



Virginia Aviation Board  
Meeting Minutes

The Virginia Aviation Board held a meeting on Thursday, May 21, 2015 at the Holiday Inn Richmond Airport, 445 International Center Drive, Sandston, Virginia 23150. The meeting was broadcast through video streaming. The video is available now through the Virginia Department of Aviation's website, [www.doav.virginia.gov](http://www.doav.virginia.gov).

MEMBERS

John V. Mazza, Jr., Chairman	Present
Charles M. Quillin, Region 1	Present
Robert H. Hahn, Jr., Region 2	Present
Derek M. Hardwick, Region 3	Absent
Thomas E. Inman, Region 4	Present
Daniel G. Oakey, Region 5	Present
William E. Coburn, Region 6	Present
Cheryl P. McLeskey, Region 7	Present

OTHER ATTENDEES

Matthew J. Thys	FAA Washington Airports District Office
Jeffrey R. Allen	Office of the Attorney General
Randall P Burdette	Virginia Department of Aviation

DOAV staff, state government representatives, federal government representatives, airport sponsors and managers, consultants, engineers, business owners, and city and county representatives were also present.

1. Call to Order John V. Mazza, Jr.  
Chairman

The chairman called the meeting to order at 10:10 a.m.

2. Review and approve minutes of the February meeting John V. Mazza, Jr.  
Chairman

The minutes for the February 19, 2015, meeting were approved with no changes.

3. Reports/Announcements:

- a. DOAV Report Randall P Burdette  
DOAV

Mr. Burdette updated the board and attendees on aviation issues and activities across the Commonwealth. The presentation topics included the upcoming economic development study; the Virginia Commercial Airport Strategic Review; the work force development study; and progress on other studies and projects, including the pavement management study and airport sustainability study. Mr. Burdette reviewed upcoming events.

Steve Harris, DOAV, updated the board on the three accidents that had occurred in Virginia since the last

meeting and shared information on three incidents in May, with two fatalities, awaiting FAA determination of accident status. He noted that year to date, six accidents with six fatalities had occurred in Virginia and talked about the loss of control factor in accidents. Mr. Harris also reported that over 300 people participated in safety week earlier in May, which focused on survival after a crash.

Mr. Burdette gave an overview of the Arsenal of Democracy World War II Victory Capital Flyover held May 8 to celebrate the 70<sup>th</sup> anniversary of V-E Day. Mr. Mazza shared his experiences as a pilot in the flyover.

Copies of the presentations are available upon request.

b. FAA Report

Matthew J. Thys  
FAA WADO

Mr. Thys shared that his office is currently doing a lot of "behind the scenes" work preparing for grant issuances and finalizing carryover funding with sponsors. He talked about the recent meeting with DOAV staff to review the capital improvement plans submitted to both agencies, noting how well the staffs work together.

c. VAOC Report

Richard H. Rempe, Vice  
President, VAOC

Mr. Rempe reported on another successful spring workshop and thanked the Shenandoah Valley Regional Airport for its support and efforts for the workshop. He reminded attendees of the upcoming annual conference to be held August 18 - 21 at the Homestead.

4. Old Business

a. Approaches at Allen C. Perkinson  
Municipal Airport

Matthew J. Thys  
FAA WADO

Mr. Thys explained that his office does not have authority over the topic area, but it has reached out to the appropriate flight procedures office to share the concerns expressed at the last board meeting. Information was relayed to him that the office was working on the issue and appreciates the sensitivity of the issue. His office will continue to track the issue. Mr. Burdette asked Mr. Thys about the possibility of a face to face meeting on this. Mr. Thys said the staffs should get together to decide who would be best to participate in such a meeting.

Mr. Oakey shared thoughts on the importance of the airport's instrument approaches to the Virginia Guard and the community and concerns that the issue is not being taken as seriously as it should. He asked that the board request assistance from the Secretary of Transportation to engage the participants necessary to reach a solution to the issue. Mr. Mazza stated that such a letter will be prepared.

(Note: This discussion took place during the FAA Report.)

