

**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 14, 2019, at 4:00 pm

Drew Sambell, Chairman  
Kent McGuire, Vice Chairman  
Ray Barksdale, Secretary  
Randall Porche  
Alex Smith  
Nanette Paghi  
Larry Johnson

**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 10, 2019
- Financial Report
- Manager's Report
- Airport Operation's Report
- FBO Report

**REGULAR AGENDA**

3. Discuss the Implementation of Southern Star Aviation's Contract Effective May 1, 2019
4. Discuss Recent Hangar Inspections and Tenant Violations
5. The Airport board will adjourn into Executive Session to deliberate economic development negotiations as permitted by the Texas Government Code, Section 551.087.
6. Reconvene to take any necessary action resulting from the Executive Session.
7. Other Business
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 to the Airport's website.  
[www.mid-wayregional.com](http://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, January 10, 2019, 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, Chairman  
Kent McGuire, Vice Chairman  
Ray Barksdale, Secretary  
Randall Porche  
Alex Smith  
Nanette Paghi  
Larry Johnson

**Others Present:** Judy Demoney, Airport Manager  
Tammy Bowen, Airport Operations  
Albert Lawrence, Assistant Manager, City of Waxahachie  
Kyle Ballard  
David Box

### **REGULAR AGENDA**

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

**Board Announcements:** There were no Board announcements.

### **CONSENT AGENDA:**

- Minutes of Meeting held November 8, 2018
- Financial Report
- Manager's Report
- Airport Operation's Report
- FBO Report

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

### **REGULAR AGENDA:**

**Recognition of Outgoing Board Members, David Box and Kyle Ballard:** Chairman Drew Sambell presented David Box and Kyle Ballard with a plaque for their support, help and dedicated service to the Airport and Joint Airport Board. David served on the Board from 2010-2018. Kyle served on the Board from 2011-2018.

**Introduction of New Board Member:** Chairman Drew Sambell introduced our newest Board member, Larry Johnson. Larry told the Board that he retired from the Grand Prairie Fire Department after twenty-seven years. He was stationed at Grand Prairie Municipal Airport for ten of those years, and was aircraft fire certified at the time. Larry said that he was taking flying lessons and received about twenty hours of flying time until 9/11 happened, and general aviation was shut down. Larry is currently an insurance consultant/broker.

**Update on Nova Avionics:** Judy Demoney reminded the Board that Nova Avionics is the business that Southern Star Aviation purchased. Southern Star leases the end cap behind the terminal building and has completed the electrical work, HVAC, sheet rock, and epoxy on the floor. There are just a few things left to be done and should be ready for a tour by the next Board meeting.

Election of 2019 Officers:

Randall Porche moved to approve Drew Sambell as Chair, Alex Smith as Vice Chair and Ray Barksdale as Secretary; second by Larry Johnson. All Ayes.

Judy Demoney reminded the Board that they would need to select new Committees for this year by the next Board meeting. Finance, Economic Development and Tenant Liaison.

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 4:50 p.m. No action was taken.

Other Business: There was no other business.

Public Comments: There were no public comments.

