MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

A regular meeting of the Mid-Way Regional Airport Board was held on Thursday, August 14, 2025, at 4:00 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 Morgan Whitehead Ricky Armstrong Nanette Paghi
Members Absent:	Alex Smith Pete Setian
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 Kyle Kinateder, President, Midlothian Economic Development

1. Call to Order

Chair Kevin Griffin called the meeting to order.

2. Invocation

Ricky Armstrong gave the invocation.

3. Public Comments

None.

4. Consent Agenda

a. Consider Minutes of Meeting Scheduled July 10, 2025
b. Financial Report – Period Ending July 2025
c. Operations Report – July 2025
d. FBO Report on Fuel Sales – July 2025

Action:
Jennifer Chelwick motioned to approve the consent agenda as presented. Motion was seconded by Ricky Armstrong. ***All Ayes.***

5. Monthly Projects Report – July 2025

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

- Security Cameras – The airport is waiting for the final upgrades to be implemented, and the cameras will be operational by the end of the month of August.

- New Lease Roll Out – The new lease contracts have been revised by the legal department. The new lease contracts will be reviewed by Airport Manager Sharlette Wright prior to being sent to the Airport Board.
- Pavement Project – The new bid opened August 12, 2025, and the board will be updated as soon as there are further developments.
- Self Service Fuel Expansion – The contract with Park Hill Engineering has been signed and planning has begun regarding beginning construction.
- Current Self Service Fuel Station – Due to unavailability of repair parts for the current self-service fuel station, an emergency purchase of a new self-service fuel station has been approved by council. The new self-service fuel station has been ordered as of August 14, 2025.

6. Presentation and recommendation from the Economic Development Subcommittee regarding Box Hangar construction at JWY, including a request for Board approval to proceed with formal plans and City Council presentation.

The Economic Development Subcommittee recommends utilizing the thirteen acres for a larger and more impressive project such as a maintenance, repair and operations facility or a larger manufacturer. Locations one and two are recommended for city development and new box/ T hangars. Location three is recommended to be utilized for FBO enhancement and improvements of airport facilities.

*Vice Chair Jennifer Chelwick moved to present the Economic Development Subcommittee's recommendations to councils as presented at the August 14, 2025, Airport Board meeting. The motion was seconded by Mr. Ricky Armstrong. **All Ayes.***

7. Discussion regarding notification procedures and communication protocols with the Airport Board.

Chair Kevin Griffin stated that the board would like to be included in official communications between the airport and tenants regarding lease notifications, emergencies and changes in airport operations.

8. 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