

MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

A regular meeting of the Mid-Way Regional Airport Board was held on Thursday, November 13, 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
Nanette Paghi
Ricky Armstrong
Pete Setian
Morgan Whitehead

Members Not Present: Brad Owens

Others Present: Sharlette Wright, Airport Manager
Taylor Martin, Airport Operations Coordinator
Dustin Deel, Director of Administrative Services, City of Waxahachie
Clyde Melick, Assistant City Manager, City of Midlothian
Ross Weaver, Council Representative, City of Midlothian

1. Call to Order

Chair Kevin Griffin called the meeting to order.

2. Invocation

Nanette Paghi gave the invocation.

3. Public Comments

None

4. Consent Agenda

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

Action:

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

5. Monthly Projects Report – November 2025

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

- New Lease Roll out – The additional liability insurance requirement has been removed, and new leases have been sent to tenants.
- Pavement Project – Phase 1 is anticipated to begin February 2, 2026. Phase 2 is anticipated to begin on March 23-29, 2026.
- Self-Service Fuel Expansion – The engineering is still in progress. The expansion will go out for bid once the engineering has been completed.

- Roof Repairs – RFQ will be posted on November 15 and November 22 by the City of Midlothian and the bid will open on December 2, 2025.
- Management Software – Software implementation has begun. Aero Simple has been given documentation to begin digitization.
- Gate Access – Two quotes have been received, and airport staff are awaiting the final quotes needed.

6. Discussion of Subleasing

Hangar space is currently being subleased without approval from the airport manager. Airport management has requested to hear the Joint Airport Board's views on the subleasing of hangar space. Subleasing of hangar space in box hangars will be allowed, as outlined in the hangar lease, pending manager approval and all proper documentation has been received.

7. Adjournment

There being no further business, *Jennifer Chelwick moved to adjourn the meeting. Motion was seconded by Nanette Paghi. All Aves.*

Respectfully submitted,

Taylor Martin, Airport Coordinator