



Virginia Aviation Board
Meeting Minutes

The Virginia Aviation Board held a meeting on Thursday, November 21, 2019, at the Metropolitan Washington Airport Authority, Board Room, 2733 Crystal Drive, Arlington, VA 22202. The meeting was audio recorded, and the audio is available through the Virginia Department of Aviation's website, www.doav.virginia.gov.

MEMBERS

Roderick D. Hall, Chairman	Present
J. Jack Kennedy, Jr., Region 1	Present
Victoria Cox, Region 2	Present
Derek M. Hardwick, Region 3	Absent
Alan C. Abbott, Region 4	Present
Maggie Ragon, Jr., Region 5	Present
Marie Therese Dominguez, Region 6	Absent
Vanessa Christie, Region 7	Present

OTHER ATTENDEES

Shannon Valentine	Secretary of Transportation
Christina Parrish	Office of the Attorney General
Mark K. Flynn, Director	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 Rod Hall
Chairman

The chairman called the meeting to order at 10:02 a.m. He welcomed all to the meeting and introduced two new recently appointed members. He thanked the Metropolitan Washington Airports Authority for hosting the meeting. Michael Cooper, with MWAA, gave a presentation on Project Journey, construction of new security points and 14-gate concourse.

Chairman Hall

2. Review and approve minutes Rod Hall
Chairman

- A. Review and approve August meeting minutes

Mr. Kennedy moved to accept the August 15 and 16 2019 VAB meeting minutes as presented, seconded by Mr. Abbott. The motion passed unanimously. (Aye: Kennedy, Cox, Abbott, Ragon, Christie; Nay: none)

3. Update and Announcements:

- A. DOAV Update Mark Flynn
DOAV

Mr. Flynn provided an update of DOAV activities, highlighting possible proposed legislation.

- Safety Update Watson Felts
DOAV

Mr. Felts provided an update on aviation safety, including the safety awareness campaign and modes of communicating safety information.

- Communication & Education Update John Campbell
DOAV

Mr. Campbell provided an update on the activities of the Communication and Education Division, noting the partnership with VSATS on educational programs.

- B. VAOC Report Keith Holt
VAOC

Mr. Holt provided an update on VAOC activities, noting the importance of educating the freshman and sophomore legislators on how the system works, why it works, and why the airports appreciate it.

- C. VABA Report Bud Oakey
VABA

Mr. Oakey shared an update on the activities of VABA, highlighting the legislative reception to be held on January 29, 2020 at Main Street Station.

4. Old Business

Mr. Flynn reviewed the board's vote at the August meeting to accept the Broker's Opinion of Value as appraisal for a Virginia Resource Authority (VRA) loan being secured by Hampton Roads Executive Airport. The resolution needed a clarification on what prior obligations applied to the available credit. To make that clarification, Ms. Christie moved that the Board approve the current Broker's Opinion of Value in place of a full appraisal as required for the establishment of a new Credit Line Deed of Trust, provided the Department obtain from the operator an Amended and Restated Credit Line Deed of Trust, or other document or documents recommended by counsel to the Department, securing all of the operator's obligations under currently outstanding and future Grant Agreements against Parcels 3 and 4 of the Hampton Roads Executive Airport, in an amount that will not exceed 75 percent of (i) the Broker's Opinion of Value less (ii) the operator's first mortgage debt currently secured by Parcels 3 and 4, seconded by Mr. Abbott. The motion passed unanimously. (Aye: Kennedy, Cox, Abbott, Ragon, Christie; Nay: none) In the motion, item (ii) was changed from the August action.

- A. Economic Development Strategic Planning Committee Vicki Cox
VAB-EDSP
Appointment of new VAB representative

Ms. Cox stated that the Economic Development Strategic Planning meeting would be held later in the afternoon following the VAB meeting. With Cheryl McLeskey's term now ended, the VAB would need to

appoint another member to serve on the committee. Ms. Cox made a motion to appoint Alan Abbott to the EDSP, seconded by Mr. Kennedy. The motion passed unanimously. (Aye: Kennedy, Cox, Abbott, Ragon, Christie; Nay: none)

5. New Business

Mr. Abbott noted that Richmond International Airport had not included expansion of TSA security gates in the entitlement plan it had submitted due to the sponsor’s plan to fund the project with passenger facility charges. Mr. Abbott made a motion to accept the amended entitlement plan for Richmond International Airport to include the TSA gate expansion plan, seconded by Ms. Christie. The motion passed unanimously. (Aye: Kennedy, Cox, Abbott, Ragon, Christie; Nay: none)

- A. Consideration of Amended FY20 Entitlement Utilization Plans Mike Swain
DOAV

Mr. Swain presented revisions to FY2020 Entitlement Utilization Plans for the Charlottesville-Albemarle Airport, Newport News-Williamsburg International Airport, Richmond International and Shenandoah Valley Regional Airport. Ms. Cox made a motion to accept staff recommendations for these revisions, seconded by Ms. Ragon. The motion passed unanimously. (Aye: Kennedy, Cox, Abbott, Ragon, Christie; Nay: none)

- B. Virginia Aviation Allocations Review Mike Swain
DOAV
Tentative Allocations from the Commonwealth Airport Fund

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.

