

**Virginia Aviation Board  
Meeting Agenda  
Thursday, September 17, 2020**

The Virginia Aviation Board will hold a meeting at 10:00 a.m., Thursday, September 17, 2020 at the Virginia Department of Aviation, Passenger Terminal Hangar, 5702 Gulfstream Road, Richmond, VA 23250. The meeting is available through webex: <https://covaconf.webex.com/covaconf/onstage/g.php?MTID=e841b4e47cdc165bebd526bd5e092d0fd> or by calling 1-517-466-2023 with access code: 171 376 9725.

*In accordance with Executive Order 63, those attending in person are required to wear face coverings. Per agency COVID-19 response policy, body temperatures of all staff and visitors are taken prior to building entry.*

- |   |   |              |
|---|---|--------------|
| 1. Call to Order  | Rod Hall, Chairman                        | (5 minutes)  |
| 2. Consideration of Motion: Remote Participation Policy   | Rod Hall, Chairman                        | (5 minutes)  |
| 3. Review and approve June 18, 2020 minutes   | Rod Hall, Chairman                        | (5 minutes)  |
| 4. Updates and Announcements:   |   |              |
| A. DOAV Update  | Mark Flynn<br>DOAV                        | (15 minutes) |
| Safety Update   | Watson Felts<br>DOAV                      | (5 minutes)  |
| Communications & Education Update   | John Campbell<br>DOAV                     | (5 minutes)  |
| B. FAA-FSDO Update  | Maury Dacey<br>FAA                        | (10 minutes) |
| C. VAOC Update  | Keith Holt<br>VAOC                        | (10 minutes) |
| D. VABA Update  | Bud Oakey<br>VABA                         | (10 minutes) |
| 5. Old Business   |   |              |
| A. Commercial Air Service Plan Update   | Mark Flynn<br>DOAV                        | (10 minutes) |
| B. Resolution to Authorize Use of Entitlement Funds for Operating Costs During the Coronavirus Pandemic | Mark Flynn<br>DOAV                        | (5 minutes)  |
| 6. New Business   |   |              |
| A. Hummel Field Exception to <i>Airport Program Manual</i> §5.4.1                                       | Jeff Gore<br>Middlesex County<br>Attorney | (5 minutes)  |
| B. VRA – Roanoke Application Consideration  | Mike Swain<br>DOAV                        | (5 minutes)  |

- |    |  |                        |              |
|----|--|------------------------|--------------|
| C. | Commonwealth Aviation Fund Status  | Cliff Burnette<br>DOAV | (5 minutes)  |
| D. | Consideration of Consent Agenda – Denial for Lack of Funding   | Rod Hall, Chairman     | (5 minutes)  |
|    | 1. Gordonsville Municipal; Runway, Taxiway & Apron Rehab (Construction); \$960,064                         |                        |              |
|    | 2. Tazewell County Airport; T-Hangar Site Prep (Construction); \$400,000                                   |                        |              |
|    | 3. Virginia Highlands Airport; Sinkhole Repair (Design); \$48,664  |                        |              |
|    | 4. Farmville Regional Airport; Maintenance Equipment Storage Building-Replacement (Construction); \$55,050 |                        |              |
|    | 5. Tappahannock-Essex County Airport; Fueling System Credit Card Reader (Replacement)-INCREASE; \$1,546.71 |                        |              |
|    | 6. Accomack County Airport; Fuel Truck Containment Area-Environmental Coordination; \$12,000               |                        |              |
|    | 7. Dinwiddie County Airport; ALP Update for Terminal Apron Expansion; \$11,492                             |                        |              |
|    | 8. Winchester Regional Airport; Terminal Area Site Prep-Phase 2 (Design); \$192,000                        |                        |              |
|    | 9. Winchester Regional Airport; Terminal Building (Design); \$231,000                                      |                        |              |
|    | 10. Hummel Field; Airport Layout Plan Update; \$93,068   |                        |              |
|    | 11. Williamsburg-Jamestown Airport; T-Hangar #2 Site Prep (Design); \$36,800                               |                        |              |
|    | 12. Emporia-Greenville Regional Airport; Airport Layout Plan & Exhibit A Update; \$5,200                   |                        |              |
|    | 13. Twin County Airport; Box Hangar Site Prep (Design); \$38,400   |                        |              |
| E. | Consideration of FY20 Entitlement Utilization Reports & FY21 Entitlement Utilization Plans                 | Mike Swain<br>DOAV     | (10 minutes) |
| F. | Virginia Aviation Board Review<br>Tentative Allocations from the Commonwealth Aviation Fund                | Mike Swain<br>DOAV     | (15 minutes) |
| 7. | Public Comment Period<br>(3 minutes per person to address the board)                                       | Rod Hall, Chairman     |              |
| 8. | Board Member Comments and Reports  | Rod Hall, Chairman     | (5 minutes)  |
| 9. | Adjournment  | Rod Hall, Chairman     |              |

**Department of Aviation Policy:**  
**Disability or Medical Condition or Personal Matter That Prevents Physical Attendance**

**Adopted:** \_\_\_\_\_

The Virginia Aviation Board adopts this remote participation policy, pursuant to Va. Code §2.2-3708.2.

Individual members of the board may participate in a meeting through electronic communication means from a remote location that is not open to the public if a temporary or permanent disability or other medical condition or a personal matter prevents them from physically attending the meeting, following the procedures and limitations described hereafter. In order for a member to participate through electronic means the following must be met:

- A quorum of the board must be physically assembled and maintained at the primary or central meeting location
- The voice of the remote participant must be able to be heard by all persons at the primary or central meeting location.

A. Participation by member with **disability or other medical condition**; procedural requirements:

1. The member must notify the chair on or before the day of the meeting of inability to attend due to temporary or permanent disability or other medical condition that prevents physical attendance;
2. The fact of a disability or medical condition must be recorded in the minutes;
3. The remote location must be recorded in the minutes; and
4. The member's remote participation must be in accord with the policy on electronic participation adopted by the board.

B. Participation if a **personal matter** prevents attendance; procedural requirements:

1. The member must notify the board chair on or before the day of the meeting;
2. The nature of the emergency or personal matter must be identified;
3. The nature of the personal matter must be recorded in the minutes;
4. The remote location must be recorded in the minutes; and
5. The member's remote participation must be in accord with the policy on electronic participation adopted by the board.

Participation because of a personal matter that prevents attendance is limited to two (2) meetings per calendar year.

Individual participation from a remote location shall be deemed approved unless such participation would violate this policy or the provisions of the Virginia Freedom of Information Act (Va. Code § 2.2-3700 et seq.). If a member's participation from a remote location is challenged by a member, the board shall vote whether to allow such participation. Upon a vote to

disapprove the member's participation because such participation would violate this policy, such disapproval shall be recorded in the minutes and shall include the substance of the motion. Nonetheless, the member may continue to monitor the meeting from the remote location but may not participate in the proceeding and may not be counted as present at the meeting.



Virginia Aviation Board  
Meeting Minutes

The Virginia Aviation Board held a meeting on Thursday, June 18, 2020 via electronic media. The meeting was audio recorded. The audio and meeting documents and presentation materials are available on the Virginia Department of Aviation's website, [www.doav.virginia.gov](http://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	Present
Alan C. Abbott, Region 4	Present
Maggie Ragon, Region 5	Present
Region 6	Vacant
Vanessa Christie, Region 7	Present

OTHER ATTENDEES

Julie Whitlock	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

After calling the meeting to order at 10:03 am, the chairman performed a roll call of all board members. He stated that the meeting was being conducted in electronic format due to restrictions related to state of emergency and COVID-19. The Webex meeting is the safest way to meet allowing for social distancing and practicing safer at home as much as possible. He asked that all board member, staff, and presenter microphones be muted unless there is a question, comment or presentation. He noted that the meeting is being made available to the public through the Webex platform, either through video/audio link by computer or by phone. He noted that all attendees will be muted until the public comment period. At that time, both Webex users and phone participants will be unmuted to ask questions or pose comments.

2. Review and approve minutes Rod Hall, Chairman
  - A. Review and approve February 20, 2020 minutes Rod Hall, Chairman

Ms. Christie moved to accept the February 20, 2020 VAB meeting minutes as presented, seconded by Ms. Ragon. A roll call vote was performed. The motion passed unanimously. (Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none)

3. Update and Announcements:

A. FAA Informational Update

Jennifer Soloman, Administrator  
FAA Eastern Region  
Dave Fish, Director,  
FAA Eastern Region Airports Div.

Ms. Solomon noted that the financial picture is grim for the aviation industry. A preliminary focus has been on keeping people safe during the pandemic.

Mr. Fish addressed the FAA's CARES Act program, the AIP program, and other responses to COVID-19. He noted that all of Virginia's airports have elected to receive CARES funds and the majority applications have been received.

B. VAOC Report

Keith Holt, VAOC

Mr. Holt provided an update on VAOC activities and addressed the impact of COVID-19 on both commercial air service airports and general aviation airports.

C. VABA Report

Bud Oakey, VABA

Mr. Oakey provided an update on VABA activities.

D. DOAV Update

Mark Flynn, DOAV

Mr. Flynn provided an update on department activities particularly in relation to the impact of and response to COVID-19.

Safety Update

Watson Felts, DOAV

Mr. Felts provided an update on aviation safety activities and concerns.

Communications & Education Update

John Campbell, DOAV

Mr. Campbell provided an update on the division's communication and education program activities.

