

**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, April 9, 2026 at 4:00 p.m.

Members:

Jennifer Chelwick, Chair  
Ricky Armstrong, Vice Chair  
Brad Owens  
Nanette Pagi  
Morgan Whitehead  
Pete Setian  
Kevin Griffin

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. *Speakers must observe the three (3) minute time limit.*

*In order to be recognized during Public Comments, please complete a Public Appearance Card located at the entrance of the meeting room. Please present the card to the City Secretary, or their designee, ten (10) minutes before the start of the business meeting.*

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 Minutes of Meeting Scheduled March 12, 2026
  - b. Financial Report – Period Ending March 2026
  - c. Operations Report – March 2026
  - d. FBO Report on Fuel Sales – March 2026

5. Discuss Monthly Projects Report – March 2026
6. Update on Runway Rehabilitation Project – Chris Whitfield, Lochner Engineers (including scheduling, communication, safety protocols, and contractor performance)"
7. Discuss the Role of the Airport Board Members
8. 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)

**ACCESSIBILITY STATEMENT**

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 ADA Coordinator at (469) 309-4000 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 - DRAFT**

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, March 12, 2026 at 4:00 p.m.

**Members Present:** Jennifer Chelwick, Chair  
Ricky Armstrong, Vice Chair  
Brad Owens  
Nanette Paghi  
Morgan Whitehead  
Pete Setian

**Member Absent:** Kevin Griffin

**Others Present:** Sharlett Wright, Airport Manager  
Dustin Deel, Director of Administrative Services, City of Waxahachie  
Clyde Melick, Assistant City Manager, City of Midlothian  
Ross Weaver, Council Representative, City of Midlothian  
Chris Wright, Council Member, City of Waxahachie

### **1. Call to Order**

Chair Jennifer Chelwick called the meeting to order.

### **2. Invocation**

Nanette Paghi gave the invocation.

### **3. Public Comments**

None.

**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 Minutes of Meeting Scheduled February 2026
- b. Financial Report – Period Ending February 2026
- c. Operations Report – February 2026
- d. FBO Report on Fuel Sales – February 2026

### **Action:**

*Nanette Paghi motioned to approve the consent agenda as presented. Motion was seconded by Ricky Armstrong and carried unanimously.*

### **5. Discuss Monthly Projects Report – February 2026**

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

- New Lease Roll Out: 5 leases in process
- Pavement Project: Seal coat begins March 12 through March 18 and the airport will be closed for the duration of the process.
- Self-Service Fuel Expansion: Advertisement for the project on March 14 and March 21 with bid opening April 9.
- Roof Repairs: Project is underway and should be completed once the weather improves.
- Management Software: Data is being entered.
- Gate Access: Possible re-bid due to updated specifications.

### **6. Update on Pavement Project - Chris Whitfield, Lochner Engineers**

Chris Whitfield, Lochner Engineers presented a more detailed overview of the project and responded to questions from the Board. Mr. Whitfield notified the Board that the airport will remain closed during the seal coating. The process should take a week weather permitting. The contractor will mobilize on March 23 and should be completed by March 31. The airport will be opened and a NOTAM (Notice to Airmen) will be in place stating the airport does not have markings at this time. Pavement markings will occur 30 days after the seal coat has time to cure.

#### **7. Update on New Lease Roll Out**

Board Member Pete Setian asked for clarification on when leases officially take effect and requested input from the City Attorney regarding execution timing.

#### **8. Discuss Gate Access Controls**

Discussion included:

- Updated pricing for toll tag access
- Addition of a gate operator for Gate #3, to be controlled by the front desk
- Preference to standardize equipment across all gates
- Interest in maintaining compatibility with:
  - Toll tag readers
  - AWID readers
  - Camera systems

Further discussion included distribution and management of access devices (stickers/fobs), including handling of lost, stolen, or damaged items and deactivation procedures.

#### **Action:**

*Jennifer Chelwick motioned to approve Option #2E and Option #1B. Motion was seconded by Nanette Paghi and carried 5-1, with Pete Setian abstaining.*

#### **9. Adjourn**

The meeting adjourned at 5:05 p.m.

