

**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 Upstairs Common Area of Mid-Way Regional Airport, 131 Airport Dr., Midlothian, Texas, on Thursday, January 9, 2025, at 4:00 pm

Members: Alex Smith, Chair  
Morgan Whitehead, Vice Chair  
Nanette Paghi  
Jennifer Chelwick  
Kevin Griffin  
Ryan Anderson  
Pete Setian

1. Call to Order
2. Invocation
3. **Public Comments:** *Persons may address the Mid-Way Regional Airport Joint Airport Board on any issues. This is the appropriate time for citizens to address the Board on any concern whether on this agenda or not. In accordance with the State of Texas Open Meetings Act, the Board may not comment or deliberate such statements during this period, except as authorized by Section 551.042, Texas Government Code.*
4. **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.*
  - a. Consider Updated Minutes of Meeting Scheduled November 14, 2024
  - b. Consider Minutes of Meeting Scheduled December 12, 2024
  - c. Financial Report – Period Ending December, 2024
  - d. Operations Report – December, 2024
  - e. FBO Report on Fuel Sales – December, 2024
5. Discuss Monthly Projects Report – December, 2024
6. Report on Pre-Construction Meeting with LBK Roofing - Terminal and FBO Hangar Roof Repairs
7. Discuss and Consider Timing/Schedule of Roof Repairs for All Other Airport Hangars
8. Discuss Future Wash Rack Project
9. Discuss Self-Serve Fuel Expansion Project
10. Discuss Security Camera System Project
11. Discuss Hangar Inspections for FY24 and FY25
12. Discuss and Consider Updated Master Plan
13. Discuss and Consider Amended Hangar Leases
14. Discuss and Consider Hangar Rates
15. Re-Appointment of Board Officers – Chair and Vice Chair
16. Adjourn

**As authorized by Section 551.071(2) of the Texas Government Code, the Board may convene into Closed Executive session for the purpose of seeking confidential legal advice from the Board's Attorney on any agenda item listed herein.**

The Airport Board packet is available for viewing by going to the Airport's website.  
[www.mid-wayregional.com](http://www.mid-wayregional.com)

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 ahead of the meeting. To make arrangements, call the City Secretary at 469-309-4006 or (TDD) 1-800-RELAY TX

*Notice of Potential Quorum*

*One or more members of the Waxahachie City Council and/or Midlothian City Council may be present at this meeting. No action will be taken by the City Council at this meeting.*

## MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Thursday, November 14, 2024, at 4:00 p.m., in the Upstairs Common Area of Mid-Way Regional Airport, 131 Airport Dr., Midlothian, Texas.

Members Present: Alex Smith, Chair  
Morgan Whitehead, Vice Chair  
Nanette Paghi  
Jennifer Chelwick  
Kevin Griffin  
Ryan Anderson  
Pete Setian

Others Present: Sharlette Wright, Airport Manager  
Tammy Bowen, Airport Operations Assistant  
Dale Sigler, Director of Administrative Services, City of Waxahachie  
Chad Tustison, Finance Director, City of Waxahachie  
Clyde Melick, Assistant City Manager, City of Midlothian  
Mike Rodgers, Council Member, City of Midlothian

**Call to Order:** Chair Alex Smith called the meeting to order.

**Invocation:** Chair Alex Smith gave the invocation.

**Public Comments:** There were no public comments.

### **CONSENT AGENDA:**

- Minutes of Meeting Scheduled October 10, 2024
- Financial Report – Period Ending October, 2024
- Operations Report – October, 2024
- FBO Report on Fuel Sales – October, 2024

Ms. Jennifer Chelwick moved to approve the Consent Agenda as presented; second by Mr. Kevin Griffin. All Ayes.

### **REGULAR AGENDA:**

**FY25 Budget Presentation by Chad Tustison, Finance Director:** Mr. Chad Tustison explained the process for development of the Airport's budget. He went over the Airport's adopted budget, enhancements, and fund schedule for FY25.

The Board expressed their concern that the ending balance has been decreasing since 2023. Mr. Tustison shared that we are still maintaining the 25% reserve policy. However, he will not recommend adopting a budget for FY26 that brings the ending balance under 25% of revenue. He mentioned that the projects are dipping into the fund balance. It is really a decision of not doing some of the projects or looking on the revenue side to see if we need to look at rates.

**Monthly Projects Report – October, 2024:** Ms. Wright gave a brief overview and answered questions on the projects report.

- Roof Coating - The RFP has been posted and the bid opening is set for November 19<sup>th</sup>. The roof coating will start with the Terminal and FBO hangar.
- Self-Service Fuel Expansion – We are working on the design for a 15,000-gallon self-service fuel island.

**Hangar Inspection Follow Up:** Ms. Sharlette Wright explained that after re-inspection of the hangars there were two out of ten tenants that were not in compliance or the status was questionable. Items such as clothing, Christmas decorations and painting supplies were found. Both received letters from the Fire Marshal. Everyone is now in compliance.

**Revisions to the Airport Rules and Regulations:** After Board discussion, the following changes were recommended:

- Rule 7. Access from Off Airport Property – add back the original sentence “Under extenuating circumstances, the Airport Board and Cities Council may request approval from TxDOT Aviation Division for certain through-the-fence operations on a case by case basis.

- Rule 60. Vehicular Traffic and Parking – under second paragraph, third sentence, add “or areas as designated by the Airport Manager”.
- Rule 46. Fire Regulations – add that there should be no painting in the hangars.

