

CHESAPEAKE AIRPORT AUTHORITY
MINUTES
SEPTEMBER 10, 2024

The regular meeting of the Chesapeake Airport Authority was held on Tuesday, September 10, 2024, at 7:00 p.m. at the Chesapeake Airport, Chesapeake Virginia.

MEMBERS PRESENT Scott Bechtold, Kevin Beethoven, Morris DeSimone,
Wynn Dixon, Andrew Hochhaus, and Thomas Russell.

AIRPORT MANAGER Chris Schrantz

ACCOUNTING MANAGER Mary Cover

AIRPORT COUNSEL Anita Poston, Woods Rogers Vandeventer Black, PLC

AIRPORT ENGINEER Steve Peterson, Talbert & Bright

CALL TO ORDER

Chairman Dixon called the meeting to order at 7:00 pm.

MINUTES FROM AUGUST 2024 MEETING

A motion was made, seconded, and unanimously approved to accept the minutes from the meeting held on August 20, 2024.

Amendment from the October 2024 meeting:

A motion was made to amend the September 10, 2024 to include the discussion of the strategic communication committee role and purpose. The motion was seconded, and unanimously approved to accept the minutes with the amendment from the meeting held on September 10, 2024.

FINANCIAL STATEMENTS

Mr. DeSimone reported that he had reviewed the current financial statements and moved for their approval. The motion to approve the financial statements was seconded and adopted unanimously. (6-0)

REVIEW OF INVOICES

Invoices over \$1,000

8/6/2024	Dominion Power	Utility Billing	2,611.62
8/12/2024	Pender & Coward	Easement Acquisition	17,158.61
8/15/2024	JR Caskey	CS6-65 PR 2	876,972.29
8/15/2024	US Bank	Series 2022 Bond Payment	25,243.00
8/15/2024	Artis	Pump Out	1,925.00
8/15/2024	Dominion Power	Utility Billing	1,182.87
8/15/2024	Hero Mold Remov	FBO Building Mold Removal	1,875.00
8/19/2024	Appalachian	Retainage	19,389.82
8/22/2024	Smith Turf	Tractor	23,119.00
8/22/2024	Brown Edwards	Audit Billing	<u>11,400.00</u>

NEW BUSINESS

FY 24 Audit Review

After further discussion, the chairman announced that the Authority will wait to vote on the approval of the FY24 Audit until the final version is available. Once available, a special meeting may be necessary for approval.

REPORT FROM TALBERT & BRIGHT submitted by Steve Peterson

T-Hangar Taxiway Phase 3 Construction

The contract work is substantially complete. The contractor will be on site next week to place the final markings. There are a few minor punch list items left. We anticipate final acceptance of the work in the next 30-days.

Corporate Hangar Construction

The contractor will be onsite this month to do the repairs to the floors in both hangars.

South Apron Pavement Rehabilitation

This project was approved at the Virginia Aviation Board meeting in August. We are currently waiting on a grant offer from the DOAV and final funding from the city.

MANAGER'S REPORT submitted by Chris Schrantz

The Ford Tri-Motor is being housed overnight at CPK while they give rides at the Military Aviation Museum during the day this coming Thursday, Friday and Saturday. The Tri-Motor is operated by the Experimental Aircraft Association which has other classic airplanes that may make Chesapeake Regional Airport a regular stop.

Staff will be meeting with the City Manager's office along with the Director of Finance and the Director of Budget to review the operating and capital expenditures from 2024 and projections for 2025. The Authority pays back to the city \$110,000 annually for the water fees.

The Chesapeake Connects initiative is making its way down West Rd and has started to install a fiberoptic node. Staff is working with the City I.T. department on the deployment of the initiative on Airport property to ensure that easements and existing utilities are properly documented.

The Manager is planning a website overhaul this fall and has addressed the need for a revamp with Valerie Cudnik, our current web master, to revitalize and refresh the content layout.

The Virginia Economic Development Partnership will visit the Airport in late September to review the capabilities of the new corporate hangars. Our VAB representative, Vanessa Christie, is part of the VEDP and is championing our offerings.

We received our new zero-turn mower purchased with a 50% grant from the Virginia Department of Aviation. The 60-inch Toro was purchased through an existing government purchasing agreement held between Toro and the City of Chesapeake. The Toro brand is serviceable by the City Garage Small Engine department.

CHAIRMAN'S REPORT

Chairman Dixon thanked everyone for their participation.

MEMBER COMMENTS

Messrs Desimone, Bechtold and Russell discussed concerns with the Airport's lack of social media presence. The chairman will address how to involve members of the Authority to improve this in the future.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:00 P.M.

Wynn Dixon
Chairman