Adjournment: There being no further business,

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

Respectfully submitted, Tammy Bowen, Airport Operations Assistant



City of Waxahachie, TX

# Budget Report Account Summary

For Fiscal: FY 2019 Period Ending: 02/28/2019

	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	20,000.00	20,000.00	0.00	5,462.81	0.00	-14,537.19 27.31 %
<a href="#">530-47300</a>	Airport-Fuel Flowage Fees	18,000.00	18,000.00	683.76	6,014.89	0.00	-11,985.11 33.42 %
<a href="#">530-47350</a>	Renter Utility Payments	4,200.00	4,200.00	272.97	1,268.76	0.00	-2,931.24 30.21 %
<a href="#">530-47502</a>	Interest From Cash Pool	2,500.00	2,500.00	406.30	1,967.52	0.00	-532.48 78.70 %
<a href="#">530-47607</a>	Facility Rental	200.00	200.00	640.00	640.00	0.00	440.00 320.00 %
<a href="#">530-47612</a>	Rents-Airport Commercial Leasing	12,240.00	12,240.00	380.00	4,460.00	0.00	-7,780.00 36.44 %
<a href="#">530-47613</a>	Rent-Airport Land Options	2,494.00	2,494.00	0.00	2,581.03	0.00	87.03 103.49 %
<a href="#">530-47614</a>	Rent-Airport T-Hangars	251,232.00	251,232.00	20,534.00	106,219.74	0.00	-145,012.26 42.28 %
<a href="#">530-47615</a>	Rent-Aircraft Parking	1,200.00	1,200.00	35.00	367.50	0.00	-832.50 30.63 %
<a href="#">530-47616</a>	Rent-Airport Box Hangars	73,670.00	73,670.00	6,139.00	30,695.00	0.00	-42,975.00 41.67 %
<a href="#">530-47618</a>	Rent-Airport-Corporate Hangars	91,200.00	91,200.00	7,600.00	38,000.00	0.00	-53,200.00 41.67 %
<a href="#">530-48320</a>	Contribution - City of Waxahachie	25,000.00	25,000.00	0.00	25,000.00	0.00	0.00 100.00 %
<a href="#">530-48325</a>	Contribution - City of Midlothian	25,000.00	25,000.00	0.00	25,000.00	0.00	0.00 100.00 %
<a href="#">530-49650</a>	Miscellaneous Revenue	8,000.00	8,000.00	25.00	2,072.31	0.00	-5,927.69 25.90 %
	<b>Revenue Total:</b>	<b>534,936.00</b>	<b>534,936.00</b>	<b>36,716.03</b>	<b>249,749.56</b>	<b>0.00</b>	<b>-285,186.44 46.69 %</b>
<b>Expense</b>							
<a href="#">530-199-51100</a>	Salaries	89,680.00	89,680.00	6,820.89	35,104.44	0.00	54,575.56 39.14 %
<a href="#">530-199-52100</a>	Longevity	1,730.00	1,730.00	156.00	780.00	0.00	950.00 45.09 %
<a href="#">530-199-52200</a>	Retirement-FICA	6,950.00	6,950.00	530.38	2,728.42	0.00	4,221.58 39.26 %
<a href="#">530-199-52400</a>	Life & Health Insurance	16,320.00	16,320.00	1,359.78	6,850.47	0.00	9,469.53 41.98 %
<a href="#">530-199-52501</a>	Retirement Plan Contribution-TMRS	13,940.00	13,940.00	1,057.70	5,519.05	0.00	8,420.95 39.59 %
<a href="#">530-199-52600</a>	Workers' Compensation	360.00	360.00	27.62	142.70	0.00	217.30 39.64 %
<a href="#">530-199-53101</a>	Airport Management	80,589.00	80,589.00	6,657.45	33,787.25	46,602.75	199.00 99.75 %
<a href="#">530-199-53201</a>	Training	300.00	300.00	0.00	-2,800.00	0.00	3,100.00 -933.33 %
<a href="#">530-199-53310</a>	Bank Service Charges	6,250.00	6,250.00	461.54	2,265.23	0.00	3,984.77 36.24 %
<a href="#">530-199-54101</a>	Utilities - Water	8,700.00	8,700.00	612.66	3,083.56	670.77	4,945.67 43.15 %
<a href="#">530-199-54210</a>	Refuse Services	1,300.00	1,300.00	108.35	541.75	0.00	758.25 41.67 %
<a href="#">530-199-54310</a>	Maintenance, Building (Upkeep)	19,000.00	19,000.00	115.00	6,788.87	247.16	11,963.97 37.03 %
<a href="#">530-199-54320</a>	Maintenance, Improvements	13,000.00	13,000.00	330.00	6,901.08	0.00	6,098.92 53.09 %
<a href="#">530-199-54330</a>	Maintenance, Purchased Equipment	3,000.00	3,000.00	0.00	472.75	0.00	2,527.25 15.76 %
<a href="#">530-199-54340</a>	Maintenance, Purchased - Vehicle	2,800.00	2,800.00	0.00	1,137.71	0.00	1,662.29 40.63 %
<a href="#">530-199-54345</a>	Maintenance, Leased Vehicle	600.00	600.00	39.29	196.45	0.00	403.55 32.74 %
<a href="#">530-199-54350</a>	Maintenance, Other City Property	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00 0.00 %

