



Virginia Aviation Board
Meeting Minutes

The Virginia Aviation Board held a meeting on [Thursday, November 20, 2014](#), at the [445 International Center Drive, Sandston, Va. 23150](#). The meeting was broadcast through video streaming, and the video is available through the Virginia Department of Aviation's website, 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	Present
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 Thys	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. Call to Order John V. Mazza, Jr.
Chairman

The chairman called the meeting to order at [10:00 a.m.](#)

2. Review and approve minutes John V. Mazza, Jr.
Chairman

The August meeting minutes were approved with no changes.

3. Reports/Announcements:

- a. DOAV Report Randall Burdette
DOAV

Mr. Burdette updated the board and attendees on aviation issues and activities across the Commonwealth. The presentation topics included SCAAP is 100% complete, 26 Virginia Airports do not currently have website the DOAV has offered help to pay to get them up and running, under Air Taxi, Imagine Air has partner with VSATS to help promote their services, he attended UAS for 1st Responders meeting at Blackstone on November 11th, he discussed Capital Development Investments FY14 and five and six years plans FY15-20, promoting aviation awareness and education and he update upcoming events.

Steve Harris updated the board on accidents that had occurred since the August meeting. (6 accidents with 4 facilities) the major cause seems to be human error.

A copy of the presentation is available upon request.

b. FAA Report

Matthew J. Thys
FAA WADO

Mr. Thys introduced himself as the FAA representative taking over Terry Page's position. He discussed the FY2014 AIP Grant totals (\$88,368,673), FY2015 Outlook, FY20-2018 Capital Improvement Plans also Financial, Safety, Environmental, Planning, Compliance highlights and Standards Operating Procedures.

A copy of the presentation is available upon request.

c. FAA FSDO Report

Jeff Slaughter

Mr. Slaughter discussed new staffing at the Richmond FSDO they had issued new certificates for Part 125, 134,142 and 145 since our last meeting also there was 10 pending business certifications. He also discussed guidance to law enforcement for UAS's. FAA has determined they are considered aircraft.

d. VAOC Report

Todd D. Shiller, President
VAOC

Mr. Sheller discussed how Dulles Airport is handling Ebola situation they work under CDC guidelines. Michael Cooper, Manager, State and Local Government Affairs, Metropolitan Washington Airports Authority discussed the use of the use of the Transportation Network Companies - Umber, Lift, Sidecar, Umber and the possibilities that other airports in Virginia might be interested in this service.

4. Old Business

No old business was before the board.

5. New Business

a. Smith Mountain Lake Airport
Credit Line Deed of Trust

P. Clifford Burnette
DOAV

Mr. Burnette presented a request from the new sponsor of the Smith Mountain Lake Airport for a waiver to the appraisal criterion for a credit line deed of trust, which board policy requires in order for grants to be offered to sponsors. Mr. Burnette reviewed the policy as provided in the Airport Program Manual. He also shared supporting information from the sponsor, including the purchase price which was lower than the assessed tax value of the property. DOAV verified the supporting information and the outstanding grant obligations for the airport assumed with the purchase, and then sought legal counsel review of the request. DOAV recommended approval of the appraisal waiver request and the issuance of a credit line deed of trust in the amount of \$468,000.

Ms. McLeskey made a motion to accept staff recommendation. Mr. Inman seconded the motion. The board unanimously approved the motion.

b. VRA Discussion of Virginia Tech/Montgomery Executive Airport
VARF Application

Peter DAlema
VRA

After a lot of lengthy discussion the board recommendation was that they need more information concerning this request and it was decided to table until the February meeting.

Representing Va. Tech Airport were:

Michael St. Jean

Courtney Rogers, Davenport & Company

Daniel Siegel, Sands Anderson

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

J. Michael Swain
DOAV

For the following Entitlement Utilization Reports for Fiscal Year 2014, presented to the board by Mr. Swain, Mr. Oakey made a motion to accept staff recommendations. Mr. Quillin seconded the motion. The board unanimously approved the motion.

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

Mr. Oakey made a motion to accept staff recommendations to approve for the Danville Regional Airport: 180-day extension of a tentative allocation in the amount of \$218,246.00 that was awarded on August 15, 2014 for the project Taxiways ‘D’ & ‘E’ Connectors Rehabilitation (Construction). The motion was appropriately seconded. The board unanimously approved the motion.

Mr. Oakey made a motion to accept staff recommendations to approve for the Danville Regional Airport: 90-day extension of a tentative allocation in the amount of \$39,600.00 that was awarded on August 15, 2014 for the project Taxilane Rehabilitation (Design) The motion was appropriately seconded. The board unanimously approved the motion.

Ms. McLeskey made a motion to accept staff recommendations to approve for the Newport News-Williamsburg International Airport: 90-day extension of a tentative allocation in the amount of \$1,746,447 (E) and \$1,704,193 (D) that was awarded on August 15, 2014 for the project Security Checkpoint Consolidation (Construction) with the original discretionary tentative allocation of \$2,873,258 being reduced by \$1,169,065. The motion was appropriately seconded. The board unanimously approved the motion.

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. For the November meeting, one project would not be funded due to insufficient funds. During the last quarter, DOAV did not reimburse any funds for site plan reviews.