4. Old Business

A. Hampton Roads Revised and Amended Credit Line Deed of Trust

Joseph Jagdmann, OAG

Ms. Christie moved to approve the motion dated June 18 2020 regarding the Credit Line Deed of Trust for the Hampton Roads Executive Airport (Attachment A), seconded by Mr. Abbott. A roll call vote was performed. The motion passed unanimously. (Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none)

5. New Business

A. VRA Bond Debt Defeasance

Peter D'Alema, VRA

Mr. D'Alema presented a proposal on VRA bond debt defeasance and consideration for the board's approval to proceed. Ms. Ragon moved to agree to the defeasance of the VRAF series 2007 bonds as set out in the May 18 memorandum from VRA (Attachment B), seconded by Mr. Abbott. A roll call vote

was performed. The motion passed unanimously. (Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none)

B. Finances FY2020, FY2021 Mark Flynn, DOAV

Mr. Flynn presented an update on the revenue collections which support the agency's operations and designated grant programs to airports. He noted that the pandemic will most likely have an impact on available funding for FY21 operations and programs. As a result, he has instructed division directors to develop cost reduction plans to address potential funding shortfalls.

C. Commercial Service Airports

1. Commercial Air Service Plan Update Cliff Burnette, DOAV

Mr. Burnette reported that the Commercial Air Service Plan update was close to completion in February. With the pandemic's impact on the aviation industry, the plan was changed from a reporting tool to a plan to assist in commercial airport recovery as a result of COVID-19. He noted that participation from the commercial airports is essential to this study. Target date for completion is early September.

2. Resolution: Use of Entitlement Funds for Operating Costs Mark Flynn, DOAV

Mr. Flynn presented a resolution to authorize the department to allow commercial service airports to use entitlement funds for recurring operating expenses. The state code and budget provide that entitlement funds and Commonwealth Airport Funds are to be used for infrastructure projects but provide authority to the board to allow the use of entitlement funds for operating costs. This resolution is presented to assist commercial airports to stay as healthy as possible to receive airlines when full service returns. He asked the board to consider action like that in the resolution at its next meeting, if such is recommended by the consultant for the commercial air service plan.

D. Amended Entitlement Utilization Plan Review and Consideration for Approval Mike Swain, DOAV

Mr. Swain presented revisions to FY2020 Entitlement Utilization Plans for Charlottesville-Albemarle Airport and Roanoke-Blacksburg Regional Airport. Ms. Cox made a motion to accept staff recommendations for these revisions, seconded by Mr. Abbott. A roll call vote was performed. The motion passed unanimously. (Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none)

E. Next Meeting Date - September 2020 Rod Hall, Chairman

Mr. Hall stated that the August meeting, normally held in conjunction with the Virginia Aviation Conference, would be changed. Mr. Flynn added that the Governor plans to convene the General Assembly in early August to address budget revisions in response to revenue shortfalls due to COVID-19. He suggested potential meeting dates between late August and early September with the meeting format to be determined and dependent upon restrictions.

6. Public Comment Period Rod Hall, Chairman

The Chairman opened the meeting to public comments or questions. All attendees were unmuted to participate. No public comments were offered.

7. Board Member Comments and Reports Rod Hall, Chairman

Region 1: No report.  
Region 2: No report.  
Region 3: Mr. Hardwick stated he will contact staff regarding Culpeper Airport.  
Region 4: No report.  
Region 5: No report.  
Region 7: No report.  
Director: No report.  
Chairman: No report.

8. Adjournment

Rod Hall, Chairman

Mr. Abbott made a motion to adjourn the meeting at 12:08 pm, seconded by Mr. Hardwick. A roll call vote was performed. The motion passed unanimously. (Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none)

DRAFT



# Virginia Department of Aviation

## COVID-19 IMPACTS AND THE ROAD TO RECOVERY

# Table of Contents

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The spread of COVID-19 is having an unprecedented impact on not just the aviation industry but the global economy. While the immediate and most pressing concern is human cost in terms of people's health and the tragedy of escalating fatalities, COVID-19 has created profound implications for nearly all businesses and industries. What started out as looking like a repeat of the SARS outbreak (2002/03) or Swine flu (2009/10), both of which had relatively modest and short-lived impacts on aviation and the economy, has escalated to a much larger emergency. The impact on aviation has been catastrophic. The situation is changing on a daily basis and there remains considerable uncertainty as to how long this outbreak will last and what will be the final impacts.

Unfortunately, the United States has the worst COVID-19 outbreak in the world, resulting in profound impacts to the U.S. aviation industry. A few of the impacts are;

- The major U.S. airlines collectively lost \$11 billion in the 2nd quarter of 2020 alone. The largest quarterly loss on record.
- In the immediate weeks after the global shut down, U.S. airport passenger traffic declined 95%. Traffic has rebounded only slightly and uneven in the U.S. Total passenger traffic in the U.S. is still down 75% from the prior year.
- Before the pandemic, one in 10 American jobs were supported by the travel industry, but since the outbreak more than half of the 15.8 million people working in the related roles have lost their jobs.
- Massive airline layoffs are expected at the end of September as employee protections are removed at the end of the CARES Act. As of this writing, a second CARES Act (or the equivalent) is being debated within the U.S. Government.



Commercial aviation in the Commonwealth has also experienced tremendous negative impacts;

- Total passenger traffic at Virginia airports declined 96% in April and 92% in May.
- Eighty-Eight nonstop markets are no longer served from the Commonwealth.
- Currently, August seat capacity is down nearly 60% from the prior year.
- Significant loss of passengers results in significant loss of revenues at Virginia airports.
- Ripple effects spiral down and impact hotels, rental car agencies, and restaurants, just to name a few.



DOAV asked Inter *VISTAS* to assist in evaluating the impact of Covid-19 on commercial airports in Virginia, and the need for possible additional Commonwealth aid to Virginia's commercial airports to ensure the funding needed to respond to the significant decline in airport traffic and revenue. The following sections summarize the results of this review and presents recommendations for consideration.

# Executive Summary

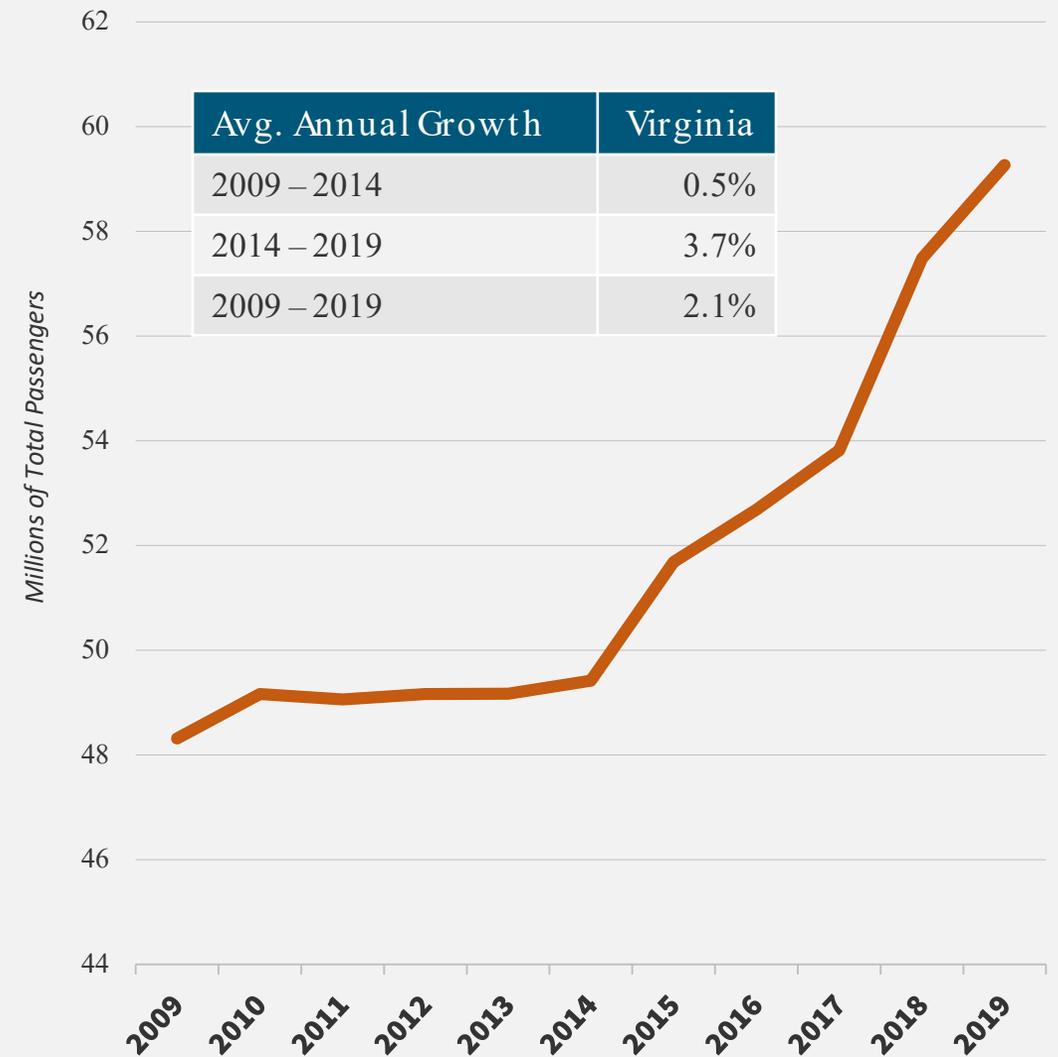
- The Commonwealth of Virginia’s diverse system of airports plays a vital role in the state and regional economies by creating jobs and contributing to overall economic development.
- Covid-19 is having unprecedented impacts on the global aviation industry. U.S. airlines reported a record combined loss of \$11.2 billion in the 2<sup>nd</sup> quarter alone. U.S. airports experienced a passenger decline in April and May of 95% and 90% respectively.
- All Commonwealth commercial airports have experienced tremendous declines in traffic and revenue since March 2020. Recovery has been slow.
- Passenger recovery will be determined by our country’s ability to control the virus. Until a vaccine is widely available, meaningful recovery will not occur. InterVISTAS estimates Commonwealth air passengers will not recover to 2019 levels until early 2024.
- The CARES Act providing federal aid for airlines and airports was passed in March 2020. The nine commercial airports in the Commonwealth received a total of \$308 million in CARES Act funding.
- The distribution of CARES Act funding for Virginia airports was in some cases uneven in relation to annual financial needs and raises questions around actions that individual airports might need to consider.
- Since the formal announcements of government actions related to Covid-19 in the United States, the outlook has changed from “temporary impact” to a “more prolonged impact”. The most recent increase in cases in the U.S. has dampened the outlook even further.
- All of this points to the need to consider potential further aid for airports.
- Airports in the Commonwealth regard the existing funding program positively and would welcome additional Commonwealth support during this unprecedented period of Covid-19 impact.
- InterVISTAS has outlined several potential concepts, specific to aid that the Commonwealth might provide to the commercial airports in Virginia. There are different forms of aid to consider, and we have attempted to present a range of alternatives.



