

**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, January 14, 2016, at 4:00 pm

David Box, Chairman  
Kyle Ballard, Vice Chairman  
Ray Barksdale, Secretary  
George Kent  
Dennis Lauterbach, Jr

Kent McGuire  
Randall Porche

**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 November 12, 2015
- Financial Report
- Manager's Report
- Airport Operations Report
- FBO Report

**REGULAR AGENDA**

3. Airborne Imaging Construction Project Update
4. Tail Rotor Update
5. Discuss Aircraft Insurance Requirements
6. Hayes Crossing Update
7. Consider the Request for an Airport Noise Study
8. Officer Elections
9. Public Comments
10. 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 to Mid-Way Airport'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, November 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:** Kyle Ballard, Vice Chairman  
George Kent  
Kent McGuire  
Dennis Lauterbach, Jr  
Randall Porche

**Members Absent:** David Box, Chairman  
Ray Barksdale, Secretary

**Others Present:** Judy Demoney, Airport Manager  
Tammy Bowen, Airport Operations Assistant  
David Hill, Councilman, City of Waxahachie  
Ken Lantz, Partner, Southern Star Aviation  
Mark Shelton, Project Manager, JHDMC Development

### **REGULAR AGENDA**

**Opening:** Chairman Kyle Ballard called the meeting to order, and George Kent gave the invocation.

**Board Announcements:** Judy Demoney announced that the Airport Christmas party will be on Saturday, December 12th at 12:00 pm.

### **CONSENT AGENDA:**

- Minutes of Meeting held September 10, 2015
- Financial Report
- Manager's Report
- Airport Operation's Report
- FBO Report

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

### **REGULAR AGENDA:**

**Consider the Planning and Zoning Commission Rezone Request Case #Z02-2-15-4:** Mark Shelton, Project Manager of JHDMC Development, developer for John Houston Homes, was present to explain their plans for development North of the Airport called Hayes Crossing. Kyle Ballard, Vice Chairman, explained that the concern of the Airport is to make sure that all continuous uses around the property of the airport are complimentary to Airport use. Mr. Shelton said that they are familiar with Runway Protection Zones, rules and land uses around airports. They will not be dealing with planning or zoning on the property that is proposed corporate overlay district for at least ten years. There is no single family residential use allowed there so most will be office, warehouse and airport related facilities. The proposed single family residential lots would be developed over six years, and would start on the far North end. It is about 1,200 feet from the corner of the property to the airport and would be 1,800 to 2,000 feet to the nearest home in the development. The Board asked Mr. Shelton what they would do to assure that potential buyers were aware of the airport's location.

Mr. Shelton said that people would see the planes flying and they would have maps of the development available, which would include the airport's location. Ken Lantz, FBO, explained both daytime and nighttime operations at the airport and how noise from the airport could affect residents living so closely. Mr. Shelton said that if the airport doesn't want any noise complaints then maybe the airport should consider buying the land themselves. Judy Demoney said that the Cities have invested \$25 million in the airport. The airport is here, it continues to grow, and is a very important investment to the communities. Kyle explained that today was really just to get a better understanding of what the plans are for the development, and we have to find and strike a balance. Before Mr. Shelton left he said that they would get with the airport to work on some language of how to notify people that the airport is in close proximity of the development. Ken Lantz reminded the Board that not only do we get noise complaints already, but we have gotten complaints from the existing neighbors about the Runway End Identifier Lights. Dennis Lauterbach said that they can be a little blinding even for a pilot sometimes. It was asked if there is any way that the lights can be pilot controlled. Kyle asked Judy to find out what it would take to make them pilot controlled, and how much it would cost. After discussion the Board agreed that buying the land is not an option because the Cities do not have the funds. The next step would be to help control the land use through zoning by communicating with the Planning and Zoning department. The Board agreed that the issues are the noise, safety, and Economic Development for the Airport. Judy told the Board that we do have an Economic Development prospect as we speak, we are on their short list, and one of their concerns is noise. Kyle asked Ken Lantz and Carol Walker, Big Q Aviation, to put together a list of bullet points to include in the presentation to the Planning and Zoning Commission Rezone hearing on November 17<sup>th</sup>. The Board agreed that we have a real investment here and they want to do everything they can to protect it.

