

MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

A regular meeting of the Mid-Way Regional Airport Board was held on Thursday, June 12, 2025, at 4:05 p.m., in the Upstairs Common Area of Mid-Way Regional Airport, 131 Airport Dr., Midlothian, Texas.

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

Others Present: Sharlette Wright, Airport Manager
Taylor Martin, Airport Coordinator
Clyde Melick, Assistant City Manager, City of Midlothian
Dustin Deel, Director of Administrative Services, City of Waxahachie
Ross Weaver, Council Representative, City of Midlothian
Chris Wright, Council Member, City of Waxahachie
Kyle Kinater, President, Midlothian Economic Development

1. Call to Order

Vice Chair Jennifer Chelwick called the meeting to order.

2. Invocation

Alex Smith gave the invocation.

3. Public Comments

None.

4. Consent Agenda

- a. Consider Minutes of Meeting Scheduled May 8, 2025
- b. Financial Report – Period Ending May 2025
- c. Operations Report – May 2025
- d. FBO Report on Fuel Sales – May 2025

Action:

*Jennifer Chelwick motioned to approve the consent agenda as presented. Motion was seconded by Nanette Paghi. **All Ayes.***

5. Monthly Projects Report – May 2025

Airport Manager Sharlette Wright gave a brief overview of the projects report.

- Hire Airport Coordinator – Taylor Martin is the new Airport Coordinator. Mr. Martin started on May 27, 2025.

- Pancake Breakfast – Recap of Pancake Breakfast: larger turn out, more vendors and higher amount of credit card purchases than previous years.
- Business plan – KSA finalized and presented the business plan to both city councils on June 6, 2025. Business plan and master plan will be taken to Councils for approval/ adoption in July.
- Security Cameras – Wiring has been installed, waiting on mounts and electrical wiring to be installed. A quote for 2 outdoor receptacles has been received.
- New Lease Roll Out – Notices are scheduled to be sent to all tenants by June 30, 2025. New leases begin October 1, 2025.
- Pavement Project – Project has been sent out for rebid by TXDOT. Rebid is expected to be received in September or October 2025.
- Self Service Fuel Expansion – Park Hill has been selected as the consultant for the Self-Service pump redesign. Contracts will be submitted to the council for approval upon receipt.

6. Discussion of Joint City Council work session – June 6, 2025

A revisitation of ground lease rates (both developed and undeveloped) is recommended to be more competitively priced. Current rates are believed to be lower than other comparable airports. The proposed business plan was distributed to board members and council members during the session. The business plan is scheduled for formal presentation and adoption by the councils in July 2025.

7. Adjournment

There being no further business, *Jennifer Chelwick moved to adjourn the meeting. Motion was seconded by Ricky Armstrong. All Ayes.*

Respectfully submitted,

Taylor Martin, Airport Coordinator