

MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Thursday, April 13, 2023, at 6:00 p.m., in the Upstairs Common Area of Mid-Way Regional Airport, 131 Airport Dr., Midlothian, Texas.

Members Present: Nanette Paghi, Chair
Alex Smith, Vice Chair
Michael Williams, Secretary
Jennifer Chelwick
Joshua Tate
John Peroyea, II
Kevin Griffin

Others Present: Tammy Bowen, Airport Operations Assistant
Clyde Melick, Assistant Manager, City of Midlothian
Albert Lawrence, Deputy City Manager, City of Waxahachie
Billie Wallace, Council Member, City of Waxahachie

Call to Order: Chair Nanette Paghi called the meeting to order.

Invocation: Chair Nanette Paghi gave the invocation.

Public Comments: There were no public comments.

CONSENT AGENDA:

- Minutes of Meeting Scheduled March 9, 2023
- Financial Report – Period Ending March 31, 2023
- FBO Report on Fuel Sales – March 2023

Secretary Michael Williams made a motion to approve the Consent Agenda as presented; second by Ms. Jennifer Chelwick . All Ayes.

REGULAR AGENDA:

Monthly Airport Operations and Projects Report – March 2023: Mr. Clyde Melick gave a brief overview and answered questions on the Airport Operations and Projects Reports.

Committee Reports:

Finance – Committee Chair Jennifer Chelwick reported that the Committee discussed the Fund Reserve. They agreed that the Airport should maintain a 25% reserve balance. Funds should be used to cover grant Projects and once reimbursed the funds should go back into the reserve fund and not be used for operating capital. In addition, they prioritized the Five-Year Plan. The AWOS was moved up because they realize that it is a serious safety issue for the pilots.

Economic Development – Committee Chair Alex Smith reported that the Committee met with Economic Development from the City of Midlothian and City of Waxahachie. They discussed procedures on how they should respond to individuals that have an interest in the Airport and identified types of businesses or improvements that should be targets for the Airport.

Chair Alex Smith reported that Kyle Kinader, Midlothian Economic Development, mentioned that the City of Midlothian committed \$2M to be spent over a 5-year time frame and Warren Ketteman of Waxahachie Economic Development shared that the City of Waxahachie has a strong commitment to the Airport. Mr. Clyde Melick stated for the record that the \$2M that the City has committed is from their 4A Board. It is not necessarily from the City coffers, but it is from sales tax funds.

Chair Nanette Paghi reported that they agreed that the Airport Manager and the City Economic Development people should be the ones to make initial contacts with perspective clients. Economic Development knows what the Cities can do and the clients are always going to ask money wise what they can do.

Education - Committee Chair Michael Williams reported on the March 18th “Coffee, Donuts & Safety” meeting. The next meeting will be May 20th with Mr. Mike Montefusco as guest speaker.

Tenant Relations - No report.

Events - Committee Chair Jennifer Chelwick reported that the Events Committee has not met yet because it does not exist. Chair Nanette Paghi asked Ms. Tammy Bowen to give an update on the Pancake Breakfast event.

Community Relations – Committee Chair John Peroyea reported that he has begun gathering historical information and data on the Airport, so that he can draft a presentation that can be approved by the Board and then presented to charitable and civic organizations.

Mr. Peroyea reported that he reached out to Michael Anthony with TxDOT about signage for the Airport. Mr. Anthony is supposed to get back with him on the basic parameters and requirements. Mr. Clyde Melick reported that he talked to TxDOT, but he has not heard back from their area engineer. The Kiosk program has agreed to add Mid-Way Regional Airport to several kiosk signs throughout the community to give people direction into the Airport.

Appoint Members for the Event Committee:

Mr. Kevin Griffin made a motion to appoint Ms. Jennifer Chelwick, Mr. Michael Williams, Mr. John Peroyea, Ms. Tammy Bowen and Mr. Ken Lantz to the Event Committee with Ms. MeLissa Boler as an ad hoc; second by Secretary Michael Williams. All Ayes.

Appoint Members for the Community Relations Committee: Mr. Peroyea commented that once the Airport presentation is ready it would be nice for other Board Members to go out into the Community to make these presentations. Mr. Clyde Melick recommended that Ms. Sharlette Wright go with the Board to present as well.

Mr. John Peroyea made a motion to appoint Mr. Michael Williams, Ms. Nanette Paghi, and Mr. John Peroyea to the Community Relations Committee with Ms. Sharlette Wright as an ad hoc; second by Ms. Jennifer Chelwick. All Ayes.

Update on the Master Plan and Business Plan: Mr. Clyde Melick shared that the Selection Committee reviewed and submitted the results to TxDOT for the Master Plan. KSA Engineers was chosen. TxDOT is in the process of negotiations. The amount was raised to \$300,000 and ARPA funds are still paying for the update. Mr. Melick shared that Ms. Sharlette Wright has reached out to KSA about being at the strategic planning workshop in June. He felt that it would be very beneficial and could be a kickoff of the Master Plan.

Comments by the Airport Board and Airport Administration: Secretary Michael Williams commented that he was approached by the glider folks, since he is flying gliders now. They said that the grass use to be rolled on a regular basis. There have been some conflict issues with gliders trying to stage while other aircraft are trying to come in and people are getting fussy. If we could get it rolled again they could utilize the grass area on a regular basis. Staff noted that this can be put on the next Agenda for discussion.

Adjournment: There being no further business,
Secretary Michael Williams made a motion to adjourn; second by Mr. Kevin Griffin. All Ayes.

Respectfully submitted, Ms. Tammy Bowen, Airport Operations Assistant