# Pre-COVID19 Traffic and Air Service Performance

# In 2019, Virginia's Total Passengers Reached a Historical High, at 59.3 Million

*After a relatively flat period, following the 2008 recession, Virginia's total passengers have rebounded, growing 3.7% annually since 2014 and reaching 59.3 million total passengers in 2019*

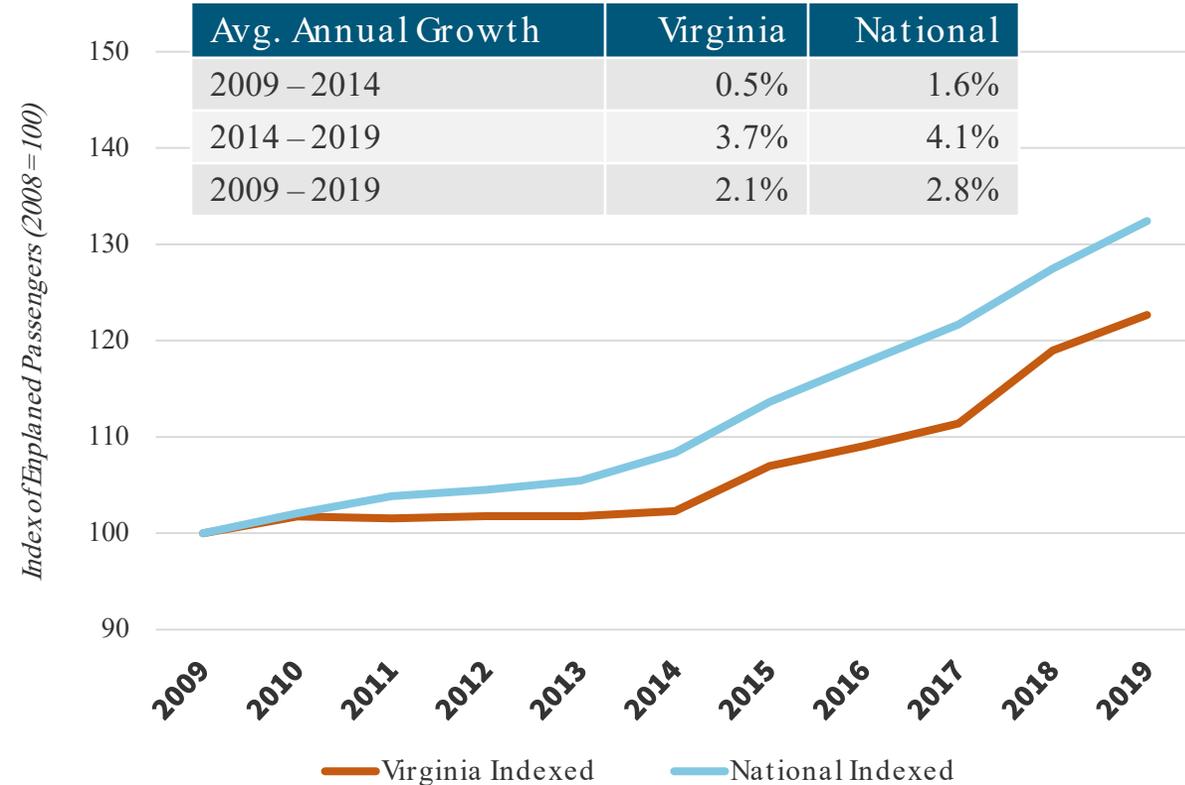


Source: Airport Records



# A Comparison of National and Virginia Total Passenger Growth Trends Indicates that Virginia has Slightly Lagged the Nation

- Virginia's air traffic has recovered more slowly than the total U.S., following the economic recession
- Virginia grew at an average annual growth rate of 0.5% between 2009 and 2014 and 3.7% between 2014 and 2019
- While the U.S. grew at an annual rate of 1.6% between 2009 and 2014 and grew at a rate of 4.1% per annum between 2014 and 2019
- Virginia's passenger growth has been historically below the National average due to its significant government related passenger traffic. Sequestration continues to be an impact.

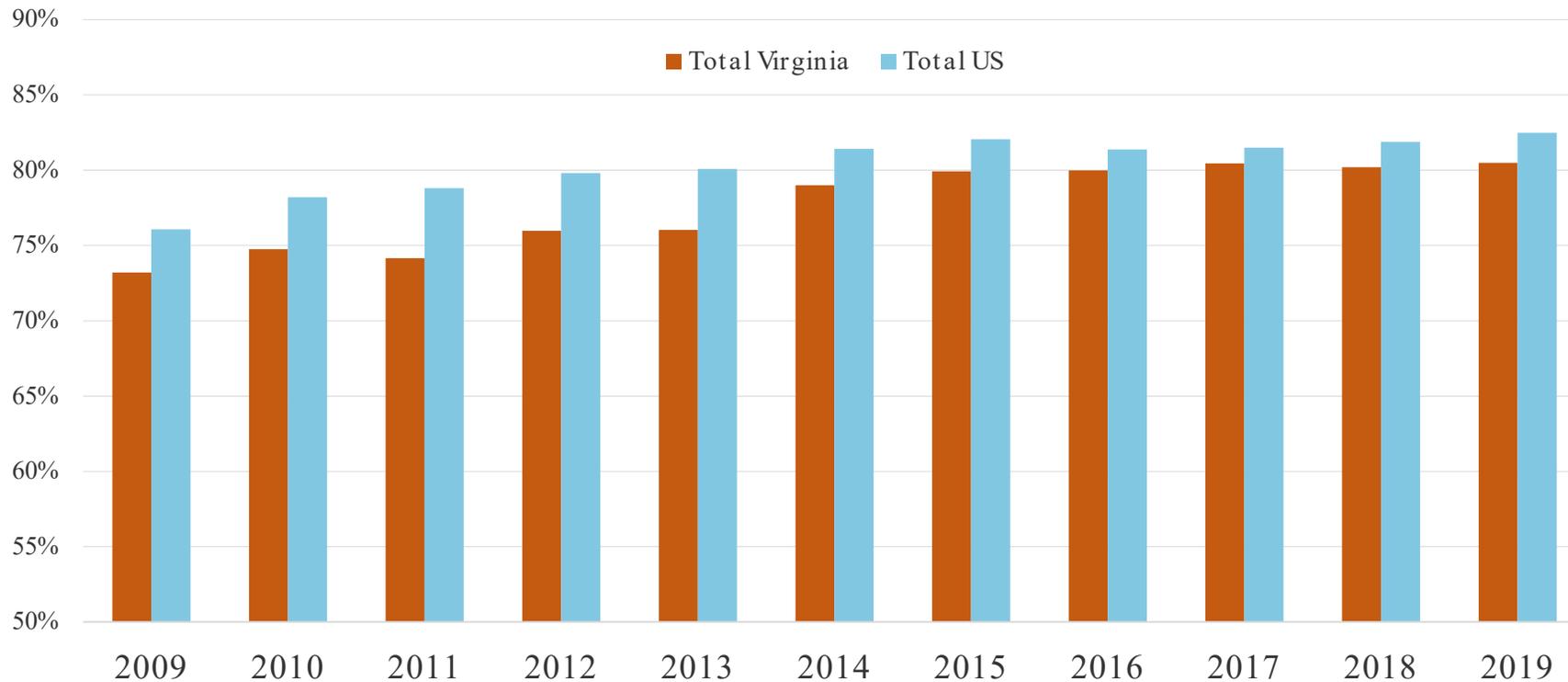


Source: FAA Air Carrier Activity Information System (ACAIS)



# Virginia Load Factors (LF's) Have Remained Steady the Past Four Years,

Average Load Factors at Virginia Airports vs. the U.S. Average



- Due to fewer departures, and increased demand, average Virginia LF's increased from 73% to 80% during the period 2009-2015
- Virginia LF's is now 2 percentage points lower than the national average

Note: Load factor is defined as the percentage of seats occupied on an aircraft.  
Source: T-100 Data via Diiio.



# The Benefits of Virginia Airports Go Well Beyond Basic Transportation – The Virginia Airport System Generated Over 146,000 Jobs and \$23 Billion in Economic Activity in 2016

## JOBS



146,660

## WAGES



\$7.7 Billion

## ECONOMIC ACTIVITY



\$22.9 Billion

- Virginia airports created and sustained **146,660 jobs** or **3.6 percent** of total employment in Virginia.
- Jobs supported by Virginia airports contributed **\$7.7 billion in payroll** each year.
- More than 72,000 people boarded commercial aircraft in Virginia every day.
- Each day, more than 4,000 aircraft took off from and landed at Virginia airports.
- Each day, approximately 23,000 visitors arrived in the state on commercial airline or general aviation aircraft.
- Each job at Virginia's airports supported an additional **2.2 jobs** in the Commonwealth.

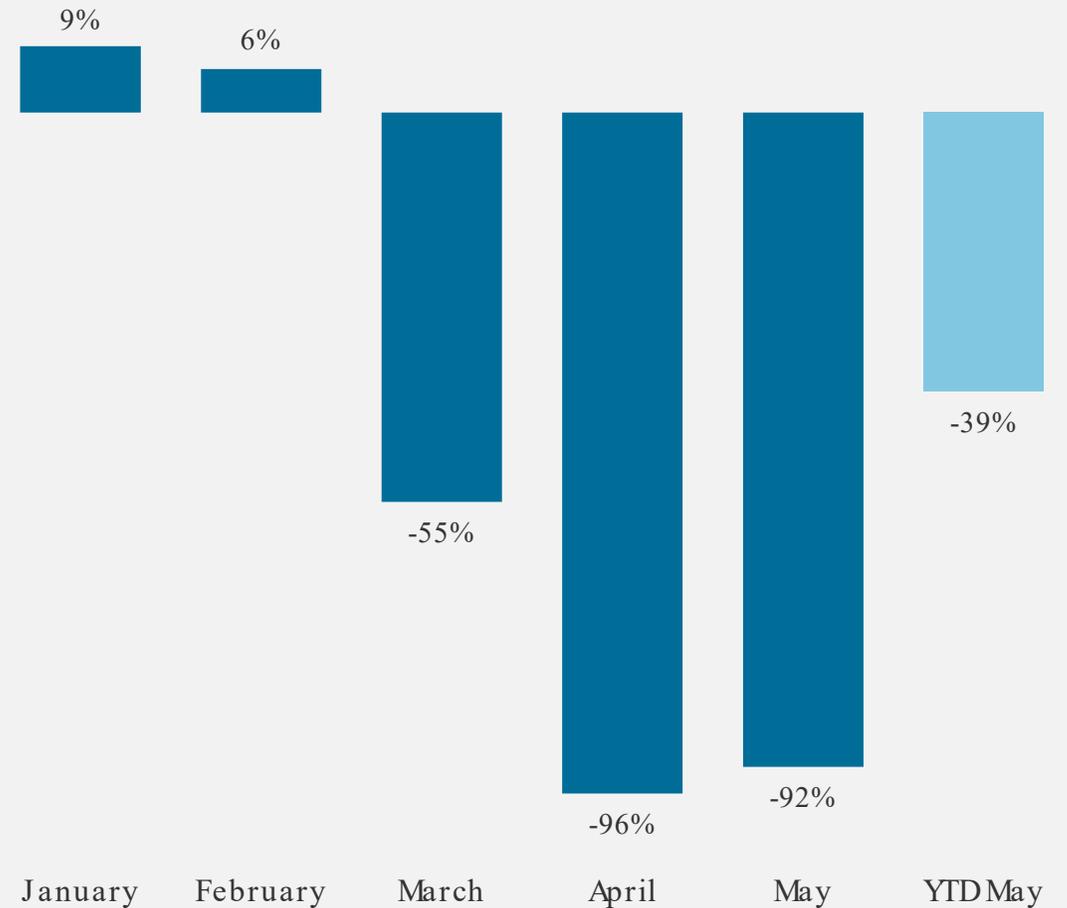


# COVID-19 Traffic and Air Service Impacts

# Virginia Passenger Trends Were Strong at the Start of 2020

- COVID-19 has Reduced Passenger traffic to Unprecedented Levels
- National average declines for April and May were -95% and -90% respectively

Percent in Change in Total Passengers From the Prior Year  
January 2020 – May 2020

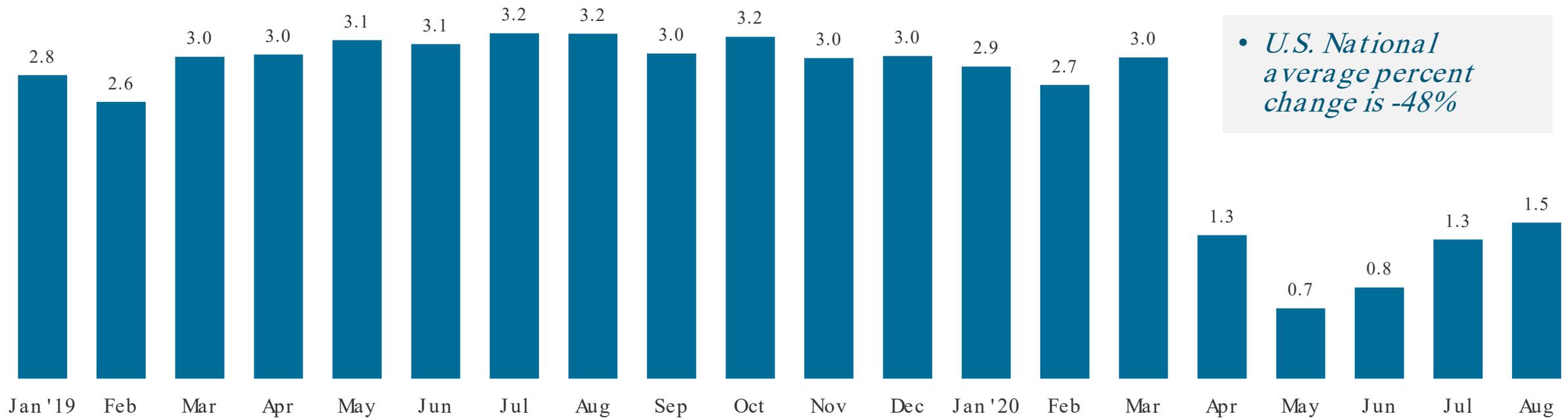


Source: Airport Records



# Current seat capacity from Virginia airports is down 55% from the prior year

Seat Departures (Millions) From Virginia Airports  
January 2019 – August 2020

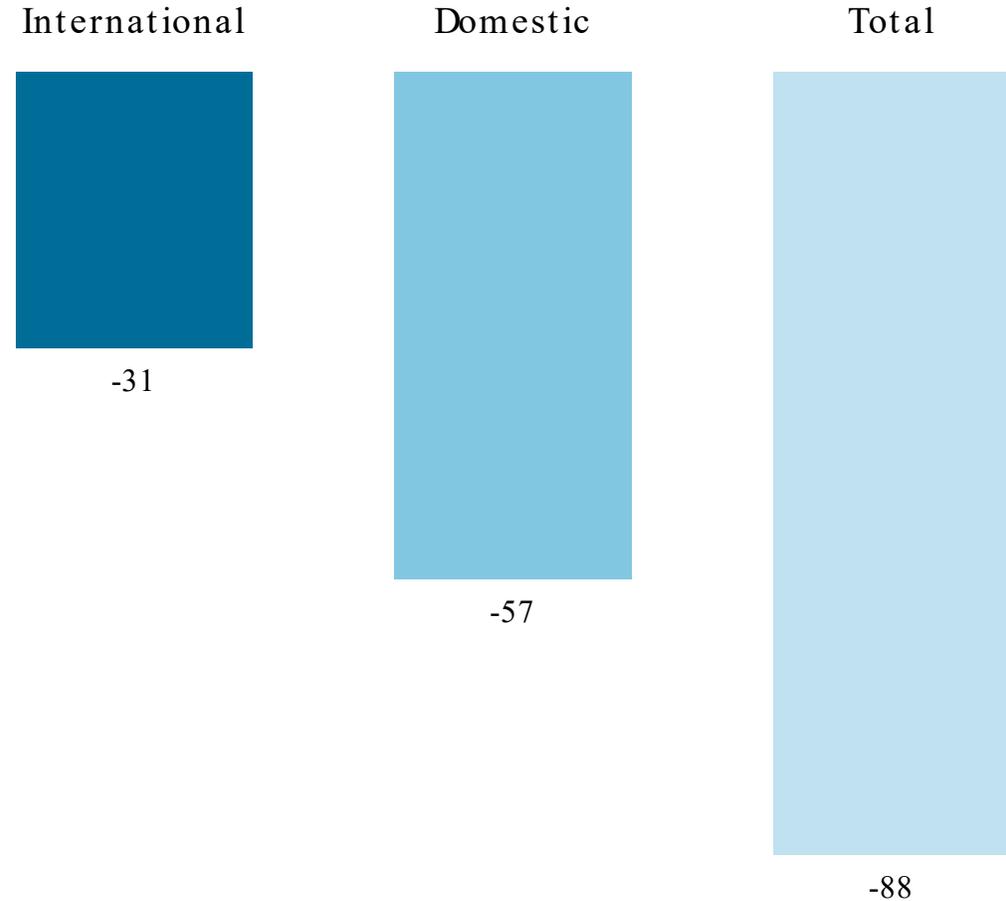


Source: Innovata Schedules via Diiio.



