

Peninsula Airport Commission

Board of Commissioners Meeting Minutes

November 26, 2024

Commissioners in Attendance:

Chair, Lindsey Carney Smith

Vice Chair, Thomas Garner

Assistant Secretary John Lawson

Treasurer, James “Jay” Joseph

Assistant Treasurer, McKinley Price, DDS

Staff Members in Attendance:

Interim Executive Director, John Borden

Office Manager, Barbara Rumsey

Executive Assistant, Jenna Coyle

Director of Operations, Rob Gay

Architect, Fabio Bendena, Passero & Associates

Public Officials Present:

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

Counsel:

L. Scott Seymour

Public Attendees:

Gavin Stone, Daily Press/Virginian Pilot

Dave Dober, ATAC

David Hause, Kiln Creek HOA

Chair Smith called the meeting to order at 9:30 a.m. She began by thanking everyone in attendance, wishing everyone a wonderful Thanksgiving. She then moved on to last meeting’s minutes.

Approval of Minutes from October 17, 2024. Chair Smith asked if everyone had time to review and if there were any comments or edits to the Minutes. There were none. Dr. Price moved a motion and Mr. Lawson seconded the motion. Voice vote by roll call. **5-0. Minutes approved.**

Public Comment. The Chair asked if there was anyone who signed up for Public Comment and Ms. Rumsey replied that there was none.

Committee Reports:

Finance & Audit Committee. Mr. Joseph stated that the draft audit report is expected the second week of December, final in January. He also mentioned that passengers are up and had 5000 flight operations.

Planning & Development Committee. Chair Smith stated they did not meet.

Facilities Committee. Nothing significant to report

Windows Project. Fabio stated the project should start in February. The construction permit was granted yesterday. There will be some construction activity beginning the second week of December.

Jetbridge Replacement Project. There is a meeting on December 6. It is 100% designed and ready for bid out in January.

Executive Director Report: Mr. Borden stated that the 5k was a great event. There was a total of 550 runners, raised \$2271.07 for the Peninsula Pastoral Counseling Center. He added that we were short on sponsors this year and that the charitable partner was amazing to work with. He attended the VAB in Richmond. Mentioned 33 states so far are working together for FAA safety regulations regarding UAV. He also brought up that the state is conducting economic studies and that there is an attempt to try with the real estate disclosure/buyer beware section, instituting an interactive map.

Chair Smith asked to revive the master plan, meeting December 6.

Chair Smith asked Mr. Borden to present the check from PAC to the Peninsula Pastoral Counseling Center. They in turn presented Mr. Borden with a gift as a thank you and expressed their gratitude.

Old Business. There was none.

New Business: There was none.

Closed Session: Chair Smith asked Mr. Seymour to read closed session statements for §2.2-3711(A)(1): Personnel, §2.2-3711(A)(3) Acquisition & disposition of real property, and §2.2-3711(A)(5): Prospective Business. Chair Smith asked for a motion. Dr. Price moved the motion. Mr. Joseph seconded the motion. Roll call by voice vote. **5-0 approved. The PAC went into closed session at 9:44 a.m.**

Chair Smith asked Mr. Seymour for open certification. Mr. Seymour read the required certification statement. Mr. Lawson moved a motion; Dr. Price seconded the motion. Roll call by voice vote. **5-0. Open session began at 10:17a.m.**

Chair Smith asked if there was anything else for the good of the order.

Chair Smith adjourned the meeting at 10:18 a.m.

Next Meeting Date: