

## VIRGINIA HIGHLANDS AIRPORT AUTHORITY

## REGULAR MEETING

**Members Present:** Stephen Lowe  
Edward "Earl" Maine  
Gary Cutlip  
John White  
Frank Buchanan, III  
Joseph C. Straten  
David G. Anderson

**Guest Present:** See Attachment

The Virginia Highlands Airport Authority Board of Directors met on Monday, May 12, 2014 at 6:00 P.M. in the Lobby of the Terminal Building. Mr. Lowe, 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, Airport Secretary, Amber Miller, Airport Assistant Secretary.

Mr. Lowe recognized and welcomed Mr. Terry Page, ADO Manager of the FAA-WADO, Mr. Randy Burdette, Director of the VDA, Mr. Rusty Harrington of the VDA, Mr. Mike Swain of the VDA, Ms. Courtney Beamon, President of Delta Airport Consultants, Mr. Tracy Saunders of Delta Airport Consultants, and Mr. Doug Sander of Delta Airport Consultants.

Mr. Lowe turn the floor over to Mr. Hines.

Mr. Hines gave an overview of the Community, the Airport, and the Extension of Runway 6 Project.

Mr. Terry Page, ADO Manager of the FAA-WADO, spoke to the Board.

Mr. Randy Burdette, Director of the VDA, spoke to the Board.

Mr. John Tickle addressed the Board.

Discussion ensued.

Mr. Hines presented Mr. Terry Page with a plaque of appreciation for his outstanding distinguished and dedicated service with the Federal Aviation Administration and his significant contribution to the development of the Virginia Highlands Airport.

Mr. Anderson moved that the meeting recess until 7:30p.m. Meeting to reconvene in conference room "A". Mr. Maine seconded the motion. The motion carried unanimously.

Mr. Lowe called for a motion to reconvene the meeting seeing that it is 7:30p.m.

Mr. Anderson moved to reconvene the meeting. Mr. Maine seconded the motion. The motion carried unanimously.

Mr. Lowe called for approval of the Minutes of the Regular Meeting of April 14, 2014.

Discussion ensued.

Mr. Buchanan moved to approve the Minutes of April 14, 2014. Mr. Straten seconded the motion. The motion carried unanimously.

Mr. Lowe called for the Financial Report.

Mr. Cutlip gave the Financial Report.

Mr. Lowe called for the Manager's Report.

Mr. Hines gave the Manager's Report.

Discussion ensued.

Mr. Lowe called for the Operations Committee Report.

Mr. Maine stated that the Operations Committee had not met.

Mr. Lowe called for the Development Committee Report.

Mr. Buchanan stated that the Development Committee had not met.

Mr. Buchanan discussed the rental increase with the Board.

Discussion ensued.

Mr. Buchanan moved to increase the rental rates two percent (2%) across the board. Mr. Maine seconded the motion. The motion carried with Mr. Lowe and Mr. White abstaining.

Mr. Lowe called for Unfinished Business.

Mr. Lowe stated that the Fuel Discount Program needed to be discussed.

Discussion ensued.

Mr. Buchanan moved to approve the Fuel Discount Program as presented. Mr. White seconded the motion. The motion carried unanimously.

**Mr. Lowe called for New Business.**

**Mr. Lowe stated that there was a request from Mr. Venable for a reduction of rent for a storage pod if he pays one year's rent in advance. Pod rents for one hundred fifteen dollars (\$115.00) per month.**

**Discussion ensued.**

**Mr. Buchanan moved to offer a five percent (5%) reduction of rent after the two percent (2%) rental increase. Mr. Maine seconded the motion. The motion carried unanimously.**

**Discussion ensued.**

**Mr. Buchanan moved to resend the motion "to offer a five percent (5%) reduction of rent after the two percent (2%) rental increase". Mr. White seconded the motion. The motion carried unanimously.**

**Mr. Lowe called for Public Comments.**

**None**

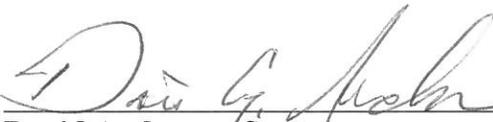
**Mr. Lowe moved that the Virginia Highlands Airport Authority conduct a Closed Session pursuant to Code of Virginia 2.2-3711 A.3 for the purpose of Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. Mr. Anderson seconded the motion. The motion carried unanimously.**

**Following the Closed Session, the Board immediately reconvened its open Session and the Authority's attorney, Mr. Elliott took a roll call vote stating that no matter was discussed in Closed Session other than that were included in the motion to go into Closed Session and no other votes were taken in Closed Session other than to go out of Closed Session.**

**Stephen Lowe– I so Certify  
Edward "Earl" Maine– I so Certify  
Gary Cutlip– I so Certify  
John White – I so Certify  
Frank Buchanan, III– I so Certify  
Joseph C. Straten– I so Certify  
David G. Anderson– I so Certify**

**Mr. Anderson moved to allow the Airport Manager and Airport Legal Counsel to negotiate for the acquisition of real property as discussed in Closed Session. Mr. Maine seconded the motion. The motion carried unanimously.**

Mr. Maine moved to adjourn. Mr. Cutlip seconded the motion. The motion carried unanimously. The meeting adjourned at 8:28 P.M.



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David Anderson, Secretary



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Stephen Lowe, Chairman