5. New Business

a. Virginia Aviation Board Review  
Tentative Allocations from the Commonwealth Airport Fund

J. Michael Swain  
DOAV

Mr. Swain provided the quarterly reports on the effect of the increased AIP match and the reimbursed cost of site plan reviews charged by localities. To date, the increase in the state match has not adversely impacted the ability to fund projects. During the last quarter, DOAV did not reimburse any funds for site plan reviews.

Mr. Swain presented a staff request to increase by \$281,479.29 the discretionary funds allocated to the Richmond International Airport at the February meeting for an Airfield Rescue and Fire Fighting Vehicle.

The available state entitlement funds amount used for the February meeting was not correct, causing the requested discretionary funds amount to also be incorrect. DOAV has instituted a new process to validate state entitlement balances for each commercial service airport after each VAB meeting.

Mr. Mazza and Mr. Inman asked questions about the impact of the request to other projects and the basis of staff recommendations regarding unfunded projects. Mr. Swain confirmed that if the correct project funding had been approved at the February meeting, the impact to the projects for consideration would be the same. Mr. Inman made a motion to accept the staff recommendation for the allocation increase. The motion was appropriately seconded. The board unanimously approved the motion.

Mr. Swain presented the project requests and staff recommendations. The board actions are summarized below. These results are available at [www.doav.virginia.gov](http://www.doav.virginia.gov). After the allocations were awarded, the following state discretionary funds were available:

Air Carrier/Reliever Discretionary	\$2,009.89
General Aviation Discretionary	\$517.99

For Region 1, Mr. Quillin made motions by airport to accept staff recommendations for the allocation of capital funds. The motions were appropriately seconded. The board unanimously approved all motions.

Airport	Project Description	VAB Action	Amount
Blue Ridge Regional Airport	Master Plan Update	Approved	\$20,000.00
Twin County Airport	Apron Rehabilitation & Airfield Marking (Design)	Approved	\$13,333.00
	Spill Prevention Control & Countermeasures Plan Update	Disapproved (Lack of Funds)	N/A
Virginia Tech-Montgomery Executive Airport	Rwy 12-30 Extension Road Relocation (Research Center Dr & Huckleberry Tr) (Construction) - INCREASE	Disapproved (Lack of Funds)	N/A

During the review of projects for Region 2, Mr. Swain noted that DOAV staff learned May 20 that the projects for Shenandoah Valley Regional Airport now have been added to FAA's AIP. For Region 2, Mr. Hahn made motions by airport to accept staff recommendations for the allocation of capital funds. The motions were appropriately seconded. The board unanimously approved all motions.

Airport	Project Description	VAB Action	Amount
Front Royal-Warren County Airport	Stormwater Pollution Prevention Plan & Spill Prevention Control & Countermeasures Plan Updates	Disapproved (Lack of Funds)	N/A
Ingalls Field	Obstruction Removal - Runway 7-25 - Phase 4 (Construction)	Disapproved (Lack of Funds)	N/A
Shenandoah Valley Regional Airport	Airport Rescue & Fire Fighting Vehicle	Disapproved	N/A
	Runway 5-23 & Parallel Taxiway Rehabilitation (Construction)	Disapproved	N/A
	Runway 5-23 & Parallel Taxiway Rehabilitation (Design)	Disapproved	N/A
	Snow Removal Equipment Plan Update & Snow Removal Equipment	Disapproved	N/A

No project requests were received for Region 3.

For Region 4, Mr. Inman made motions by airport to accept staff recommendations for the allocation of capital funds. The motions were appropriately seconded. The board unanimously approved all motions.

Airport	Project Description	VAB Action	Amount
Hanover County Municipal Airport	Eastside Taxiway, Apron & Access Road - Phase 1 (Design) - INCREASE	Disapproved (Lack of Funds)	N/A
New Kent County Airport	Taxiway Rehabilitation (Design/Construction)	Disapproved (Lack of Funds)	N/A
Richmond International Airport	Access Control System Upgrades	Disapproved (Lack of Funds)	N/A
	East Side Access Road (Construction)	Approved	\$5,500,000.00

During the review of projects for Region 5, additional information was provided for two airports. In response to the staff recommendation for not approving the project for the Allen C. Perkinson Municipal Airport due to not having received the Memorandum of Understanding (MOU), Mr. Oakey noted that the parties involved in the MOU are making progress in their review and hope to have the memorandum executed by the August board meeting.

