

**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, April 9, 2015, 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 February 12, 2015
- Financial Report
- Manager's Report
- Airport Operations Report
- FBO Report

REGULAR AGENDA

3. Hangar Project Update
4. Discuss FY 2016 Budget
5. Discuss New Airport Camera System
6. Consider Changing Date of July 2015 Board Meeting
7. Consider Non-Airport Businesses providing services on Airport property
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, February 12, 2015, at 4:00 p.m., in the Rex Odom Conference Room, at Mid-Way Regional Airport, 131 Airport Dr., Midlothian, Texas.

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

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

REGULAR AGENDA

Opening: Chairman David Box called the meeting to order, and Dennis Lauterbach gave the invocation.

Board Announcements: Judy Demoney informed the Board that the Waxahachie Chautauqua will be presenting "Celebrating Flight" on Saturday, September 26, at Getzendaner Park. There will be exhibits, Bessie Coleman reenactments, Birds of Prey Flight demonstrations, speaker Fred Haise (Apollo 13 Astronaut), Mayan dancers, drone demonstrations, panel of WWII pilots, music, and much more. The Society would like to see some kind of a connection between Mid-Way and the event that day. Judy said she was working on trying to get a glider and/or a helicopter out there that day. The Society suggested maybe doing a joint float for the 4th of July parade. Judy said that September 26th will be the 90th anniversary of the day that Bessie Coleman did a fly-over in Waxahachie so she would really like to see something displayed at our Airport in honor of her.

CONSENT AGENDA:

- Minutes of Meeting held January 2, 2015
- Financial Report
- Manager's Report
- Airport Operation's Report
- FBO Report

George Kent moved to approve the Consent Agenda as presented; second by Kent McGuire. All Ayes.

REGULAR AGENDA:

Hangar Project Update: Judy Demoney said that the Cities approved going ahead with the design and construction of all eleven T-hangars. The \$66,000 overage will be paid from the fund balance account. TxDOT and KSA has received our authorization to proceed with the preliminary design phase, which will take six weeks. The plans and specs should be due by March 25th. Construction cannot begin before August.

Aerobatic Contest Update: Judy Demoney told the Board that the Lone Star Aerobatic contest will not happen this year at Mid-Way. Carol Walker with Big Q Aviation had said that they would need to get the FAA to approve an additional 500 feet of airspace in the aerobatic box, but because the process takes so long there is not be enough time to get it done for this year.

Finish out of the upstairs office space: Judy Demoney reminded the Board that two years ago they voted to turn the space upstairs into office space on a tenant finish out basis. No one has shown any interest in the last three years until recently. John Wray, State Representative, had approached us about the possibility of putting his district office here. Judy said that she spoke with TxDOT to see if we could use it for non-aviation Use, and because the space had been empty for so long Bill Gunn with TxDOT agreed. The space is 513 square feet, but we would be keeping 113 square feet for Airport storage. Estimates were obtained to finish out the area. One contractor gave an estimate of \$16,000/\$20,000 with windows. Another contractor gave an estimate of \$45,000. John Wray said that they could not do a tenant finish out, so the City of Waxahachie was contacted about the possibility of using the fund balance account to finish it out ourselves. We were told that this would be a possibility. John Wray ended up taking office space in a professional building up 287 in Waxahachie that was already finished out and would be a little more convenient for his constituents. Judy asked the Board for direction on what to do with the space. The Board agreed it would be best to continue to leave the space as is until there is a need rather than finishing it out now. Someone may want it finished out to meet their specifications.

Public Comments: Judy Demoney wanted to inform the Board that the developer, Diamond J, went to final vote at the Midlothian City Council meeting this week. Their new plan took out the multi-family housing along Rex Odom Drive, but kept in single family housing. The Rule 11 Settlement Agreement says there can be no more than 3.5 houses per acre, so in order for the developer to reach 3,900 lots they had incorporated all 1,169 acres. The City proposed that they net out the flood plain and the lake, which would take it from 1,169 acres to 733 acres. The total number of homes per acre would then be 2,700. The developer said that he would not build it then because he cannot make any money building just 2,700 homes. Judy said that the City rezoned all of the land (50 acres) along Rex Odom Drive up to the creek as light industrial.