Respectfully submitted,

Sharlette Wright, Airport Manager



City of Waxahachie, TX

# Budget Report

## Account Summary

For Fiscal: FY 2026 Period Ending: 03/31/2026

	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>							
<a href="#">530-43100</a>	Grant Reimb-Capital	246,120.00	246,120.00	0.00	0.00	0.00	-246,120.00 0.00 %
<a href="#">530-43200</a>	Grant Reimb-Operating	100,000.00	100,000.00	0.00	4,949.73	0.00	-95,050.27 4.95 %
<a href="#">530-47300</a>	Airport-Fuel Flowage Fees	32,000.00	32,000.00	5,059.00	9,783.66	0.00	-22,216.34 30.57 %
<a href="#">530-47350</a>	Renter Utility Payments	5,500.00	5,500.00	865.31	2,217.79	0.00	-3,282.21 40.32 %
<a href="#">530-47502</a>	Interest From Cash Pool	15,000.00	15,000.00	0.00	7,890.57	0.00	-7,109.43 52.60 %
<a href="#">530-47607</a>	Facility Rental	2,000.00	2,000.00	0.00	1,522.00	0.00	-478.00 76.10 %
<a href="#">530-47612</a>	Rent-Airport Commercial Leasing	29,000.00	29,000.00	5,053.00	9,604.00	0.00	-19,396.00 33.12 %
<a href="#">530-47613</a>	Rent-Airport Land Options	0.00	0.00	480.00	3,183.75	0.00	3,183.75 0.00 %
<a href="#">530-47614</a>	Rent-Airport T-Hangars	352,000.00	352,000.00	29,422.00	126,180.35	0.00	-225,819.65 35.85 %
<a href="#">530-47615</a>	Rent-Aircraft Parking	4,500.00	4,500.00	428.75	638.75	0.00	-3,861.25 14.19 %
<a href="#">530-47616</a>	Rent-Airport Box Hangars	78,000.00	78,000.00	4,000.00	24,146.00	0.00	-53,854.00 30.96 %
<a href="#">530-47618</a>	Rent-Airport-Corporate Hangars	103,000.00	103,000.00	9,419.66	56,199.96	0.00	-46,800.04 54.56 %
<a href="#">530-49650</a>	Miscellaneous Revenue	5,800.00	5,800.00	220.00	226.50	0.00	-5,573.50 3.91 %
	<b>Revenue Total:</b>	<b>972,920.00</b>	<b>972,920.00</b>	<b>54,947.72</b>	<b>246,543.06</b>	<b>0.00</b>	<b>-726,376.94 25.34%</b>
<b>Expense</b>							
<a href="#">530-199-51100</a>	Salaries	257,260.00	257,260.00	16,335.10	126,596.87	0.00	130,663.13 49.21 %
<a href="#">530-199-51400</a>	Seasonal/Temporary Salary	17,050.00	17,050.00	0.00	6,914.34	0.00	10,135.66 40.55 %
<a href="#">530-199-51500</a>	Salaries-Overtime	1,615.00	1,615.00	0.00	212.50	0.00	1,402.50 13.16 %
<a href="#">530-199-52100</a>	Longevity	1,520.00	1,520.00	120.00	720.00	0.00	800.00 47.37 %
<a href="#">530-199-52200</a>	Retirement-FICA	20,260.00	20,260.00	1,234.77	10,178.79	0.00	10,081.21 50.24 %
<a href="#">530-199-52400</a>	Life & Health Insurance	25,690.00	25,690.00	1,449.94	13,894.66	0.00	11,795.34 54.09 %
<a href="#">530-199-52501</a>	Retirement Plan Contribution-TMRS	45,380.00	45,380.00	2,645.68	22,192.26	0.00	23,187.74 48.90 %
<a href="#">530-199-52600</a>	Workers' Compensation	5,620.00	5,620.00	377.67	2,704.03	0.00	2,915.97 48.11 %
<a href="#">530-199-53200</a>	Professional Services	4,500.00	164,511.00	0.00	4,808.57	0.00	159,702.43 2.92 %
<a href="#">530-199-53201</a>	Training	2,125.00	2,125.00	0.00	550.00	0.00	1,575.00 25.88 %
<a href="#">530-199-53310</a>	Bank Service Charges	14,833.00	14,833.00	0.00	4,306.96	0.00	10,526.04 29.04 %
<a href="#">530-199-53401</a>	Computer Services and Support	12,500.00	14,000.00	0.00	0.00	0.00	14,000.00 0.00 %
<a href="#">530-199-54101</a>	Utilities - Water	9,060.00	9,060.00	0.00	5,626.55	0.00	3,433.45 62.10 %
<a href="#">530-199-54210</a>	Refuse Services	1,461.00	1,461.00	0.00	804.69	0.00	656.31 55.08 %
<a href="#">530-199-54310</a>	Maintenance, Building (Upkeep)	28,643.00	28,643.00	0.00	5,867.71	0.00	22,775.29 20.49 %
<a href="#">530-199-54320</a>	Maintenance, Improvements	16,560.00	15,060.00	0.00	31.88	0.00	15,028.12 0.21 %
<a href="#">530-199-54330</a>	Maintenance, Purchased Equipment	5,138.00	5,138.00	0.00	1,004.22	0.00	4,133.78 19.54 %
<a href="#">530-199-54340</a>	Maintenance, Vehicle	360.00	360.00	0.00	50.74	0.00	309.26 14.09 %

