

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

