

**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, February 11, 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 January 14, 2016
- Financial Report
- Manager's Report
- Airport Operations Report
- FBO Report

REGULAR AGENDA

3. Noise Study Update
4. Airborne Imaging Construction Project Update
5. Officer Elections
6. Consider March Board Meeting Re-schedule
7. Public Comments
8. 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, January 14, 2016, 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
Ray Barksdale, Secretary
George Kent
Randall Porche

Members Absent: Kyle Ballard, Vice Chairman
Kent McGuire
Dennis Lauterbach, Jr

Others Present: Judy Demoney, Airport Manager
Tammy Bowen, Airport Operations Assistant
Ken Lantz, Partner, Southern Star Aviation
Chris Whitfield, Regional Manager, KSA

REGULAR AGENDA

Opening: Chairman David Box called the meeting to order, and George Kent gave the invocation.

Board Announcements: Judy Demoney said that the Airport Christmas party was a big success with approximately fifty-five people in attendance.

Judy announced that Hertz received several awards for top sales in the DFW metroplex.

CONSENT AGENDA:

- Minutes of Meeting held November 12, 2015
- Financial Report
- Manager's Report
- Airport Operation's Report
- FBO Report

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

REGULAR AGENDA:

Airborne Imaging Construction Project Update: Judy Demoney reminded the Board that Airborne Imaging had to approve another site location for their hangar project because it became too cost prohibitive. Chris Whitfield, Regional Manager, KSA, said that the new site is just on the other side of the taxiway to A One Paint Shop, and parallel to their existing hangar. It will open out onto the main parallel taxiway. There will still be space reserved for future development off that far end. Chris said that they were able to cut substantial cost because they will not have to run the sewer and water lines as far and the pipes for storm water will not have to be as big. They may need to put a culvert under their taxiway to be able to drain the infield. Chris said that they are looking at other options to try to eliminate the culvert, but realize that the Airport would rather a culvert than a ditch for maintenance reasons. Airborne has asked for a couple of small changes to be made and then KSA will be sending out the revised preliminary set to everybody for review. At the same time the Nay Company will be working with the other engineers on getting their prices together. After Board discussion on what areas should be included in the ground lease the Board recommended that a change be made by bringing the lease limit lines all the way up to the object free area. Airborne Imaging would need to maintain those areas included in their lease.

Tail Rotor Update: Judy Demoney reminded the Board that the Tail Rotor project was discussed during the November Board meeting in Executive Session. The Company did a sight visit in November. They sent an email on December 1st that they were consolidating their notes and doing their assessment of the different sites, which will go through the end of the year. Doug Barnes, Economic Development Director, Waxahachie, contacted the test pilot. Doug was told that we gave a top notch presentation and that we have everything here to be successful. The test pilot said that most likely their decision will be based on what they saw in November with no additional site visits. The Company usually makes announcements like this at the Helicopter trade show, which is usually at the end of February or first of March.

Aircraft Insurance Requirements: Tammy Bowen asked the Board to clarify what the Airport Administration's responsibility is once aircraft insurance certificates are acquired for filing. The Board directed that we should verify that all based aircraft carry the same limits of liability as required by the Airport's Minimum Standards and Requirements. Also, it should be verified that the City of Waxahachie and City of Midlothian are listed as additional insureds. David said that as long as we see the two Cities on the Certificate we should be covered. The tenant should be the point of contact for any questions regarding the policy.

Hayes Crossing Update: Judy Demoney said that she and Kyle Ballard attended the Planning and Zoning meeting in December for Hayes Crossing, which is for three hundred plus homes with the South east corner of the property being 1,200 feet from our runway. Kyle presented from the Airport's standpoint. Judy said that they were told by P & Z that the Airport Board needs to get a noise study. The proposal request was tabled. At the next meeting it was turned down because of traffic safety concerns. It went to the City Council on Tuesday. The Airport did not present this time, but the building was full of Twin Creeks home owners with concerns about traffic safety and various other things. At the end they made the decision to deny the proposal based upon traffic safety concerns particularly at Hayes Rd and 1387. It was denied without prejudice. Judy explained that the Developer could go back at a later date with a revised plan, and the process would start all over again.