Budget Report

For Fiscal: FY 2026 Period Ending: 03/31/2026

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
<a href="#">530-199-54345</a> Maintenance, Leased Vehicle	0.00	0.00	0.00	177.74	0.00	-177.74	0.00 %
<a href="#">530-199-54350</a> Maintenance, Other City Property	1,700.00	14,385.00	0.00	13,811.32	0.00	573.68	96.01 %
<a href="#">530-199-54395</a> Maintenance, Contingency	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00 %
<a href="#">530-199-54400</a> Vehicle Lease	3,146.00	3,146.00	247.35	1,524.25	0.00	1,621.75	48.45 %
<a href="#">530-199-54410</a> Facilities Rental-Land & Bldgs	1,500.00	1,500.00	0.00	0.00	50.00	1,450.00	3.33 %
<a href="#">530-199-54420</a> Equipment & Vehicle Rental	0.00	0.00	0.00	0.00	476.40	-476.40	0.00 %
<a href="#">530-199-54430</a> Uniform/Janitorial Supply Rental	800.00	800.00	0.00	540.00	0.00	260.00	67.50 %
<a href="#">530-199-55100</a> Insurance & Bonds	39,530.00	39,530.00	0.00	43,582.00	0.00	-4,052.00	110.25 %
<a href="#">530-199-55150</a> Phones, Pagers, Internet, Cable	2,761.00	2,761.00	37.21	395.76	0.00	2,365.24	14.33 %
<a href="#">530-199-55200</a> Postage	75.00	75.00	0.00	18.66	0.00	56.34	24.88 %
<a href="#">530-199-55260</a> Advertising & Promotions	500.00	500.00	0.00	150.00	0.00	350.00	30.00 %
<a href="#">530-199-55270</a> Special Events	10,000.00	10,000.00	0.00	1,124.93	0.00	8,875.07	11.25 %
<a href="#">530-199-55350</a> Travel (Mileage Meals Lodging)	3,592.00	3,592.00	0.00	244.56	0.00	3,347.44	6.81 %
<a href="#">530-199-55400</a> Memberships/License/Cert Renewal	940.00	940.00	0.00	50.00	0.00	890.00	5.32 %
<a href="#">530-199-55420</a> Publications/Subscriptions	2,030.00	2,030.00	0.00	2,248.30	0.00	-218.30	110.75 %
<a href="#">530-199-55450</a> Board & Local Meetings	100.00	100.00	0.00	100.00	0.00	0.00	100.00 %
<a href="#">530-199-55800</a> State/EPA Permit Fees	400.00	400.00	0.00	204.76	0.00	195.24	51.19 %
<a href="#">530-199-56100</a> Supplies & Equipment	9,200.00	9,200.00	0.00	2,057.46	162.96	6,979.58	24.14 %
<a href="#">530-199-56101</a> Supplies & Equip-Chem/Janitorial/Lab/Medical/Tool	300.00	300.00	0.00	26.98	0.00	273.02	8.99 %
<a href="#">530-199-56103</a> Supplies & Equip-Motor Vehicle Parts & Equipment	1,000.00	1,000.00	0.00	521.72	0.00	478.28	52.17 %
<a href="#">530-199-56104</a> Supplies & Equip-Computers & Accessories	500.00	500.00	0.00	0.00	0.00	500.00	0.00 %
<a href="#">530-199-56202</a> Gasoline & Oil for Vehicle/Equip	5,131.00	5,131.00	0.00	255.13	2,744.87	2,131.00	58.47 %
<a href="#">530-199-56204</a> Electricity	21,280.00	21,280.00	578.87	8,337.31	0.00	12,942.69	39.18 %
<a href="#">530-199-57400</a> Improvements Other Than Bldgs	207,700.00	207,700.00	0.00	55,254.66	26,023.00	126,422.34	39.13 %
<a href="#">530-199-57500</a> Office & Other Equipment	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00	0.00 %
<b>Expense Total:</b>	<b>795,260.00</b>	<b>967,956.00</b>	<b>23,026.59</b>	<b>337,090.31</b>	<b>29,457.23</b>	<b>601,408.46</b>	<b>37.87%</b>
<b>Fund: 530 - MID-WAY REGIONAL AIRPORT Surplus (Deficit):</b>	<b>177,660.00</b>	<b>4,964.00</b>	<b>31,921.13</b>	<b>-90,547.25</b>	<b>-29,457.23</b>	<b>-124,968.48</b>	<b>-2,417.50%</b>
<b>Report Surplus (Deficit):</b>	<b>177,660.00</b>	<b>4,964.00</b>	<b>31,921.13</b>	<b>-90,547.25</b>	<b>-29,457.23</b>	<b>-124,968.48</b>	<b>-2,417.50%</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	972,920.00	972,920.00	54,947.72	246,543.06	0.00	-726,376.94	25.34%
Expense	795,260.00	967,956.00	23,026.59	337,090.31	29,457.23	601,408.46	37.87%
<b>Fund: 530 - MID-WAY REGIONAL AIRPORT Surplus (Deficit):</b>	<b>177,660.00</b>	<b>4,964.00</b>	<b>31,921.13</b>	<b>-90,547.25</b>	<b>-29,457.23</b>	<b>-124,968.48</b>	<b>-2,417.50%</b>
<b>Report Surplus (Deficit):</b>	<b>177,660.00</b>	<b>4,964.00</b>	<b>31,921.13</b>	<b>-90,547.25</b>	<b>-29,457.23</b>	<b>-124,968.48</b>	<b>-2,417.50%</b>

