way Regional Airport, 131 Airport Dr., Midlothian, Texas.

Members Present: Kyle Ballard, Vice Chairman
George Kent
Paula Baucum
David Box
Ray Barksdale
Dennis Lauterbach Jr

Members Absent: Kent McGuire, Secretary

Others Present: Judy Demoney, Airport Manager
Tammy Bowen, Airport Operations Assistant
Bill Ervin, Tenant Liaison
Ken Lantz, FBO Partner, Southern Star Aviation

REGULAR AGENDA

Opening: Vice Chair Kyle Ballard called the meeting to order, and Ray Barksdale gave the invocation.

Board Announcements: Judy Demoney presented Gary Richter with a plaque for his years of service on the Airport Board. Gary said that it has been a privilege to serve on the Board, and is proud of what the Board has achieved during his tenure.

Kyle Ballard welcomed Dennis Lauterbach Jr to the Airport Board who is filling the unexpired term of Gary Richter. Kyle said that Dennis will bring valuable input and insight to the Board as an Airport tenant, pilot and business owner.

CONSENT AGENDA:

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

Paula Baucum moved to approve the Consent Agenda with the removal of the Financial Report over to the Regular Agenda; second by Ray Barksdale. All Ayes.

REGULAR AGENDA:

Financial Report: Judy Demoney explained that the financial report in the packet showed a \$79,000 loss, but it is because the accounting department had not finalized the September transactions yet. Also, when TxDOT paid for our construction the City had not transferred the funds from the two Cities into our budget yet. Another report was pulled and it now shows a profit of \$12,957. Judy said that we should end up a little closer to breaking even once they finish posting all of the September transactions..

Apron Expansion Update: Judy Demoney said that the paving is complete on the south end of the apron, one half of the north apron, new parking lot and the access road on the west side of the hangar. Concrete paving on the second half of the Northside will begin Monday. All concrete has to cure for twenty-eight days before stripping, so during that time they will work on the sod installation, ground rods, electrical wiring and tie-downs. The contractor anticipates that all work will be complete by Thanksgiving, which will be ahead of schedule. The Airport will be responsible for providing the tie-down chains and signage for the new parking lot. They are working on putting together some figures for lighting in the parking lot because it was not included in the original budget. It was determined that lighting is necessary for security reasons.

Judy said that she realizes this is way down the list of the Master Plan, but would really like to start looking at security fencing for the Airport. The week after the Ennis race we had a jet ready to take off and noticed two women on horseback riding down the side of the runway. The Board agreed that security fencing should be looked into sooner rather than later.

Hangar Project Update: The pre-design meeting for the hangar project was held on the 1st of October. The surveying is being done now. The pre-engineering report from KSA is due by the 12th of November. We approved twelve T-hangars and the grant says twelve, but the drawings from KSA Engineers show ten. The engineers were anticipating that a row of box hangars would back up to the other four box hangars in the future, so they were including the obstacle free zone and area for aircraft to turn. The direction that was given was to go back to take a look at it and maximize our dollars as much as they can. Judy said that there might be an opportunity to begin construction in May. The buildings are being done with MPE funds which are readily available. However, the taxiway is done with AIP funds which is not as easy to manipulate as the MPE funds, so we will just have to wait for the final cost for the infrastructure before they can go back and see if they can release some of those funds early.

Election of Officers:

Paula Baucum moved to nominate David Box as Chairman; second by Ray Barksdale. All Ayes.

Paula Baucum moved to nominate Kyle Ballard as Vice Chair; second by David Box. All Ayes.

David Box moved to nominate Ray Barksdale as Secretary; second by George Kent. All Ayes.

Paula Baucum said that David Box, Chair, is responsible for organizing new members for the committees (i.e. Economic Development, Finance, Capital Improvement and Bi-Laws).

Public Comments:

Charles Crist, 1903 Alexander Dr, Waxahachie, TX, registered to speak to dispute the termination of his hangar lease.

Kyle Ballard explained to Mr. Crist that the Board would listen to his comments, but the Board would not be able to have a discussion with him regarding this particular issue because it is now in the hands of the Airport Attorney.

Adjournment: There being no further business,

George Kent moved to adjourn; second by Ray Barksdale. All Ayes.