Judy said that she did find out that the property owner, ECOM, is still around and the development was approved. The City is still waiting for them to come back with revised plans. Judy said that they asked Chris Dick, City Manager, Midlothian, what the Airport could do to work with the City and the City work with us on these encroachment issues. Chris said that developments cannot be stopped just because of noise. The City is working on the EnVision Comprehensive plan right now, and Chris recommended that the Airport become active on the Committee so that their voice can be heard. Paula Baucum was the member representing the Airport, but since she is no longer on the Board the decision was made to replace her with Kyle Ballard and Ray Barksdale as the alternate. They will be there to help them understand what is happening at our Airport that could affect these developments. Their other recommendation was to do a noise study. The Board agreed that it's not just about noise, but safety, Economic Development and future growth for the Airport.

Request for an Airport Noise Study: Judy Demoney said that she spoke to someone with KSA after she was told by Planning and Zoning of Midlothian that the Airport needs to do a noise study. Judy said that there was a noise study done with the 2003 Masterplan taking the runway expansion into consideration. It was said at that time that the expansion would not make a difference, so that is why there was no noise study done with the new Masterplan in 2013. KSA said that they could do updated noise contours of existing aircraft fleet mix as well as anticipated aircraft in the future. They would also make recommendation for compatible land use for inclusions in comprehensive plans, zoning and future land use and development proposals. The cost for this would be approximately \$30,000. This is grant eligible, but the funds are not budgeted.

Randall Porche made a motion approving the need for a noise study for the protection and encroachment of the Airport, and to approach the Cities of Midlothian and Waxahachie for funding for the noise study; second by George Kent. All Ayes.

Officer Elections: Officer Elections were tabled until next month due to missing Board members.

Adjournment: There being no further business,

Ray Barksdale moved to adjourn; second by Randal Porche All Ayes.

Respectfully submitted, Tammy Bowen, Airport Operations



City of Waxahachie, TX

Budget Report Account Summary

For Fiscal: FY 2016 Period Ending: 01/31/2016

	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	25,000.00	25,000.00	0.00	0.00	0.00	-25,000.00 0.00 %
530-47300	Airport-Fuel Flowage Fees	9,500.00	9,500.00	618.80	3,870.52	0.00	-5,629.48 40.74 %
530-47350	Renter Utility Payments	3,000.00	3,000.00	290.05	1,071.90	0.00	-1,928.10 35.73 %
530-47502	Interest From Cash Pool	170.00	170.00	0.00	114.24	0.00	-55.76 67.20 %
530-47607	Facility Rental	250.00	250.00	0.00	0.00	0.00	-250.00 0.00 %
530-47612	Rents-Airport Commercial Leasing	5,280.00	5,280.00	440.00	1,920.00	0.00	-3,360.00 36.36 %
530-47613	Rent-Airport Land Options	1,500.00	1,500.00	0.00	1,496.25	0.00	-3.75 99.75 %
530-47614	Rent-Airport T-Hangars	185,980.00	185,980.00	15,416.00	62,294.00	0.00	-123,686.00 33.49 %
530-47615	Rent-Aircraft Parking	700.00	700.00	131.25	463.75	0.00	-236.25 66.25 %
530-47616	Rent-Aiport Box Hangars	73,670.00	73,670.00	6,139.00	24,556.00	0.00	-49,114.00 33.33 %
530-47618	Rent-Airport-Corporate Hangars	83,320.00	83,320.00	6,950.00	27,800.00	0.00	-55,520.00 33.37 %
530-48320	Contribution - City of Waxahachie	35,975.00	35,975.00	0.00	35,975.00	0.00	0.00 100.00 %
530-48325	Contribution - City of Midlothian	35,975.00	35,975.00	0.00	35,975.00	0.00	0.00 100.00 %
530-49650	Miscellaneous Revenue	8,070.00	8,070.00	0.00	25.00	0.00	-8,045.00 0.31 %
	Revenue Total:	468,390.00	468,390.00	29,985.10	195,561.66	0.00	-272,828.34 41.75 %
Expense							
530-199-51100	Salaries	71,420.00	72,160.00	5,473.61	25,267.63	0.00	46,892.37 35.02 %
530-199-52100	Longevity	1,520.00	1,520.00	120.00	480.00	0.00	1,040.00 31.58 %
530-199-52200	Retirement-FICA	5,520.00	5,600.00	425.14	1,958.60	0.00	3,641.40 34.98 %
530-199-52400	Life & Health Insurance	13,100.00	13,100.00	1,094.18	4,376.72	0.00	8,723.28 33.41 %
530-199-52501	Retirement Plan Contribution-TMRS	11,170.00	11,340.00	839.60	4,106.58	0.00	7,233.42 36.21 %
530-199-52600	Workers' Compensation	770.00	770.00	60.18	289.52	0.00	480.48 37.60 %
530-199-53101	Airport Management	72,410.00	72,410.00	6,033.92	24,635.68	48,274.32	-500.00 100.69 %
530-199-53201	Training	300.00	300.00	0.00	0.00	0.00	300.00 0.00 %
530-199-53310	Bank Service Charges	4,300.00	4,300.00	0.00	846.40	0.00	3,453.60 19.68 %
530-199-54101	Utilities - Water	7,210.00	7,210.00	619.17	1,302.92	637.16	5,269.92 26.91 %
530-199-54210	Refuse Services	1,300.00	1,300.00	106.46	425.84	106.46	767.70 40.95 %
530-199-54310	Maintenance, Building (Upkeep)	13,000.00	13,000.00	195.00	4,711.18	70.00	8,218.82 36.78 %
530-199-54320	Maintenance, Improvements	12,000.00	12,000.00	0.00	6,517.74	0.00	5,482.26 54.31 %
530-199-54330	Maintenance, Purchased Equipment	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00 0.00 %
530-199-54340	Maintenance, Purchased - Vehicle	3,000.00	3,000.00	0.00	1,348.88	0.00	1,651.12 44.96 %
530-199-54345	Maintenance, Leased Vehicle	600.00	600.00	38.29	155.16	0.00	444.84 25.86 %
530-199-54350	Maintenance, Other City Property	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00 0.00 %

