

Peninsula Airport Commission

Board of Commissioners Meeting Minutes

July 27, 2023, 8:00 a.m.

Commissioners in Attendance:

Chair, Lindsey Carney Smith
Vice Chair, Thomas “Tommy” Garner
Treasurer, James “Jay” Joseph
Secretary, Dr. McKinley Price

Staff Members in Attendance:

Interim Executive Director, John Borden
Office Manager, Barbara Rumsey
Director of Finance, Mark Adams
Commission Clerk, Patricia Speno
DPS Chief Todd Rittenhouse
Human Resources, Regina Carson
Howard LaValle
Jeffrey Starcher

Public Officials Present:

Assistant City Manager of Newport News, Ralph “Bo” Clayton

Counsel:

Counsel, L. Scott Seymour

Public Attendees:

Kiln Creek HOA representative, David Hause
PHF Hero’s Lounge Volunteer Manager, Jacqueline Wade
Brett Hall, Media, Wavy News
Cody Slaughter, Media, Wavy News

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

Attorney Scott Seymour added that the staff would like to add a closed session which was not in the public agenda. Ms. Smith asked for a motion to amend the agenda to include the closed session. Mr. Joseph made the motion and Mr. Garner seconded. A motion was passed unanimously to amend the agenda to include closed session.

Minutes: Commissioner Garner moved to accept the June 23, 2023 meeting minutes. Commissioner Joseph seconded, and the minutes were approved with an edit pertaining to reimbursement for legal

fees, (2nd page, 5th full paragraph) from \$1,000 to \$4,000. Motion passed with Commissioners Smith, Garner and Joseph approved the minutes and Commissioner Dr. Price abstained.

Public Comment: No public comment

Jared Alexander Award: Bill LaManque and Jeffrey Starcher were the recipients of the Jared Alexander Awards for July 2023.

Finance and Audit Committee Report: Commissioner Joseph met with Mr. Borden, Mr. Adams, and Ms. Rumsey and reviewed the June financials. Mr. Joseph asked for a status update on the Truist Bank account. It was stated that the account was unchanged and still active.

Mr. Joseph requested that staff provide a rent roll with all leases to include when they will be increased per the lease as this would be beneficial for tracking as well as budget forecasting.

Mr. Joseph stated miscommunication with the City led to the annual financial audit report being delivered late. Mr. Adams indicated the city has been contacted for this year and a deadline of November 15, 2023, has been agreed to by the auditors.

Planning and Development Committee Report: Chair Smith stated that the Planning and Development Committee meeting was held on Monday, July 24th. There are three (3) easements that have been in the works for some time. The first easement has a temporary construction access easement as well as the construction easement for HRSD. The second easement has a partial land release for Virginia Natural Gas (VNG) in the amount of \$15,000 fee approved to be paid to PAC. The third easement is for HRSD and was approved by the FAA and is at the City of Newport News. At the Master Plan meeting last Friday a SWOT analysis was completed by the group that included PAC staff, Passero, and TBI. The FAA was very involved in this process and wants to know what we are going to do with the 3rd runway that is currently in our Master Plan. They do have some input as we do have two runways and that's a very valuable asset that our sister airports do not have. Our strengths, our weaknesses, our opportunities, and threats are pretty obvious to all of us but they did go through it so that our consultants are aware of what all our assets and true benefits of this airport are as well as some of the challenges we have so that they can go into that process knowing where we sit today. Greg Campbell and Rusty Harrington from the FAA and DOAV are coming back down to the airport in early August to do a windshield tour of the airport.

Ms. Smith asked John Borden if he had anything to report from the HRTPO meeting he attended. Mr. Borden reported that they talked a lot about the tunnel. Their real concern is the lane closures. The traffic has been backing up all the way to Coliseum Drive during rush hour. There are concerns with safety with how medics will get to the tunnel with all the traffic leading to the tunnel. They anticipate a lot of bridge work, especially near the Hampton River Bridge. They expect that to begin in a year. Mr. Borden reported the Master Plan was approved in May and the Taxi way Delta Design and rehab grant was approved in June.

Ms. Smith asked Commissioner Garner if he wished to speak about the airport entrance. Mr. Garner reported we are moving along, awaiting legal documents. Mr. Garner stated he will be able to update the Commission next month.