Compared to Last Year, Eighty-Eight Nonstops Markets are no Longer Served From the Commonwealth

Nonstop Markets No Longer Served August 2019 vs. August 2020

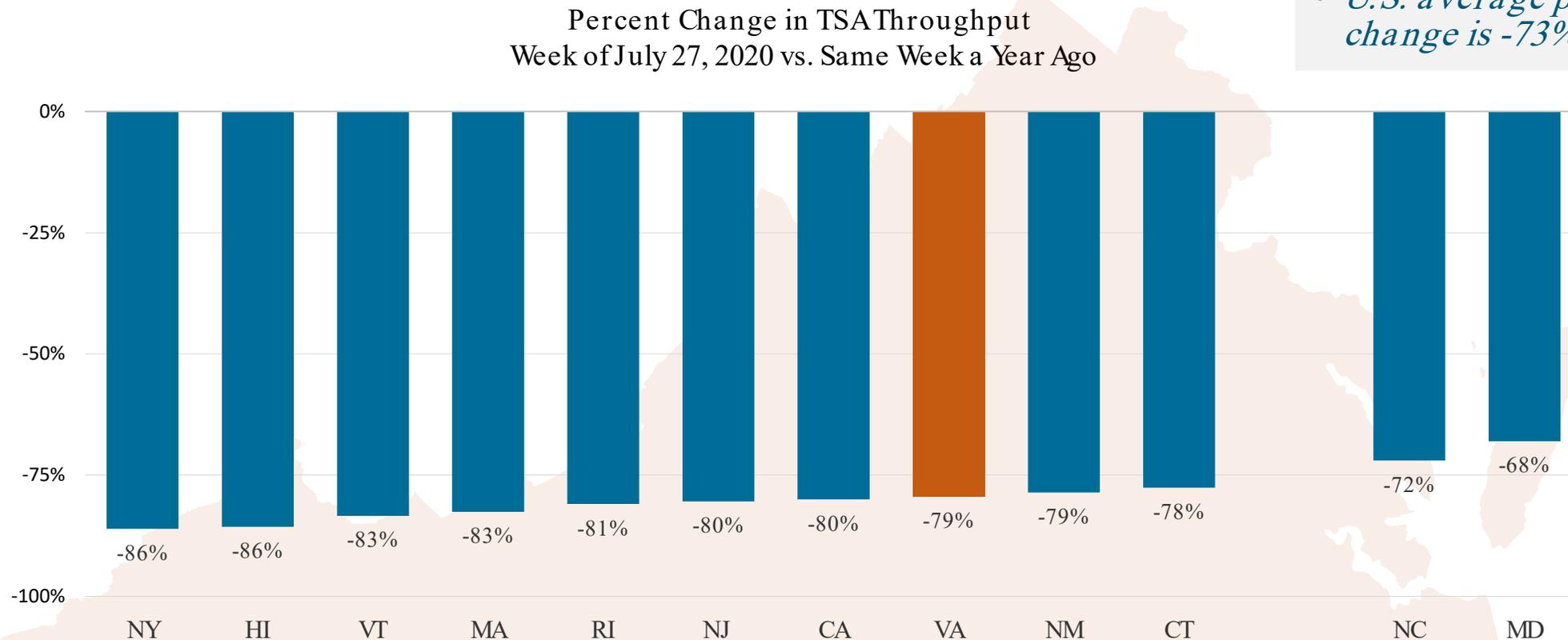


Source: Innovata Schedules, via Diiio



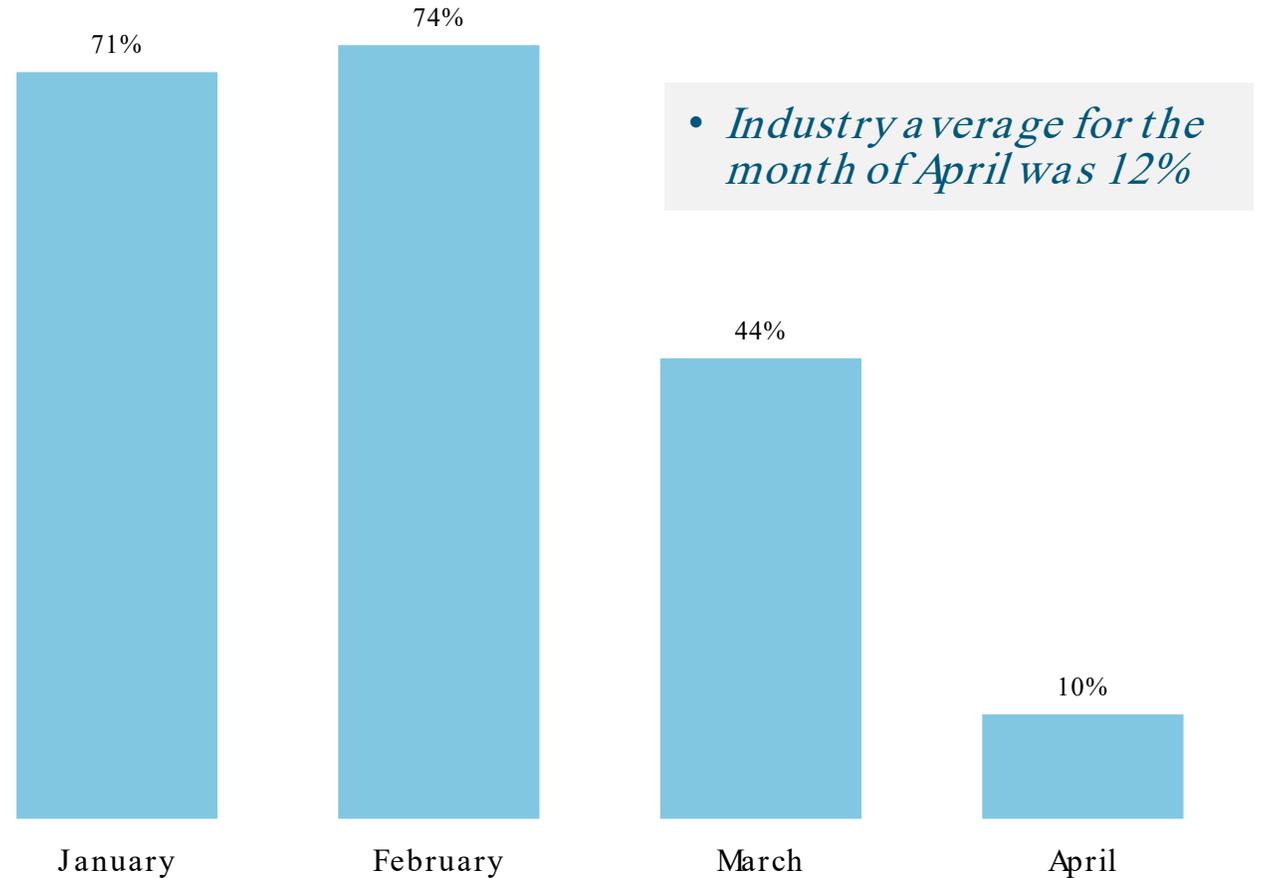
# Virginia has been one of the hardest hit States – *passenger traffic down 79% from a year ago*

• U.S. average percent change is -73%



During the height of the pandemic, Virginia's domestic load factor fell to 10%

Average Domestic Load Factors at Virginia Airports  
2020



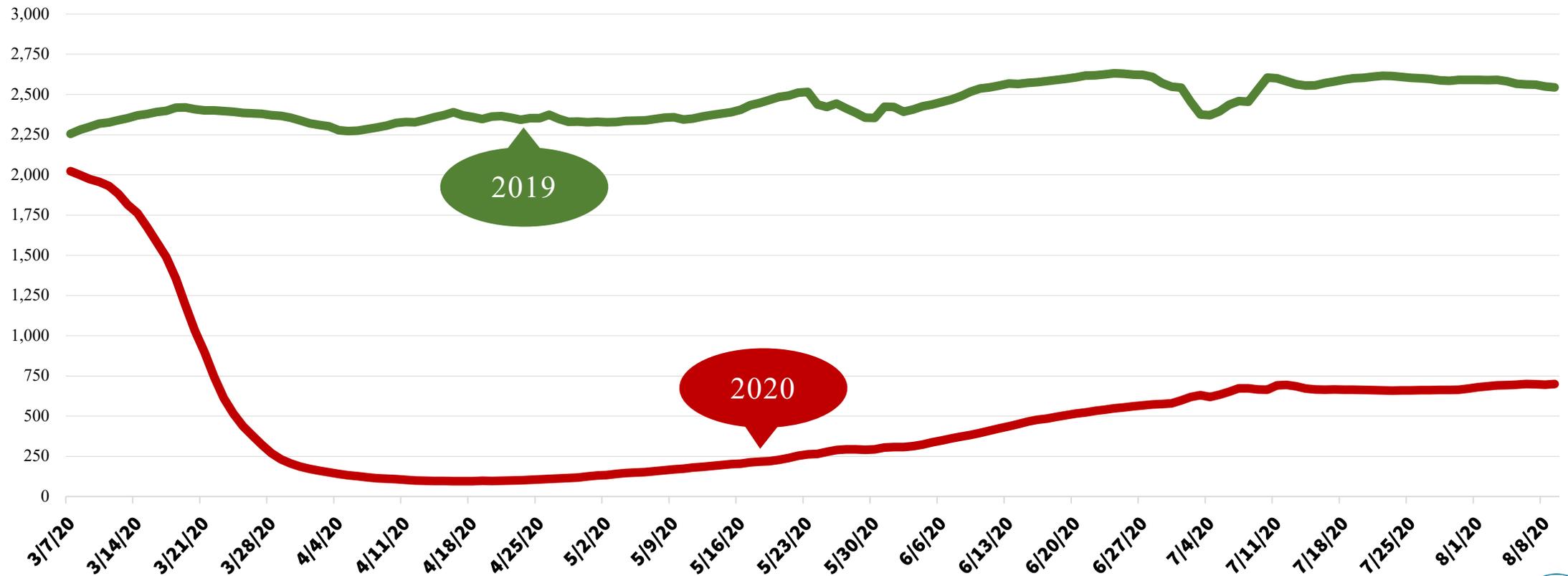
Note: Load factor is defined as the percentage of seats occupied on an aircraft.

Source: T-100 Data via Diod.