Ms. Nanette Paghi made a motion to approve the revisions to the Airport Rules and Regulations along with the additional changes to Rule 7, 46 and 60 as recommended by the Board; second by Ms. Jennifer Chelwick. All Ayes.

The Board requested the redlined and clean version of the Rules and Regulations to be emailed to them.

Mr. Gerry Dyer, employee of Airborne Imaging, completed a Public Comment Form to speak. Mr. Dyer expressed concern about the requirements for outside maintenance.

Amendments to the Mid-Way Regional Airport Joint Airport Board Meeting Rules: Ms. Sharlette Wright reminded the Board that they wanted to discuss their meeting schedule. After discussion, the consensus of the Board was that they would like to have monthly meetings. In addition, they would like to give input on whether or not a meeting should be canceled. The meeting rules should remain the same.

Hertz Car Rental at Mid-Way: Ms. Jennifer Chelwick expressed her concern with the lack of parking spaces at the Terminal building because of Hertz rental vehicles. After discussion, the general consensus of the Board was for Ms. Wright to reinforce with the FBO that Hertz should only be using the spaces assigned to them in front of their door at the Terminal building. All other vehicles should be parked in the far parking lot in front of their Hertz signs.

Appointment of Board Committees:

Ms. Nanette Paghi made a motion to approve the following Committees:

Economic Development – Mr. Kevin Griffin, Mr. Morgan Whitehead and Ms. Nanette Paghi

Finance – Ms. Jennifer Chelwick, Mr. Ryan Anderson and Mr. Pete Setian; second by Mr. Kevin Griffin. All Ayes.

Ms. Jennifer Chelwick made a motion to remove the Event/Public Relations Committee; second by Mr. Pete Setian. All Ayes.

**Adjournment:** There being no further business,

Mr. Kevin Griffin moved to adjourn; second by Ms. Jennifer Chelwick. All Ayes.

Respectfully submitted, Ms. Tammy Bowen, Airport Operations Assistant

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

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Thursday, December 12, 2024, at 4:00 p.m., in the Upstairs Common Area of Mid-Way Regional Airport, 131 Airport Dr., Midlothian, Texas.

Members Present: Alex Smith, Chair  
Morgan Whitehead, Vice Chair  
Nanette Paghi  
Jennifer Chelwick  
Pete Setian

Members Absent: Kevin Griffin  
Ryan Anderson

Others Present: Sharlette Wright, Airport Manager  
Dale Sigler, Director of Administrative Services, City of Waxahachie  
Clyde Melick, Assistant City Manager, City of Midlothian  
Chris Wright, Council Member, Mayor Pro Tem, City of Waxahachie  
Ross Weaver, Council Representative, City of Midlothian

**Call to Order:** Chair Alex Smith called the meeting to order.

**Invocation:** Ms. Nanette Paghi gave the invocation.

**Public Comments:** There were no public comments.

Chair Alex Smith asked if the Airport is still waiting on reports from the consultants. Ms. Sharlette Wright explained that the presentation that we received from KSA in October for the Master Plan was their final presentation. KSA is waiting on FY24 to close, so they can have good numbers for their projections on the Business Plan.

### **CONSENT AGENDA:**

- Minutes of Meeting Scheduled November 14, 2024
- Financial Report – Period Ending November, 2024
- Operations Report – November, 2024
- FBO Report on Fuel Sales – November, 2024

Ms. Jennifer Chelwick moved to approve the Consent Agenda with removal of the Minutes of Meeting Scheduled November 14, 2024 over to the Regular Agenda: second by Ms. Nanette Paghi. All Ayes.

### **REGULAR AGENDA:**

Minutes of Meeting Scheduled November 14, 2024: Ms Jennifer Chelwick asked that some additional things be added to the Minutes under the agenda items below.

- Roof Coating –note which building to be completed first.
- Budget Presentation - Note concern with the fund balance.
- Hangar inspections – add more detail.
- Hertz Car Rental -Change from Reinforce to Hertz to FBO about where they should be parking.
- Revisions to Airport Rules and Regulations – Note Board requested a redlined copy.

Ms. Jennifer Chelwick made motion to update the Minutes from November 14, 2024 to reflect key topics that were covered: second by Ms. Nanette Paghi. All Ayes.

### **Monthly Projects Report – November, 2024:**

- Roof Coating – The roof coating went out for bid and was received back. The vendor has been determined. LBK Roofing came in with the lowest qualified bid of \$89,000. The bid came in at about \$10,000 less than expected. There will be a pre-construction meeting with them on Tuesday to discuss safety measures and when they will get started. We will be using the RAMP grant for the seal coating.

- Self-Service Fuel Expansion - The RFQ has been sent over to Purchasing. As soon as they get it completed it will be posted. We will be using ARPA funding.
- Lease Updates – The hangar leases have been re-written because they are month-to-month. In addition, Airborne’s 5-year hangar lease has been re-written. They are being updated so they are more current with the industry. The leases will be reviewed and discussed by staff and should be ready for the Board to discuss and consider recommendations to the City Councils by the next Board meeting.

Ms. Jennifer Chelwick shared that she has received several phone calls from tenants questioning why the Terminal building/hangar is getting roof coating first. Ms. Wright explained that the hangar is leaking, and the skylights are rotting causing leaks over the maintenance facility. There are leaks upstairs that are constantly being patched and tiles replaced. When inspected they were looking at which building was worst. Cost was also a factor because the others will take additional monies on top of our RAMP grant. Mr. Ken Lantz mentioned that the terminal building and first row of T-hangars are the oldest structures at the Airport. Several Board members agreed that Ms. Wright should communicate with the tenants to give them some kind of expectation.

