

**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, March 17, 2016, at 4:00 pm

Kyle Ballard, Chairman
Randall Porche, Vice Chairman
Ray Barksdale, Secretary

David Box
Kent McGuire

George Kent
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 11, 2016
- Financial Report
- Manager's Report
- Airport Operations Report
- FBO Report

REGULAR AGENDA

3. Airborne Imaging Construction Project Update
4. TxDOT Conference Report
5. ~~Consider Ground Lease Rates~~
6. Consider Airport Board Committees
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 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 11, 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
Kyle Ballard, Vice Chairman
Ray Barksdale, Secretary
Dennis Lauterbach, Jr
Randall Porche

Members Absent: George Kent
Kent McGuire

Others Present: Judy Demoney, Airport Manager
Tammy Bowen, Airport Operations Assistant

REGULAR AGENDA

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

Board Announcements: Judy Demoney said that it is a possibility that as soon as the MPE funds are released TxDOT will be ready to put our hangars out for bid, and that it could be as early as this summer. Judy told the Board that we did not include our share in the budget for this year because TxDOT had said they did not expect funding until late summer, so it would fall into next year's budget. Judy told the Board this is something that they will have to discuss later if they get the funds.

CONSENT AGENDA:

- Minutes of Meeting held January 14, 2016
- Financial Report
- Manager's Report
- Airport Operation's Report
- FBO Report

Kyle Ballard moved to approve the Consent Agenda with the removal of the Manager's Report over to the Regular Agenda; second by Ray Barksdale. All Ayes.

REGULAR AGENDA:

Manager's Report: Judy Demoney asked that Tammy Bowen explain what happened on January 15th. Tammy said that morning a woman was seen walking around the RAMP trying to enter people's aircraft. The lady said that she was looking for someone she knew. She appeared to be confused, and upset because she could not find the person. The Midlothian Police Department was called out to check on the situation. The ambulance showed up later to evaluate her, and ended up transporting her to the hospital.

Noise Study Update: Judy Demoney reminded the Board that they voted to proceed with the noise study. Judy said that she contacted TxDOT. They agreed to cover half the cost of the noise study under the RAMP Grant. Our accounting office said that we have funds in our fund balance account, which are funds left over from previous projects. These funds are for Airport use, but would need to be approved by the City Councils. Judy said that she contacted both City Managers and ended up scheduling a meeting with them. It was decided that it would be best to proceed with a noise study the way things are going with development in the area. A noise study would provide us with good professional background information for when we have to go to the P&Zs or City Councils. The cost for the noise study is \$35,000.

Airborne Imaging Construction Project Update: Judy Demoney said that the Nay Company is working on getting the final numbers together for Airborne Imaging's hangar project. The Nay Company should be meeting with them next week to go over those numbers. The City of Midlothian is in the final stages of approving the design. If Airborne approves the project there is a very good prospect interested in the hangar that Airborne leases now from the City of Waxahachie. They have three jets (G5, Lear 31 and Lear 45).

Officer Elections:

David Box moved to nominate Kyle Ballard as Chair; second by Dennis Lauterbach. All Ayes

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

Randall Porche moved to nominate Ray Barksdale as Secretary; second by Kyle Ballard. All Ayes.

March Board Meeting Re-schedule: Judy Demoney asked that the Board consider changing the date of the March 2016 Board meetings because she will be at the TxDOT Conference that day.

Randall Porsche moved to approve changing the date of the March 2016 Board meeting to Thursday, March 17th; second by Ray Barksdale. All Ayes.

Adjournment: There being no further business,

Randall Porche moved to adjourn; second by Dennis Lauterbach All Ayes.