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)
530 - MID-WAY REGIONAL	177,660.00	4,964.00	31,921.13	-90,547.25	-29,457.23	-124,968.48
<b>Report Surplus (Deficit):</b>	<b>177,660.00</b>	<b>4,964.00</b>	<b>31,921.13</b>	<b>-90,547.25</b>	<b>-29,457.23</b>	<b>-124,968.48</b>

**Date Range Selection**

3/1/2026 3/31/2026

## Mid-Way Regional Airport (KJWY)

### Aircraft Operations Data



#### Operations Count for Date Range

<b>Based A/C</b>	<b>454</b>
<b>Non-Based A/C</b>	<b>3,260</b>
<b>Business Ops</b>	<b>3,148</b>

Select Business(es) (Ctrl-click for multiple)

Search

- SAFRIT CHRISTOPHER
- SAV AVIATION LLC
- SCHWARTZ TYSON E
- SEA TO SUMMIT AERO LLC
- SECORA MICHELLE MARIE

#### 5010 Aligned Count for Date Range

<b>100 Air Carrier</b>	<b>15</b>
<b>102 Air Taxi</b>	<b>28</b>
<b>103 GA Local</b>	<b>1,342</b>
<b>104 GA Itinerant</b>	<b>2,372</b>
<b>105 Military</b>	<b>5</b>
<b>Total Ops</b>	<b>3,714</b>

(will not add up)

