

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

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Thursday, October 10, 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  
Ross Weaver, Council Representative, City of Midlothian  
Joseph Shaefer, Analyst, Midlothian Economic Development

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

**Invocation:** Mr. Ryan Anderson gave the invocation.

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

### **CONSENT AGENDA:**

- Minutes of Meeting Scheduled August 8, 2024
- Financial Report – Period Ending September, 2024
- Operations Report – August and September, 2024
- FBO Report on Fuel Sales – August and September, 2024

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

### **REGULAR AGENDA:**

**Presentation on the process for Airport Appraisals:** Mr. Win Perkins, Owner of Airport & Aviation Appraisals, explained his process for appraising Airports. He collects market data from similar types of properties. He looks at the Airport's environment value as well as the value of the hangars themselves. Mr. Perkins shared that if he can get measurements for the box hangars on the north end from Ms. Wright by Monday morning he will be able to get the information to her by Friday. The Board asked for the reason for getting the market assessment. Mr. Dale Sigler explained that the Cities are trying to find out if the rates are where they need to be.

**Presentation by KSA Engineers on the Airport Master Plan:** Ms. Elizabeth Burgess and Mr. Logan Hutto, Aviation Planners from KSA, gave a brief overview and answered questions on the Airport Master Plan. The purpose of the Airport Master Plan is to look twenty years into the future to try to figure out where Mid-Way Airport will be then, where we are at now and where we go. The planning provides feasibility and the demand provides justification. There is a link on the Airport's website for a full review of the Master Plan.

**Presentation by Steven Smith for Aviator Academy of Texas:** This item was tabled.

The Board asked that the following items be placed on the next agenda.

- Final Report on FY 2025 Budget
- Appoint Committees
- Election of Officers
- Discuss Board Meeting Schedule
- Discuss Hertz Local Edition at Mid-Way
- Follow-up on Hangar Inspections

Monthly Projects Report – September 2024: Ms. Sharlette Wright gave a brief overview and answered questions on the projects report for July 2024.

- Airport Runway Rehab Design – 90% of the plan set has been completed and undergoing initial review with TxDOT. Lochner will be scheduling final design meetings with each Airport. Currently the bid posting is scheduled for December 11, 2024 and will be awarded January 22, 2025.
- Hangar Development – We are currently working through the DRC process and waiting on the updated plans.
- Roof Coating – The bid specifications have gone to purchasing for review and posting for installation of elastomeric roof seal coating to the Terminal building and hangar.
- Self-Serve Tank – The self-service fuel tank was rusting and in need of painting and new placards. The project has been completed.

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

Mr. Kevin Griffin moved to adjourn; second by Mr. Ryan Anderson. All Ayes.

Respectfully submitted, Ms. Tammy Bowen, Airport Operations Assistant