Airport Appraisal: Ms. Sharlette Wright explained that the reason for getting the appraisal report was to show validation to Councils on increasing rates and why we should. The Board discussed the appraisal and made their comments.

Ms. Nanette Paghi explained that the report does not provide the Airport’s cost of operation. It does not include any information about the fact that the Airport is working in a deficit and our reserve funds keep getting depleted because we are using it for projects. If we do not continue to increase our sources of income we are not going to meet the demands for what those projects need.

Vice Chair Morgan Whitehead mentioned that we compete with other Airports for our tenants. If this is what the competitive landscape looks like then it is up to us to structure our expenses so that we can play in this market. Otherwise, we are uncompetitive. Maybe we need to look at fundamental changes. He felt the appraisal is lacking in detail.

Ms. Jennifer Chelwick pointed out that the appraiser recommends an increase. She mentioned that it is a lot more than anything she would have suggested. She would like to better understand his methodology for the appraisal.

Mr. Pete Setian shared that he does not have a problem with increases with a rational decision to get there. He would like a better understanding of how he came up with the information. He mentioned that most of the Airports he is comparing us to are towered Airports. He felt that there are discrepancies in the report and that the document does not help the argument of increasing rates.

Ms. Sharlette Wright shared that the appraisal was based on Airport positioning in the metroplex, activity levels and amount of space they have. He did not consider whether they were towered or not. She realizes that rates need to be increased.

Mr. Clyde Melick questions if there can be a true appraisal on a unique product such as Mid-Way. It is true that some Airports are tower controlled, some have better proximity to the metroplex and some are more open for recreational aviation. He pointed out that the appraisal reads “because of the variety of styles and sizes available at Mid-Way, we have considered the hangars into logical basic groups”. He explained that he is trying to take a geographical space and there is only so much you can do with that.

Several Board Members agreed that the most useful information for considering rates would be the current Airport survey. Ms. Wright shared that we should be getting the survey in December or January.

Ms Jennifer Chelwick mentioned that Ennis is getting massive grants. They are getting ready to build tons of hangars and extend the runway. She stated that they are going to be competitive for us. Ms. Wright shared that they are not extending the runway, but they are widening it. She informed the Board that they cannot build hangars with AIP money because you cannot use Federal funds for hangars.

Mr. Ross Weaver suggested asking for some form of a comparable adjustment summary. In addition, he suggested an alternative measure by taking the last date of rate change and apply the CPI since that date to the rate.

Chair Alex Smith asked Ms. Wright to ask the appraiser for answers to these questions and bring back to the Board next month. Ms. Wright and City staff confirmed that they should be ready for the Board to discuss and consider rates by the next meeting.

Chair Alex Smith inquired if we are going to make 80,000 operations for the year. Ms. Wright confirmed that we are at 79,000 right now, and should hit 80,000 as long as the weather holds up.

Adjournment: There being no further business,

Ms. Nanette Paghi moved to adjourn; second by Ms. Jennifer Chelwick. All Ayes.