Randall Porche moved to approve Kyle Ballard and Judy Demoney attending the Planning and Zoning hearing for Rezone Request Case #Z02-2-15-4 on November 17<sup>th</sup> and voicing the Airport's concerns about the Hayes Crossing Development; second by George Kent. All Ayes.

Hangar Project Update: Judy Demoney said that she spoke to Bill Mackey, Airport Planner, TxDOT, and was told that the FAA will not be providing TxDOT Aviation funding for 2016 until June or July now, so there will be no hangars built this year. Mr. Mackey said that airside projects take priority over landside, and ours is landside. The MPE funds as well as the funds for the taxiway pavement must be banked before it can go to commission for grant approval. Judy reminded the Board that the design phase of the project is complete and we are just waiting on the funding for construction.

Airport Advertising: Judy Demoney said that the Waxahachie Economic Development Department came to the Airport with the opportunity to co-op advertising. The ads will be in the Business Air and Aviator Hotline magazines advertising available lease space at the airport. The magazines will be distributed at the NBAA Annual Convention and Exhibition later this month in Las Vegas.

Airborne Imaging Construction Project Update: Judy Demoney told the Board that the numbers came back for Airborne Imaging's hangar project and it was cost prohibitive due to the site location. Airborne Imaging went back to the drawing board and approved another site design just to the other side of their current location. They are hopeful that the new location will not be as costly since the sewer and water is not as far away. The rock in that area is closer to the surface, so they should not have the same foundation issues.

Executive Session: The Board adjourned into Executive Session for deliberation regarding Economic Development negotiations, as permitted by Texas Government Code, Section 551.087, at 5:08 pm.

Regular Session: The Board reconvened to Regular Session at 5:28 pm. No action was taken.

All Ayes.

Adjournment: There being no further business,

George Kent moved to adjourn; second by Dennis Lauterbach, Jr. All Ayes.

