

MINUTES
Brookneal/Campbell County Airport Authority
May 28, 2008

Members in Attendance:

Larry Nash, Chairman
Carter Elliott, Treasurer
Frank Greene, Secretary
Stacey Hailey

Members Absent:

Richard Adams
John Barksdale

Other Attendees:

J. D. Puckett, Campbell County board of Supervisors
Mike Davidson, Director of Campbell County Economic Development
Bill Wheaton

The meeting was called to order at 8:00 P. M.

Approval of Minutes:

The minutes of April 23, 2008, were approved.

Financial Report:

Mr. Davidson presented the financial statement dated May 2008. (Copy attached.) This report depicts five (5) current invoices in the amount of \$21,830.21. Two (2) invoices were added to this listing -- (1) Larry Nash in the amount of \$275 for grass cutting and (2) Guthrie's Hardware in the amount of \$12.51 for keys -- for a total of \$22,117.72. Checks were written and signed for these invoices.

Projects Update:

A) Fencing Project

Mr. Nash reported that Delta is requesting additional funding due to work performed by the contractor beyond the contractual ending date. Due to this, the contractor was assessed liquidated damages in the amount of approximately \$3,800; however, it is uncertain whether these monies will be paid to Delta or will revert to DOAV. It is the position of the Authority that we are obligated for 10%

of what DOAV reimburses Delta. From all indications, no additional payment will be made to Delta for work performed on this project.

B) Taxi and Apron Paving Design

As reported in previous minutes, funding for this project has been stopped for the foreseeable future. Previous funding has provided the Authority with a complete set of plans for completion of this project when funding becomes available.

C) Building -- Repairs and Renovation

Building repairs and renovations have been completed, consisting of construction of an interior wall so that the flying public could have access to the restroom, renovation of the restroom, addition of an air-conditioning unit and replacement of windows. Invoices for all work and materials have been paid.

D) Surveillance Equipment Repair Status

Mr. Davidson reported that one of the surveillance cameras is not operating properly. The contractor will be asked to address this matter.

Matters from Authority Members:

Complaint

Mr. Davidson reported that Mike Harris who owns property near the airport has complained about the flight path that aircraft are using while utilizing the facility. Mr. Davidson will follow up on this matter.

Festival of Flight

Mr. Davidson announced that the Virginia Regional Festival of Flight will be held at the Suffolk Airport on June 14 and 15, 2008.

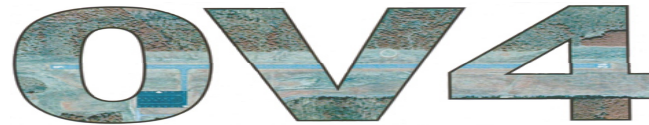
The meeting was adjourned at 8:36 P. M.

Respectfully submitted,

F. T. Greene, II
Secretary

**May
2008**

**Brookneal
Campbell County
Airport**



Certificates of Deposit

| | |
|--------------|--------------------|
| CD- 5029 | \$18,496.88 |
| CD- 5037 | \$18,496.88 |
| Total | \$36,993.76 |

| <i>Date</i> | <i>Payee</i> | <i>Description</i> | <i>Check No.</i> | <i>Deposit</i> | <i>Payment</i> | <i>Balance</i> |
|------------------|---------------------------------|---|---------------------|----------------|----------------|----------------|
| Checking Account | Balance Brought Forward | | | | | \$74,048.65 |
| 4/11/2008 | Marvin V. Templeton & Sons, Inc | Rehab Runway Pay Request No. Three | 1119 | | \$61,865.33 | \$12,183.32 |
| 4/23/2008 | Allied Security Systems, Inc. | Monthly surveillance | 1120 | | \$18.00 | \$12,165.32 |
| 4/23/2008 | Southside Electric Cooperative | Electricity | 1121 | | \$114.32 | \$12,051.00 |
| 4/23/2008 | VAOC | John Barksdale travel reimbursement | 1124 | | 235.38 | \$11,815.62 |
| 4/26/2008 | Lowes | Construction Materials | 1125 | | \$617.51 | \$11,198.11 |
| 4/26/2008 | Joe Wong | Construction Project - Downpayment | 1126 | | \$1,000.00 | \$10,198.11 |
| 4/23/2008 | Embarq | April statement | 1122 | | \$89.68 | \$10,108.43 |
| 4/11/2008 | EMBARQ | INSTALLATION/ Feb & March | Paid by CC directly | | \$341.51 | \$10,108.43 |
| 4/23/2008 | Mike Davidson | Reimbursement for telephone | 1123 | | \$14.69 | \$10,093.74 |
| 4/30/2008 | DOAV | Pay Request 1-Rehab TW & Apron | | \$1,385.20 | | \$11,478.94 |
| 4/29/2008 | Joe Wong | Construction Payment | 1127 | | \$300.00 | \$11,178.94 |
| 4/30/2008 | FAA | Pay Request 2-Rehab TW & Apron | | \$19,057.00 | | \$30,235.94 |
| 4/25/2008 | Campbell County | CIP Reimb. #4182008 and Admin Reimb.#041808 | | \$3,808.83 | | \$34,044.77 |
| | | Building Renovation, Reimb. for | | | | |
| 4/30/2008 | Larry Vaughn | Materials, Labor | 1128 | | \$2,197.32 | \$31,847.45 |
| 5/19/2008 | Town of Brookneal | Admin Reimb. Invoice# 041808 | | \$1,091.03 | | \$32,938.48 |

Balance Checking Account

\$32,938.48

Current Funds Available

\$69,932.24

Current Invoices

| | | | |
|----|---------------------------------|---|-------------|
| #1 | Southside Electric Cooperative | Electricity | \$94.15 |
| #2 | Allied Security Systems | Monthly surveillance | \$18.00 |
| #3 | Williams Lumber | Lumber | \$221.45 |
| #4 | John Barksdale | Town & Country invoice & Parnell-Martin Comp. invoice | \$652.51 |
| #5 | Delta Airport Consultants, Inc. | Rehab TW Connector & Apron - Invoices 3, 4, and 5 | \$20,844.10 |
| #6 | Embarq | May statement | |

TOTAL \$21,830.21

Total Funds Available After Monthly Expenses

\$48,102.03

Pending Invoices

Pending Revenue

| | | |
|------------------------------|--|------------|
| Delta Airport Consultants | Invoice 6- Rehab TW Connector & Apron | \$3,729.63 |
|------------------------------|--|------------|

| | | |
|------------|-------------------------|----------|
| *Brookneal | Admin Reimb. #041808 | \$552.07 |
|------------|-------------------------|----------|

Total Pending Invoices **\$3,729.63**

Total Pending Revenue **\$552.07**

*Partial payment of \$1091.03 made on 5/19/08