Budget Report

For Fiscal: FY 2019 Period Ending: 02/28/2019

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
<a href="#">530-199-54400</a> Vehicle Lease	3,467.00	3,467.00	279.67	1,417.88	0.00	2,049.12	40.90 %
<a href="#">530-199-54430</a> Uniform/Janitorial Supply Rental	725.00	725.00	79.98	293.26	26.66	405.08	44.13 %
<a href="#">530-199-55100</a> Insurance & Bonds	22,910.00	22,910.00	0.00	20,086.08	0.00	2,823.92	87.67 %
<a href="#">530-199-55150</a> Phones, Pagers, Internet, Cable	5,700.00	5,700.00	69.06	1,903.00	507.68	3,289.32	42.29 %
<a href="#">530-199-55200</a> Postage	50.00	50.00	0.00	6.70	0.00	43.30	13.40 %
<a href="#">530-199-55260</a> Advertising & Promotions	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00 %
<a href="#">530-199-55270</a> Special Events	8,500.00	8,500.00	0.00	882.67	0.00	7,617.33	10.38 %
<a href="#">530-199-55350</a> Travel (Mileage Meals Lodging)	1,100.00	1,100.00	46.98	106.67	993.33	0.00	100.00 %
<a href="#">530-199-55400</a> Memberships/License/Cert Renewal	700.00	700.00	0.00	575.00	0.00	125.00	82.14 %
<a href="#">530-199-55450</a> Board & Local Meetings	100.00	100.00	0.00	45.00	0.00	55.00	45.00 %
<a href="#">530-199-55800</a> State/EPA Permit Fees	400.00	400.00	0.00	200.00	0.00	200.00	50.00 %
<a href="#">530-199-56100</a> Supplies & Equipment	6,000.00	6,000.00	148.92	1,866.35	0.00	4,133.65	31.11 %
<a href="#">530-199-56101</a> Supplies & Equip-Chem/Janitorial/Lab/Medical/Tool	300.00	300.00	0.00	0.00	0.00	300.00	0.00 %
<a href="#">530-199-56103</a> Supplies & Equip-Motor Vehicle Parts & Equipment	2,800.00	2,800.00	0.00	0.00	0.00	2,800.00	0.00 %
<a href="#">530-199-56104</a> Supplies & Equip-Computers & Accessories	100.00	100.00	0.00	0.00	0.00	100.00	0.00 %
<a href="#">530-199-56202</a> Gasoline & Oil for Vehicle/Equip	3,500.00	3,500.00	0.00	1,481.90	26.04	1,992.06	43.08 %
<a href="#">530-199-56204</a> Electricity	22,500.00	22,500.00	1,318.75	7,673.47	0.00	14,826.53	34.10 %
<a href="#">530-199-57500</a> Office & Other Equipment	19,000.00	19,000.00	0.00	18,141.73	0.00	858.27	95.48 %
<a href="#">530-199-58700</a> Payment to City of Waxahachie	128,035.00	128,035.00	10,669.50	53,097.50	0.00	74,937.50	41.47 %
<a href="#">530-199-58750</a> Payment to City of Midlothian	36,835.00	36,835.00	3,069.50	15,347.50	21,487.50	0.00	100.00 %
<b>Expense Total:</b>	<b>529,741.00</b>	<b>529,741.00</b>	<b>33,959.02</b>	<b>226,624.44</b>	<b>70,561.89</b>	<b>232,554.67</b>	<b>56.10 %</b>
<b>Fund: 530 - MID-WAY REGIONAL AIRPORT Surplus (Deficit):</b>	<b>5,195.00</b>	<b>5,195.00</b>	<b>2,757.01</b>	<b>23,125.12</b>	<b>-70,561.89</b>	<b>-52,631.77</b>	<b>-913.12 %</b>
<b>Report Surplus (Deficit):</b>	<b>5,195.00</b>	<b>5,195.00</b>	<b>2,757.01</b>	<b>23,125.12</b>	<b>-70,561.89</b>	<b>-52,631.77</b>	<b>-913.12 %</b>