Adjournment: There being no further business,

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

Respectfully submitted, Tammy Bowen, Airport Operations Assistant



City of Waxahachie, TX

Budget Report Account Summary

For Fiscal: FY 2015 Period Ending: 03/31/2015

	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	491.52	3,794.88	-6,205.12	37.95%	
530-47350	Renter Utility Payments	3,000.00	3,000.00	186.21	1,502.25	-1,497.75	50.08%	
530-47502	Interest From Cash Pool	0.00	0.00	0.00	74.93	74.93	0.00%	
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	929.50	6,647.50	-11,866.50	35.91%	
530-47613	Rent-Airport Land Options	1,450.00	1,450.00	0.00	1,496.25	46.25	103.19%	
530-47614	Rent-Airport T-Hangars	171,336.00	171,336.00	15,854.00	90,231.00	-81,105.00	52.66%	
530-47615	Rent-Aircraft Parking	500.00	500.00	52.50	350.00	-150.00	70.00%	
530-47616	Rent-Airport Box Hangars	73,668.00	73,668.00	4,714.02	35,409.02	-38,258.98	48.07%	
530-47618	Rent-Airport-Corporate Hangars	82,118.00	82,118.00	6,843.16	41,058.96	-41,059.04	50.00%	
530-48320	Contribution - City of Waxahachie	115,000.00	115,000.00	-10,000.00	30,000.00	-85,000.00	26.09%	
530-48325	Contribution - City of Midlothian	115,000.00	115,000.00	-50,000.00	30,000.00	-85,000.00	26.09%	
530-49650	Miscellaneous Revenue	7,000.00	7,000.00	0.00	632.00	-6,368.00	9.03%	
530-49653	Miscellaneous Revenue - Insurance Reimbursement	0.00	0.00	0.00	606.36	606.36	0.00%	
	Revenue Total:	617,836.00	617,836.00	-30,929.09	241,803.15	0.00	-376,032.85	39.14 %
Expense								
530-199-51100	Salaries	61,970.00	61,970.00	4,746.22	30,841.42	31,128.58	49.77%	
530-199-52100	Longevity	1,370.00	1,370.00	108.00	462.22	907.78	33.74%	
530-199-52200	Retirement-FICA	4,790.00	4,790.00	368.75	2,394.40	2,395.60	49.99%	
530-199-52400	Life & Health Insurance	12,340.00	12,340.00	1,025.54	6,153.24	6,186.76	49.86%	
530-199-52501	Retirement Plan Contribution-TMRS	10,290.00	10,290.00	786.87	5,174.47	5,115.53	50.29%	
530-199-52600	Workers' Compensation	750.00	750.00	52.80	389.53	360.47	51.94%	
530-199-53101	Airport Management	70,300.00	70,300.00	5,858.17	35,149.02	35,148.98	100.00%	
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	565.46	2,707.50	4,292.50	38.68%	
530-199-54210	Refuse Services	1,400.00	1,400.00	106.46	638.76	761.24	45.63%	
530-199-54310	Maintenance, Building (Upkeep)	12,000.00	12,000.00	175.00	5,038.47	6,961.53	41.99%	
530-199-54320	Maintenance, Improvements	10,000.00	10,000.00	0.00	7,353.50	2,646.50	73.54%	
530-199-54330	Maintenance, Purchased Equipment	6,000.00	6,000.00	0.00	222.80	5,777.20	3.71%	
530-199-54340	Maintenance, Purchased - Vehicle	3,000.00	3,000.00	0.00	1,210.88	1,789.12	40.36%	
530-199-54345	Maintenance, Leased Vehicle	550.00	550.00	39.29	235.74	314.26	42.86%	

