



Virginia Aviation Board  
Workshop Minutes

The Virginia Aviation Board held a workshop on Thursday, August 22, 2013, at The Omni Homestead, Hot Springs, Virginia. The meeting was broadcast through video streaming, and the video is available 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
Alex N. Vogel, Region 3	Absent
Thomas E. Inman, Region 4	Present
David L. Young, Region 5	Present
William E. Coburn, Region 6	Present
Cheryl P. McLeskey, Region 7	Absent

OTHER ATTENDEES

Terry J. Page	FAA Washington Airports District Office
Lori L. Pound	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. Welcome John V. Mazza, Jr.  
Chairman

The chairman called the meeting to order at 1:40 pm.

2. New Board Member Introductions John V. Mazza, Jr.  
Chairman

Mr. Mazza introduced the new representative for Region 1, Charles Quillin, and the new representative for Region 6, William Coburn.

The chairman asked for a report on the Virginia Aviation Board Regional Roundtable discussions held earlier that day. The following was reported by region.

Region 1	Discussion topics included the update of the state system plan and requests for sponsors to provide unconstrained needs in their six-year planning process, noting sponsors concern about local approval.
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- Regions 2 and 3 Discussion topics included short-term funding policy changes, revising the funding formula for maintenance equipment storage buildings, and funding local shares under a reimbursable format.
- Regions 4 and 7 Discussion topics included the timing of funding available to sponsors, funding percentage changes for non-AIP projects, frequency of board meetings, and a need for statewide consistency in environmental studies.
- Regions 5 and 6 Discussion topics included an update on a wildlife management initiative that will affect general aviation airports, changes in funding formulas for state/local projects, and promoting aviation to young people.

The chairman asked staff to review the items discussed in the roundtables.

3. FAA NextGen Update

Diane Crean  
Deputy Regional Administrator  
FAA Eastern Region

Ms. Crean presented information on the effects of sequestration; updates on VOR service and the approved use of unmanned aerial systems in the Arctic; collaborative efforts to promote science, technology, engineering, and math; and FAA emergency preparedness initiatives and exercise participation.

A copy of this presentation is available upon request.

4. Program Manual Review

Thomas E. Inman, II  
Virginia Aviation Board

Mr. Inman provided an overview of the process for the policy review. Susan Simmers reviewed the nine proposals on which the committee has reached consensus, the three proposals for which additional research is being conducted, and the eight guidance bulletins that are to be incorporated into the manual. The board was asked to review the proposal in order to take action on them at the November meeting.

A copy of this presentation is available upon request.

5. Airport Licensing Minimum Standards Update

Susan H. Simmers  
DOAV

Ms. Simmers shared that the proposed minimum licensing standards are in the last step of the final executive review, which is the governor's office review. Once that review is complete, the proposal will be published in the *Virginia Register*, opening a 30-day comment period. After that time, the proposal will become a regulation.

6. VTRANS Action Plan  
Office of Intermodal Planning & Investment

David L. Tyeryar  
Deputy Secretary of  
Transportation

Mr. Tyeryar presented an update on VTrans 2035. He discussed the history of the VTrans program, corridors of statewide significance, the move to performance-based planning and processes, the use of agency action plans, goals and investment strategies, and next steps in the 2035 Update.

A copy of this presentation is available upon request.

7. Virginia Air Transportation System Plan  
2013 Update

Russell N. Harrington  
DOAV

Reiner Pelzer and Allan A'Hara with AECOM briefed the board on the 2013 update of the Virginia Air Transportation System Plan. They discussed the objectives of the update; progress on the inventory,

forecasts, and facility requirement components of the update; and the next steps for the project. They encouraged airport sponsors and managers to be involved in the project.

A copy of this presentation is available upon request.

8. Fiscal Year 2014 Airport Capital Program

J. Michael Swain  
DOAV

Mr. Swain reviewed the following Fiscal Year 2013 Entitlement Utilization Reports:

- Richmond International Airport
- Shenandoah Valley Regional Airport
- Washington Dulles International Airport

Mr. Swain reviewed the Commonwealth Airport Fund amounts available to commit to projects in Fiscal Year 2014, highlighting the net adjusted resources and the available Air Carrier/Reliever Discretionary and General Aviation Discretionary funds as of the end of July. Mr. Swain also reviewed the distribution of state entitlement funds to the air carrier airports.

Mr. Swain provided the quarterly reports on the effect of the increased AIP match and the reimbursed cost of site plan reviews changed 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 noted that spreadsheets for each of the funding programs were provided for member review. Mr. Mazza asked about several allocations from 2004 and 2008. Staff provided status information on these.

Mr. Swain presented the project requests and staff recommendations. A summary of the project requests and discussions by region is provided below.

During the review of project requests for Region 1, Mr. Inman asked about the cost of the fuel system cover at the Mountain Empire Airport. Mr. Swain responded that it would be a permanent cover to protect hoses and other equipment which the airport has had to replace due to exposure.

Mr. Mazza asked about the sponsor administrative cost in the narrative for the Tazewell County Airport. Mr. Swain explained that DOAV asks for administrative costs as part of a project request so administrative increases would not have to be made when grant applications are received. Mr. Inman asked if the costs were reconciled. Mr. Swain replied yes.