Respectfully submitted, Tammy Bowen, Airport Operations



City of Waxahachie, TX

# Budget Report Account Summary

For Fiscal: FY 2016 Period Ending: 12/31/2015

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used	
<b>Fund: 530 - MID-WAY REGIONAL AIRPORT</b>								
<b>Revenue</b>								
<a href="#">530-43200</a>	Grant Reimb-Operating	25,000.00	25,000.00	0.00	0.00	-25,000.00	0.00 %	
<a href="#">530-47300</a>	Airport-Fuel Flowage Fees	9,500.00	9,500.00	1,947.86	3,251.72	-6,248.28	34.23 %	
<a href="#">530-47350</a>	Renter Utility Payments	3,000.00	3,000.00	280.95	781.85	-2,218.15	26.06 %	
<a href="#">530-47502</a>	Interest From Cash Pool	170.00	170.00	0.00	63.27	-106.73	37.22 %	
<a href="#">530-47607</a>	Facility Rental	250.00	250.00	0.00	0.00	-250.00	0.00 %	
<a href="#">530-47612</a>	Rents-Airport Commercial Leasing	5,280.00	5,280.00	400.00	1,480.00	-3,800.00	28.03 %	
<a href="#">530-47613</a>	Rent-Airport Land Options	1,500.00	1,500.00	0.00	1,496.25	-3.75	99.75 %	
<a href="#">530-47614</a>	Rent-Airport T-Hangars	185,980.00	185,980.00	15,626.00	47,912.00	-138,068.00	25.76 %	
<a href="#">530-47615</a>	Rent-Aircraft Parking	700.00	700.00	175.00	332.50	-367.50	47.50 %	
<a href="#">530-47616</a>	Rent-Aiport Box Hangars	73,670.00	73,670.00	4,635.00	16,913.00	-56,757.00	22.96 %	
<a href="#">530-47618</a>	Rent-Airport-Corporate Hangars	83,320.00	83,320.00	6,950.00	20,850.00	-62,470.00	25.02 %	
<a href="#">530-48320</a>	Contribution - City of Waxahachie	35,975.00	35,975.00	0.00	35,975.00	0.00	100.00 %	
<a href="#">530-48325</a>	Contribution - City of Midlothian	35,975.00	35,975.00	0.00	35,975.00	0.00	100.00 %	
<a href="#">530-49650</a>	Miscellaneous Revenue	8,070.00	8,070.00	0.00	25.00	-8,045.00	0.31 %	
	<b>Revenue Total:</b>	<b>468,390.00</b>	<b>468,390.00</b>	<b>30,014.81</b>	<b>165,055.59</b>	<b>0.00</b>	<b>-303,334.41</b>	<b>35.24 %</b>
<b>Expense</b>								
<a href="#">530-199-51100</a>	Salaries	71,420.00	72,160.00	5,473.63	19,794.02	52,365.98	27.43 %	
<a href="#">530-199-52100</a>	Longevity	1,520.00	1,520.00	120.00	360.00	1,160.00	23.68 %	
<a href="#">530-199-52200</a>	Retirement-FICA	5,520.00	5,600.00	425.14	1,533.46	4,066.54	27.38 %	
<a href="#">530-199-52400</a>	Life & Health Insurance	13,100.00	13,100.00	1,094.18	3,282.54	9,817.46	25.06 %	
<a href="#">530-199-52501</a>	Retirement Plan Contribution-TMRS	11,170.00	11,340.00	906.73	3,266.98	8,073.02	28.81 %	
<a href="#">530-199-52600</a>	Workers' Compensation	770.00	770.00	81.18	229.34	540.66	29.78 %	
<a href="#">530-199-53101</a>	Airport Management	72,410.00	72,410.00	6,033.92	18,601.76	-500.00	100.69 %	
<a href="#">530-199-53201</a>	Training	300.00	300.00	0.00	0.00	300.00	0.00 %	
<a href="#">530-199-53310</a>	Bank Service Charges	4,300.00	4,300.00	0.00	570.80	3,729.20	13.27 %	
<a href="#">530-199-54101</a>	Utilities - Water	7,210.00	7,210.00	611.78	657.37	6,552.63	9.12 %	
<a href="#">530-199-54210</a>	Refuse Services	1,300.00	1,300.00	106.46	319.38	980.62	24.57 %	
<a href="#">530-199-54310</a>	Maintenance, Building (Upkeep)	13,000.00	13,000.00	1,056.39	4,424.40	8,575.60	34.03 %	
<a href="#">530-199-54320</a>	Maintenance, Improvements	12,000.00	12,000.00	0.00	6,499.74	5,500.26	54.16 %	
<a href="#">530-199-54330</a>	Maintenance, Purchased Equipment	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %	
<a href="#">530-199-54340</a>	Maintenance, Purchased - Vehicle	3,000.00	3,000.00	0.00	1,348.88	1,651.12	44.96 %	
<a href="#">530-199-54345</a>	Maintenance, Leased Vehicle	600.00	600.00	38.29	116.87	483.13	19.48 %	
<a href="#">530-199-54350</a>	Maintenance, Other City Property	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %	

