



**Virginia Aviation Board
Workshop Meeting Minutes**

The Virginia Aviation Board held a workshop meeting on Thursday, August 18, 2011 at the Hotel Roanoke and Conference Center, 110 Shenandoah Avenue, Roanoke, Virginia.

MEMBERS

Roger L. Oberndorf, Chairman	Present
Richard C. Franklin, Jr.	Present
John V. Mazza, Jr.	Present
Larry T. Omps	Present
Robert S. Dix	Present
Alex N. Vogel	Absent
Cheryl P. McLeskey	Present
Thomas E. Inman	Present

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.

Call to Order Roger L. Oberndorf, Chairman

The chairman called the meeting to order at 9:05 a.m.

Airport Program Manual Update P. Clifford Burnette
Susan H. Simmers
DOAV

Mr. Burnette and Ms. Simmers provided an overview of the process followed to update the manual and highlighted major policy recommendations, including conference room size, terminal furniture, landscaping, and landside signage. Mr. Mazza had a concern with sponsor participation for terminal furniture and noted that he would ask that the terminal furniture recommendation not be adopted and that another recommendation be presented to the board later. Mr. Burnette said the issue would be taken back to the manual committee.

Mr. Burnette shared some initial information in response to Dr. Wagner's request at the May 2011 VAB meeting for the eligibility of land acquisition at local service airports. This information included the need for an easement versus land acquisition, possible requirements for

a business analysis, and second and third order effects for local service and privately owned, public-use airports. He said the issue would be taken to the committee and a recommendation would be presented to the board for consideration and vote at a later date.

**Airport Licensing Update. P. Clifford Burnette
DOVA**

Mr. Burnette reviewed the need for changes in airport licensing regulations as set forth in the *Virginia Administrative Code*. He also reviewed the proposed minimum airport licensing requirements, which include the addition of a minimum runway safety area length, minimum runway object free area length and width, and approach surface dimensions aligned with FAA standards, as well as requirements for licensing an airport under a Day/VFR Use Only License. Ms. Simmers provided information on the three stages of the regulatory process for changing contents of the *Virginia Administrative Code*. The airport licensing update is in the last step of the first stage, the Notice of Intended Regulatory Action.

**Board Member Introduction. Roger L. Oberndorf
Chairman**

Mr. Oberndorf introduced Mrs. Cheryl P. McLeskey as the new Region 7 representative and Mr. Thomas E. Inman as the new Region 4 representative.

**2011-2012 Airport Capital Program J. Mike Swain, P.E.,
DOAV**

Mr. Swain reviewed DOVA's recommendations for FY2011 Entitlement Funding Utilization reports and the Virginia Resources Authority Loan Application from the Dinwiddie County Airport. DOVA Entitlement Utilization Reports recommendations for the following airports were provided:

- Charlottesville-Albemarle Regional Airport
- Lynchburg Regional Airport
- Newport News-Williamsburg International Airport
- Norfolk International Airport
- Richmond International Airport
- Roanoke Regional Airport
- Shenandoah Valley Regional Airport
- Washington-Dulles International Airport

The board was notified that Randy Burdette authorized an increase to the Tazewell County Airport VRA loan request from \$270,000.00 to \$295,000.00. The reason for change was that the sponsor did not consider bond counsel fees in its application request.

The endorsement requested by the Virginia Airport Loan Program for the Dinwiddie County Airport is in the amount of \$422,124.00 to address Loan Consolidation, Box Hangar (Design), Apron/Taxi Rehabilitation (Construction); and Hangar Door Replacement. Mr. Mazza will not be voting on this request because he rents the hangar that needs door replacement.

Mr. Swain also reviewed the requested action on a 60-day tentative allocation extension requested by Hanover County Airport. He also reviewed finance balances.

Mr. Swain presented the project requests and staff recommendations to the board for its consideration.

- **Region One – Robert L. Dix**
Blue Ridge Regional Airport
Grundy Municipal
Lonesome Pine Airport
Mountain Empire Airport
Tazewell County Airport
Virginia Tech-Montgomery Executive Airport

- **Region Two – Larry T. Omps**
Charlottesville-Albemarle Airport
Front Royal-Warren County Airport
Ingalls Field
Orange County Airport
Shenandoah Valley Regional Airport

Mr. Omps will request approval on the fueling system upgrade at the Orange County Airport.

- **Region Three – Alex N. Vogel**
Leesburg Executive Airport
Manassas Regional Airport
Stafford Regional Airport
Warrenton-Fauquier Airport
Winchester Regional Airport

- **Region Four – Thomas E. Inman**
Chesterfield County Airport
Lake Anna Airport
Louisa County Airport
New Kent County Airport
Richmond International Airport

- **Region Five – John V. Mazza, Jr.**
Danville Regional Airport
Dinwiddie County Airport
Farmville Regional Airport

Mr. Mazza will abstain from voting on the project recommendation for the Dinwiddie County Airport.

- **Region Six – Rickard C. Franklin, Jr.**
Emporia-Greenville Regional Airport
Mecklenburg-Brunswick Regional Airport

Mr. Franklin will abstain from voting on the project recommendation for the Emporia-Greenville Regional Airport.

- **Region Seven- Cheryl P. McLeskey**
Accomack County Airport
Chesapeake Regional Airport
Hampton Roads Executive Airport
Middle Peninsula Regional Airport
Suffolk Executive Airport
Williamsburg-Jamestown Airport

All requests and DOAV recommendations will be considered for approval at the regular Virginia Aviation Board meeting on Friday, August 19, 2011.

Mr. Mazza asked the staff to gather data on instances of localities charging facilities and report at the November meeting. He also requested that more information be provided in the project narratives.

The chairman adjourned the meeting at 10:45 am.

DRAFT