

# Peninsula Airport Commission

## Board of Commissioners Meeting Minutes

September 22, 2022, 8:00 a.m.

### **Commissioners in Attendance:**

Chair, Lindsey Carney Smith  
Vice Chair, Brian Kelly  
Secretary, Sharon Scott (arrived 8:19 a.m.)  
Assistant Secretary, Thomas "Tommy" Garner  
Treasurer, James "Jay" Joseph

### **Excused Absence:**

Jennifer Smith

### **Staff Members in Attendance:**

Executive Director, Michael Giardino  
Deputy Director, John Borden  
Business Development Manager, Chris Walton  
Finance Director, Mark Adams  
Executive Assistant, Jamie O'Brien  
Counsel, L. Scott Seymour  
Counsel, Patrick O'Donnell  
Avelo Station Manager, Bill LaManque  
Ground Maintenance Supervisor, Howard "Skeeter" Lavelle  
Airport One, Steve Romme

### **Public Officials Present:**

None

### **Public Attendees:**

David Hause, Kiln Creek HOA

Chair Carney Smith called the meeting to order at 8:00 a.m.

**Minutes.** Commissioner Joseph would like to see minutes in a briefer format. Commissioner Kelly moved to accept the August 25, 2022 meeting minutes as presented. Commissioner Garner seconded and the minutes were approved unanimously. Commissioner Joseph moved to accept the minutes from the Special Meeting held September 8, 2022. Commissioner Garner seconded and those minutes were also accepted unanimously.

**Public Comment.** None

Chair Carney Smith asked to go into closed session. Attorney Scott Seymour read the following, "The Chair will now entertain a motion to move the Commissioners of the Peninsula Airport Commission convene in closed session meaning pursuant to Virginia code section 2.2.3711 .A.3 discussion and consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property where discussion in an open meeting would adversely affect the Commission's

bargaining position or negotiating strategy; A.5 Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community (regarding expansion of [aviation services] where no previous announcement has been made); A.7 consultation with legal counsel and briefing by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the Commission regarding the closure of the mobile home park; A.8 consultation with legal counsel employed or retained by the Commission regarding specific legal matters requiring the provision of legal advice by such counsel.

Commissioner Garner made the motion to go into closed session; Commissioner Kelly seconded the motion. Voice vote by roll call: Chair Carney Smith - yes, Mr. Kelly – yes, Mr. Joseph – yes, Mr. Garner – yes. Motion passed unanimously.

Closed session began at 8:05 a.m.

Attorney Seymour read the following: “To conclude the closed session meeting and return to the open meeting and that prior to a roll call vote, the Commissioners of the Peninsula Airport Commission shall certify that to the best of their knowledge (i) only such public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened, were heard, discussed or considered in the meeting by the members of the Commission.

Any member of the Commission who believes that there was a departure from the requirements just stated must so state prior to the roll call vote and indicate the substance of the departure that, in such Commissioner’s judgment has taken place.

If there are no such statements of departure, if we could please have a motion and second to end and certify the closed session and return to open meeting.” The Commission certified that no departures were raised.

A motion to reconvene was made by Mr. Garner and seconded by Mr. Joseph. Voice vote by roll call: Chair Carney Smith - yes, Mr. Kelly – yes, Mr. Joseph – yes, Ms. Scott – yes, Mr. Garner – yes. Motion passed unanimously.

Open session resumed at 9:20 a.m.

#### **Committee reports:**

##### **Finance and Audit report:**

- No deviation from the financial statement in the Board Packet. Nothing more to add.

##### **Planning and Development committee report:**

- Will meet immediately following the Board of Commissioners meeting September 22, 2022
- Waterworks transaction should close this week. Chair Carney Smith asked Mr. Seymour to send an email when the transaction actually closes so we can celebrate. She noted that legal fees will be reimbursed.
- Habersham update: Chris Walton spoke to John Robinson at the FAA who acknowledged the delay is due to the FAA investigating how the parcel transferred hands in 1946.

**Governance and Customer Experience committees:** did not meet

**Marketing Report:** Mr. Romme presented a marketing update. See exhibit one. Mr. Romme noted that American Airlines eliminated 30,000 seats across the country in December.

Avelo advertising is underway. Radio spots and billboards are beginning, as well as bus wraps. Additional am radio spots will begin in December. We are working to improve military partnerships.

There was additional discussion about marketing for American Airlines and Avelo.

**Executive Director Report:** Mike recently returned from the ACI conference and reported that Jude Bricker (CEO of Sun Country) and Christina Cassotis (CEO of Pittsburgh International Airport) said 95% of airline recruitment is relationships and working together. Newport News Williamsburg Airport and Mike have worked and continue to work very hard to foster strong positive relationships.

Mike asked for the Board of Commissioners to approve a schedule for the rest of the calendar year. He proposed to move the date of the October Board of Commissioners meeting to Wednesday, October 19 at 8:00 am to coincide with the arrival of the inaugural Avelo flight.

Also to occur at the October meeting is the presentation of the check to Hampton Roads Youth Corp from the 5K on the Runway. (5K on the Runway was a huge success.)

There was some discussion about the date for the November Board of Commissioners meeting. It was settled for November 23 at 8:00 am. December's Board of Commissioners meeting will be held on December 22 at 8:00 am.

Chair Carney Smith asked for a motion to accept the dates as presented. Commissioner Scott moved; Commissioner Garner seconded the motion. The motion passed unanimously.

**Resolution:** Ferguson lease amendment (see exhibit two). Some discussion around the terms for terminating and renewal of the lease. Chair Carney Smith wants the terms for renewal changed on item 3 of the resolution to indicate that renewal be by mutual agreement between the tenant and the landlord.

Chair Carney Smith asked for a motion to accept the resolution with changes as indicated above. Commissioner Garner moved; Commissioner Scott seconded the motion. The motion passed unanimously.

The Chair asked if there was any other business to be addressed. There being none, the meeting was adjourned at 10:09 am.