Respectfully submitted, Tammy Bowen, Airport Operations



City of Waxahachie, TX

Budget Report Account Summary

For Fiscal: FY 2016 Period Ending: 02/29/2016

	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	-25,000.00	0.00 %
530-47300	Airport-Fuel Flowage Fees	9,500.00	9,500.00	773.20	4,643.72	-4,856.28	48.88 %
530-47350	Renter Utility Payments	3,000.00	3,000.00	198.21	1,270.11	-1,729.89	42.34 %
530-47502	Interest From Cash Pool	170.00	170.00	0.00	197.54	27.54	116.20 %
530-47607	Facility Rental	250.00	250.00	0.00	0.00	-250.00	0.00 %
530-47612	Rents-Airport Commercial Leasing	5,280.00	5,280.00	440.00	2,360.00	-2,920.00	44.70 %
530-47613	Rent-Airport Land Options	1,500.00	1,500.00	0.00	1,496.25	-3.75	99.75 %
530-47614	Rent-Airport T-Hangars	185,980.00	185,980.00	15,626.00	77,920.00	-108,060.00	41.90 %
530-47615	Rent-Aircraft Parking	700.00	700.00	70.00	533.75	-166.25	76.25 %
530-47616	Rent-Aiport Box Hangars	73,670.00	73,670.00	6,135.00	30,691.00	-42,979.00	41.66 %
530-47618	Rent-Airport-Corporate Hangars	83,320.00	83,320.00	6,950.00	34,750.00	-48,570.00	41.71 %
530-48320	Contribution - City of Waxahachie	35,975.00	35,975.00	0.00	35,975.00	0.00	100.00 %
530-48325	Contribution - City of Midlothian	35,975.00	35,975.00	0.00	35,975.00	0.00	100.00 %
530-49650	Miscellaneous Revenue	8,070.00	8,070.00	0.00	25.00	-8,045.00	0.31 %
	Revenue Total:	468,390.00	468,390.00	30,192.41	225,837.37	-242,552.63	48.22 %
Expense							
530-199-51100	Salaries	71,420.00	72,160.00	5,473.62	30,741.25	41,418.75	42.60 %
530-199-52100	Longevity	1,520.00	1,520.00	120.00	600.00	920.00	39.47 %
530-199-52200	Retirement-FICA	5,520.00	5,600.00	425.14	2,383.74	3,216.26	42.57 %
530-199-52400	Life & Health Insurance	13,100.00	13,100.00	1,094.18	5,542.52	7,557.48	42.31 %
530-199-52501	Retirement Plan Contribution-TMRS	11,170.00	11,340.00	839.60	4,946.18	6,393.82	43.62 %
530-199-52600	Workers' Compensation	770.00	770.00	60.18	349.70	420.30	45.42 %
530-199-53101	Airport Management	72,410.00	72,410.00	6,033.92	30,669.60	-500.00	100.69 %
530-199-53201	Training	300.00	300.00	0.00	0.00	300.00	0.00 %
530-199-53310	Bank Service Charges	4,300.00	4,300.00	279.72	1,408.44	2,891.56	32.75 %
530-199-54101	Utilities - Water	7,210.00	7,210.00	637.16	1,940.08	4,627.77	35.81 %
530-199-54210	Refuse Services	1,300.00	1,300.00	106.46	532.30	661.24	49.14 %
530-199-54310	Maintenance, Building (Upkeep)	13,000.00	13,000.00	640.00	5,351.18	7,648.82	41.16 %
530-199-54320	Maintenance, Improvements	12,000.00	12,000.00	0.00	6,517.74	5,482.26	54.31 %
530-199-54330	Maintenance, Purchased Equipment	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
530-199-54340	Maintenance, Purchased - Vehicle	3,000.00	3,000.00	263.30	1,612.18	1,387.82	53.74 %
530-199-54345	Maintenance, Leased Vehicle	600.00	600.00	38.29	193.45	406.55	32.24 %
530-199-54350	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: 02/29/2016

	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	1,444.75	0.00	2,025.25	41.64 %
530-199-54430 Uniform/Janitorial Supply Rental	650.00	650.00	50.00	250.00	0.00	400.00	38.46 %
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	401.26	2,033.72	0.00	6,766.28	23.11 %
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	109.83	574.61	0.00	825.39	41.04 %
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	0.00	200.00	0.00	0.00	100.00 %
530-199-56100 Supplies & Equipment	4,000.00	4,000.00	0.00	532.96	0.00	3,467.04	13.32 %
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	0.00	527.55	0.00	472.45	52.76 %
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	59.99	146.40	0.00	3,003.60	4.65 %
530-199-56204 Electricity	22,575.00	22,575.00	2,557.04	9,744.36	0.00	12,830.64	43.16 %
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	10,017.50	50,095.50	0.00	70,054.50	41.69 %
530-199-58750 Payment to City of Midlothian	36,830.00	36,830.00	3,067.50	15,345.50	21,484.50	0.00	100.00 %
Expense Total:	477,620.00	478,610.00	32,563.64	189,697.24	64,473.51	224,439.25	53.11 %
Fund: 530 - MID-WAY REGIONAL AIRPORT Surplus (Deficit):	-9,230.00	-10,220.00	-2,371.23	36,140.13	-64,473.51	-18,113.38	277.23 %
Report Surplus (Deficit):	-9,230.00	-10,220.00	-2,371.23	36,140.13	-64,473.51	-18,113.38	277.23 %

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	30,192.41	225,837.37	0.00	-242,552.63	48.22 %
Expense	477,620.00	478,610.00	32,563.64	189,697.24	64,473.51	224,439.25	53.11 %
Fund: 530 - MID-WAY REGIONAL AIRPORT Surplus (Deficit):	-9,230.00	-10,220.00	-2,371.23	36,140.13	-64,473.51	-18,113.38	277.23 %
Report Surplus (Deficit):	-9,230.00	-10,220.00	-2,371.23	36,140.13	-64,473.51	-18,113.38	277.23 %

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	-2,371.23	36,140.13	-64,473.51	-18,113.38
Report Surplus (Deficit):	-9,230.00	-10,220.00	-2,371.23	36,140.13	-64,473.51	-18,113.38

MANAGER'S REPORT FEBRUARY, 2016

The Airport has been running smoothly this month with nothing major to report.

1. Lacy Construction was onsite with KSA Engineering regarding apron/parking lot warranty items. Repair date was scheduled but was rained out. Awaiting new date.
2. Operations for February - 2404

JANUARY FBO REPORT –March 9, 2016

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

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

AvGas (Truck): 4603 gallons

AvGas (Self Serve): 750 gallons

Jet-A: 5826 gallons

Jet-A Government: 2756

TOTAL GALLONS OF FUEL FOR February 2016: 13,935 gallons.

Highlights:

Flying continues to increase as we progress to spring. Airborne has seen an increase in flying as well as Big-Q. We had another U.S. Government fueling with the visit of two Boeing CH-47 Chinook's from Grand Prairie. (Royal Singapore Airforce – U.S. Army). Our corporate/transient traffic continues to be steady. Hertz continues to increase sales and is a top seller in the metroplex. They bring great exposure to our airport.

Ken Lantz

Southern Star Aviation