

**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 12, 2018, at 4:00 pm

Drew Sambell, Chairman
Kent McGuire, Vice Chairman
Ray Barksdale, Secretary
Kyle Ballard
Randall Porche
David Box
Alex Smith

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 March 1, 2018
- Consider Minutes of Special Meeting scheduled March 26, 2018
- Financial Report
- Manager's Report
- Airport Operations Report
- FBO Report

REGULAR AGENDA

3. Appoint the negotiating committee for the 2019 FBO contract.
4. Discuss FY2019 airport budget.
5. Consider hangar lease rates.
6. The Airport Board will adjourn into Executive Session to deliberate economic development negotiations as permitted by the Texas Government Code, Section 551.087.
7. Reconvene to take any necessary action resulting from the Executive Session.
8. Other Business
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 the Airport's website.
www.mid-wayregional.com

MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Thursday, March 1, 2018, at 4:00 p.m., in the Rex Odom Conference Room, at Mid-Way Regional Airport, 131 Airport Dr., Midlothian, Texas.

Members Present: Drew Sambell, Chair
Kent McGuire, Vice Chair
Ray Barksdale, Secretary
David Box
Kyle Ballard
Randall Porche
Alex Smith

Others Present: Judy Demoney, Airport Manager
Tammy Bowen, Airport Operations Assistant
Chris Dick, Manager, City of Midlothian
Chelsey Gordon, Assistant to the Waxahachie City Manager
Ken Lantz, Partner, Southern Star Aviation

REGULAR AGENDA

Opening: Drew Sambell called the meeting to order, and gave the invocation.

Board Announcements: There were no Board announcements.

CONSENT AGENDA:

- Minutes of Meeting held January 11, 2018
- Financial Report
- Manager's Report
- Airport Operation's Report
- FBO Report

David Box moved to approve the Consent Agenda as presented; second by Kyle Ballard. All Ayes.

REGULAR AGENDA:

TxDOT Aviation Grant for Security Fencing: Judy Demoney told the Board that Congress approved the FAA Budget. Through the NPE program, the Airport is eligible to receive \$150,000 annually for capital development projects. The funds can be accumulated up to four years. Judy said that the Airport can now proceed with the security-fencing project doing it over a 4-year period. Whenever you do a revenue-producing project like the hangars we built last year you have to wait three years before you can get AIP (Airport Improvement Program) funds, so it is to our advantage to do it this way because it will save us \$38,000. Judy reminded the Board that it is also in our Masterplan to do it over a 4-year period. The Airport has \$85,200 out of \$150,000 in NPE left over from last year, so we can do the design and engineering this year. The construction of the chain link fence and gates around the terminal area will be in 2019. No construction will happen in 2020 so that we can bank another \$150,000 of NPE. In 2021 we will do the construction of the game fence around the entire property. The total 4-year estimate for the project is \$790,000 with \$79,000 being our local share. Judy said that TxDOT has completed the audit for the hangar project and we should be getting back a little over \$79,000 which by Grant Assurances will have to go into a fund account for the Airport. If approved by the Board, Judy will present to the City Councils for approval.

Kyle Ballard made a motion to proceed with the security-fencing project and for Judy Demoney to present the project to both the City of Midlothian and City of Waxahachie Councils; second by David Box. All Ayes.

Appoint Sub-Committees for 2018: Drew Sambell appointed:

Economic Development: Kyle Ballard – Chair, David Box and Drew Sambell.

Tenant Relations: Randall Porche – Chair, Kent McGuire and Drew Sambell.

Finance: Alex Smith – Chair, Ray Barksdale and Randall Porche.

Randall Porche moved to approve the Airport Board sub-committees as appointed; second by David Box. All Ayes.

Executive Session: The Board adjourned into Executive Session to deliberate economic development negotiations as permitted by the Texas Government Code, Section 551.087, at 4:17 p.m.

Regular Session: The Board reconvened to Regular Session at 5:34 p.m. No action was taken.

