

**VIRGINIA HIGHLANDS AIRPORT AUTHORITY
REGULAR MEETING**

Members Present: John R. White
Edward "Earl" Maine
Frank Sims
Stephen Lowe
Dr. James E. Baker
David G. Anderson

Absent: Andy Puckett

Guest Present: See Attachment

The Virginia Highlands Airport Authority Board of Directors met on Monday, May 08, 2017 at 6:00 P.M. in conference room "A" of the Terminal Building. Mr. White, Chairman, determined that a quorum of the Board was present and called the meeting to order. Also present were Mickey Hines, Airport Manager, Jim Elliott, Airport Attorney, Kristy Miller, Administrative Assistant and Amber Miller, Administrative Assistant.

Mr. White call for approval of the Minutes of the Regular Meeting April 10, 2017.

Mr. Maine moved to approve the Minutes of April 10, 2017. Mr. Anderson seconded the motion. The motion carried unanimously.

Mr. White called for the Financial Report.

Mr. Anderson gave the Financial Report.

Discussion ensued.

Mr. White called for the Manager's Report.

Mr. Hines gave the Manager's Report.

Discussion ensued.

Mr. White called for the Operations Committee Report.

Mr. Maine stated that the Operations Committee had met to review the proposed 17/18 Operations Budget.

Discussion ensued.

Mr. Maine asked the Board to review the proposed 17/18 Operations Budget. The Budget will be presented for approval at the June 2017 meeting.

Mr. White called for the Development Committee Report.

Mr. Lowe stated that the Development Committee had met to review the rental rates for Term Leases and to look at the parking rates for temporary aircraft in Hangar C.

Mr. Lowe stated that the discussion on parking rates for temporary aircraft in Hangar C had been tabled till a later date.

Mr. Lowe stated that it is the recommendation of the Development Committee to increase the rental rates by 3% for Space "F" East – OTB, Space "F" West – OTB, and the East Room Terminal effective when their current Lease expire.

Mr. White called for a vote to accept the Development Committees recommendation to increase the rental rates. The motion carried unanimously.

Mr. White opened the discussion on the possibility of installing radiant heat in Hangar C.

Discussion ensued.

Mr. White called for Unfinished Business.

Mr. Hines informed the Board that the AOPA will be holding a Rusty Pilot Seminar here on Saturday, May 13, 2017.

Mr. Hines stated that a Memorandum was included in the packet that referenced the Lee Highway/ Exit 13, Phase 2A Sewer Project that requires the Airport to connect Hangar A & B, Hangar C/OTB, and the Virginia State Police Hangar.

Mr. Hines presented the Board with the following three (3) options:

1. Do nothing and still get billed monthly as if we were connected to the sewer.
2. Interest Free Financing – pay one-half down and pay the remaining balance over a twelve (12) month period.
3. Pay in full up front.

Mr. Lowe moved to approve "Option 2" for all three (3) sewer connections. Mr. Maine seconded the motion. The motion carried unanimously.

Mr. Elliott presented the Board with a Resolution in reference to the St. John House.

Discussion ensued.

Mr. Lowe moved to approve the Resolution as presented by Mr. Elliott. Mr. Maine seconded the motion. The motion carried unanimously.

Mr. White called for New Business.


None.

Mr. White called for Public Comments.

None.

No Closed Session.

Mr. Maine moved to adjourn. Mr. Sims seconded the motion. The motion carried unanimously. The meeting adjourned at 7:09 P.M.


David Anderson, Secretary


John R. White, Chairman

VRGINIA HIGHLANDS AIRPORT AUTHORITY
GUEST LIST - May 08, 2017

[illegible]

**RESOLUTION OF THE BOARD OF DIRECTORS
OF VIRGINIA HIGHLANDS AIRPORT AUTHORITY**

WHEREAS, the St. John House is designated as an architectural site eligible for the National Register of Historic Places, identified as VDHR #095-5264, and is subject to certain federal and state regulations regarding historic preservation; and

WHEREAS, in April 2010, as a component of the Runway 6 Extension Project, the Authority entered into a *Memorandum of Agreement Among the Federal Aviation Administration, the Virginia State Historic Preservation Office, and the Virginia Highlands Airport Authority Regarding the Extension of Runway 6 and Associated Projects for the Virginia Highlands Airport* (the “Memorandum of Agreement”), controlling the Authority’s treatment of the St. John House; and

WHEREAS, in May 2015, the Authority entered into a *First Amendment to Memorandum of Agreement Among the Federal Aviation Administration, the Virginia State Historic Preservation Office, and the Virginia Highlands Airport Authority Regarding the Extension of Runway 6 and Associated Projects for the Virginia Highlands Airport* (the “First Amendment”), extending and amending the Memorandum of Agreement; and

WHEREAS, both the original MOA and the amended version were required in order to financially proceed with the development of an extended RW6, and the MOA as amended required the Authority to purchase the St. John house property, and

WHEREAS, the Authority now owns the 2.8-acre parcel of real property upon which the St. John House is located (the “Property”); and

WHEREAS, Stipulation 1.A.4 of the Memorandum of Agreement, as amended by the First Amendment, requires the Authority to develop a marketing plan to resell the Property to a private owner after the runway construction project is complete; and


WHEREAS, for the reasons set forth below, the Authority believes the best options for the house on the property are to either require it be moved by a consenting purchaser or allow it to be taken down after marketing certain of its historical elements (such as original flooring, stair well steps and risers, hand rail and newel post, any ceiling trim or chair rails, columns, doors and door frames, windows and window panes, etc.); and

WHEREAS, such options must be approved by the other parties to the amended MOA (Virginia Department of Historic Resources and the Federal Aviation Administration), the airport manager and counsel shall negotiate with the other parties with the goal of achieving agreement on the aforesaid options; and

WHEREAS, Stipulation 1.A.4 further requires the Authority to submit its marketing plan to the Federal Aviation Administration (“FAA”) and the Virginia State Historic Preservation Office (“SHPO”) for review and approval:

NOW, THEREFORE, in accordance with the Memorandum of Agreement and First Amendment, the Board of Directors authorizes the Airport Manager, with assistance of counsel, to seek the approval of the DHR and the FAA to perform, within reasonable time, either of the above options. .

RESOLVED this 8th day of May, 2017, by a vote of 6 for and 0 opposed, a quorum present and voting.


Secretary