Respectfully submitted, Ms. Tammy Bowen, Airport Operations Assistant



City of Waxahachie, TX

# Budget Report

## Account Summary

For Fiscal: FY 2025 Period Ending: 12/31/2024

	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>							
<u>530-43200</u>	Grant Reimb-Operating	253,747.00	253,747.00	0.00	0.00	0.00	-253,747.00 0.00 %
<u>530-43215</u>	Grant Reimb - Coronavirus Relief	0.00	0.00	0.00	13,000.00	0.00	13,000.00 0.00 %
<u>530-47300</u>	Airport-Fuel Flowage Fees	32,000.00	32,000.00	2,619.60	9,765.96	0.00	-22,234.04 30.52 %
<u>530-47350</u>	Renter Utility Payments	5,500.00	5,500.00	410.89	1,143.69	0.00	-4,356.31 20.79 %
<u>530-47502</u>	Interest From Cash Pool	15,000.00	15,000.00	0.00	5,388.68	0.00	-9,611.32 35.92 %
<u>530-47607</u>	Facility Rental	2,000.00	2,000.00	0.00	360.00	0.00	-1,640.00 18.00 %
<u>530-47612</u>	Rent-Airport Commercial Leasing	29,000.00	29,000.00	2,523.00	7,569.00	0.00	-21,431.00 26.10 %
<u>530-47613</u>	Rent-Airport Land Options	5,000.00	5,000.00	120.00	360.00	0.00	-4,640.00 7.20 %
<u>530-47614</u>	Rent-Airport T-Hangars	307,000.00	307,000.00	25,252.00	76,388.00	0.00	-230,612.00 24.88 %
<u>530-47615</u>	Rent-Aircraft Parking	4,500.00	4,500.00	253.75	945.00	0.00	-3,555.00 21.00 %
<u>530-47616</u>	Rent-Airport Box Hangars	78,000.00	78,000.00	6,754.00	20,262.00	0.00	-57,738.00 25.98 %
<u>530-47618</u>	Rent-Airport-Corporate Hangars	103,000.00	103,000.00	9,052.00	27,156.00	0.00	-75,844.00 26.37 %
<u>530-49650</u>	Miscellaneous Revenue	0.00	0.00	0.00	25.00	0.00	25.00 0.00 %
<u>530-49655</u>	Miscellaneous Revenues-Late Fees	0.00	0.00	0.00	40.00	0.00	40.00 0.00 %
	<b>Revenue Total:</b>	<b>834,747.00</b>	<b>834,747.00</b>	<b>46,985.24</b>	<b>162,403.33</b>	<b>0.00</b>	<b>-672,343.67 19.46%</b>
<b>Expense</b>							
<u>530-199-51100</u>	Salaries	259,820.00	259,820.00	19,615.89	70,710.58	0.00	189,109.42 27.22 %
<u>530-199-51400</u>	Seasonal/Temporary Salary	15,270.00	15,270.00	0.00	0.00	0.00	15,270.00 0.00 %
<u>530-199-51500</u>	Salaries-Overtime	1,568.00	1,568.00	180.73	284.01	0.00	1,283.99 18.11 %
<u>530-199-52100</u>	Longevity	2,880.00	2,880.00	240.00	720.90	0.00	2,159.10 25.03 %
<u>530-199-52200</u>	Retirement-FICA	20,410.00	20,410.00	1,447.61	5,212.70	0.00	15,197.30 25.54 %
<u>530-199-52400</u>	Life & Health Insurance	26,580.00	26,580.00	2,647.77	9,184.78	0.00	17,395.22 34.56 %
<u>530-199-52501</u>	Retirement Plan Contribution-TMRS	45,650.00	45,650.00	3,408.23	12,198.10	0.00	33,451.90 26.72 %
<u>530-199-52600</u>	Workers' Compensation	5,380.00	5,380.00	375.77	1,347.65	0.00	4,032.35 25.05 %
<u>530-199-53200</u>	Professional Services	4,000.00	4,000.00	16,434.00	47,883.81	-43,725.00	-158.81 103.97 %
<u>530-199-53201</u>	Training	1,200.00	1,200.00	0.00	175.00	0.00	1,025.00 14.58 %
<u>530-199-53310</u>	Bank Service Charges	13,511.00	13,511.00	0.00	2,142.60	0.00	11,368.40 15.86 %
<u>530-199-54101</u>	Utilities - Water	9,172.00	9,172.00	0.00	97.24	0.00	9,074.76 1.06 %
<u>530-199-54210</u>	Refuse Services	1,461.00	1,461.00	0.00	251.96	0.00	1,209.04 17.25 %
<u>530-199-54310</u>	Maintenance, Building (Upkeep)	126,373.00	126,373.00	3,386.94	8,575.01	6,202.22	111,595.77 11.69 %
<u>530-199-54320</u>	Maintenance, Improvements	16,560.00	16,560.00	0.00	1,377.87	0.00	15,182.13 8.32 %
<u>530-199-54330</u>	Maintenance, Purchased Equipment	5,138.00	5,138.00	0.00	1,325.98	0.00	3,812.02 25.81 %
<u>530-199-54340</u>	Maintenance, Vehicle	360.00	360.00	0.00	42.40	0.00	317.60 11.78 %



