

# Peninsula Airport Commission

## Board of Commissioners Meeting Minutes

April 17, 2025

### **Commissioners in Attendance:**

Chair, Lindsey Carney Smith

Vice Chair, Thomas Garner

Assistant Treasurer, McKinley Price, DDS

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

Interim Executive Director, John Borden

Office Manager, Barbara Rumsey

Chief Financial Officer, Mark Adams

Director of Operations, Rob Gay

### **Public Officials Present:**

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

### **Counsel:**

L. Scott Seymour

### **Public Attendees:**

David Hause, Kiln Creek HOA

Chris Morello, Assistant Director, Department of Development

**Chair Smith called the meeting to order at 8:00 a.m.** She began by thanking everyone in attendance. She then moved on to the last meeting’s minutes.

**Approval of Minutes from February 27, 2025.** 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. Garner seconded the motion. Voice vote by roll call. **3-0. 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.** The budget will be presented in May and approved in June. Chair Smith asked Mr. Adams if there are any changes from February, and he responded that there are no major changes. There was a conversation about funds that will be needed from the City of Newport News. The ask looks like 3 million which 1 million is Capital.

**Planning & Development Committee.** The staff recommended Talbert and Bright for the Architectural & Engineering RFG. Chair Smith asked for a motion. Mr. Garner moved a motion and Dr. Price seconded the motion. Voice vote by roll call. **3-0 approved.** Site assessment being conducted for the Virginia Brownsfield Grant – Air Commerce Park W on top of site readiness from EDA. The MasterPlan is being updated; there was a meeting 10 days ago regarding the matter. There is a meeting next week for forecasting to add alternate revenue streams, including UAs and commercial/non-commercial use.

**Facilities Committee.**

**Windows Project.** Mr. Borden stated the windows project is going well. Brick work has started, and that the project is about 85% complete

**Jetbridge Replacement Project.** Bids are due April 29. DOAV approved 80% for bathrooms which will assist with a second jetbridge.

**Roof.** We will interview the low bidder, they worked at Dulles previously, and we spoke about floor allocation, local share is estimated at \$875k. Jeff Breeden is reviewing PFC 7. The state share is \$180k, and PFC 7 is \$1.2mil. Consulted with AA about using PFC 7 for full gut of the bathrooms. It will take 45 days for approval and is expected to start in August or September.

GA Ramp and Taxiway D construction. There was a handout for Capital Funding allocations.

ACIP. We had a meeting with DOAV and TBI on March 17th in Richmond. Mr. Borden stated that we have to have the GA Ramp and Taxiway D under grant by June or we lose funding.

There has been chatter that the FAA is concerned the MasterPlan may not be finished in the grant timeline.

**Executive Director Report:** Feel Good Story – The Good Year Blimp planning a possible visit in May. Mr. Borden mentioned the windows project being 85% complete and the start of the brick work.

**Old Business.** Chair Smith asked if there was any old business. There was none.

**New Business:** Costco will replace Ferguson. Chair Smith will represent Costco. There is a deed restriction, conditional use permit. Dr. Price asked if we looked at a traffic plan. Extensions being added to SB left turn lane at the light and tapering adjustments. The Denbigh interchange is on track, first phase is WB lanes, second phase is EB lanes, expected 2029 start date. Mr. Garner asked about the airports traffic. Chair Smith is forwarding the deed to Counsel Scott and asked for a site plan. Will vote in the June council meeting.

**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. Mr. Garner moved the motion. Dr. Price seconded the motion. Roll call by voice vote. **3-0 approved. The PAC went into closed session at 8:28 a.m.**

Chair Smith asked Mr. Seymour for open certification. Mr. Seymour read the required certification statement. Dr. Price moved a motion; Mr. Garner seconded the motion. Roll call by voice vote. **3-0. Open session began at 9:10 a.m.**

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

**Chair Smith adjourned the meeting at 9:11 a.m.**

**Next Meeting Date:** May 15, 2025 at 8:00 a.m.