

# Peninsula Airport Commission

## Board of Commissioners Meeting Minutes

March 24, 2022, 8:00 a.m.

### **Commissioners in Attendance:**

Chair, James “Jay” Joseph  
Vice Chair, Rob Coleman  
Treasurer, Thomas Herbert  
Assistant Treasurer, Sharon Scott (arrived 8:07 a.m.)  
Assistant Secretary, Brian Kelly

### **Staff members in Attendance:**

Executive Director, Michael Giardino  
Deputy Director, John Borden  
FOIA Officer, Barbara Rumsey  
Business Development Manager, Chris Walton  
Executive Assistant, Jamie O’Brien  
Chief Finance Officer, Mark Adams  
Counsel, L. Scott Seymour  
Facilities Manager, Bill LaManque  
Grounds Maintenance Manager, Skeeter Lavelle  
Police Chief Rittenhouse  
Officer Lonnie Correll  
Lt. John Sperath  
Terminal Maintenance Manager, Tommy Moore  
Lt. Matt Greene  
Captain Tammy Meyer

### **Public Officials Present:**

Ralph “Bo” Clayton, Newport News Assistant City Manager

### **Public Attendees:**

David Hause, Kiln Creek HOA  
Mr. & Mrs. Correll, parents of Officer Lonnie Correll  
Steve Romme, Airport One

Chairman Joseph called the meeting to order at 8:00 a.m.

**Minutes.** Commissioner Herbert moved to accept the February 24, 2022, meeting minutes as presented. Vice Chair Coleman seconded and the minutes were approved unanimously.

**Public Comment.** None

**Employee Recognition:** Mike Giardino and John Borden presented Officer Lonnie Correll with a Jared Alexander Award for a lifesaving event.

Mr. Coleman stated that he is President of Newport News Police Foundation and on behalf of the Foundation, would like to donate trauma kits to all of the officers of Newport News Williamsburg Airport Police.

**Mr. Herbert provided the Finance Committee Report:**

- (RON) Remain overnight fees are down as a result of lack of commercial air traffic
- Rick Aviation performed better than budgeted due to increased traffic
- Parking lot revenue was below what was budgeted
- Mobile home park revenue is down due to fewer occupied trailers
- Terminal utility expenses were below budget
- Terminal repairs and maintenance exceeded the budget. Chiller #2 and pyramid glass needed repairs. The chiller repairs will be reimbursed
- There were some miscoding issues that caused variances, but have now been corrected
- Parking lot maintenance exceeded budget due to PARCS system delays and failing equipment
- Escalator, fuel pump, trailer park maintenance, and water main leaks all exceeded the forecasted budget
- Discussion regarding federal grant funding

**Budget update from Mr. Giardino: (see exhibit)**

- Seats available have decreased, projected to increase in mid-August
- Fuel prices will cause increase in airfare, which may deter filling seats
- Enplanements are below projected 111,000
- Projected revenue and expenses for FY 22 are on par which will result in a net \$2 million loss
- Rental car income will increase due to Hertz returning and bringing the Dollar brand to the airport
- Aery lease will bring additional ~\$134,000
- Actively recruiting air service

**Rental car discussion:**

- Hertz will be returning May 1, 2022, and bring Dollar brand with them

**Lab School discussion:**

- Governor Youngkin endorses lab schools, could lead to funding for an aviation academy
- We would not lead but could provide the facility
- Funding/state budget still being negotiated. Lab schools may not be funded
- Mr. Coleman added that we can begin discussions with regional partners
- Mr. Giardino mentioned Bill LaManque who is on staff, has experience as an instructor at aviation school
- Per Ms. Scott, she believes PAC should lead the way if funding becomes available

**Mr. Joseph provided the Planning & Development Committee Report:**

- Aery financing update. PAC has met with Aery and their bank. Still negotiating the lender consent agreement with the bank
- Motion from Committee: Dog Head parcel: **Resolution 22-016** to approve terms of sale. Voice vote by roll call. 6-0 **Approved.**
- No update on pending sale to McMurrin
- Habersham transaction is waiting for land release from FAA
- Bill LaManque gave update on mobile home park
  - 77 trailers remaining
  - Storm drains are of concern, failing infrastructure

- On Westwind Dr., the storm drain runs under 9 homes
- Drain issues affect 65 hangar tenants
- Mr. Giardino commented:
  - Mobile home park closure was supposed to close in 1996 by resolution by PAC
  - Sunset plan will be presented at the next committee meeting and Commission meeting
- Mr. Herbert asked what the plan is for the land after the park closes. Per Mr. Giardino, no firm plan yet; a portion of the land is in the runway safety area for the third runway
- Mr. Joseph stated Mr. LaManque is working with United Way and Department of Housing to assist displaced tenants
- Ms. Scott asked how much notice will be given to tenants. Per Mr. Joseph, we will give more notice than the 60 days legally required per the lease agreement
- Bilateral Infrastructure Legislation update by Mr. Giardino
  - Application due March 28, 2022, at 5:00 p.m.
  - We have been allotted \$2 million per year from the legislation so far
  - Total program is \$5 billion over 5 years
  - Approximately \$90 million each year is for airports the size of Newport News Williamsburg Airport
  - Money is primarily for terminal buildings
  - Application is very limiting, no photos, 75 or 300 word blocks for responses to application questions
  - Cities of Newport News and Williamsburg provided statistics that will help complete the application package
  - Must apply each year for funding
- Master Plan update by Mr. Giardino
  - Two interviews on March 30, 2022
  - Six responses received
  - Will be funded in FY23
  - Approximate cost for new Master Plan \$1,000,000, funded by state and federal entitlement
  - Last Master Plan was done in 2014

**Marketing & Public Relations committee report:**

- Mr. Kelly reports that marketing needs to be very targeted/focused
- Presentation by Steve Romme from Airport One (see exhibit)

Ms. Scott departed at 9:29 a.m.

**Staff Reports:**

- None

**Old Business:**

- None

**New Business:**

- None

Mr. Joseph asked for a motion to enter in to closed session. Mr. Kelly made the motion; Mr. Coleman gave the second. Voice vote by roll call 4-0. Approved.

Mr. Seymour read Virginia law regarding a closed meeting from §2.23711. A5 and §2.23711 A9.

The Board of Commissioners went into closed session at 9:36 a.m.

Mr. Seymour read that PAC certified that the PAC only spoke about matters regarding the certifying exemptions.

The Board of Commissioners reconvened in an open session at 10:09 a.m.

Mr. Joseph adjourned the meeting at 10:10 a.m.

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