

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

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

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| Members Present: | Nanette Paghi, Chair<br>Michael Williams, Secretary<br>Jennifer Chelwick<br>Joshua Tate<br>John Peroyea, II   |
| Members Absent:  | Vice Chair, Alex Smith<br>Kevin Griffin   |
| Others Present:  | Sharlette Wright, Airport Manager<br>Richard Abernethy, Director of Administrative Services, City of Waxahachie<br>Billie Wallace, Council Representative, City of Waxahachie<br>Clyde Melick, Assistant Manager, City of Midlothian<br>Clark Wickliffe, Council Representative, City of Midlothian |

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 June 8, 2023
- Financial Report – Period Ending June 30, 2023
- FBO Report on Fuel Sales – June 2023

Ms. Jennifer Chelwick made a motion to approve the Consent Agenda as presented; second by Mr. John Peroyea. All Ayes.

### REGULAR AGENDA:

Monthly Airport Operations and Projects Report – June 2023: Ms. Sharlette Wright gave a brief overview and answered questions on the Airport Operations and Projects Reports.

### Committee Reports:

Finance: No Report

Economic Development: Chair Nanette Paghi reported that their meeting focused primarily on land acquisition and what they need to do to get the funding that goes with it. They decided to rank the parcels as to which is the most important as well as the most feasible. They would like to start marketing the land that the airport currently owns. Ms. Jennifer Chelwick was asked to design a flyer for consideration. They would like to research other Airports on what they did to market their Airport. In addition, they would like to identify adjacent properties available for sale and rank according to which parcels best suit Airport needs and future growth.

Community Relations: Mr. John Peroyea shared that based on the work that he has done to get signage implemented and the desires of the Cities that Board Members do not contact individuals or entities directly, he would like to pass the baton to the Airport Manager to get keep things going. The graphics for the kiosk signs around Midlothian is complete and just about ready to go up. Mr. Richard Abernathy reported that Waxahachie has it in their proposed budget for next year to update all of the signs in the City. If it gets through the budget they will be working with the department to incorporate Mid-Way signage into strategic signs.

Education: Secretary Michael Williams reported that they will probably have to put off the July safety meeting due to Osh Kosh. Mr. John Peroyea is working on getting free to speak in August. Mr. Peroyea shared that he is a representative of FISDO and the Wings Program. All of the attendees will have the ability to get Wings credits on their accounts. Chair Nanette Paghi explained that our Airport is just the host for the location, but the Airport does not endorse any speakers.

Tenant Relations: Secretary Michael Williams inquired how he could send out a newsletter to the tenants to let them know what is going on at the Airport. The Board discussed protocol for sending out information to tenants recommended by the Tenant Relations Committee. They agreed it should be in newsletter form. Ms. Jennifer Chelwick offered to work on formulating a couple of different templates for newsletters for the Board to approve. The Committee can then get together to formulate the content every month and Ms. Wright can review and send out.

Events: No Report.

Amending Minutes of May 11, 2023 Meeting to show Justin Coffman as Mayor-Elect and Mike Rodgers as Council Member-Elect:

Mr. John Peroyea made a motion to approve the Amended Minutes of May 11, 2023 to show Justin Coffman as Mayor-Elect Mike Rodgers as Council Member-Elect; second by Ms. Jennifer Chelwick. All Ayes.

Update on FY 23/24 Mid-Way Regional Airport Joint Airport Budget: Mr. Richard Abernethy gave a quick update on where we are at in the budget process. The next step is that both Waxahachie and Midlothian will be having several budget workshops. The budget will be approved mutually by both Cities as a part of their overall adoption in September and October 1<sup>st</sup> the budget will go into effect.

Adjournment: There being no further business,

Ms. Jennifer Chelwick made a motion to adjourn; second by Mr. Joshua Tate. All Ayes.

Respectfully submitted, Ms. Tammy Bowen, Airport Operations Assistant