Respectfully submitted, Tammy Bowen, Airport Operations Assistant



City of Waxahachie, TX

Budget Report Account Summary

For Fiscal: FY 2015 Period Ending: 10/31/2014

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Fund: 530 - MID-WAY REGIONAL AIRPORT							
Revenue							
530-43200	Grant Reimb-Operating	20,000.00	20,000.00	0.00	0.00	-20,000.00	0.00%
530-47300	Airport-Fuel Flowage Fees	10,000.00	10,000.00	0.00	0.00	-10,000.00	0.00%
530-47350	Renter Utility Payments	3,000.00	3,000.00	329.16	329.16	-2,670.84	10.97%
530-47607	Facility Rental	250.00	250.00	0.00	0.00	-250.00	0.00%
530-47612	Rents-Airport Commercial Leasing	18,514.00	18,514.00	1,329.50	1,329.50	-17,184.50	7.18%
530-47613	Rent-Airport Land Options	1,450.00	1,450.00	1,496.25	1,496.25	46.25	103.19%
530-47614	Rent-Airport T-Hangars	171,336.00	171,336.00	18,419.00	18,419.00	-152,917.00	10.75%
530-47615	Rent-Aircraft Parking	500.00	500.00	0.00	0.00	-500.00	0.00%
530-47616	Rent-Airport Box Hangars	73,668.00	73,668.00	6,139.00	6,139.00	-67,529.00	8.33%
530-47618	Rent-Airport-Corporate Hangars	82,118.00	82,118.00	6,843.16	6,843.16	-75,274.84	8.33%
530-48320	Contribution - City of Waxahachie	115,000.00	115,000.00	0.00	0.00	-115,000.00	0.00%
530-48325	Contribution - City of Midlothian	115,000.00	115,000.00	0.00	0.00	-115,000.00	0.00%
530-49650	Miscellaneous Revenue	7,000.00	7,000.00	91.00	91.00	-6,909.00	1.30%
	Revenue Total:	617,836.00	617,836.00	34,647.07	34,647.07	-583,188.93	5.61 %
Expense							
530-199-51100	Salaries	61,970.00	61,970.00	7,050.25	7,050.25	54,919.75	11.38%
530-199-52100	Longevity	1,370.00	1,370.00	28.38	28.38	1,341.62	2.07%
530-199-52200	Retirement-FICA	4,790.00	4,790.00	538.90	538.90	4,251.10	11.25%
530-199-52400	Life & Health Insurance	12,340.00	12,340.00	1,025.54	1,025.54	11,314.46	8.31%
530-199-52501	Retirement Plan Contribution-TMRS	10,290.00	10,290.00	1,175.75	1,175.75	9,114.25	11.43%
530-199-52600	Workers' Compensation	750.00	750.00	49.37	49.37	700.63	6.58%
530-199-53101	Airport Management	70,300.00	70,300.00	5,858.17	5,858.17	64,439.83	2.00
530-199-53200	Professional Services	500.00	500.00	0.00	0.00	500.00	0.00%
530-199-53201	Training	300.00	300.00	0.00	0.00	300.00	0.00%
530-199-54101	Utilities - Water	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00%
530-199-54210	Refuse Services	1,400.00	1,400.00	106.46	106.46	1,293.54	7.60%
530-199-54310	Maintenance, Building (Upkeep)	12,000.00	12,000.00	625.85	625.85	11,374.15	5.22%
530-199-54320	Maintenance, Improvements	10,000.00	10,000.00	5,904.85	5,904.85	4,095.15	59.05%
530-199-54330	Maintenance, Purchased Equipment	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00%
530-199-54340	Maintenance, Purchased - Vehicle	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00%
530-199-54345	Maintenance, Leased Vehicle	550.00	550.00	39.29	39.29	510.71	7.14%
530-199-54350	Maintenance, Other City Property	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00%
530-199-54400	Vehicle Lease	3,700.00	3,700.00	288.95	288.95	3,411.05	7.81%