Budget Report

For Fiscal: FY 2016 Period Ending: 12/31/2015

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
<a href="#">530-199-54400</a> Vehicle Lease	3,470.00	3,470.00	288.95	866.85	0.00	2,603.15	24.98 %
<a href="#">530-199-54430</a> Uniform/Janitorial Supply Rental	650.00	650.00	50.00	150.00	0.00	500.00	23.08 %
<a href="#">530-199-55100</a> Insurance & Bonds	15,750.00	15,750.00	0.00	14,285.58	0.00	1,464.42	90.70 %
<a href="#">530-199-55150</a> Phones, Pagers, Internet, Cable	8,800.00	8,800.00	407.54	1,222.58	0.00	7,577.42	13.89 %
<a href="#">530-199-55200</a> Postage	75.00	75.00	0.00	0.00	0.00	75.00	0.00 %
<a href="#">530-199-55260</a> Advertising & Promotions	4,000.00	4,000.00	0.00	450.00	0.00	3,550.00	11.25 %
<a href="#">530-199-55270</a> Special Events	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00	0.00 %
<a href="#">530-199-55300</a> Printing & Binding	50.00	50.00	0.00	0.00	0.00	50.00	0.00 %
<a href="#">530-199-55350</a> Travel (Mileage Meals Lodging)	1,400.00	1,400.00	200.00	407.63	0.00	992.37	29.12 %
<a href="#">530-199-55400</a> Memberships/License/Cert Renewal	500.00	500.00	0.00	475.00	0.00	25.00	95.00 %
<a href="#">530-199-55450</a> Board & Local Meetings	150.00	150.00	0.00	20.00	0.00	130.00	13.33 %
<a href="#">530-199-55800</a> State/EPA Permit Fees	200.00	200.00	0.00	0.00	0.00	200.00	0.00 %
<a href="#">530-199-56100</a> Supplies & Equipment	4,000.00	4,000.00	0.00	137.09	0.00	3,862.91	3.43 %
<a href="#">530-199-56101</a> Supplies & Equip-Chem/Janitorial/Lab/Medical/Tool	250.00	250.00	0.00	0.00	0.00	250.00	0.00 %
<a href="#">530-199-56103</a> Supplies & Equip-Motor Vehicle Parts & Equipment	1,000.00	1,000.00	0.00	49.20	0.00	950.80	4.92 %
<a href="#">530-199-56104</a> Supplies & Equip-Computers & Accessories	500.00	500.00	0.00	29.60	0.00	470.40	5.92 %
<a href="#">530-199-56202</a> Gasoline & Oil for Vehicle/Equip	3,150.00	3,150.00	53.41	86.41	0.00	3,063.59	2.74 %
<a href="#">530-199-56204</a> Electricity	22,575.00	22,575.00	2,216.28	5,604.41	0.00	16,970.59	24.83 %
<a href="#">530-199-57400</a> Improvements Other Than Bldgs	22,500.00	22,500.00	0.00	0.00	0.00	22,500.00	0.00 %
<a href="#">530-199-58700</a> Payment to City of Waxahachie	120,150.00	120,150.00	0.00	20,039.00	0.00	100,111.00	16.68 %
<a href="#">530-199-58750</a> Payment to City of Midlothian	36,830.00	36,830.00	0.00	6,139.00	30,691.00	0.00	100.00 %
<b>Expense Total:</b>	<b>477,620.00</b>	<b>478,610.00</b>	<b>19,163.88</b>	<b>110,967.89</b>	<b>84,999.24</b>	<b>282,642.87</b>	<b>40.95 %</b>
<b>Fund: 530 - MID-WAY REGIONAL AIRPORT Surplus (Deficit):</b>	<b>-9,230.00</b>	<b>-10,220.00</b>	<b>10,850.93</b>	<b>54,087.70</b>	<b>-84,999.24</b>	<b>-20,691.54</b>	<b>302.46 %</b>
<b>Report Surplus (Deficit):</b>	<b>-9,230.00</b>	<b>-10,220.00</b>	<b>10,850.93</b>	<b>54,087.70</b>	<b>-84,999.24</b>	<b>-20,691.54</b>	<b>302.46 %</b>