#### Based Aircraft, 92

N Number	Group
N1094W	
N114BJ	
N115WE	
N12GB	
N13400	
N15264	
N155L	
N161BL	
N163SC	
N173SR	
N177TS	
N17AX	
N1927T	

**Estimated Non-ADS-B Traffic 854 ( 23% of the Traffic)**

Runway Used

18	36	UND
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Press CTRL for Multiple Selection

Aircraft Registration Data  
From FAA.gov

Provided By: **AIRPORT**  
MONITORING SYSTEMS

For More Information:  
info@airportmonitoring.com  
855-5HelpGA (543-5742)

Date Range Selection

3/1/2026 3/31/2026

# Mid-Way Regional Airport (KJWY)

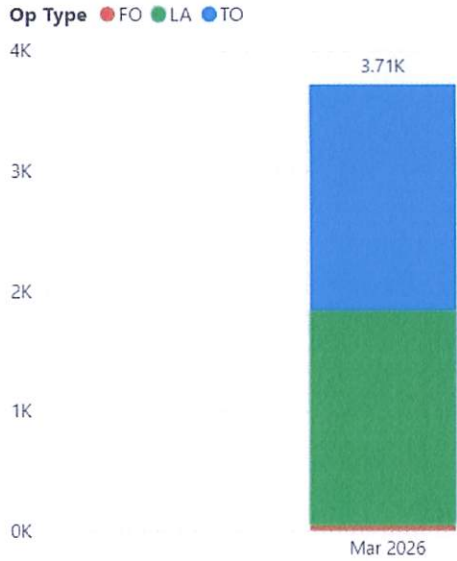
## Board Reports



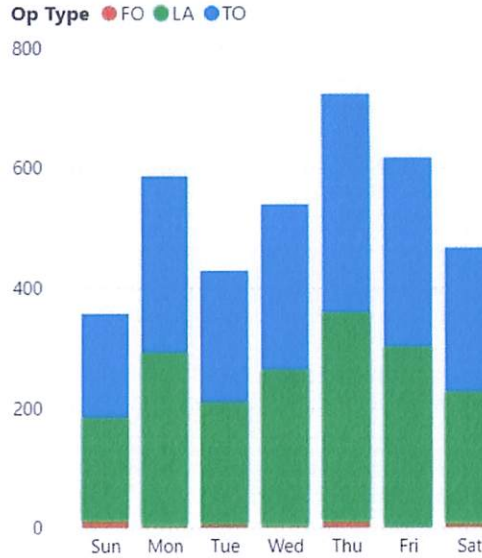
Ops Last Calendar Year  
**53,325**

Ops YTD  
**3,714**

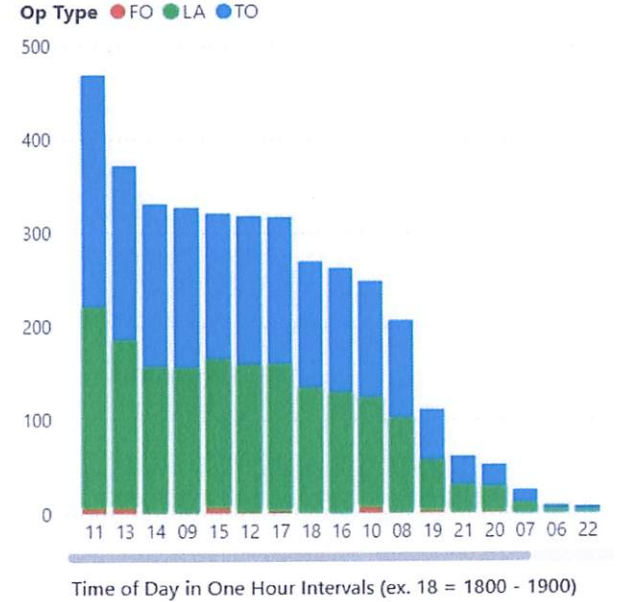
By Month



By Day



By Time



Ground Tracks

Provided By:



For More Information:

info@airportmonitoring.com  
855-5HelpGA (543-5742)