Airport	Project Description	Staff Recommendation	Amount
Blue Ridge Regional Airport	Taxilane Pavement Rehabilitation (Design)	Fund	\$60,000.00
Mountain Empire Airport	Fuel System Cover (Construction)	Fund	\$11,244.00
	Parking Lot Rehabilitation (Construction)	Fund	\$8,400.00
New River Valley Airport	Runway 24 Partial Parallel Taxiway (Design)	Fund	\$15,200.00
Tazewell County Airport	Storm Water Drainage Improvements (Construction)	Fund	\$26,000.00
Twin County Airport	Terminal Area Site Preparation (AIP) - INCREASE	Fund	\$3,720.00
	Terminal Area Site Preparation (Non-AIP) - INCREASE	Fund	\$12,000.00

The board did not discuss any project requests for Region 2.

Airport	Project Description	Staff Recommendation	Amount
Bridgewater Air Park	Airport Layout Plan Set Update	Fund	\$16,000.00
Orange County Airport	T-hangar #2 Taxilane Rehabilitation (Construction)	Fund	\$283,902.00
Shenandoah Valley Regional Airport	Feasibility Study	Fund	\$37,498.37 (E) \$22,501.63 (D)
	Master Plan Update	Fund	\$76,000.00 (E)

(E) indicates State Entitlement funding, (D) indicates State Discretionary funding

The board did not discuss any project requests for Region 3.

Airport	Project Description	Staff Recommendation	Amount
Culpeper Regional Airport	Land Acquisition Services - Apron Development / Road Extension (+/- 70 acres)	Not Fund	\$6,400.00
Leesburg Executive Airport	Access Road Rehabilitation & Helipads (Construction) - INCREASE - MISSED OPPORTUNITY	Fund	\$111,642.00
	Runway Safety Area Grading (Construction) - INCREASE	Fund	\$24,223.00
Stafford Regional Airport	Terminal Building Furniture	Fund	\$37,336.00
Winchester Regional Airport	Maintenance Equipment Storage Building (Construction)	Fund	\$104,922.00
	South Apron Rehabilitation (Construction)	Fund	\$280,000.00

The board did not discuss any project requests for Region 4.

Airport	Project Description	Staff Recommendation	Amount
Lake Anna Airport	Maintenance Equipment Storage Building (Construction) - INCREASE	Fund	\$5,600.00
Louisa County Airport	Airfield Lighting & Vault Rehabilitation (Design)	Fund	\$13,200.00
Richmond International Airport	Taxiway 'M' Reconstruction (Construction)	Fund	\$1,661,512.00 (E)
	Taxiway 'M' Reconstruction (Design)	Fund	\$54,993.00 (E)

(E) indicates State Entitlement funding, (D) indicates State Discretionary funding

The board did not discuss any project requests for Region 5.

Airport	Project Description	Staff Recommendation	Amount
Danville Regional Airport	Partial Parallel Taxiway 'A' Rehabilitation (Construction)	Fund	\$46,161.00
	Taxiway 'D' & 'E' Connectors Rehabilitation (Design)	Fund	\$35,156.00

During the review of project requests for Region 6, Mr. Mazza asked if the timing of building at the Lake Country Regional Airport was known as the board would not want to see inactivity once the property was cleared. Amy Wells, DOAV engineer for the airport, replied that the sponsor anticipates building within one

year of the clearing. She also noted that the project includes clearing for the AWOS project and transitional obstructions.

Airport	Project Description	Staff Recommendation	Amount
Emporia-Greenville Regional Airport	Drainage System Rehabilitation (Construction)	Fund	\$249,600.00
Lake Country Regional Airport	Hangar Site Clearing & Grading (Construction)	Fund	\$183,051.00

The board did not discuss any project requests for Region 7.

Airport	Project Description	Staff Recommendation	Amount
Accomack County Airport	Obstruction Removal - Easement Acquisition	Fund	\$22,400.00
	Obstruction Removal - On & Off Airport (Design)	Fund	\$7,600.00
	SPCC Plan Update	Fund	\$8,000.00
Middle Peninsula Regional Airport	Environmental Assessment - Runway 28 Obstruction Removal	Not Fund	\$18,000.00
	Wetland Mitigation - East Corporate Access Road	Fund	\$232,000.00
Suffolk Executive Airport	Corporate Hangar Access Road & Auto Parking (Construction) - INCREASE	Fund	\$28,000.00
	Obstruction Removal - Silviculture (Design)	Not Fund	\$6,400.00
	Parallel Taxiway & Localizer Relocation (Design)	Not Fund	\$12,000.00

9. Eagles Nest Hybrid Proposal

Michael L. Fogle  
Airport Sponsor

Mr. Fogle, assisted by Mr. Garrison, suggested a plan for a hybrid runway at Eagles Nest for the board's consideration. The 100-foot wide hybrid runway would consist of the current 50-foot wide asphalt strip and an additional 50-foot wide turf strip adjacent to the asphalt on its southeast side. The board asked questions on liability of such a facility. The board will review the proposal and take action on it at the November meeting.

A copy of this presentation is available upon request.

10. Public Comments

John V. Mazza, Jr.  
Chairman

No public comments were offered.

11. Adjournment

John V. Mazza, Jr.  
Chairman

The chairman adjourned the meeting at 4:10 pm.