Budget Report

For Fiscal: FY 2016 Period Ending: 01/31/2016

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
530-199-54400 Vehicle Lease	3,470.00	3,470.00	288.95	1,155.80	0.00	2,314.20	33.31 %
530-199-54430 Uniform/Janitorial Supply Rental	650.00	650.00	50.00	200.00	0.00	450.00	30.77 %
530-199-55100 Insurance & Bonds	15,750.00	15,750.00	0.00	14,285.58	0.00	1,464.42	90.70 %
530-199-55150 Phones, Pagers, Internet, Cable	8,800.00	8,800.00	409.88	1,632.46	0.00	7,167.54	18.55 %
530-199-55200 Postage	75.00	75.00	0.00	0.00	0.00	75.00	0.00 %
530-199-55260 Advertising & Promotions	4,000.00	4,000.00	0.00	450.00	0.00	3,550.00	11.25 %
530-199-55270 Special Events	7,000.00	7,000.00	0.00	753.35	0.00	6,246.65	10.76 %
530-199-55300 Printing & Binding	50.00	50.00	0.00	0.00	0.00	50.00	0.00 %
530-199-55350 Travel (Mileage Meals Lodging)	1,400.00	1,400.00	57.15	464.78	0.00	935.22	33.20 %
530-199-55400 Memberships/License/Cert Renewal	500.00	500.00	0.00	475.00	0.00	25.00	95.00 %
530-199-55450 Board & Local Meetings	150.00	150.00	0.00	20.00	0.00	130.00	13.33 %
530-199-55800 State/EPA Permit Fees	200.00	200.00	200.00	200.00	0.00	0.00	100.00 %
530-199-56100 Supplies & Equipment	4,000.00	4,000.00	0.00	318.14	0.00	3,681.86	7.95 %
530-199-56101 Supplies & Equip-Chem/Janitorial/Lab/Medical/Tool	250.00	250.00	0.00	0.00	0.00	250.00	0.00 %
530-199-56103 Supplies & Equip-Motor Vehicle Parts & Equipment	1,000.00	1,000.00	370.18	444.38	0.00	555.62	44.44 %
530-199-56104 Supplies & Equip-Computers & Accessories	500.00	500.00	0.00	29.60	0.00	470.40	5.92 %
530-199-56202 Gasoline & Oil for Vehicle/Equip	3,150.00	3,150.00	0.00	86.41	28.77	3,034.82	3.66 %
530-199-56204 Electricity	22,575.00	22,575.00	1,582.91	7,187.32	508.96	14,878.72	34.09 %
530-199-57400 Improvements Other Than Bldgs	22,500.00	22,500.00	0.00	0.00	0.00	22,500.00	0.00 %
530-199-58700 Payment to City of Waxahachie	120,150.00	120,150.00	0.00	30,058.50	0.00	90,091.50	25.02 %
530-199-58750 Payment to City of Midlothian	36,830.00	36,830.00	0.00	9,208.50	27,621.50	0.00	100.00 %
Expense Total:	477,620.00	478,610.00	17,964.62	143,392.67	77,247.17	257,970.16	46.10 %
Fund: 530 - MID-WAY REGIONAL AIRPORT Surplus (Deficit):	-9,230.00	-10,220.00	12,020.48	52,168.99	-77,247.17	-14,858.18	245.38 %
Report Surplus (Deficit):	-9,230.00	-10,220.00	12,020.48	52,168.99	-77,247.17	-14,858.18	245.38 %