Budget Report

For Fiscal: FY 2025 Period Ending: 12/31/2024

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
<u>530-199-54345</u>	Maintenance, Leased Vehicle	0.00	0.00	0.00	25.48	0.00	-25.48 0.00 %
<u>530-199-54350</u>	Maintenance, Other City Property	35,499.00	35,499.00	0.00	595.93	0.00	34,903.07 1.68 %
<u>530-199-54395</u>	Maintenance, Contingency	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00 0.00 %
<u>530-199-54400</u>	Vehicle Lease	3,079.00	3,079.00	256.62	769.86	0.00	2,309.14 25.00 %
<u>530-199-54410</u>	Facilities Rental-Land & Bldgs	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00 0.00 %
<u>530-199-54430</u>	Uniform/Janitorial Supply Rental	800.00	800.00	0.00	74.48	0.00	725.52 9.31 %
<u>530-199-55100</u>	Insurance & Bonds	35,313.00	35,313.00	0.00	38,209.20	0.00	-2,896.20 108.20 %
<u>530-199-55150</u>	Phones, Pagers, Internet, Cable	1,262.00	1,262.00	81.27	718.27	0.00	543.73 56.92 %
<u>530-199-55200</u>	Postage	75.00	75.00	0.00	0.00	0.00	75.00 0.00 %
<u>530-199-55260</u>	Advertising & Promotions	500.00	500.00	0.00	0.00	0.00	500.00 0.00 %
<u>530-199-55270</u>	Special Events	10,000.00	10,000.00	0.00	255.44	0.00	9,744.56 2.55 %
<u>530-199-55350</u>	Travel (Mileage Meals Lodging)	2,700.00	2,700.00	0.00	0.00	0.00	2,700.00 0.00 %
<u>530-199-55400</u>	Memberships/License/Cert Renewal	940.00	940.00	0.00	350.00	0.00	590.00 37.23 %
<u>530-199-55420</u>	Publications/Subscriptions	1,080.00	1,080.00	0.00	0.00	0.00	1,080.00 0.00 %
<u>530-199-55450</u>	Board & Local Meetings	100.00	100.00	0.00	0.00	0.00	100.00 0.00 %
<u>530-199-55800</u>	State/EPA Permit Fees	400.00	400.00	0.00	0.00	0.00	400.00 0.00 %
<u>530-199-56100</u>	Supplies & Equipment	6,200.00	6,200.00	0.00	185.85	0.00	6,014.15 3.00 %
<u>530-199-56101</u>	Supplies & Equip-Chem/Janitorial/Lab/Medical/Tool	300.00	300.00	0.00	0.00	0.00	300.00 0.00 %
<u>530-199-56103</u>	Supplies & Equip-Motor Vehicle Parts & Equipment	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00 0.00 %
<u>530-199-56104</u>	Supplies & Equip-Computers & Accessories	500.00	500.00	0.00	0.00	0.00	500.00 0.00 %
<u>530-199-56202</u>	Gasoline & Oil for Vehicle/Equip	3,115.00	3,115.00	154.29	465.48	0.00	2,649.52 14.94 %
<u>530-199-56204</u>	Electricity	22,954.00	22,954.00	1,366.99	3,197.79	0.00	19,756.21 13.93 %
<u>530-199-57400</u>	Improvements Other Than Bldgs	273,467.00	273,467.00	0.00	0.00	0.00	273,467.00 0.00 %
	<b>Expense Total:</b>	<b>966,117.00</b>	<b>966,117.00</b>	<b>49,596.11</b>	<b>206,378.37</b>	<b>-37,522.78</b>	<b>797,261.41 17.48%</b>
	<b>Fund: 530 - MID-WAY REGIONAL AIRPORT Surplus (Deficit):</b>	<b>-131,370.00</b>	<b>-131,370.00</b>	<b>-2,610.87</b>	<b>-43,975.04</b>	<b>37,522.78</b>	<b>124,917.74 4.91%</b>
	<b>Report Surplus (Deficit):</b>	<b>-131,370.00</b>	<b>-131,370.00</b>	<b>-2,610.87</b>	<b>-43,975.04</b>	<b>37,522.78</b>	<b>124,917.74 4.91%</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	834,747.00	834,747.00	46,985.24	162,403.33	0.00	-672,343.67	19.46%
Expense	966,117.00	966,117.00	49,596.11	206,378.37	-37,522.78	797,261.41	17.48%
<b>Fund: 530 - MID-WAY REGIONAL AIRPORT Surplus (Deficit):</b>	<b>-131,370.00</b>	<b>-131,370.00</b>	<b>-2,610.87</b>	<b>-43,975.04</b>	<b>37,522.78</b>	<b>124,917.74</b>	<b>4.91%</b>
<b>Report Surplus (Deficit):</b>	<b>-131,370.00</b>	<b>-131,370.00</b>	<b>-2,610.87</b>	<b>-43,975.04</b>	<b>37,522.78</b>	<b>124,917.74</b>	<b>4.91%</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	-131,370.00	-131,370.00	-2,610.87	-43,975.04	37,522.78	124,917.74
<b>Report Surplus (Deficit):</b>	<b>-131,370.00</b>	<b>-131,370.00</b>	<b>-2,610.87</b>	<b>-43,975.04</b>	<b>37,522.78</b>	<b>124,917.74</b>

# JWY Operations Summary 12/1/2024 - 12/31/2024



Aircraft Counts	
Based Aircraft Operations:	116
Itinerant Aircraft Operations:	2384

Operations Per Year	
Year	Total
2025	1020
2024	82745
2023	72959
2022	4726

Operations Per Month	
Month	Total
January 2025	1020
December 2024	6072
November 2024	5640
October 2024	8413
September 2024	7346
August 2024	9709
July 2024	7864
June 2024	8163
May 2024	5778
April 2024	5635
March 2024	6855
February 2024	6748
January 2024	4522
December 2023	6256
November 2023	6005
October 2023	5757

September 2023	6746
August 2023	8153
July 2023	8361
June 2023	5595
May 2023	7614
April 2023	5264
March 2023	5116
February 2023	4300

### Operations by Category

Category	2021	2022	2023	2024	2025
Air Taxi	0	120	1510	1815	35
Local GA	0	416	7663	9888	143
Itinerant GA	0	4190	63780	71028	842
Itinerant Military	0	0	6	0	0

### Top Manufacturers & Models

Manufacturer	Model	Total
CESSNA	C172	2551
PIPER	P28A	701
CESSNA	C182	240
PIPER AIRCRAFT INC	P28A	218
TEXTRON AVIATION INC	B06T	217
PIPER	PA44	160
GRUMMAN AMERICAN AVN. CORP.	AA5	135
PIPER	P28A	99
UNKNOWN	C172	96
DEDOMINICIS ALEX E	RV10	94
PIPER AIRCRAFT INC	PA44	94
CESSNA	C150	78
CESSNA	C177	70

UNKNOWN		68
TEXTRON AVIATION INC	C172	64
CESSNA	C172	61
PIPER	PA18	61
MCLOED THOMAS R	RV7	47
PIPER	PA44	46
PIPER AIRCRAFT INC	P28A	46
DIAMOND AIRCRAFT IND GMBH	DA42	42
PIPER	PA34	42
TEXTRON AVIATION INC	C172	40
BELL HELICOPTER TEXTRON CANADA	B407	36
BELL	B407	34
BEECH	BE35	32
CIRRUS DESIGN CORP	SR22	32
GRUMMAN AMERICAN AVN. CORP.	AA1	30
PIPER	PA32	28
CESSNA	C56X	25
ROBINSON HELICOPTER COMPANY	R44	25
UNKNOWN	H160	25
CESSNA	C152	24
DE DOMINICIS ALEX	RV7	23
COSTRUZIONI AERONAUTICHE TECNA	ECHO	22
UNKNOWN	P28A	20
MICHAEL D ALLEN	PA11	18
BEECH	B19	17
CESSNA	C10T	17
CESSNA	C180	15
MOONEY	MO20	14
UNKNOWN	H47	14
CESSNA	C310	13
BEECH	BE36	10