Regarding the Brookneal-Campbell County Airport project for which staff recommended not funding due to unmitigated obstructions, Mr. Swain noted that photographs of obstruction removal had been provided to DOAV, but the quality of the photographs did not allow the engineer to evaluate the mitigation. He also noted the remaining issues of AIP eligibility for the airport and the type of equipment being requested. Mr. Thys clarified that the eligibility for the airport was based on its classification as "other" in the FAA's asset study. Mr. Oakey asked what could be done to move the airport from that classification. Mr. Thys explained that the classifications were based on activity, with a focus on based aircraft and their operations.

For Region 5, Mr. Oakey made motions by airport to accept staff recommendations for the allocation of capital funds. The motions were appropriately seconded. The board unanimously approved all motions.

Airport	Project Description	VAB Action	Amount
Allen C. Perkinson Municipal Airport	Airport Layout Plan Update	Disapproved	N/A
Brookneal-Campbell County Airport	Airfield Lighting Replacement (Construction)	Disapproved	N/A
Danville Regional Airport	Stormwater Pollution Prevention Plan Update	Disapproved (Lack of Funds)	N/A

For Region 6, Mr. Coburn made motions by airport to accept staff recommendations for the allocation of capital funds. The motions were appropriately seconded. The board unanimously approved all motions.

Airport	Project Description	VAB Action	Amount
Lake Country Regional Airport	Fueling System Credit Card Reader	Approved	
	Spill Prevention Control & Countermeasures Plan Update	Disapproved (Lack of Funds)	N/A
Lunenburg County Airport	Easement Acquisition Services - Obstruction Removal	Disapproved (Lack of Funds)	N/A
Wakefield Municipal Airport	Box Hangar Site Preparation (Design/Construction) - INCREASE	Approved	\$58,763.00

For Region 7, Ms. McLeskey made motions by airport to accept staff recommendations for the allocation of capital funds. The motions were appropriately seconded. The board unanimously approved all motions.

Airport	Project Description	VAB Action	Amount
Chesapeake Regional Airport	North Terminal Area Apron - Phases 1 & 2 (Construction)	Disapproved (Lack of Funds)	N/A
Hampton Roads Executive Airport	Airport Layout Plan Update	Disapproved (Lack of Funds)	N/A
	Environmental Coordination (CatEx)	Approved	\$10,400.00

	Replacement Hangar		
Hummel Field	Taxiway / Fueling Apron Rehabilitation (Construction)	Approved	\$17,152.00
Suffolk Executive Airport	Extended Runway Safety Area (Construction) - Phase 3 - Silviculture - INCREASE	Approved	\$10,000.00
	Parallel Taxiway & Localizer Relocation (Construction)	Disapproved (Lack of Funds)	N/A
	Spill Prevention Control & Countermeasures Plan Update	Disapproved (Lack of Funds)	N/A
	Taxiway 'A' Rehabilitation (Design)	Approved	\$80,000.00
	Terminal Parking Rehabilitation & Expansion (Design)	Disapproved	N/A
Tangier Island Airport	Terminal Building & Terminal Area Site Preparation (Design)	Disapproved	N/A

Mr. Mazza commented that the small remaining funding balances indicate that projects are being effectively funded. He encouraged sponsors to submit projects for consideration early to better access funding.

Mr. Swain provided an update on the access road project at the Williamsburg-Jamestown Airport. The project began in 1996, and after many challenges, bids for the construction of the road were received May 20. The bids came in under the expected cost, so the sponsor should not need any additional funding for the project.

6. Public Comment Period

John V. Mazza, Jr.,  
Chairman

No public comments were offered.

7. Board Member Comments and Reports

John V. Mazza, Jr.,  
Chairman

Mr. Inman shared his recent experience using Campbell Field and the ongoing concern with the facility being shown on the sectional map as a public-use airport. He acknowledged the work begun by the Office of the Attorney General on this issue and asked Mr. Allen for assistance in expediting this effort.

8. Adjournment

John V. Mazza, Jr.,  
Chairman

The chairman adjourned the meeting at 11:35 a.m.