



NORFOLK AIRPORT AUTHORITY

Board of Commissioners

MEETING PACKET

Wednesday, Feb. 4, 2026, 1:00 p.m.

2200 Norview Avenue
NAA Board Room
Norfolk, Virginia 23518
757-857-3331

Peter G. Decker III, Esquire
Chair

Mark A. Perryman
President & CEO
and Board Secretary

Norfolk Airport Authority

Special Board of Commissioners Meeting

Wednesday, February 4, 2026

Meeting: 1:00 – 3:00 p.m.

AGENDA

1. **CALL TO ORDER**
2. **APPROVAL OF PREVIOUS BOARD MEETING MINUTES**
 - Thursday, December 4, 2025
3. **PUBLIC HEARING**
 - Bond and Other Financing Subject to TEFRA
4. **OLD BUSINESS**
 - Hampton Roads Transatlantic Air Service Coalition Update
5. **CLOSED MEETING**
6. **ADJOURNMENT**
 - Next meeting: March 26, 2026
 - Preliminary Budget Approval

Norfolk Airport Authority

Board of Commissioners Meeting Minutes Thursday, December 4, 2025, 100 pm.

The Norfolk Airport Authority (NAA) Board of Commissioners regularly scheduled meeting was held on Thursday, December 4, 2025, at the Norfolk International Airport (NIA), in the NAA Board Room, Main Passenger Terminal. Peter Decker III, Chair presided.

Commissioners Present: Peter G. Decker III, Esquire, Chair
Susan C. Pilato, Vice-Chair
Michael B. Burnette, Treasurer
Charles 'Chip' W. Rock, Rear Admiral, USN, Retired
Evans Poston
Joel English
Mel Price
Peggy H. Newby, RN, BSN, CAOHC, CPC-A

Commissioners Absent: Bruce B. Smith

Staff Present: Mark A. Perryman, Assoc. AIA, President & CEO & Board Secretary
Anthony Rondeau, Exec. VP, Chief Development Officer & Assistant Secretary
Mark A. Trank, Senior VP, General Counsel & Assistant Secretary
Chris Jones, VP, Chief Marketing & Communications Officer
Steve V. Djunaedi, VP & Chief Commercial Officer
Melinda J. Montgomery, VP & Chief Operations Officer
Dr. Kanama M. Bivins, VP & Chief Financial Officer
Shannon Day, Administration Office Supervisor

Others Present: Doug Beaver, Deputy City Manger for the City of Norfolk
The Honorable Jeremy D. McGee, City Council
Sandy MacLennan, Esq., Squire Patton Boggs, NAA Bond Counsel
Dan Benzon, Benzon Group President
Lauren Strobe, Cherry Bekaert Auditor
Ken Cushine, Frasca Financial Consultant
Bruce Tingle, NAA Senior Manager, Director of Finance (Staff of the Day)

Welcome and Call to Order:

Peter G. Decker III, Chair, determined that a quorum was present and called the meeting to order.

at 1:03 pm.

REGULAR AGENDA

Approval of Minutes:

Commissioner English moved to approve the minutes of the Board meeting held on September 17, 2025, seconded by Commissioner Newby, which motion was then unanimously approved.

Public Comments:

None

CEO Report Mark A. Perryman. President & CEO:

President and Chief Executive Officer Mark Perryman provided a presentation to the Board, a copy of which is attached to these minutes.

Staff of the Day:

Dr. Kanama Bivins introduced Bruce Tingle, NAA Senior Manager & Director of Finance as "Staff of the Day".

Board Chair Report:

Chair Decker welcomed the public and remarked that the Airport looks great, extending a big thank-you to the staff. He also welcomed Dr. Bivins to ORF and shared that Mayor Alexander is excited about the upcoming international flights. Commissioner English added, "The bathrooms are amazing!" and commended the Janitorial Department for their outstanding work.

Committee Reports: None

Old Business: 2026 Board Calendar (action)

Current – 6x per year

Revised - 4x per year

March 26th (Q1)

Preliminary Budget Approval

May 21st (Q2)

Final Budget Approval/Election of Officers

September 24th (Q3)

Annual Investment Report

December 3rd (Q4)

Annual Audit Acceptance

A motion was made by Commissioner English to approve the new Board of Commissioners Meeting Schedule for 2026, seconded by Treasurer & Commissioner Burnette, which motion was then approved 8-0.

New Business:

First, a motion was made that the Board of Commissioners accept the Annual Financial Statements and Audit. The motion was made by Commissioner Burnette and seconded by Commissioner Rock. The motion was approved 8-0.

Second, the Board heard a presentation from the Hampton Roads Transatlantic Air Service Coalition to support regional efforts to raise funding to promote international air service at Norfolk International Airport.

Third, a motion was made by Commissioner English to authorize a change order for the Main Intersection Improvement project to accommodate the final size and location of the ConRAC/QTA facility, and to approve and adopt the Intersection Change Order Resolution, seconded by Commissioner Burnette, and approved by the Board 8-0.

Fourth, the Board considered several resolutions related to the Consolidated Rental Car Facility Bonds, as follows:

- Customer Facility Charge (CFC) Revenues Resolution to confirm, ratify and authorize the implementation and collection of CFCs in connection with vehicle rentals at ORF from rental car companies in the amount of \$10.00 per contract day, with CFC revenues to be used for the construction of the ConRAC facility; a motion to approve was made by Commissioner Burnette, seconded by Commissioner English, and approved 8-0;
- Resolution Releasing CFC Revenues and Approving the Seventh Supplemental Indenture, which releases CFC revenues from the revenues pledged under the 2001 Master Indenture and become "Released Revenues" pursuant to Section 505 of the 2001 Master Indenture; a motion to approve was made by Commissioner Newby, seconded by Commissioner Rock and approved 8-0; and
- Resolution Approving CFC Bond Series 2026, which authorized and approves the financing plan for the CFC Project, including the issuance of its Senior Customer Facility Charge Revenue Bonds, Series 2026, in one or more series, on a tax-exempt and taxable basis, in an aggregate principal amount not to exceed \$200,000,000; a motion to approve and adopt the resolution was made by Commissioner English, seconded by Commissioner Rock, and approved by the Board 8-0;

- CEO Perryman reported to the Board the results of the competitive procurement for food, beverage and retail services at the Airport and the selection of the successful vendors for the Authority's new Food, Beverage and Retail Concessions program.
- CEO Perryman provided information regarding a potential federal maritime grant under the Port Infrastructure Development Program administered by the U.S. Maritime Administration (part of USDOT) that the Authority has been asked to consider joining.

Adjournment {1:57 pm}:

There being no further business, Chair Decker moved that the meeting adjourn. Commissioner English seconded the motion, which was unanimously approved. The next meeting is scheduled for Thursday, March 26, 2026, at 1:00 pm.

Peter G. Decker III, Esquire
Chair

Mark A. Perryman, Assoc. AIA
President & CEO and Board Secretary