# After bottoming out in early April, U.S. traffic has rebound slightly...still down 70% from a year ago

TSA Throughput Passengers 7-Day Moving Average (in Thousands)



Source: TSAReports



# The Major Airlines Lost Over \$11.2 Billion in the 2nd Quarter of 2020 Alone

Operating Profit (Loss) in \$ Millions



- *United, American, Delta, and Southwest, combine to account for 83% of Virginia's passengers. Also combine to account for \$10.1 billion of the total loss of \$11.2 billion.*

Source: Airline financial reports. Frontier and Sun Country have yet to file data.



# Industry Executives are pessimistic on a quick recovery

“Given the combined effects of the pandemic and associated financial impact on the global economy, we continue to believe it could be two years or more before we see a sustainable recovery.”

– *Ed Bastian, CEO, Delta Air Lines*

“Everyone has a view what the recovery will look like, but we'll not pretend to be able to predict the path of the virus. We continue to believe a full recovery is contingent upon effective therapeutics and a vaccine.”

– *Andrew Nocella, Chief Commercial Officer, United Airlines*

“The current environment is more unpredictable and more volatile than anything we ever could have imagined.”

– *Doug Parker, CEO, American Airlines Group*

“I think business travel will be very slow to recover, and my guess is that it will take five to 10 years for business travel to fully recover to 2019 levels.”

– *Gary Kelly, CEO, Southwest Airlines.*

“The threat to the airline industry is grave. There's no question about it. And apocalyptic does actually accurately describe the moment.”

– *David Calhoun, CEO, Boeing*



# Passenger Recovery Scenarios

# Industry Forecasts of Passengers and Revenues

The industry forecasts of airline and airport passengers and revenue have changed rapidly in the months since March 2020, progressively worsening, making it difficult for airports trying to keep up with a “moving-target” of the industry outlook.

And, this helps explain why a FY2021 budget adopted in or around March 2020 (to take effect July 1, 2020) would have appeared reasonable at the time, but, is now in need of revision and/or assistance in terms of government aid to replace a rapidly declining outlook for airport traffic and revenue.

Some examples of recent industry forecasts are provided below:

## Airport Council International (ACI) Forecast

In early March 2020, ACI published an outlook for airport passengers and revenue, using two scenarios:

- Optimistic scenario: COVID-19 impact limited to 2020 Q1
- Pessimistic scenario: COVID-19 impact continues through 2020 Q2

In both cases it was anticipated that traffic would recover to 2019 levels in the second half of 2020. While there was not a specific quantitative forecast, it can be inferred that these scenarios would result in a relatively mild overall decline in the full year 2020.

By May 2020, due to the significant changes in the COVID-19 spread, ACI had a very different forecast, with significant decline in airport passengers and revenue in 2020, and not a full recovery by the end of 2020.

	2020 Percent Change	
	Passengers	Revenue
North America	-41%	-47%
World	-50%	-57%

Source: ACI Advisory Bulletin.

## International Air Transport Association (IATA) Forecast

Similar to ACI, the IATA outlook and published forecasts have changed significantly from March 2020. As shown below, for North America, IATA forecast a full-year 2020 decline of 10% in March, and this outlook worsened to a full-year 2020 decline of 53% in June.

2020 Percent Change in Airline Revenue Passenger Kilometers (RPKs)

	Date of IATA Forecast			
	5-Mar	24-Mar	14-Apr	9-Jun
North America	-10%	-27%	-36%	-53%
World	-19%	-38%	-48%	-55%

Source: IATA briefings published on website.

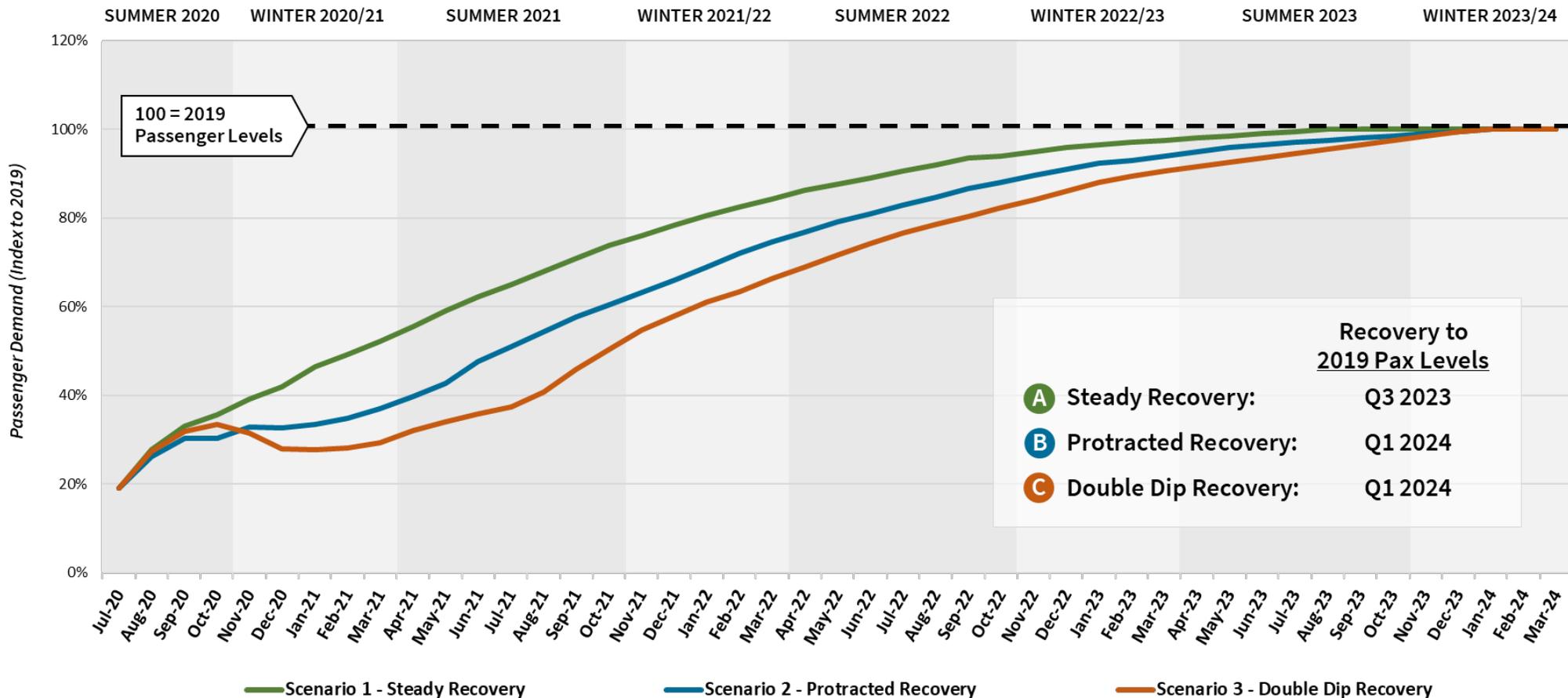


# Virginia airport passenger recovery scenarios were developed... *a long road ahead to return to 2019 levels*

- Inter *VISTAS* recovery scenarios were developed to reflect a longer recovery horizon which was deemed more likely given recent U.S. and world events. Current airline financial results and guidance from airlines executives indicate passenger recovery will be longer than originally anticipated.
- The scenarios were customized for the Virginia market using airport traffic data and schedules for Virginia airports through the first half of 2020
- The analysis models 3 recovery scenarios:
  - *Scenario 1: Steady Recovery*—Rapid build-up of traffic requiring coordinated lifting of travel restrictions across multiple jurisdictions.
  - *Scenario 2: Protracted Recovery*—Global restrictions remain in place for extended period due to continued flare ups.
  - *Scenario 3: Double Dip Recovery*—Global restrictions are lifted and a flare up of cases appear in the fall.
- Passenger recovery will be determined by our country's ability to control the virus. Until a vaccine is widely available, meaningful recovery will not occur.
- Business and international travel will be slow to recover. International passengers represent 15% of total Virginia passengers.
- Inter *VISTAS* believes the Double Dip recovery scenario is the most likely to occur, resulting in passengers returning to 2019 levels in the first half of 2024.



# Base Air Service Recovery Scenarios for Virginia Airports: *Index*



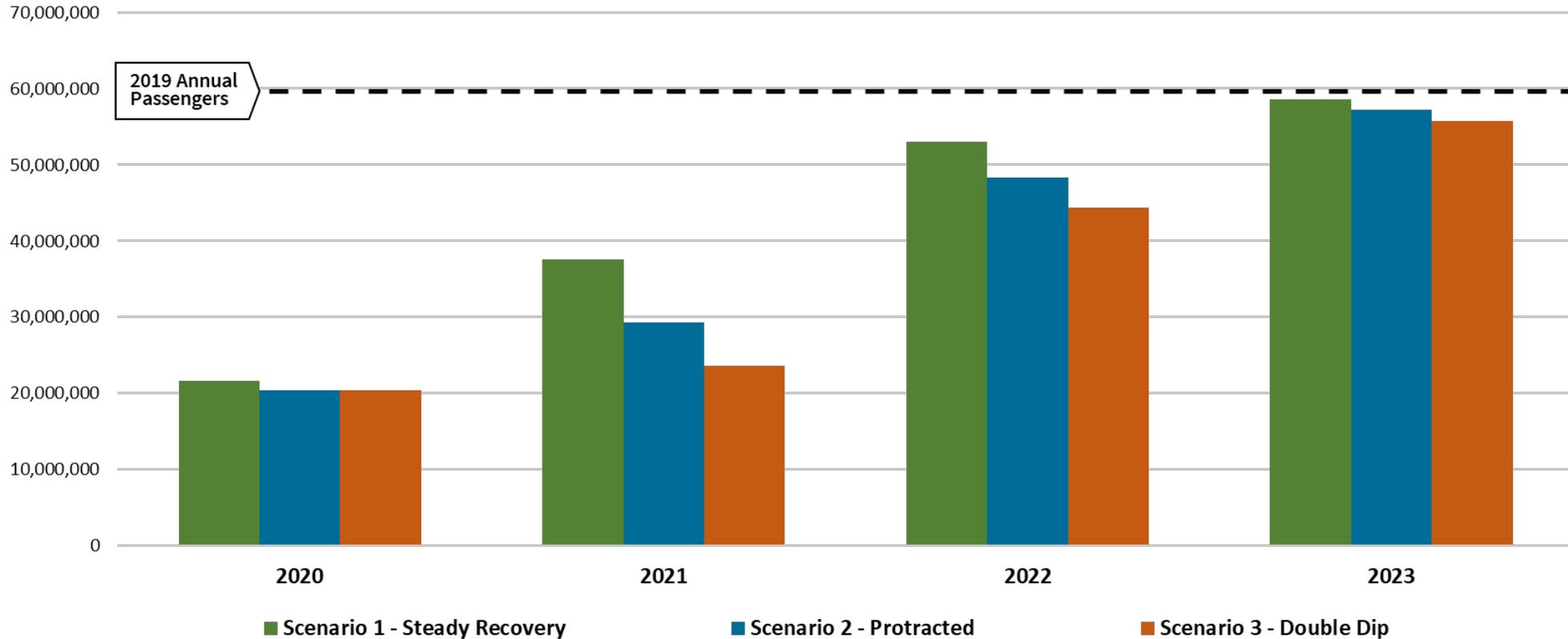
Note: : Includes the following airports: CHO, DCA, IAD, LYH, ORF, PHF, RIC, ROA and SHD; Seasons based on IATA seasons where summer = April-October and winter = November-March

