

MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

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
Nanette Paghi
Pete Setian

Member Absent: Kevin Griffin
Brad Owens
Morgan Whitehead

Others Present: Sharlette 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