

CHESAPEAKE AIRPORT AUTHORITY
MINUTES
February 14, 2023

The regular meeting of the Chesapeake Airport Authority was held on Tuesday, February 14, 2023 at 7:00 p.m. at the Chesapeake Regional Airport, Chesapeake Virginia.

MEMBERS PRESENT: Wynn Dixon, Meredith Kennedy, Kevin Beethoven, Morris DeSimone, Derrick Dudash, and Richard Cheliras

MEMBERS ABSENT: Chad Diederich, CT Cowling, and Greg Benschhoff

AIRPORT MANAGER: Chris Schrantz

AIRPORT ENGINEER: Steve Peterson, Talbert & Bright

GENERAL COUNSEL: Anita O. Poston

CALL TO ORDER

Chairman Dixon called the meeting to order at 7 pm.

APPROVAL OF MINUTES FROM JANUARY MEETING

A motion was made and seconded to accept the minutes from the January 2023 meeting. The motion passed unanimously. (6-0)

MOTION TO APPROVE FINANCIAL STATEMENTS

Chairman Dixon advised that CT Cowling reported by email in his absence that he had reviewed the current financials and recommended approval. A motion to approve and accept the financial report was made, seconded and passed. (5-0) Dick Cheliras abstained.

INVOICES OVER \$4,999

No Invoices Presented.

OLD BUSINESS

FBO Committee Report

Committee Chair, Ms. Kennedy, discussed the results of the FBO committee meeting held on January 19, 2023, and presented the following recommendations: the Authority shall publish a new RFP comparable to the last one; the RFP should be advertised for 8 weeks; the term of the lease should be extended to twenty (20) years plus one additional five (5) year option. The motion approving the recommendations of the FBO Committee was approved unanimously. (6-0)

NEW BUSINESS

Extension Of Horizon Aviation Lease

Mr. Schrantz asked that Horizon's lease be extended through December 31, 2023 in order to complete the RFP process. Ms. Kennedy moved to approve the lease extension to December 31, 2023; the motion was seconded and approved unanimously. (6-0)

TALBERT & BRIGHT – REPORT BY STEVE PETERSON

Corporate Hangar Construction

The contractor has signed the contract which will be executed on behalf of the Authority upon final review.

Runway and Taxiway Lighting Rehabilitation

The contractor is sending submittals for approval. A late spring to early summer start is anticipated. The contractor is looking at lead times for material deliveries.

T-Hangar Taxiway Phase 3 Design

The survey, geotechnical data and pipe video results have been received. The design process is beginning, and plans should be ready for bid by the Virginia Aviation Board meeting in August.

MANAGER'S REPORT

1. Airport Capital Improvement Plan meeting was held with FAA and Virginia DOAV. Runway Rehabilitation Design and Construction funds are now being programmed for completion in 2026.
2. The Just Compensation trial date for C&H Land Co. is August 2024.
3. Fuel Farm repairs are under way. The fuel farm refurbishment project is going before the Virginia Aviation Board this Thursday with the DOAV recommending approval. The low bid for the fuel farm came in at \$274,625. The DOAV contributes 33% in accordance with the gallons delivered.
4. Furniture replacement and interior amenities project is being developed by RRMM. They will draw the specifications and solicit the bids for the replacement furnishings including outdoor furniture, new conference table with chairs.
5. CAA will coordinate with the City Economic Development office to announce the availability of corporate hangar space at the Airport. The announcement will be designed to attract regional (East of the Mississippi River) flight departments to the availability of new space.
6. The drive through gates have been repaired. The physical security audit is expected to be conducted on Friday by the Crime Prevention department within Chesapeake Police Department.

7. The full-time maintenance technician position remains open.
8. The legislative reception was attended by Chairman Dixon and the Manager. Contacts were made with Delegate Jay Leftwich, Senator John Cosgrove, Delegate Phillip Scott and Senator Edwards.

CHAIRMAN'S REPORT.

Chairman Dixon discussed the results of the retreat held on January 24, 2023 and reviewed a summary of the retreat and the workplan that was developed. Chairman Dixon advised that the retreat was very successful and also commended Suzanne Puryear for her role in retreat.

Chairman Dixon recommended that the Authority establish another staff position at the Airport to assist with maintenance. The motion was seconded and approved unanimously. (6-0)

Chairman Dixon closed by thanking everyone for their work for the Authority.

ADJOURNMENT

There being no further business, the meeting was adjourned.

Wynn Dixon
Chairman