Source: Inter VSTAS analysis



# Base Air Service Recovery Scenarios for Virginia Airports: *Passengers*

Forecast VA Annual Passengers  
2020-2023



Note: Includes the following airports: CHO, DCA, IAD, LYH, ORF, PHF, RIC, ROA and SHD; 2024 not shown because forecast only goes through 1Q 2024

Source: Inter VISTAS analysis



# Base Air Service Recovery Scenarios for Virginia Airports: *Passengers*

Actual and Forecast Virginia Airports Annual Passengers  
2019-2023

Scenarios	Annual Passengers					Annual Percent Change From Prior Year			
	2019	2020	2021	2022	2023	2020	2021	2022	2023
Scenario 1 - Steady Recovery	59,263,244	21,660,988	37,581,241	53,023,487	58,604,477	-63.4%	73.5%	41.1%	10.5%
Scenario 2 - Protracted	59,263,244	20,396,057	29,243,266	48,337,470	57,166,933	-65.6%	43.4%	65.3%	18.3%
Scenario 3 – Double Dip	59,263,244	20,391,976	23,553,287	44,319,105	55,758,000	-65.6%	15.5%	88.2%	25.8%

Note: Includes the following airports: CHO, DCA, IAD, LYH, ORF, PHF, RIC, ROA and SHD; 2024 not shown because forecast only goes through 1Q 2024

Source: Inter *VISTAS* analysis



# VA Airport COVID-19 Response and Financial Implications

# Review of Current Airport Situations and Commonwealth Assistance

DOAV asked Inter *VISTAS* to assist in evaluating the impact of COVID-19 on commercial airports in Virginia, and the need for possible additional Commonwealth aid to Virginia's commercial airports to ensure the funding needed to respond to the significant decline in airport traffic and revenue.

The following sections summarize the results of this review and presents recommendations for consideration.



# Information on Airport Impacts and Responses

Inter *VISTAS* compiled information and conducted interviews with the 9 commercial airports in Virginia, focused on the impacts of Covid-19, and the actions being taken by airports in response. The following sections present the findings

## Airport Financial Actions in Response to COVID-19

All airports have experienced significant declines in traffic and revenue since March 2020.

Typical airport financial actions include:

- Freeze on hiring and/or salaries; not filling vacant positions; combine certain positions; voluntary furloughs and retirements.
- Consolidated parking facilities and shuttle bus operations.
- Reduce budgeted operating expenses for FY2021 (July 1, 2020 to June 30, 2021, except MWAA, which is on a calendar year fiscal year).
- Most airports cited the critical importance of CARES Act funds to provide financial stability. As intended, CARES Act funds have reduced pressure to lay off staff.

**CARES Act funding combined with other expense “belt-tightening” were originally viewed by most airports as sufficient to manage finances through the next 12-24 months. However, this outlook generally assumed that there would be steady (or even robust) recovery of traffic (and all of the associated revenues) through the end of the current calendar year. A more prolonged recovery period, as now appears likely will require further action, and/or additional aid.**

# Airport Use of CARES Act Grant Funds

The CARES Act providing federal aid for airlines and airports was passed in March 2020. This has provided significant funding for both airlines and airports to maintain their workforces and cover operating expenses despite the significant reduction in activity in revenue. However, this funding has a **limited timeframe of effectiveness, which varies depending on the individual enterprise.**

Generally, airlines operate with fewer reserves and thinner margins in comparison to airports. It is anticipated that the **CARES Act funding will not provide financial relief for U.S. airlines beyond September 30, 2020**, and there are notices from major airlines that they will need to consider layoffs and other forms of expense consolidation after this date. This can have an impact on individual airports, in terms of airline willingness to provide service and contribute to “re-start” of market demand.

For airports, the CARES Act funding has been welcomed largely due to the flexibility in application – the funds are available for any lawful airport purpose, including **operating expenses, debt service payments, or capital expenditures.** This has allowed airports to customize their Covid-19 financial response plans based on their unique circumstances. The nine commercial airports in the Commonwealth received a total of \$308 million in CARES Act funding.

However, the distribution of CARES Act funding for airports was in some cases uneven in relation to annual financial needs and raises questions around actions that individual airports might need to consider —more, or less drastic depending on the availability and the level of any potential future government aid.

## Virginia CARES Act Grant Amounts

Airport	Grant Amount
Washington Dulles	\$143,395,227
Washington National	\$85,708,037
Roanoke	\$20,709,748
Norfolk	\$19,847,270
Richmond	\$18,814,584
Lynchburg	\$6,647,475
Charlottesville	\$6,279,972
Newport News	\$4,135,878
Shenandoah Valley	\$2,652,201
<b>Total</b>	<b>\$308,190,392</b>



# Airline and Concessionaire Relief

All airports have been approached by airlines and other tenants with requests to consider different forms of rent and fee relief, especially following the passage of CARES Act funding for airports. Note that the examples cited below do not apply uniformly to all airports, but are just examples of some of the actions either taken or under consideration.

For airlines, potential actions vary depending on the form of lease agreement. Some agreements would call for recalculation of airline fees to account for reductions in nonairline revenue. Examples of relief offered to airlines include:

- Moratorium on fee increases, in recognition of CARES Act funding
- Defer certain fees from current months to the end of the calendar year
- Place expiring leases on holdover status
- Agreement for 6-month review of financial status and potential revised/updated actions (rather than wait for end of 12-month fiscal year)

At some airports, certain concessionaires, such as rental cars, have agreements that provide for “correction” in the event of a major downturn in traffic/business. For example, they are no longer required to pay a Minimum Annual Guarantee (MAG), and instead pay a percentage of revenue.

Examples of relief for various concessionaires such as food/beverage and retail include:

- Abatement or deferral of fixed MAG’s, in favor of payment of percentage of revenue
- Assistance in consolidating operations

In all cases, potential airline and tenant relief has been considered within the context of:

- Legal requirements (bond resolutions, grant assurances, etc.)
- Availability of “backstop” funding from CARES
- Review of financial projections for next 12 months

**For all airports there have been regular discussions, evaluations and analyses of potential changes to future revenues and actions in response. However, the current environment is extremely dynamic and uncertain, and the expectations and scenarios with regard to aviation demand recovery have become somewhat more negative since March 2020. Airports have had to continuously revisit the market/financial conditions and consider the likelihood of business scenarios less optimistic than just a few months earlier.**

# Airport Capital Programs

Most airports have significantly reduced near term (next year) capital program spending plans, attributed to both: (1) uncertainty regarding project need given reduced traffic levels, and (2) desire to preserve funds.

However, funded projects (grants or otherwise) are generally proceeding. Airports recognize that there are advantages to undertaking construction when traffic is reduced, and there are fewer operational disruptions.

Capital program circumstances vary by individual airport, and it is very difficult to generalize.

## Commentary on Existing Commonwealth Funding Programs



Airports generally view the program positively.



Airports would welcome additional Commonwealth support during the unprecedented period of Covid-19 impact, either in the form of additional funding or flexibility in the use of existing funding.

# Outlook

As referenced in an earlier section, since the formal announcements and government actions related to Covid-19 in the United States, the outlook has changed from “temporary impact” to a “more prolonged impact”. And the most recent increase in cases in the U.S. has of course dampened the outlook further. The news changes daily.