CRAWFORD WILLIAM K	TAGO	10
NORTH AMERICAN	T6	10
AIRBUS HELICOPTERS INC	BK17	8
CESSNA	C77R	8
JOHN A DRUMMOND	GYRO	8
MOONEY AIRCRAFT CORP.	M20T	8

### Aircraft Approach Category & Design Group

Category & Group	Total
A-I	5567
A-II	25
B-I	62
B-II	64
C-I	12
C-II	8
D-I	73
UNK	335

### Aircraft Type

Type	Total
Helicopter	127
Jet	58
Multi-Prop	431
Narrow	10
Regional	8
Single-Prop	5331
Unknown	107

### Engine Type

Type	Total
4 Cycle	691

Reciprocating	4593
Turbo-fan	64
Turbo-prop	35
Turbo-shaft	87
Unknown	602

<b>Airline Code</b>	
<b>Code</b>	<b>Total</b>
CAP	18
EJA	4
EJM	2
GA	5222
LXJ	2
UNKNOWN	824

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 support@motioninfo.com



## Monthly Operations Annual Comparison

		Percent		Percent	
2023 Itinerant	2024 Itinerant	Change	2023 Base	2024 Base	Change

<b>Jan</b>	3453	4212	22%	340	310	-9%
<b>Feb</b>	4028	6405	59%	272	343	26%
<b>Mar</b>	4743	6433	36%	372	422	13%
<b>Apr</b>	4881	5391	10%	383	244	-36%
<b>May</b>	7148	5549	-22%	466	229	-51%
<b>Jun</b>	5209	7858	51%	386	305	-21%
<b>Jul</b>	7851	7538	-4%	510	326	-36%
<b>Aug</b>	7780	9303	20%	373	406	9%
<b>Sep</b>	6369	7038	11%	377	308	-18%
<b>Oct</b>	5398	8087	50%	359	326	-9%
<b>Nov</b>	5640	5386	-5%	365	255	-30%
<b>Dec</b>	5748	5745	0%	508	327	-36%
	68,248	78,945		4,711	3,801	



**DECEMBER FBO REPORT** December 31, 2024

**FUEL SALES: (Totals for December 2024)**

AVGAS (Truck): 1731 gallons  
AVGAS (Self-Serve): 1104 gallons  
JET-A (Truck): 8323 gallons  
JET-A (Government): 0 gallons

TOTAL GALLONS OF FUEL FOR December 2024 –11,158 gallons (Note: Fuel totals may change slightly with final reports).

We at Southern Star Aviation and NOVA Avionics hope everyone had a Merry Christmas, and a safe and Happy New Year. The annual Airport Christmas Party was a success with a great turnout. Thanks to Tammy, Sharlette, and Mario for planning and set up for the event. As always, the food, fun and fellowship was great.

Fuel totals were down slightly from November totals with slowing year end corporate flying as well as lack of GA flying with weather and the holidays. We are looking forward to 2025 and continued growth and safe operations.

Sincerely,

Ken Lantz

Southern Star Aviation/NOVA Avionics





# SOUTHERN STAR AVIATION

## December 2024 Meter Readings

Start Date: 12/1/24 Name: Nick Time: 1710

100LL FARM: 350233.3 JET-A FARM: 647527.0

100LL TRUCK: 166702.6

JET-A TRUCK FWD: 462062 AFT: 674157

SELF SERVE: 316021

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End Date: 12/31/2024 Name: KL KS Time: 1700

100LL FARM: 352972.1 JET-A FARM: 656198.7

100LL TRUCK: 169502.1

JET-A TRUCK FWD: 463092 AFT: 681858

SELF SERVE: 317158



## T-HANGAR LEASE AGREEMENT

### Mid-Way Airport Tenant

This Lease Agreement entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the Mid-Way Regional Airport ~~Board~~ ("Lessor") and \_\_\_\_\_, ("Lessee").

Lessor does lease to Lessee space in Aircraft Hangar Number \_\_\_\_\_ located at the Mid-Way Regional Airport (hereinafter "Airport"), for the sum of \$ \_\_\_\_\_ per month, beginning with the month of \_\_\_\_\_, payable in advance. Each subsequent payment is due one month in advance on the 1<sup>st</sup> day of each month and Lessee agrees to make timely payment of the monthly rental fee to the Mid-Way Regional Airport manager's Finance Office of the City of Waxahachie within ten days of due date. In the event a Hangar Lease Agreement begins after the first day of the month, Lessee will pay in advance for the remainder of that month prorated at published rates, and following month in full. Payments received after the 10<sup>th</sup> day of the month due will be assessed a \$20 late fee, and \$5 per day thereafter until paid. Any payment received by check that is returned for insufficient funds will be charged a \$25 processing fee, and may continue to accrue late fees and daily charges until redeemed. A payment that goes beyond 30 days past due will result in termination of the lease by lessor.

Tenants leasing Hangar space will be required to pay one month's rent in advance plus one month's rent as a security deposit at the time the lease is executed. Security deposits will be returned to Lessee within 30 days following termination of the lease, once the Airport Manager has inspected the unit and determined that it has been returned in good condition per terms of this lease.