Other Business: Drew Sambell said that he is in a Boy Scout troop and there are some Scouts that would like to do an Eagle project. Drew asked the Board to be thinking of some ideas that might make a good Eagle project at the Airport.

Public Comments: There were no public comments.

Adjournment: There being no further business,

Kent McGuire moved to adjourn; second by Randall Porsche. All Ayes.

Respectfully submitted, Tammy Bowen, Airport Operations Assistant

**MID-WAY REGIONAL AIRPORT
JOINT AIRPORT BOARD MINUTES**

A special meeting of the Mid-Way Regional Airport Joint Airport Board was held on Monday, March 26, 2018, at 4:00 p.m., in the Rex Odom Conference Room, at Mid-Way Regional Airport, 131 Airport Dr., Midlothian, Texas.

Members Present: Drew Sambell, Chair
Ray Barksdale, Secretary
David Box
Kyle Ballard
Randall Porche

Members Absent: Kent McGuire, Vice Chair
Alex Smith

Others Present: Judy Demoney, Airport Manager
Tammy Bowen, Airport Operations Assistant
Larry Barnett, President/CEO, Midlothian Economic Development

Opening: Chair Drew Sambell called the meeting to order, and Kyle Ballard gave the invocation.

Executive Session: The Board adjourned into Executive Session to deliberate economic development negotiations as permitted by the Texas Government Code, Section 551.087, at 4:03 p.m.

Regular Session: The Board reconvened to Regular Session at 4:40 p.m. No action was taken.

Adjournment: There being no further business,

David Box 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 2018 Period Ending: 03/31/2018