Mr. Swain presented the project requests and staff recommendations. The board actions are summarized below. These results are available at www.doav.virginia.gov. After the board approved staff recommendations, the following state discretionary funds were available:

Air Carrier/Reliever Discretionary	\$3,809,178.70
General Aviation Discretionary	\$51,988.79

For Region 1, Mr. Quillin made a motion to accept staff recommendations for the allocation of capital funds. The motion was appropriately seconded. The board unanimously approved the motion.

Airport	Project Description	VAB Action	Amount
Twin County Airport	Fueling System Upgrades	Approved	\$26,742.00
Virginia Highlands Airport	Runway 6-24 Extension - Land Acquisition - Gent Parcel 91 (Fee) - BRIDGE LOAN	Disapproved	N/A
	Runway 6-24 Extension - Land Acquisition - Johnson Parcel 92 -	Disapproved	N/A

	CHANGE IN SCOPE - BRIDGE LOAN		
	Runway 6-24 Extension - Land Acquisition - Johnson Parcel 92 (Fee) - BRIDGE LOAN	Disapproved	N/A
	Runway 6-24 Extension - Land Acquisition - Snead Parcel 90 (Fee) - BRIDGE LOAN	Disapproved	N/A
	Runway 6-24 Extension - Land Acquisition Services - Parcels 90-94 - BRIDGE LOAN	Disapproved	N/A
	Runway 6-24 Extension - Wetlands Mitigation - BRIDGE LOAN	Disapproved	N/A
Virginia Tech-Montgomery Executive Airport	Hangar(s) Site Preparation (Design) - INCREASE	Approved	\$44,000.00
	Runway 12-30 Extension - Phase 1 (Construction)	Disapproved	N/A
	Runway 12-30 Extension - Road Relocation (Research Center Dr & Huckleberry Trail)	Approved	\$352,000.00

For Region 2, Mr. Hahn made a motion to accept staff recommendations for the allocation of capital funds. The motion was appropriately seconded. The board unanimously approved the motion.

Airport	Project Description	VAB Action	Amount
Charlottesville-Albemarle Airport	Air Carrier Terminal Building Renovation and Expansion (Construction)	Approved	\$1,172,205.02 (E) \$2,855,294.98 (D)
Luray Caverns Airport	Runway Safety Area Improvements - Road Relocation (Design) - INCREASE	Approved	\$7,584.00

For Region 3, Mr. Hardwick made a motion to accept staff recommendations for the allocation of capital funds. The motion was appropriately seconded. The board unanimously approved the motion.

Airport	Project Description	VAB Action	Amount
Shannon Airport	Airport Layout Plan Update	Approved	\$34,663.00

For Region 4, Mr. Inman made a motion to accept staff recommendations for the allocation of capital funds. The motion was appropriately seconded. The board unanimously approved the motion.

Airport	Project Description	VAB Action	Amount
New Kent County Airport	Taxiway Rehabilitation & Taxiway Lighting Installation (Design) - BRIDGE LOAN	Disapproved	N/A

No project requests were received for Region 5.

For Region 6, Mr. Coburn made a motion to accept staff recommendations for the allocation of capital funds. The motion was appropriately seconded. The board unanimously approved the motion.

Airport	Project Description	VAB Action	Amount
Lake Country Regional	Environmental Coordination	Approved	\$11,200.00

Airport	(Wetlands) - Runway Rehabilitation		
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For Region 7, Ms. McLeskey made a motion to accept staff recommendations for the allocation of capital funds. The motion was appropriately seconded. The board unanimously approved the motion.

Airport	Project Description	VAB Action	Amount
Accomack County Airport	Obstruction Removal - Easement Acquisition Services - Phase 1 - BRIDGE LOAN - CHANGE IN SCOPE	Approved	N/A
Hampton Roads Executive Airport	Easement Acquisition - Runway 10 Approach (5 Pines) (Non-AIP) - INCREASE	Approved	\$18,400.00
	Environmental Coordination (Short Form) - Fueling System / Wash Rack / Box Hangar	Disapproved	N/A
	Replacement Runway 10-28 - Phase 3 (Construction) - INCREASE	Approved	\$19,672.92
	Stormwater Pollution Prevention / Spill Prevention, Control and Countermeasures / Oil Discharge Contingency Plan Updates	Approved	\$17,600.00
Suffolk Executive Airport	Stormwater Prevention Pollution Prevention Plan Update	Approved	\$6,642.00

6. Public Comment Period

John V. Mazza, Jr.,
Chairman

Dave Young, the new president of VABA, announced the 2015 Legislative Reception will be held on February 4 at 6:00 pm at the Library of Virginia.

7. Board Member Comments and Reports

John V. Mazza, Jr.,
Chairman

As the newest members of the board Mr. Hardwick has visited 7 of the 9 airports in his region and he is looking forward to visiting Reagan and Dulles and Mr. Oakey has visited 5 airports in his region will visit the rest weather permitting.

Ms. McLeskey mentioned Renewable Energy at Newport New Airport.

Mr. Mazza congratulated Charlie Lamb on his induction into the Virginia Aviation Historical Society Hall of Fame.

8. Adjournment

John V. Mazza, Jr.,
Chairman

The chairman adjourned the meeting at 1:00 p.m.