**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	534,936.00	534,936.00	36,716.03	249,749.56	0.00	-285,186.44	46.69 %
Expense	529,741.00	529,741.00	33,959.02	226,624.44	70,561.89	232,554.67	56.10 %
<b>Fund: 530 - MID-WAY REGIONAL AIRPORT Surplus (Deficit):</b>	<b>5,195.00</b>	<b>5,195.00</b>	<b>2,757.01</b>	<b>23,125.12</b>	<b>-70,561.89</b>	<b>-52,631.77</b>	<b>-913.12 %</b>
<b>Report Surplus (Deficit):</b>	<b>5,195.00</b>	<b>5,195.00</b>	<b>2,757.01</b>	<b>23,125.12</b>	<b>-70,561.89</b>	<b>-52,631.77</b>	<b>-913.12 %</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	5,195.00	5,195.00	2,757.01	23,125.12	-70,561.89	-52,631.77
Report Surplus (Deficit):	5,195.00	5,195.00	2,757.01	23,125.12	-70,561.89	-52,631.77

## JANUARY/FEBRUARY, 2019

### MANAGER'S REPORT

- The security fencing project began with the pre-design meeting February 23. Construction will begin early summer
- Conducted inspections of all T-hangars for FAA/Fire Marshal compliance
- Repairs were made to the fuel self-serve on two occasions
- Attended the quarterly meeting of the Air Transportation Advisory Committee meeting at NCTCOG headquarters
- Hosted at the airport:
  - Jan. 10 – Waxahachie 101
  - Jan. 12 – Boy Scout troop 232 working on aviation merit badges
  - Jan. 19/20 – Civil Air Patrol training
  - Jan. 26 – AOPA Flying Club Seminar
  - Jan. 29 – Italy Composite Civil Air Patrol Squadron orientation flights
  - Feb. 12/13 – Waxahachie Chamber of Commerce membership drive “Take Flight to Invite, Involve & Invest”







**February FBO REPORT** – March 8, 2019

FUEL SALES: **(Totals for February 2019)**

AvGas (Truck): 473 gallons

AvGas (Self Serve): 958 gallons

Jet-A: 5140 gallons

Government JET-A: 0 gallons

TOTAL GALLONS OF FUEL FOR FEBRUARY 2019: 6571 gallons. (Note: Final fuel totals may change slightly with final reports)

February fuel sales trended up slightly with the Sale of JET-A being the winner this month. AVGAS showed a decline with the upset weather patterns we continue to see. As we move into spring, aside from the “wicked frontal systems” that we experience in Texas we should continue the upward trend we see in fuel sales as we progress into spring/summer.

Flight training has picked up and should continue as warmer weather prevails.

Maintenance/Avionics continues to book up and we are now into May with reservations.

Southern Star is working on hosting a maintenance seminar in late spring and looking into a fly-in.

Sincerely,

A handwritten signature in black ink, appearing to be "Ken Lantz", is written over a large, light-colored oval shape that serves as a background for the signature.

Ken Lantz

Southern Star Aviation