Budget Report

For Fiscal: FY 2015 Period Ending: 10/31/2014

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
530-199-54430 Uniform/Janitorial Supply Rental	600.00	600.00	0.00	0.00	0.00	600.00	0.00%
530-199-55100 Insurance & Bonds	14,200.00	14,200.00	14,178.58	14,178.58	0.00	21.42	99.85%
530-199-55150 Phones, Pagers, Internet, Cable	7,000.00	7,000.00	712.82	712.82	0.00	6,287.18	10.18%
530-199-55200 Postage	50.00	50.00	0.00	0.00	0.00	50.00	0.00%
530-199-55250 Advertising - Legal & Classified	100.00	100.00	0.00	0.00	0.00	100.00	0.00%
530-199-55260 Advertising & Promotions	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
530-199-55270 Special Events	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00	0.00%
530-199-55300 Printing & Binding	300.00	300.00	0.00	0.00	0.00	300.00	0.00%
530-199-55350 Travel (Mileage Meals Lodging)	2,000.00	2,000.00	56.33	56.33	0.00	1,943.67	2.82%
530-199-55400 Memberships/License/Cert Renewal	600.00	600.00	475.00	475.00	0.00	125.00	79.17%
530-199-55450 Board & Local Meetings	200.00	200.00	0.00	0.00	0.00	200.00	0.00%
530-199-55800 State/EPA Permit Fees	200.00	200.00	0.00	0.00	0.00	200.00	0.00%
530-199-56100 Supplies & Equipment	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
530-199-56101 Supplies & Equip-Chem/Janitorial/Lab/Medical/Tool	100.00	100.00	0.00	0.00	0.00	100.00	0.00%
530-199-56103 Supplies & Equip-Motor Vehicle Parts & Equipment	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00%
530-199-56104 Supplies & Equip-Computers & Accessories	500.00	500.00	0.00	0.00	0.00	500.00	0.00%
530-199-56202 Gasoline & Oil for Vehicle/Equip	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00%
530-199-56204 Electricity	21,000.00	21,000.00	688.22	688.22	0.00	20,311.78	3.28%
530-199-57200 Buildings	170,000.00	170,000.00	0.00	0.00	0.00	170,000.00	0.00%
530-199-57500 Office & Other Equipment	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
530-199-58700 Payment to City of Waxahachie	118,952.00	118,952.00	0.00	0.00	0.00	118,952.00	0.00%
530-199-58750 Payment to City of Midlothian	36,834.00	36,834.00	3,069.50	3,069.50	33,764.50	0.00	100.00%
Expense Total:	606,896.00	606,896.00	41,872.21	41,872.21	98,204.33	466,819.46	23.08 %
Fund: 530 - MID-WAY REGIONAL AIRPORT Surplus (Deficit):	10,940.00	10,940.00	-7,225.14	-7,225.14	-98,204.33	-116,369.47	-963.71 %
Report Surplus (Deficit):	10,940.00	10,940.00	-7,225.14	-7,225.14	-98,204.33	-116,369.47	-963.71 %

Budget Report

For Fiscal: FY 2015 Period Ending: 10/31/2014

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Fund: 530 - MID-WAY REGIONAL AIRPORT							
Revenue	617,836.00	617,836.00	34,647.07	34,647.07	0.00	-583,188.93	5.61 %
Expense	606,896.00	606,896.00	41,872.21	41,872.21	98,204.33	466,819.46	23.08 %
Fund: 530 - MID-WAY REGIONAL AIRPORT Surplus (Deficit):	10,940.00	10,940.00	-7,225.14	-7,225.14	-98,204.33	-116,369.47	-963.71 %
Report Surplus (Deficit):	10,940.00	10,940.00	-7,225.14	-7,225.14	-98,204.33	-116,369.47	-963.71 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)
530 - MID-WAY REGIONAL AIRPC	10,940.00	10,940.00	-7,225.14	-7,225.14	-98,204.33	-116,369.47
Report Surplus (Deficit):	10,940.00	10,940.00	-7,225.14	-7,225.14	-98,204.33	-116,369.47

OCTOBER, 2014 MANAGER'S REPORT

1. The apron construction is in its final stages and the hangar project has begun. A full report will be presented at the Board meeting November 13th.
2. We had an F-18A Hornet that stayed at our airport overnight October 11th. The Waxahachie Daily Light was kind enough to do an article with pictures the following week.
3. I was invited to be the speaker at the Waxahachie Lions' Club on October 28th. Kassandra Carroll of Waxahachie's Economic Development Department produced a very nice power point presentation that I use for group meetings/organizations, and it was very well received by the Lions.
4. I attended the ATTAC meeting in Arlington on October 17th. We continue to plan for the College Football Championship inaugural game which will be held at AT&T stadium on January 12th. We have a website that is currently being produced and should be active by Thanksgiving.

	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	6736	3724	10460
Oct	81	18	2	0	0	0	0	3053	9159	12212

October FBO REPORT –November 7, 2014

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

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

AvGas (Truck): 5548 gallons

AvGas (Self Serve): 1188 gallons

Jet-A: 3724 gallons

Military (Jet-A): 0 gallons

TOTAL GALLONS OF FUEL FOR September 2014: 10,460 gallons.

Highlights:

AvGas sales picked up for the month of September while Jet-A sales dropped slightly with over all fuel sales down from August. This is the normal trend with schools around the country starting back. The corporate traffic was less with the company traveler staying at home to get the students in the family situated at the schools and universities around the country. With the kids back in school and a little cooler weather it also allowed the “week end warriors” more free time to fly. October is already starting out good with an increase in flying activities. While we need the rain, the aviators are taking advantage of the mild flying weather.