

MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Thursday, September 12, 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
Alex Smith, Vice Chair
Ray Barksdale, Secretary
Kent McGuire
Randall Porche
Nanette Paghi
Larry Johnson

Others Present: Judy Demoney, Airport Manager
Tammy Bowen, Airport Operations
Richard Reno, Mayor, City of Midlothian
Clyde Melick, Assistant Manager, City of Midlothian
Albert Lawrence, Assistant Manager, City of Waxahachie

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

Public Comments: There were no public comments.

CONSENT AGENDA:

- Minutes of Meeting held August 8, 2019
- Financial Report
- Manager's Report
- Airport Operation's Report
- FBO Report

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

REGULAR AGENDA:

Recognition of Airport Manager, Judy Demoney: Judy Demoney was recognized with a plaque by the Airport Board for her years of dedication and commitment to Mid-Way. Judy will be retiring at the end of September.

Board Announcements: There were no Board announcements.

Update on Security Fencing Project: Judy Demoney told the Board that KSA finished the design for the security fencing project. We are waiting for our TxDOT representative to meet with us to finalize everything. Judy said that she is hoping to get it done before she leaves at the end of the month. If not, she agreed to come back to assist the new Manager at the meeting.

Executive Session: The Airport Board adjourned into Executive Session to deliberate economic development negotiations as permitted by the Texas Government Code, Section 551.087, at 4:10 p.m.

Regular Session: The Board reconvened to Regular Session at 4:49 p.m.

Nanette Paghi moved to approve finishing out the two office spaces upstairs in the terminal, and set a current lease rate of \$1.30 per square foot; second by Randall Porche. All Ayes.

Alex Smith moved to approve authorizing the Airport Manager to negotiate a ground lease with Airborne Holdings and bring it back to the Board; second by Randall Porche. All Ayes.

Adjournment: There being no further business,

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

Respectfully submitted, Tammy Bowen, Airport Operations Assistant



City of Waxahachie, TX

Budget Report Account Summary

For Fiscal: FY 2020 Period Ending: 10/31/2019

	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	0.00	-20,000.00	0.00 %
530-47300	Airport-Fuel Flowage Fees	24,000.00	24,000.00	1,706.50	1,706.50	-22,293.50	7.11 %
530-47350	Renter Utility Payments	4,500.00	4,500.00	424.71	424.71	-4,075.29	9.44 %
530-47502	Interest From Cash Pool	6,300.00	6,300.00	0.00	0.00	-6,300.00	0.00 %
530-47607	Facility Rental	200.00	200.00	0.00	0.00	-200.00	0.00 %
530-47612	Rents-Airport Commercial Leasing	20,560.00	20,560.00	1,679.00	1,679.00	-18,881.00	8.17 %
530-47613	Rent-Airport Land Options	2,581.00	2,581.00	2,640.39	2,640.39	59.39	102.30 %
530-47614	Rent-Airport T-Hangars	280,560.00	280,560.00	23,380.00	23,380.00	-257,180.00	8.33 %
530-47615	Rent-Aircraft Parking	3,000.00	3,000.00	0.00	0.00	-3,000.00	0.00 %
530-47616	Rent-Airport Box Hangars	73,668.00	73,668.00	6,139.00	6,139.00	-67,529.00	8.33 %
530-47618	Rent-Airport-Corporate Hangars	91,200.00	91,200.00	7,728.00	7,728.00	-83,472.00	8.47 %
530-48320	Contribution - City of Waxahachie	20,000.00	20,000.00	20,000.00	20,000.00	0.00	100.00 %
530-48325	Contribution - City of Midlothian	20,000.00	20,000.00	20,000.00	20,000.00	0.00	100.00 %
530-49650	Miscellaneous Revenue	8,500.00	8,500.00	0.00	0.00	-8,500.00	0.00 %
	Revenue Total:	575,069.00	575,069.00	83,697.60	83,697.60	-491,371.40	14.55 %
Expense							
530-199-51100	Salaries	174,240.00	174,240.00	7,162.58	7,162.58	167,077.42	4.11 %
530-199-51600	Auto Allowance	4,200.00	4,200.00	0.00	0.00	4,200.00	0.00 %
530-199-52100	Longevity	2,020.00	2,020.00	168.00	168.00	1,852.00	8.32 %
530-199-52200	Retirement-FICA	13,720.00	13,720.00	556.35	556.35	13,163.65	4.06 %
530-199-52400	Life & Health Insurance	19,390.00	19,390.00	96.57	96.57	19,293.43	0.50 %
530-199-52501	Retirement Plan Contribution-TMRS	27,900.00	27,900.00	1,111.32	1,111.32	26,788.68	3.98 %
530-199-52600	Workers' Compensation	470.00	470.00	27.52	27.52	442.48	5.86 %
530-199-53200	Professional Services	2,800.00	2,800.00	0.00	0.00	2,800.00	0.00 %
530-199-53201	Training	400.00	400.00	0.00	0.00	400.00	0.00 %
530-199-53310	Bank Service Charges	5,700.00	5,700.00	0.00	0.00	5,700.00	0.00 %
530-199-54101	Utilities - Water	8,700.00	8,700.00	36.20	36.20	8,663.80	0.42 %
530-199-54210	Refuse Services	1,400.00	1,400.00	108.35	108.35	1,291.65	7.74 %
530-199-54310	Maintenance, Building (Upkeep)	19,546.00	19,546.00	4,806.41	4,806.41	14,739.59	24.59 %
530-199-54320	Maintenance, Improvements	18,600.00	18,600.00	0.00	0.00	18,600.00	0.00 %
530-199-54330	Maintenance, Purchased Equipment	4,800.00	4,800.00	0.00	0.00	4,800.00	0.00 %
530-199-54340	Maintenance, Purchased - Vehicle	360.00	360.00	0.00	0.00	360.00	0.00 %
530-199-54345	Maintenance, Leased Vehicle	500.00	500.00	39.29	39.29	460.71	7.86 %