Lessee agrees the leased premises shall be used solely for the storage of airworthy aircraft that are owned or leased by the Lessee. Airworthy will be as defined in FAR / AMT, meaning the aircraft conforms to its type design and is in a condition for safe operation, and per 21.181, as long as the maintenance, preventive maintenance and alterations are performed in accordance with FAR parts 43 and 91. Any exceptions to this policy will be decided on a case by case basis, and only specific temporary exception is provided by written authorization of Airport Manager.

~~Aircraft considered non-airworthy or stored in a hangar where rental fees are in excess of 30 days past due, are subject to removal, impoundment, and or disposal by the airport operator with a 30-day written notice to lessee and at the owner's expense. If moved outside to tiedown, monthly posted tiedown rates will continue to apply.~~

If aircraft is found to be non-airworthy, the Lessee has 180 (One Hundred Eighty) days to restore aircraft to operable airworthiness standards. After such time, the Airport Manager shall review the status and can determine whether to cancel the lease or assess a financial monthly penalty not to exceed \$50.00 per month until such time as the aircraft is removed from the airfield or is restored to an operable airworthiness standard. If Lessee fails to restore the aircraft to airworthy condition, the lease is subject to termination.

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Aircraft considered non-airworthy or stored in a hangar where rental fees are in excess of 30 days past due, are subject to removal, impoundment, and or disposal by the airport operator with a 30-day written notice to Lessee and at the owner's expense. If moved outside to tiedown, monthly posted tiedown rates will continue to apply.

Lessee shall meet the following requirements with respect to Hangars:

1. Each Hangar will be furnished with at least one fire extinguisher by Lessee equivalent to a 10-lb. ABC or better. The number of extinguishers shall equal the number of aircraft in the hangar, except that hangars larger than the minimum T-hangar may require additional fire extinguishers due to their floor space, even though they may contain only one aircraft. Extinguishers shall be checked at least once a year at Lessee's expense by a company designated by the Lessor. Should an extinguisher become lost or damaged, it must be replaced immediately at Lessee's expense.
2. The following maintenance will be allowed:
  - a. All preventative maintenance as described in FAR §43.3.
3. The following maintenance will be prohibited:
  - a. All stripping and painting of aircraft
  - b. All welding, sanding, grinding or similar use of power tools
  - c. Open fuel tanks, fueling or defueling operations.
  - d. Engine start or run.
4. No flammable, volatile, or explosive materials shall be stored on the premises, except residual fuel in tanks for operation of the aircraft.
5. When the Lessee no longer owns an aircraft to be stored in the leased premises, Lessee agrees to notify the office of the Airport Manager within five days of said condition and will obtain an aircraft owned or leased by lessee to occupy leased space within 30 days. If Lessee fails to notify airport manager of vacancy, or fails to obtain aircraft, either by purchase or by lease within the above-mentioned 30-day period, this Hangar Lease Agreement shall terminate. However, Lessee may request a one-time extension of the 30 day limit to an initial period of 180 days, with additional extensions of two 90 day limits from the Airport Manager, if lessee is actively pursuing the purchase of another aircraft, approved at the discretion of the Airport manager. ~~During any extension, the airport manager may at the request of the lessee, allow lessee to place another aircraft from the hangar waiting list in vacant space on a temporary basis.~~ Any subleasing ~~not conducted with written approval and through the airport managers office~~ will be grounds for termination of lease.

Lessee shall not erect, install or place any signs or physical improvements in or about the leased premises without the prior written approval of the Airport Manager. Any improvements made to the facility become a part of the facility, and must be left intact upon termination of lease.

**Commented [SD1]:** Are there different size t-hangars? Seems like there is an easier and clearer way to define the number of extinguishers they supposed to have.

**Commented [WS2]:** There are different sizes, it depends on the size of the airplane in the hangar. Usually only one will fit unless the second is in pieces and in a corner.

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Lessor retains a contractual landlord's lien on all property stored in the leased premises for the payment of charges that are due and unpaid. The lien attaches the date Lessee places property in the leased premises. Lessor may enforce the lien by delivering a written Notice of Claim in person or by certified mail to Lessee's last known address as stated in the rental agreement or in a written notice from Lessee to Lessor furnished after execution of the lease agreement. If Lessor's claim is not satisfied before the 15<sup>th</sup> day after the notice is delivered, all property stored in the leased premises may be sold at public auction to satisfy charges that are due and unpaid and reasonable expenses of the sale.

Lessee agrees to promptly notify the Airport Manager's office of any changes in Lessee's mailing address, telephone number, and/or aircraft number and type.

Lessee acknowledges that the Lessor does not furnish security guards, and Lessee holds Lessor harmless from any damage to aircraft resulting from fire, explosion, theft, collision, vandalism, civil disobedience, or atmospheric conditions. Lessee further holds Lessor harmless from any claims, demands, action, or causes of action, or any liability whatsoever, for injury or property damage resulting from Lessee's, or Lessee's agents, employees, or invitees' use of the airport premises.

Lessee agrees to maintain insurance on the aircraft stored in ~~the~~ leased hangar and a copy of current insurance is to be provided to the office of the Airport Manager for attachment to this Hangar Lease Agreement. Insurance requirements shall meet Article 12.A of the Mid-Way Regional Airport Minimum Standards and Requirements. Failure to maintain current proof of insurance may result in the termination off this lease. It is the responsibility of the Lessee to maintain current records with the Lessor.

Lessor retains the right to inspect the lease premises at any reasonable time deemed necessary by the Airport Manager. All hangars are subject to inspection by the fire department of the City of Midlothian or the City of Waxahachie. Lessor agrees to keep the subject hangar and surrounding area in good repair; however, Lessee shall be responsible for repairing damages to the hangar and/or surrounding area caused by the Lessee, other than normal wear and tear.