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	468,390.00	468,390.00	29,985.10	195,561.66	0.00	-272,828.34	41.75 %
Expense	477,620.00	478,610.00	17,964.62	143,392.67	77,247.17	257,970.16	46.10 %
Fund: 530 - MID-WAY REGIONAL AIRPORT Surplus (Deficit):	-9,230.00	-10,220.00	12,020.48	52,168.99	-77,247.17	-14,858.18	245.38 %
Report Surplus (Deficit):	-9,230.00	-10,220.00	12,020.48	52,168.99	-77,247.17	-14,858.18	245.38 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)
530 - MID-WAY REGIONAL AIRPC	-9,230.00	-10,220.00	12,020.48	52,168.99	-77,247.17	-14,858.18
Report Surplus (Deficit):	-9,230.00	-10,220.00	12,020.48	52,168.99	-77,247.17	-14,858.18

MANAGER'S REPORT JANUARY, 2016

1. Operations for January – 2449
2. January 4 - Airborne Imaging experienced a brake failure on the DC-3 and went off the end of Runway 36. No damages or injuries were sustained.
3. January 15 - A female was observed walking around the property and onto the ramp attempting to enter aircraft. Police were called and she was transported to the hospital by ambulance.
4. January 28 – AT&T laid 3500 feet of telephone line from the self-serve area to the AWOS due to breaks in the line. Conduit was available under the new apron and the runway with the remainder buried in the grass between the two. There was no cost to the airport and the runway remained open.
5. Airport Manager Meetings:
 - January 4 – ATAC officers and NCTCOG staff met with FAA officials at the FAA Regional Headquarters at Alliance Airport to consider the draft UAS (drone) municipal ordinance.
 - January 7 – Quarterly ATAC meeting at NCTCOG offices in Arlington. TxDOT Director Dave Fulton and FAA representatives were guest speakers to discuss the status of FY 2016 airport grant funding.
 - January 12 – Attended Midlothian City Council meeting regarding the proposed Hayes Crossing residential development adjacent to Runway 18. Council denied the rezoning request.

JANUARY FBO REPORT –February 3, 2016

Please Note fuel totals will be from the month of January.

FUEL SALES: **(Totals for January 2016)**

AvGas (Truck): 3502 gallons

AvGas (Self Serve): 830 gallons

Jet-A: 4683 gallons

Jet-A Government: 586

TOTAL GALLONS OF FUEL FOR *January* 2016: 9600 gallons.

Highlights:

With the holiday season behind us air traffic is slowly returning to normal. Fuel sales have increased as well as training and recreational flying. Our corporate traffic is returning to the pre-holiday levels. We are seeing an increase in the fractional operators such as Net Jets and Executive Air Shares. Airbus Helicopters are back in full swing with night vision training as well as day and night training from other EMS helicopters such as care Flight and Life Flight. We did have one government fueling last month (US Army).

Ken Lantz

Southern Star Aviation