Call to Order and Welcome

Attendees
Barry Bates
Mike Maurer- absent
Sara West
John McDonald
James Acors – by call
Jeff Tarkington
Jim Evans

Invocation

Pledge of Allegiance

Request for Changes to and/or approval of the Agenda
A motion was made and seconded to approve the agenda as presented.

Executive Session
Moved to the end of the business session

Approval of Minutes of the June 13, 2024 Meeting
A motion was made and seconded to approve the minutes as presented.

Public Comment
None

Presentations
None.

Anticipated Action Items
None
Consultant’s Report
Mr. Tarkington confirmed the start for the work on the hangar project is proceeding, and the DOAV grant approval for design is on track for approval at the August State Board meeting. He stated the environmental is good and with possible site work done this winter, the bid process could be on track for the Spring of 2025.
It was noted the DOAV State Conference will be held at the Dulles Airport Museum August 7-9, 2024.

Airport Manager’s Report
Mr. Evans stated there was a 100 LL fuel delivery and fuel sales were continued up. There has been good activity this month.
The FAA inspection determined some trees needed to be cleared in the flight line at the end of RW28. That project will be started shortly.
Mr. Evans will be attending the DOAV State Conference in August.

Treasurer’s Report
The June 2024 Budget Tracking report was presented. The Bond payments for both the Town of Tappahannock and Essex County were received and the VRA bond payment was made on schedule.
Several audits required have been completed with the corporate audit scheduled for late August. This month of June is the last month in FY2024.
Mrs. West discussed the need for an additional credit card for the airport, as the current one has become restrictive in limits. She was asked by the Board to reach out to a couple other banks in the area for possibilities and report at the August meeting. The new FY 2025 Budget and Tracking Reports will be in effect as of July 1, 2024.
There were no questions to the report, and it was accepted as presented.

Old Business
Hangar discussion
No update. Further discussion will continue at a future meeting.

Emergency Services discussion update
No major update. The groups involved are still in discussion on needs for services. There will be additional information coming later.
Office space rental
The renting of a small office space in the terminal building was presented to the possible renter, and the possible renter has agreed to start with the space in early August.

New Business
None

Adjournment
A motion was made, seconded and passed to adjourn the Board meeting at 6:12 pm.

The Next Authority Monthly Meeting is scheduled for August 8, 2024 at 5:00 pm

Respectfully submitted,
Sara West
Secretary/Treasurer
July 11, 2024