**Date Range Selection**

3/1/2026 3/31/2026

# Mid-Way Regional Airport (KJWY) Board Reports



☰ ☒

● Helicopter ● Jet ● Piston ● Turbo-Prop



**Aircraft Type**

- Select all
- Helicopter
- Jet
- Piston
- Turbo-Prop

Press CTRL for Multiple Selection

**Based - Itinerant**

- Select all
- KJWY
- Other

Press CTRL for Multiple Selection

**Runway Used**

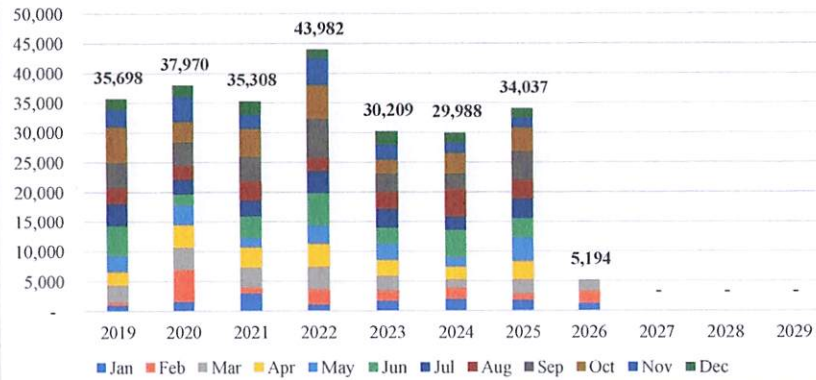
18	36	UND
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Press CTRL for Multiple Selection

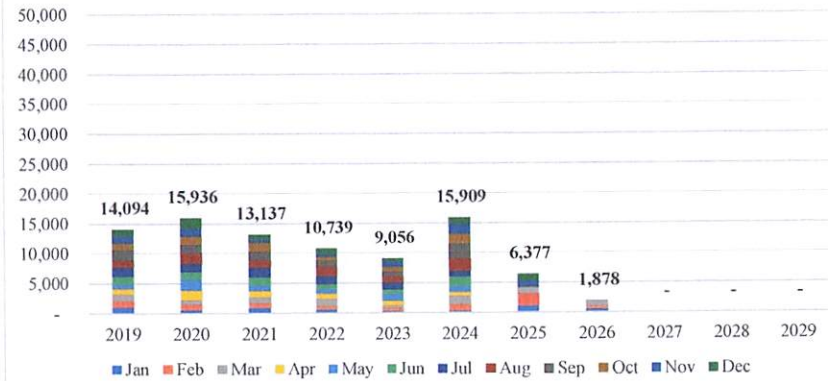
Provided By: **AIRPORT**  
MONITORING SYSTEMS