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 allocations for these projects were awarded, the following state discretionary funds were available.

Air Carrier/Reliever Discretionary	\$763,538.41
General Aviation Discretionary	\$115,143.16

For Region 1, Mr. Kennedy made a motion to accept staff recommendations for the allocation of capital funds, seconded by Ms. Cox. The motion passed unanimously. (Aye: Kennedy, Cox, Abbott, Ragon, Christie; Nay: none)

Airport	Project Description	VAB Action	Amount
Lonesome Pine Airport	Stormwater Pollution Prevention Plan Update	Approved	\$1,800.00
Mountain Empire Airport	Stormwater Pollution Prevention Plan Update	Disapproved	N/A
Tazewell County Airport	Environmental Assessment for Maintenance Equipment Storage Building	Approved	\$10,167.65
Virginia Tech - Montgomery Executive	Runway 12-30 Extension - Land Acquisition Phase 1 (Reimbursement)	Approved	\$117,422.00

For Region 2, Ms. Cox made a motion to accept staff recommendation for the allocation of capital funds, seconded by Mr. Kennedy. The motion passed unanimously. (Aye: Kennedy, Cox, Abbott, Ragon, Christie; Nay: none)

Airport	Project Description	VAB Action	Amount
Orange County Airport	Easement Acquisition Services and Easement Acquisition (Reimbursement) for Runway 26 Obstruction Removal	Approved	\$9,843.00

For Region 3, Ms. Cox made a motion to accept staff recommendations for the allocation of capital funds, seconded by Mr. Abbott. The motion passed unanimously. (Aye: Kennedy, Cox, Abbott, Ragon, Christie; Nay: none)

Airport	Project Description	VAB Action	Amount
Culpeper Regional Airport	Greenhouse Road Extension (Design)	Approved	\$24,678.00
Manassas Regional Airport	Runway 16R-34L Lighting System & PAPIs Upgrade (Construction)	Approved	\$32,000.00
Manassas Regional Airport	Runway 16R-34L Rehabilitation (Construction)	Approved	\$240,000.00
Warrenton-Fauquier Airport	Terminal Camera and Access Control (Security) - INCREASE	Approved	\$11,765.70

For Region 4, Mr. Abbott made a motion to accept staff recommendation for the allocation of capital funds, seconded by Ms. Christie. The motion passed unanimously. (Aye: Kennedy, Cox, Abbott, Ragon, Christie; Nay: none)

Airport	Project Description	VAB Action	Amount
Richmond International Airport	Concourse B Security Checkpoint Expansion (Construction)	Approved	\$3,185,600.00

No project requests were submitted for Region 5 and Region 6.

For Region 7, Ms. Christie made a motion to accept staff recommendations for the allocation of capital funds, seconded by Mr. Abbott. The motion passed unanimously. (Aye: Kennedy, Cox, Abbott, Ragon, Christie; Nay: none)

Airport	Project Description	VAB Action	Amount
Accomack County Airport	Apron Rehabilitation (Design) - INCREASE	Approved	\$2,800.00
Accomack County Airport	Fueling System Upgrade - Self-Serve Terminal (Construction)	Approved	\$11,885.00

6. Public Comment Period

Rod Hall
Chairman

Mr. Rempe asked if the motion regarding funding for private-owned/public-use airports applies to all private-owned/public-use airports or only to Hampton Roads Executive Airport. Mr. Flynn responded that this specific motion applies only to Hampton Roads Executive Airport but the principle applies to all such classified airports.

Mr. Rempe also inquired as to the estimated balance of the discretionary fund, which will be merged and available to all airports. Mr. Swain responded that the estimated balance will be approximately \$880,000.

7. Board Member Comments and Reports

Rod Hall
Chairman

Region 1: Mr. Kennedy thanked MWAA for hosting the meeting. He added that many southwest Virginia school districts will participate in the payload for the upcoming Antares flight. He noted the success of the WING project in Christiansburg last month. He stated that Flirty is considering expanding their efforts in Virginia.

Region 2: Ms. Cox echoed Mr. Kennedy's gratitude to MWAA for hosting the meeting.

Region 3: None

Region 4: Mr. Abbott welcomed Perry Miller, the new airport manager of Richmond International Airport. He stated that he will be visiting the airports in Chesterfield and New Kent with DOAV staff in December. He added that he appreciates the nomination to the EDSP committee.

Region 5: Ms. Ragon thanked DOAV staff for their participation in the orientation and MWAA for hosting the meeting today.

Region 6: None

Region 7: Ms. Christie echoed everyone's thanks for hosting the meeting and thank you for welcoming her to the board.

Director: None

Secretary: Ms. Valentine thanked the board for welcoming her this morning and welcomed the new VAB members. She noted that the Governor's Transportation Conference was being held at the Hyatt Regency Crystal City and involved all modes of transportation.

Chairman: Mr. Hall thanked Secretary Valentine for joining the meeting this morning. He strongly encouraged board members to visit airports in their region.

8. Adjournment

Rod Hall
Chairman

Mr. Abbott made a motion to adjourn the meeting at 11:35 am, seconded by Ms. Cox. The motion passed unanimously. (Aye: Kennedy, Cox, Abbott, Ragon, Christie; Nay: none)