	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	7,745.67	0.00	-12,254.33 38.73 %
530-47300	Airport-Fuel Flowage Fees	15,400.00	15,400.00	722.70	6,678.76	0.00	-8,721.24 43.37 %
530-47350	Renter Utility Payments	4,200.00	4,200.00	229.69	1,795.34	0.00	-2,404.66 42.75 %
530-47502	Interest From Cash Pool	950.00	950.00	0.00	592.23	0.00	-357.77 62.34 %
530-47607	Facility Rental	350.00	350.00	0.00	0.00	0.00	-350.00 0.00 %
530-47612	Rents-Airport Commercial Leasing	7,016.00	7,016.00	937.00	5,304.21	0.00	-1,711.79 75.60 %
530-47613	Rent-Airport Land Options	2,494.00	2,494.00	0.00	2,493.75	0.00	-0.25 99.99 %
530-47614	Rent-Airport T-Hangars	251,232.00	251,232.00	21,126.00	127,373.20	0.00	-123,858.80 50.70 %
530-47615	Rent-Aircraft Parking	600.00	600.00	70.00	385.00	0.00	-215.00 64.17 %
530-47616	Rent-Aiport Box Hangars	73,670.00	73,670.00	6,139.00	36,834.00	0.00	-36,836.00 50.00 %
530-47618	Rent-Aiport-Corporate Hangars	87,000.00	87,000.00	7,350.00	44,100.00	0.00	-42,900.00 50.69 %
530-48320	Contribution - City of Waxahachie	30,000.00	30,000.00	0.00	30,000.00	0.00	0.00 100.00 %
530-48325	Contribution - City of Midlothian	30,000.00	30,000.00	0.00	30,000.00	0.00	0.00 100.00 %
530-49650	Miscellaneous Revenue	8,000.00	8,000.00	79,655.89	79,677.89	0.00	71,677.89 995.97 %
	Revenue Total:	530,912.00	530,912.00	116,230.28	372,980.05	0.00	-157,931.95 70.25 %
Expense							
530-199-51100	Salaries	76,500.00	76,500.00	9,837.84	41,000.13	0.00	35,499.87 53.59 %
530-199-52100	Longevity	1,590.00	1,590.00	144.00	864.00	0.00	726.00 54.34 %
530-199-52200	Retirement-FICA	5,940.00	5,940.00	760.56	3,184.38	0.00	2,755.62 53.61 %
530-199-52400	Life & Health Insurance	15,870.00	15,870.00	1,315.14	8,003.91	0.00	7,866.09 50.43 %
530-199-52501	Retirement Plan Contribution-TMRS	12,120.00	12,120.00	1,549.17	6,499.19	0.00	5,620.81 53.62 %
530-199-52600	Workers' Compensation	410.00	410.00	52.28	219.52	0.00	190.48 53.54 %
530-199-53101	Airport Management	77,320.00	77,320.00	0.00	32,506.80	44,809.57	3.63 100.00 %
530-199-53201	Training	300.00	300.00	0.00	0.00	0.00	300.00 0.00 %
530-199-53310	Bank Service Charges	3,900.00	3,900.00	62.63	2,420.47	0.00	1,479.53 62.06 %
530-199-54101	Utilities - Water	8,500.00	8,500.00	722.84	3,841.77	638.98	4,019.25 52.71 %
530-199-54210	Refuse Services	1,300.00	1,300.00	105.40	632.40	0.00	667.60 48.65 %
530-199-54310	Maintenance, Building (Upkeep)	24,832.00	24,832.00	1.55	8,609.93	105.84	16,116.23 35.10 %
530-199-54320	Maintenance, Improvements	12,000.00	12,000.00	3,850.00	10,149.93	0.00	1,850.07 84.58 %
530-199-54330	Maintenance, Purchased Equipment	3,000.00	3,000.00	0.00	1,075.12	0.00	1,924.88 35.84 %
530-199-54340	Maintenance, Purchased - Vehicle	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00 0.00 %
530-199-54345	Maintenance, Leased Vehicle	600.00	600.00	39.29	235.74	0.00	364.26 39.29 %
530-199-54350	Maintenance, Other City Property	1,500.00	1,500.00	0.00	170.44	0.00	1,329.56 11.36 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
530-199-54400	Vehicle Lease	3,467.00	3,467.00	288.95	1,749.95	0.00	1,717.05	50.47 %
530-199-54430	Uniform/Janitorial Supply Rental	650.00	650.00	50.00	263.87	25.00	361.13	44.44 %
530-199-55100	Insurance & Bonds	16,550.00	16,550.00	0.00	18,640.58	0.00	-2,090.58	112.63 %
530-199-55150	Phones, Pagers, Internet, Cable	5,600.00	5,600.00	466.54	2,847.04	0.00	2,752.96	50.84 %
530-199-55200	Postage	75.00	75.00	0.00	0.00	0.00	75.00	0.00 %
530-199-55260	Advertising & Promotions	1,400.00	1,400.00	0.00	0.00	0.00	1,400.00	0.00 %
530-199-55270	Special Events	8,500.00	8,500.00	0.00	714.99	0.00	7,785.01	8.41 %
530-199-55350	Travel (Mileage Meals Lodging)	1,100.00	1,100.00	0.00	418.01	681.99	0.00	100.00 %
530-199-55400	Memberships/License/Cert Renewal	600.00	600.00	0.00	600.00	0.00	0.00	100.00 %
530-199-55450	Board & Local Meetings	150.00	150.00	0.00	0.00	0.00	150.00	0.00 %
530-199-55800	State/EPA Permit Fees	400.00	400.00	0.00	200.00	0.00	200.00	50.00 %
530-199-56100	Supplies & Equipment	6,700.00	6,700.00	86.23	2,788.50	0.00	3,911.50	41.62 %
530-199-56101	Supplies & Equip-Chem/Janitorial/Lab/Medical/Tool	300.00	300.00	0.00	0.00	0.00	300.00	0.00 %
530-199-56103	Supplies & Equip-Motor Vehicle Parts & Equipment	3,300.00	3,300.00	0.00	70.31	0.00	3,229.69	2.13 %
530-199-56104	Supplies & Equip-Computers & Accessories	500.00	500.00	0.00	32.99	0.00	467.01	6.60 %
530-199-56202	Gasoline & Oil for Vehicle/Equip	2,400.00	2,400.00	37.56	1,456.11	36.11	907.78	62.18 %
530-199-56204	Electricity	22,500.00	22,500.00	1,784.74	11,317.22	0.00	11,182.78	50.30 %
530-199-58700	Payment to City of Waxahachie	123,835.00	123,835.00	0.00	52,097.50	0.00	71,737.50	42.07 %
530-199-58750	Payment to City of Midlothian	36,835.00	36,835.00	3,069.50	18,417.00	18,418.00	0.00	100.00 %
	Expense Total:	483,544.00	483,544.00	24,224.22	231,027.80	64,715.49	187,800.71	61.16 %
	Fund: 530 - MID-WAY REGIONAL AIRPORT Surplus (Deficit):	47,368.00	47,368.00	92,006.06	141,952.25	-64,715.49	29,868.76	163.06 %
	Report Surplus (Deficit):	47,368.00	47,368.00	92,006.06	141,952.25	-64,715.49	29,868.76	163.06 %

