



Charlottesville Albemarle Airport Board Meeting Minutes
Monday, August 5, 2019 at 11:00 a.m. at City Hall – 2nd Floor Conference Room

MINUTES

Members Present: Mike Murphy, Donald Long, Jeff Richardson

Members Absent: none

Staff Present: Melinda Crawford: Executive Director; Jason Burch: Deputy Executive Director; Penny Shifflett: Director of Finance and Administration; Stirling Williams: Director of Landside Operations; Jessica Conley: Administrative Assistant;

Others Present: Lisa Robertson- Chief Deputy City Attorney, City of Charlottesville; Steven Allhouse- Manager of Economic Analysis and Forecasting at the County of Albemarle

Call to Order at 11:05 a.m. by Donald Long

Consent Agenda:

1. Minutes – July 16, 2019 meeting

Mr. Richardson made a motion to accept Consent Agenda and motion was seconded by Mr. Murphy. It was unanimously accepted.

Matters from the Public: None

Items:

1. Approve Amendments to the Airport's Capital Budget-The original budgets are impacted due to current funding allocations and higher than anticipated bids that were received for the Ramp Expansion Project and the Entry Pavilion Construction Project. The items within the budget that were being revised were discussed. Mr. Richardson made a motion to approve Amendments to the Airport's Capital Budget and Mr. Murphy seconded the motion. The motion was unanimously approved.
2. Award of 2019 Air Carrier Ramp Expansion Construction Contract and Related Engineering Construction Administration Work Order and Approval of Resolution No. 2019-6 "Executive Director Authorization to Administer the 2019 Air Carrier Expansion Contract and Related Engineering Construction Administration Contracts."-Sargent Corporation was the apparent low bidder with the amount of \$7,961,440. The acceptance of the contract with Sargent Corporation is contingent upon the receipt of an FAA grant. The contract and related engineering work was discussed. Mr. Richardson made a motion to approve Resolution No. 2019-6 and Mr. Murphy seconded the motion. The motion was unanimously approved.

Informational Items:

- a. Executive Director's Update: Mrs. Crawford discussed the upcoming Joint Board/Committee Fall Retreat.

Mr. Long thanked staff for providing a shadowing-opportunity to a local student who was hired by one of the airport tenants following that event. Mr. Murphy discussed training and work force development opportunities that may be available through the City of Charlottesville.

Next Scheduled Meeting: Thursday, October 17th, 2019, 9:00 a.m., at Montpelier for Joint Board/Commission Fall Retreat

Adjournment at 11:29 a.m. Mr. Richardson motioned to adjourn the meeting. Mr. Murphy seconded, and it was unanimously approved.

X 

Donald Long