If the hangar is found to be in violation of the Airport Hangar Use Policy, Lessee has 30 days to correct the violation. After 30 days the hangar will be re-inspected. If Lessee fails to remedy the violation in 30 days, the lease will be terminated. If a different violation is discovered, the Lessee will have 30 days to cure fix it. After the 30 days the hangar will be re-inspected. If Lessee fails to correct the violation or if a new violation is discovered, the lease will be terminated.

If it becomes necessary for the Lessee to terminate this lease and vacate the hangar, no refund for any remaining portion of the existing calendar month will be made, unless the hangar is leased by Lessor to another Lessee during the same existing calendar period/month. Upon vacating the hangar, Lessee shall remove all items, leaving the hangar clean and swept; and further, shall arrange for final clearance with the Airport Manager.

If for any reason this lease agreement is terminated by the Airport Manager, Lessee shall



vacate the hangar within 30 days of notice to vacate.

The term of this lease will be on calendar month-to-month basis, and will automatically be renewed at the beginning of each month by receipt of payment unless terminated by Lessor or Lessee under provisions of this lease. The Lessee will be notified in writing one month in advance of any change in monthly rental fee.

Lessee binds itself, its successors, and assigns to comply, at its own cost and expense, with all municipal regulations, ordinances, and zoning regulations now in force or that may hereafter be enacted with regard to the use of the Airport premises, including, but not limited to, the Airport Rules and Regulations, revised ~~October 2009~~, and the Minimum Standards for Commercial Aeronautical Activities, Mid-Way Regional Airport, revised ~~Feb 2009~~, which this lease is specifically subject to and which are incorporated by reference as if written word for word herein, with regard to the use of the Airport premises, including present or future regulations. By signing this Hangar Lease Agreement, Lessee acknowledges receipt of a copy of the Rules and Regulations and the Minimum Standards and Hangar Use Policy.

Venue of this Hangar Lease Agreement shall be in Ellis County, Texas.

WITNESS OUR HANDS this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

MID-WAY REGIONAL AIRPORT LESSOR:

\_\_\_\_\_  
Airport Manager

LESSEE:

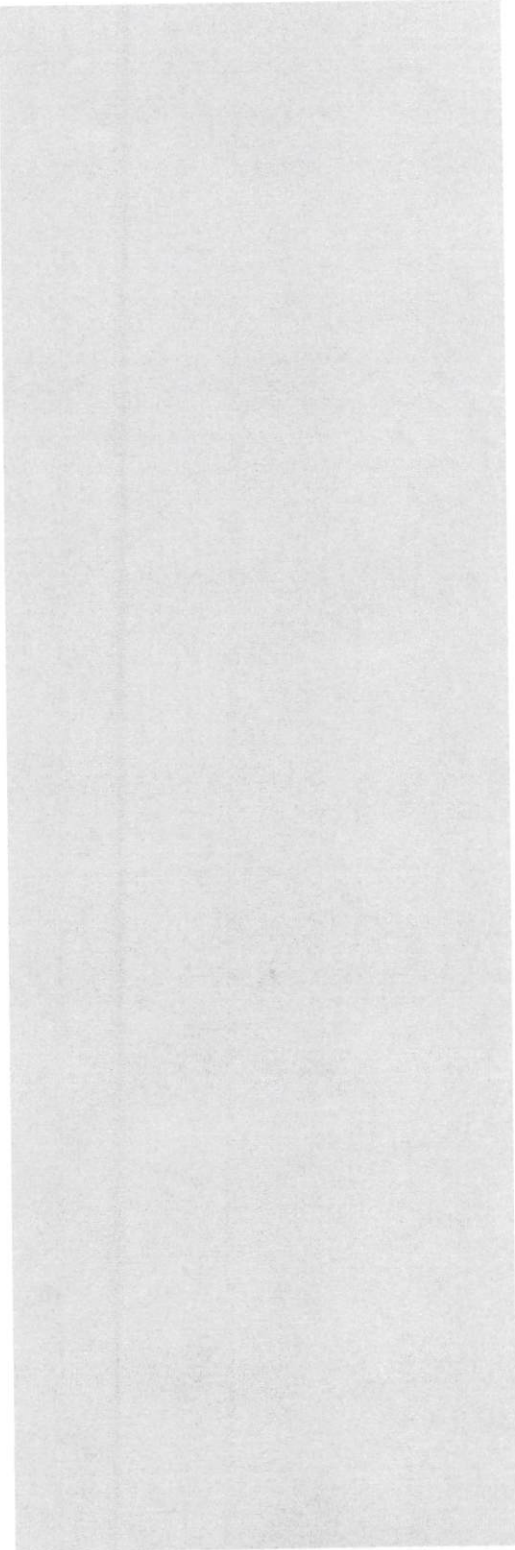
\_\_\_\_\_  
Type of Aircraft \_\_\_\_\_ Signature \_\_\_\_\_ Registered Owner

Single, Twin, Jet or Helicopter \_\_\_\_\_

(Circle One) \_\_\_\_\_ Aircraft Make & Model

\_\_\_\_\_  
Aircraft ID (N) Number \_\_\_\_\_ Home Address

\_\_\_\_\_  
Home Phone \_\_\_\_\_ City, State, Zip





\_\_\_\_\_  
Work Phone

\_\_\_\_\_  
E-mail

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Cell Phone

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