Commissioner Joseph asked if we could do some work about the trees that have grown up and are hanging over into the street from the right corner on Bland Boulevard.

Executive Director Report: Mr. Borden reported the Master Plan Meeting was held on July 17th. Mr. Jeff Breeden with the FAA met virtually for the meeting. One of their major concerns is where the runways intersect, which will be addressed in the master plan. Mr. Borden reported 2 hours were spent discussing our strengths, weaknesses, opportunities, and threats. There was input from staff including our Fire Department, Technical, Operations, Business Development and Maintenance Departments with staff voicing their concerns and opinions. Mr. Borden reported that a lot of our weaknesses and vulnerability centered around the lack of passengers, stating that an increase in passengers would certainly eliminate some of these concerns. The team agreed that our strength right now is the actual construction of the tunnel and the traffic. Mr. Borden stated we could actually use this information by way of photographs to entice airlines to come to the airport.

Mr. Borden reported on the 5K on the Runway. He stated that we are behind on Sponsorships. He asked the Commission to assist with sponsors and to get the word out to their friends and colleagues to become a sponsor and benefit our charitable partner, Dream Catchers.

Old Business: Resolution: We resolve that the Peninsula Airport Commission approve and adopt Resolution 23-008 Authorizing Easement for Gas Regulator Station with Virginia Natural Gas, Inc. A motion was made by Commissioner Garner to accept the resolution. The motion was seconded by Commissioner Joseph. Voice vote by roll call: Chair Smith – For, Commissioner Joseph – For, Commissioner Garner – For, Commissioner Price – For. The motion passed unanimously.

Resolution: We resolve that the Peninsula Airport Commission approve and adopt Resolution 23-009 Authorizing a Temporary Access Agreement with Hampton Roads Sanitation District. A motion was made by Commissioner Garner to accept the resolution. The motion was seconded by Commissioner Joseph. Voice vote by roll call: Chair Smith – For, Commissioner Joseph – For, Commissioner Garner – For, Commissioner Price – For. The motion passed unanimously.

Resolution: We resolve that the Peninsula Airport Commission approve and adopt Resolution 23-010 Authorizing a 30' Sanitary Sewer Easement with Hampton Roads Sanitation District. A motion was made by Commissioner Joseph to accept the resolution. The motion was seconded by Commissioner Garner. Voice vote by roll call: Chair Smith – For, Commissioner Joseph – For, Commissioner Garner – For, Commissioner Price – For. The motion passed unanimously.

Resolution: We resolve that the Peninsula Airport Commission approve and adopt Resolution 23-011 Regarding Lease with Transportation Safety Administration. A motion was made by Commissioner Garner to accept the resolution. The motion was seconded by Commissioner Price. Voice vote by roll call: Chair Smith – For, Commissioner Joseph – For, Commissioner Garner – For, Commissioner Price – For. The motion passed unanimously.

New Business: No new business.

Closed Session: Counsel Scott Seymour stated at this time the Chair will accept a motion to move that the Peninsula Airport Commission convene in closed session pursuant to the Virginia code section 2.2-3711.A.(1): for the assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees, or employees of the Commission and A.(5): regarding discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made or the business or industry's interest in locating or expanding its facilities in the community.

A motion was made by Commissioner Garner and seconded by Commissioner Dr. Price. A roll call vote was taken. Chair Smith – For, Commissioner Garner – For, Commissioner Joseph – For, Commissioner Dr. Price -For. The motion passed unanimously.

Closed session began at 8:30 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 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."

A motion was made by Commissioner Dr. Price and seconded by Commissioner Garner. A roll call vote was taken. Chair Smith – Yes, Commissioner Joseph – Yes, Commissioner Dr. Price– Yes. Commissioner Garner-Yes. The motion passed unanimously. The meeting resumed in open session at 9:05 a.m.

Chair Smith asked if there was any other business to come before the commission.

Commissioner Dr. Price asked if the meetings could be changed to the third Thursday of the month. Attorney Seymour indicated it was in the bylaws that the meetings take place the fourth Thursday of the month. Chair Smith stated we could look at amending the bylaws and that it could take several months.

There being no further business to come before the commission, the meeting adjourned at 9:09 a.m.