Budget Report

For Fiscal: FY 2020 Period Ending: 10/31/2019

		Original	Current	Period	Fiscal		Variance	
		Total Budget	Total Budget	Activity	Activity	Encumbrances	Favorable (Unfavorable)	Percent Used
530-199-54350	Maintenance, Other City Property	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00 %
530-199-54400	Vehicle Lease	4,430.00	4,430.00	279.67	279.67	0.00	4,150.33	6.31 %
530-199-54430	Uniform/Janitorial Supply Rental	800.00	800.00	59.12	59.12	0.00	740.88	7.39 %
530-199-55100	Insurance & Bonds	24,103.00	24,103.00	0.00	0.00	0.00	24,103.00	0.00 %
530-199-55150	Phones, Pagers, Internet, Cable	5,500.00	5,500.00	444.46	444.46	0.00	5,055.54	8.08 %
530-199-55200	Postage	75.00	75.00	0.00	0.00	0.00	75.00	0.00 %
530-199-55260	Advertising & Promotions	500.00	500.00	0.00	0.00	0.00	500.00	0.00 %
530-199-55270	Special Events	8,000.00	8,000.00	0.00	0.00	0.00	8,000.00	0.00 %
530-199-55350	Travel (Mileage Meals Lodging)	1,100.00	1,100.00	0.00	0.00	0.00	1,100.00	0.00 %
530-199-55400	Memberships/License/Cert Renewal	700.00	700.00	275.00	275.00	0.00	425.00	39.29 %
530-199-55450	Board & Local Meetings	100.00	100.00	0.00	0.00	0.00	100.00	0.00 %
530-199-55800	State/EPA Permit Fees	400.00	400.00	0.00	0.00	0.00	400.00	0.00 %
530-199-56100	Supplies & Equipment	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.00 %
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	1,560.00	1,560.00	0.00	0.00	0.00	1,560.00	0.00 %
530-199-56104	Supplies & Equip-Computers & Accessories	100.00	100.00	0.00	0.00	0.00	100.00	0.00 %
530-199-56202	Gasoline & Oil for Vehicle/Equip	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.00 %
530-199-56204	Electricity	22,500.00	22,500.00	1,303.17	1,303.17	0.00	21,196.83	5.79 %
530-199-58700	Payment to City of Waxahachie	128,035.00	128,035.00	0.00	0.00	0.00	128,035.00	0.00 %
530-199-58750	Payment to City of Midlothian	36,835.00	36,835.00	0.00	0.00	0.00	36,835.00	0.00 %
	Expense Total:	551,284.00	551,284.00	16,474.01	16,474.01	0.00	534,809.99	2.99 %
	Fund: 530 - MID-WAY REGIONAL AIRPORT Surplus (Deficit):	23,785.00	23,785.00	67,223.59	67,223.59	0.00	43,438.59	282.63 %
	Report Surplus (Deficit):	23,785.00	23,785.00	67,223.59	67,223.59	0.00	43,438.59	282.63 %

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	575,069.00	575,069.00	83,697.60	83,697.60	0.00	-491,371.40	14.55 %
Expense	551,284.00	551,284.00	16,474.01	16,474.01	0.00	534,809.99	2.99 %
Fund: 530 - MID-WAY REGIONAL AIRPORT Surplus (Deficit):	23,785.00	23,785.00	67,223.59	67,223.59	0.00	43,438.59	282.63 %
Report Surplus (Deficit):	23,785.00	23,785.00	67,223.59	67,223.59	0.00	43,438.59	282.63 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)
530 - MID-WAY REGIONAL AIRPC	23,785.00	23,785.00	67,223.59	67,223.59	0.00	43,438.59
Report Surplus (Deficit):	23,785.00	23,785.00	67,223.59	67,223.59	0.00	43,438.59

MANAGER'S REPORT – SEPTEMBER & OCTOBER, 2019

- Hosted an “End of the Summer Lunch” for our Airport businesses in September.
- Repairs were made to the Runway End Identifier Lights on 36.
- September and October were busy months for facility use rentals. We continue to get calls, and have two more on the calendar before the end of the year.



October FBO REPORT – November 5, 2019

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

AvGas (Truck): 5948 gallons

AvGas (Self-Serve): 1135 gallons

Jet-A: 5213 gallons

Government JET-A: 0 gallons

TOTAL GALLONS OF FUEL FOR OCTOBER 2019: 12,296 gallons. (Note: Final fuel totals may change slightly with final reports)

October fuel totals trended up as forecasted as we start moving towards the end of the year. The JET-A and AVGAS totals were both up with the Self-Serve total slightly down. As we move into November, we have more of the pre-winter Texas weather to deal with that will slow training and pleasure flights. With the holidays approaching we will see increase/decrease in corporate flying to finish up business around the holiday schedule before the close of 2019.

Sincerely,

Ken Lantz
Southern Star Aviation