Budget Report

For Fiscal: FY 2015 Period Ending: 03/31/2015

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
530-199-54350 Maintenance, Other City Property	2,000.00	2,000.00	0.00	899.00	0.00	1,101.00	44.95%
530-199-54400 Vehicle Lease	3,700.00	3,700.00	288.95	1,733.70	0.00	1,966.30	46.86%
530-199-54430 Uniform/Janitorial Supply Rental	600.00	600.00	75.00	250.00	0.00	350.00	41.67%
530-199-55100 Insurance & Bonds	14,200.00	14,200.00	0.00	14,560.78	0.00	-360.78	102.54%
530-199-55150 Phones, Pagers, Internet, Cable	7,000.00	7,000.00	739.50	4,324.99	0.00	2,675.01	61.79%
530-199-55200 Postage	50.00	50.00	0.00	6.49	0.00	43.51	12.98%
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	62.00	0.00	4,938.00	1.24%
530-199-55270 Special Events	7,000.00	7,000.00	0.00	597.00	0.00	6,403.00	8.53%
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	0.00	425.57	0.00	1,574.43	21.28%
530-199-55400 Memberships/License/Cert Renewal	600.00	600.00	0.00	475.00	0.00	125.00	79.17%
530-199-55450 Board & Local Meetings	200.00	200.00	0.00	8.10	0.00	191.90	4.05%
530-199-55800 State/EPA Permit Fees	200.00	200.00	0.00	200.00	0.00	0.00	100.00%
530-199-56100 Supplies & Equipment	5,000.00	5,000.00	0.00	885.70	0.00	4,114.30	17.71%
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	525.18	0.00	474.82	52.52%
530-199-56104 Supplies & Equip-Computers & Accessories	500.00	500.00	0.00	77.98	0.00	422.02	15.60%
530-199-56202 Gasoline & Oil for Vehicle/Equip	3,000.00	3,000.00	0.00	215.26	0.00	2,784.74	7.18%
530-199-56204 Electricity	21,000.00	21,000.00	726.07	9,811.54	0.00	11,188.46	46.72%
530-199-57200 Buildings	170,000.00	236,241.00	0.00	0.00	0.00	236,241.00	0.00%
530-199-57400 Improvements Other Than Bldgs	0.00	15,000.00	0.00	0.00	0.00	15,000.00	0.00%
530-199-57500 Office & Other Equipment	5,000.00	5,000.00	0.00	0.00	4,450.00	550.00	89.00%
530-199-58700 Payment to City of Waxahachie	118,952.00	118,952.00	0.00	49,563.30	0.00	69,388.70	41.67%
530-199-58750 Payment to City of Midlothian	36,834.00	36,834.00	0.00	15,347.50	21,486.50	0.00	100.00%
Expense Total:	606,896.00	688,137.00	15,662.08	197,941.04	61,085.48	429,110.48	37.64 %
Fund: 530 - MID-WAY REGIONAL AIRPORT Surplus (Deficit):	10,940.00	-70,301.00	-46,591.17	43,862.11	-61,085.48	53,077.63	24.50 %
Report Surplus (Deficit):	10,940.00	-70,301.00	-46,591.17	43,862.11	-61,085.48	53,077.63	24.50 %

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	-30,929.09	241,803.15	0.00	-376,032.85	39.14 %
Expense	606,896.00	688,137.00	15,662.08	197,941.04	61,085.48	429,110.48	37.64 %
Fund: 530 - MID-WAY REGIONAL AIRPORT Surplus (Deficit):	10,940.00	-70,301.00	-46,591.17	43,862.11	-61,085.48	53,077.63	24.50 %
Report Surplus (Deficit):	10,940.00	-70,301.00	-46,591.17	43,862.11	-61,085.48	53,077.63	24.50 %

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	-70,301.00	-46,591.17	43,862.11	-61,085.48	53,077.63
Report Surplus (Deficit):	10,940.00	-70,301.00	-46,591.17	43,862.11	-61,085.48	53,077.63

MANAGER'S REPORT – MARCH, 2015

Aircraft Incident

There was an aircraft incident on March 19th. Our tenant David Doyle had a nose gear collapse upon landing. There were no injuries and the runway was closed from 9:30 PM to 1:10 AM until the aircraft was removed.

Runway End Identification Lights

We continue to work on the REILs as one remains out. AJ Airport Lighting Company has been out twice and can't fix it. The FAA has contacted me and I explained the situation. They said they will need to be commissioned once they both are operational.

Parking Lot

The parking lot lighting was delayed once again but is scheduled to be installed April 2nd and 3rd with final inspection of the project scheduled for April 9th.

March FBO REPORT –April 2, 2015

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

FUEL SALES: (Totals for February 2015)

AvGas (Truck): 1828 gallons

AvGas (Self Serve): 742 gallons

Jet-A: 3553 gallons

Military (Jet-A): 0 gallons

TOTAL GALLONS OF FUEL FOR January 2015: 10,214 gallons.

Highlights:

February fuel sales slipped back to near the December totals. The weather days continue to curtail flying activities for both general aviation and corporate aviation. As of today, the March totals are looking better.

DLA (US Government Fuel) in an effort to cut cost has eliminated hundreds of fuel contractors around the nation. We were notified that KJWY was one on the chopping block, as well as Houston Hobby (KHOU), McKinney (KTKI), Mineral Wells (KMWL), and numerous other small, mid-size, and large airports throughout Texas and the US. This has already caused grumbling within the military ranks. It could get reduced or reversed as was the case with the proposed closing of numerous control towers. The elimination of Southern Star Aviation and KJWY was in no way any reflection of our services or quality control. We always received a superior for both. It is simply a government cost cutting measure.