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	530,912.00	530,912.00	116,230.28	372,980.05	0.00	-157,931.95	70.25 %
Expense	483,544.00	483,544.00	24,224.22	231,027.80	64,715.49	187,800.71	61.16 %
Fund: 530 - MID-WAY REGIONAL AIRPORT Surplus (Deficit):	47,368.00	47,368.00	92,006.06	141,952.25	-64,715.49	29,868.76	163.06 %
Report Surplus (Deficit):	47,368.00	47,368.00	92,006.06	141,952.25	-64,715.49	29,868.76	163.06 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)
530 - MID-WAY REGIONAL AIRPC	47,368.00	47,368.00	92,006.06	141,952.25	-64,715.49	29,868.76
Report Surplus (Deficit):	47,368.00	47,368.00	92,006.06	141,952.25	-64,715.49	29,868.76

MANAGER'S REPORT – MARCH, 2019

AWOS

The automated weather observation system (AWOS) was inoperative for several days due to an electrical storm. Two transformers were replaced totaling \$3850.

TxDOT Grant

TxDOT Aviation Division approved our request for a funding grant for security fencing. The Midlothian and Waxahachie City Councils approved the sponsors' share of 10% and the project will now move forward to the June meeting of the Texas Transportation Commission. The project will include chain link and game fencing with electric and pedestrian gates.

I attended the TxDOT Aviation Conference held March 27-29 in Galveston. There were over 500 airport and city representatives, exhibitors and TxDOT/FAA staff attending.

AIRPORT OPERATIONS REPORT

	Based Aircraft	Waiting List	Inquires	Placement	Accident/Incident	Noise Complaints	Other Complaints	Total Ops	100LL	Jet
2017										
Jan	88	9	3	0	0	0	0	3709	5778	5982
Feb	88	11	3	1	0	0	0	3035	4072	4668
Mar	88	11	1	0	1	0	0	3226	7191	6751
April	86	12	4	0	0	0	0	3322	5571	4650
May	85	15	3	1	0	0	0	4213	4897	5495
June	85	11	0	0	0	0	0	4109	5378	7176
July	94	3	5	9	0	0	0	3629	4613	6524
Aug	94	3	4	5	0	0	0	2638	8239	5154
Sept	96	4	2	2	0	0	0	3600	4895	6970
Oct	97	6	4	1	0	0	0	2000 Est	3567	14713
Nov	102	6	1	0	0	0	0	1127	4173	7473
Dec	102	6	2	1	0	0	0	1051	2325	6423
	Based Aircraft	Waiting List	Inquires	Placement	Accident/Incident	Noise Complaints	Other Complaints	Total Ops	100LL	Jet
2018										
Jan	102	5	2	0	0	0	0	Unavailable	2630	4162
Feb	102	6	3	0	0	0	0	Unavailable	1430	5140
Mar	102	6	3	0	0	0	0	2568		