**For More Information:**  
info@airportmonitoring.com  
855-5HelpGA (543-5742)

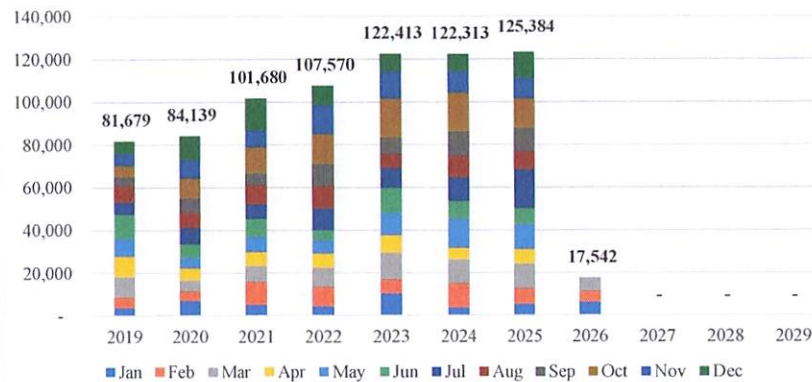
### AVAGAS



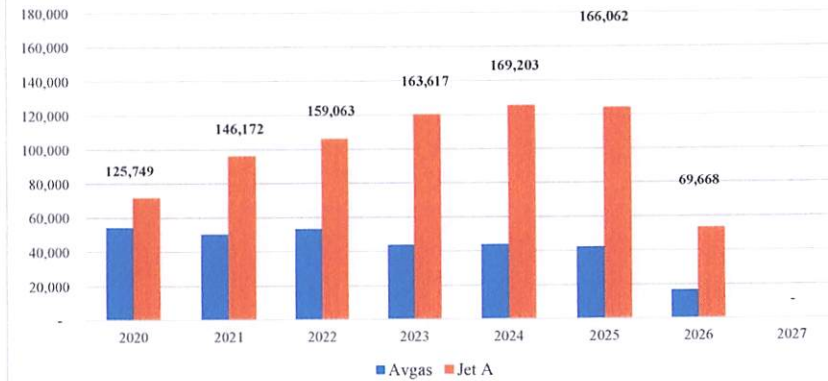
### AVGAS SELF-SERVE



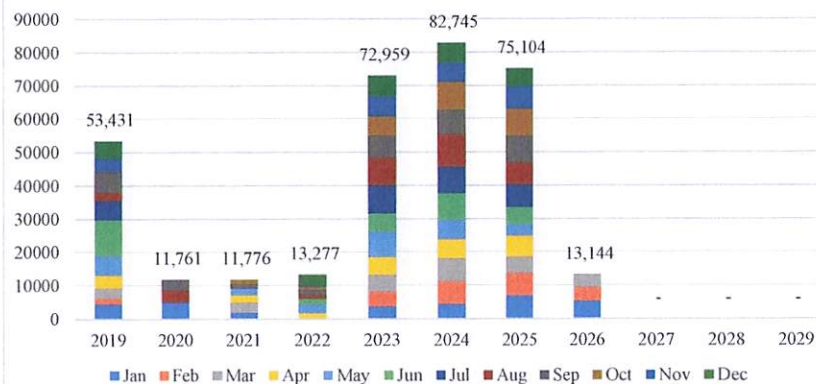
### JET



### FISCAL YEAR TOTAL GALLONS SOLD



### OPERATIONS





**MARCH FBO REPORT** March 4, 2026

**FUEL SALES: (Totals for March 2026)**

AVGAS (Truck): 1836 gallons

AVGAS (Self-Serve): 903 gallons

JET-A (Truck): 6216 gallons

JET-A (Government): 0 gallons

TOTAL GALLONS OF FUEL FOR MARCH 2026 – 8955 gallons (Note: Fuel totals may change slightly with final reports).

Fuel totals for the month of March were up slightly, even with the usual spring weather swings and runway/airport closures. With most of the runway project behind us, we look forward to normal operations soon.

Sincerely,

Ken Lantz

Southern Star Aviation/NOVA Avionics





## March 2026 Meter Readings

Start Date: 3/1/26 Name: LUKE Time: 0800

100LL FARM: 397921.9 JET-A FARM: 795710.6

100LL TRUCK: 44910.4

JET-A TRUCK FWD: 19028 AFT: 117467

SELF SERVE: 3866

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End Date: 3/31/26 Name: KJ Time: 0740

100LL FARM: 400774.6 JET-A FARM: 802588.5

100LL TRUCK: 47912.3

JET-A TRUCK FWD: 20053 AFT: 123485

SELF SERVE: 4813



**Monthly Airport Operations and Projects Report April 2026**  
**Attachment A - Airport Projects**

<b>Project Name</b>	<b>Description</b>	<b>Status</b>	<b>Funding</b>
New Lease Roll Out	Updated leases sent for signature	Receiving signed leases. 2 outstanding, emails sent	Airport
Pavement Project	Seal coat, striping and rehabilitation of pavement. RWY, TWY and Ramp areas.	Seal coat is complete and curing process has begun. The striping is scheduled for April 28 - May 3. The airport will be closed the duration of the project.	TxDOT Grant
Self-Service Fuel Expansion	Request for Proposals for the design of a 12,000 gallon self-service fuel island.	Advertisement March 14 & March 21 bid opening April 9th.	2022 IJIA Funds
Roof Repairs	The next phase of roof repairs will be on building 690. Hangars 41-52, 53,54 & 55.	Project has been completed and the manufacturer has inspected the installation for the warranty.	RAMP Grant
Management Software	Management Software to help track leases, inspections and invoicing.	Data is being entered into the system.	Airport
Gate Access	Replace gate controllers with card/fob access.	Requested new quotes with updated options.	Airport