Budget Report

For Fiscal: FY 2016 Period Ending: 12/31/2015

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
<b>Fund: 530 - MID-WAY REGIONAL AIRPORT</b>							
Revenue	468,390.00	468,390.00	30,014.81	165,055.59	0.00	-303,334.41	35.24 %
Expense	477,620.00	478,610.00	19,163.88	110,967.89	84,999.24	282,642.87	40.95 %
<b>Fund: 530 - MID-WAY REGIONAL AIRPORT Surplus (Deficit):</b>	<b>-9,230.00</b>	<b>-10,220.00</b>	<b>10,850.93</b>	<b>54,087.70</b>	<b>-84,999.24</b>	<b>-20,691.54</b>	<b>302.46 %</b>
<b>Report Surplus (Deficit):</b>	<b>-9,230.00</b>	<b>-10,220.00</b>	<b>10,850.93</b>	<b>54,087.70</b>	<b>-84,999.24</b>	<b>-20,691.54</b>	<b>302.46 %</b>

**Fund Summary**

<b>Fund</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>Period Activity</b>	<b>Fiscal Activity</b>	<b>Encumbrances</b>	<b>Variance Favorable (Unfavorable)</b>
530 - MID-WAY REGIONAL AIRPC	-9,230.00	-10,220.00	10,850.93	54,087.70	-84,999.24	-20,691.54
Report Surplus (Deficit):	-9,230.00	-10,220.00	10,850.93	54,087.70	-84,999.24	-20,691.54

## MANAGER'S REPORT NOVEMBER/DECEMBER, 2015

### Operations Count

November – 3150

December – 2072

The camera system was implemented in July, 2015 and the total operations for the six month period are 18,170. The annualized estimate is 36,300.

### December 26 Tornado

The airport had wind gusts up to 104.7 MPH but was fortunate to experience no storm damage. Airborne Imaging did sustain damage to two elevators and an aileron on one of their DC-3s totaling an estimated \$40,000-50,000 in damages.

### Apron Warranty

December 22, 2015 was the end of the one-year warranty period on the apron expansion. A walk-through was completed with KSA Engineering and a few cracks were noted for repair.



AIRPORT OPERATIONS REPORT										
	Based Aircraft	Waiting List	Inquires	Placement	Accident/Incident	Noise Complaints	Other Complaints	100LL	Jet	
<b>2014</b>										
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	85	18	2	0	0	0	0	3053	9159	12212
Nov	85	15	1	2	0	0	0	3566	5950	9516
Dec	85	16	2	0	0	0	0	3071	6229	9300
	Based Aircraft	Waiting List	Inquires	Placement	Accident/Incident	Noise Complaints	Other Complaints	100LL	Jet	Total Fuel Flow
<b>2015</b>										
Jan	85	15	0	0	0	0	0	5610	4604	10214
Feb	84	15	1	1	0	0	0	2591	3553	6144
Mar	83	16	3	0	1	0	0	2326	3507	5833
April	85	14	4	1	0	1	0	4194	3833	8027
May	87	15	2	3	0	0	0	4175	4462	8637
June	87	13	2	0	0	0	0	6831	8473	15304
July	87	13	1	0	0	0	0	7028	7868	14896
Aug	87	13	3	1	1	0	0	8372	4552	12924
Sept	92	16	2	0	0	0	0	8156	8575	16731
Oct	92	16	1	0	0	0	0	4754	7277	12031
Nov	92	15	2	1	0	0	0	3098	9652	12750
Dec	92	15	0	0	0	0	0	2720	5015	7735

**DECEMBER FBO REPORT** –January 7, 2016

**Please Note fuel totals will be from the month of December.**

FUEL SALES: **(Totals for December 2015)**

AvGas (Truck): 1708 gallons

AvGas (Self Serve): 1013 gallons

Jet-A: 5015 gallons

TOTAL GALLONS OF FUEL FOR **December** 2015: 7735 gallons.

Highlights:

As predicted with the month of December, fuel sales took a large downward trend from the 12,733 gallons pumped in November. With the weather and the holiday season, flying slowed down dramatically. Most corporations do not do a lot of travel in December. Our big base customers also saw a slow down due to the weather and the holiday season as well.

Hertz continues to thrive at the Midway airport. This location received numerous awards for top sales in the DFW metroplex. The next time you see Greg or Victoria, congratulate them on making Midway the top producer. Our customers love having them on the field in the FBO.