The impacts are expected to be experienced in a variety of ways at the Virginia airports:

- Potential passenger demand recovery that could take 3-5 years to once again realize 2019 demand levels
- Underlying national economic conditions that impact not just travel but also other revenue-generating activity at airports
- Potential airline consolidation, both in the operating companies and the service to airports
- Further requests from airport tenants for relief on revenue terms
- Difficult decisions by airports to weigh maintaining employment and business arrangements in relation to required financial covenants such as debt service coverage and financial self-sufficiency
- The reduced ability to fund capital projects and generate construction-related employment in the regional and state economy

*All of this points to the need to consider potential further aid for airports.*

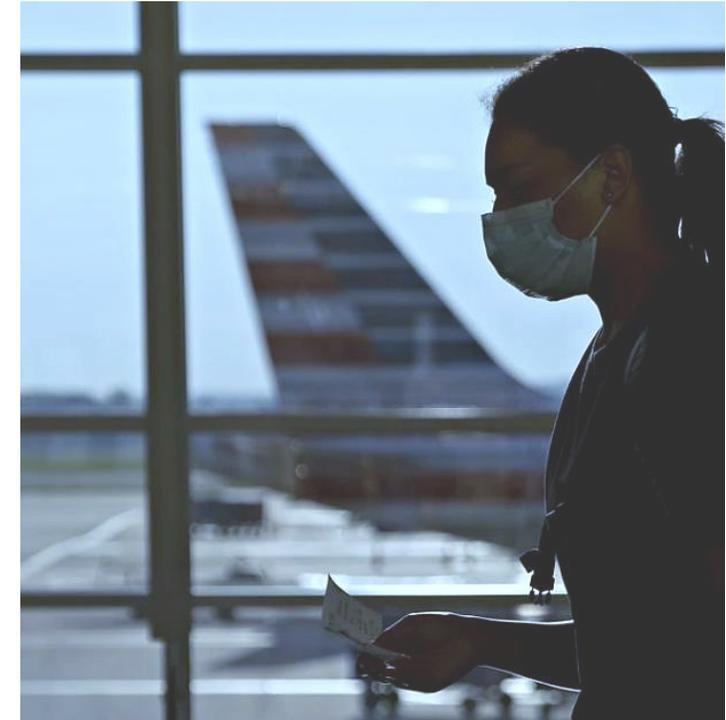


# Further Aid for Airports

The more that we learn about the likelihood of prolonged impacts of Covid-19, the more we determine that it is prudent to plan for a future in which airports will need to withstand a multi-year decline in passenger traffic and associated revenue, and not just a temporary situation for a few months. This means the potential need for further aid to airports, from federal or state sources.

There has been recent discussion of a new U.S. stimulus package in response to Covid-19. Potential legislation has been proposed and discussed by different parties, but not yet passed. Some proposals and discussions have indicated the potential for additional direct aid to airlines and/or airports. However, the amounts and likelihood are highly speculative at this time.

For commercial airports in Virginia, this indicates a potential need for state support to ensure that airports have the resources necessary to maintain operations and financial self-sufficiency, in the expectation that the recovery of passenger demand and revenue generation will take longer than anticipated just a few months ago.



# Recovery Plan Financial Recommendations

# Recommendations for Commonwealth Aid

We have outlined several potential concepts in the following sections, specific to aid that the Commonwealth might provide to the commercial airports in Virginia. There are different forms of aid to consider, and we have attempted to present a range of alternatives.



# CONCEPT 1 EXISTING PROGRAM: ADDITIONAL AID

The existing airport grant program used by the Commonwealth has been a useful source of funding for commercial airport capital projects.

One concept to consider is to simply increase the amount of capital project funding that is available under this program. This would not directly “solve” all of the financial strain experienced by airports, but it would provide a form of indirect assistance. Airports have to balance the use of resources for different purposes, including operating expenses and capital projects. To the extent there are additional grant resources for capital projects, it is possible that airports will be able to re-prioritize operating revenues for critical operating expenses.

We would caution that this is potentially a limited solution. Airports have recognized that there is a need to defer and re-phase capital projects. In some cases due to lack of resources, but also in some cases due to review of needs in relation to the aviation demand outlook. In the current environment, most airports will need to be most concerned with funding operating expenses and existing debt obligations, and not undertaking new capital projects.

However, while not necessarily directly addressing the most critical cash-funding needs of airports, it is anticipated that additional grant funds under the existing Commonwealth program would be welcome and effective. For example, if there are justified capital projects that have been deferred by airports in order to preserve cash flow, additional grant funding could allow these projects to move forward. And, if these are projects justified by need, they would be useful in terms of both supporting airport development and providing construction activity in the local economies.

It is assumed that any additional aid would only be for projects that can be justified in terms of airport needs. Meaning, this would be a discretionary and needs-based program, with airports submitting applications for additional grants above and beyond the entitlement allocations provided under the current program.

## Pros

- Utilizes existing grant program without need for new law/policy
- Could assist airports in proceeding with capital projects that would otherwise be cancelled or deferred, and therefore contributing to local economic impact

## Cons

- Does not provide increased flexibility for use of funds
- May support projects that future demand could not justify
- Might not solve airport issues with loss of revenue under prolonged recovery
- Question as to availability or source of additional funds

# CONCEPT EXISTING PROGRAM: TEMPORARY FLEXIBILITY

The existing airport grant program used by the Commonwealth has restrictions on the use of allocated funds.

The Commonwealth could consider providing temporary flexibility in the airport use of entitlement funds. While not necessarily an increase in funds, it would provide more flexibility in the use of funds to respond to current unprecedented conditions. As an example, airports could use Commonwealth entitlement funds for operating expenses, which in an environment of significantly reduced airline activity and associated revenues would be considered a higher priority than expenditure on new capital projects.

This would not be a change in the overall grant program, but rather a temporary exemption considering the extraordinary circumstances.

This concept could also be combined with a general increase in allocated aid to airports (Concept 1, above), which would make the combined effect much more effective for the airports.

It is assumed that any flexibility in the airport use of entitlement funds would need to be justified in terms of airport needs. Meaning, this would be a discretionary and needs-based program.

## Pros

- Generally utilizes existing funding program. Aviation Board can authorize use for operating expenses.
- Provides airports with greater flexibility to utilize grant funds to meet current extraordinary challenges
- Not a permanent change to the grant program

## Cons

- Could introduce questions regarding making the changes permanent
- Without a significant increase in funds, might not solve the airport shortfall

# CONCEPT NEW PROGRAM: DIRECT AID

The Commonwealth could consider a new program that provides direct aid to commercial service airports, outside of the current grant program. Instead of a focus on funding only capital projects, a New Program of direct aid would be focused on direct aid to airports that could be used for any airport lawful purpose, including capital projects, operating expenses and debt service payments, similar to the CARES Act funding for airports.

This would essentially be a supplement to the CARES Act grant funds for airports, which will not sustain all airports if there is a prolonged recovery in aviation demand, and if there is not a significant second round of similar federal grants to airports.

There would need to be discussion about how this direct aid would be allocated and/or administered.

- Consideration of previous CARES Act funding?
- Methodology for funding amounts?
- Administration in relation to actual expenses?

One approach to funding allocation would be to establish an available pool of funding, and require airports to apply for grants, based on identified need. Need could be demonstrated with a financial pro forma illustrating any projected shortfall in funding current operations or could be in the form of important capital investment (both for meeting an airport need and creating local economic activity).

This program would require a new funding source.

## Pros

- Could be separated from existing grant program
- Could be made temporary to cover the COVID-19 period, and then revert to the traditional grant program
- Recognizes the need for additional funds and adds flexibility

## Cons

- Could make airports adjust business plans such that there is a need to rely on the temporary program in the future
- Would likely require significant policy/legislative action for a new program
- Requires new source of funds outside of existing program

# CONCEPT NEW PROGRAM: LOANS

The Commonwealth could consider a new program that provides direct loans or loan guarantees to commercial service airports. This would allow airports to borrow money to address short-term declines in airport activity and revenues and repay the loans as airport finances recover and improve.

There are different ways that the Commonwealth could provide or otherwise facilitate loans to airports, for example:

- The Commonwealth could offer direct loans. Airports could use revenue-generated cash flow to repay loans, or possibly direct some of the future Commonwealth grant entitlements towards repayment.
- The Commonwealth could arrange with other government agencies for loans to airports. This could include government economic development authorities, or other agencies with loan issuance authorization.
- The Commonwealth could use its funding program as a form of loan guarantee or “backup” collateral for an airport to use in obtaining favorable terms for private bank loans

In any case, it is anticipated that these would be short-term loans in order to “bridge the gap”, if needed, between near-term significant declines in airport revenue and recovery over the next few years.

## Pros

- Establishes more accountability by having operator incur a debt
- Does not compromise the existing program
- Is by definition “needs based”
- Assist airports in “bridging the gap” to full recovery

## Cons

- Creates a liability for an already stressed based industry
- Does not provide more money
- Unless combined with a program that grants money is not likely to be perceived as generous
- Unknown ability of Commonwealth to offer such financial instruments

# CONCEPT NEW PROGRAM: MARKETING AND PROMOTION

The Commonwealth can invest in marketing and promotion that is consistent with the Department's goal of promoting aviation in the Commonwealth. The shortfall of funds is a direct result of a lack of travel, and will only be relieved in the long run by getting people traveling again. Marketing would have the advantage of promoting all airports.

It is now apparent, from the early stages of the passenger recovery, leisure passengers and VFR (visiting friends & relatives) will lead the recovery. The competition for the travel spending dollar will be fierce as the Country rebounds from the pandemic. The various Commonwealth agencies must work together and with public and private partners to maximize the potential of travel and tourism to create jobs.

## Pros

- Investment in recovery of demand, for the benefit of airports and economic impact
- Efforts would not be just for Covid-19, but linked to longer-term development
- Stage budget currently includes \$1.2M over biennium for new airline service development.

## Cons

- No real “cons” to marketing and promotion, unless done poorly

# CONCEPT NEW PROGRAM: MAKING AIRPORTS SAFE

The Commonwealth can support commercial airports by making them safe for travel. All airports have undertaken various health measures to ensure passenger safety. Some examples are listed below;

- Installing protective plexiglass screens in key areas such as check-in counters, boarding gates, information counters and TSA checkpoint queue lines.
- Coordinating with janitorial staff to ensure that high traffic areas including restrooms, TSA checkpoints, international arrivals and employee areas have been deep cleaned.
- Making sure high “touch-point” areas such as kiosks, handrails and elevator buttons are cleansed frequently.
- Placing signs throughout the terminal reminding passengers, visitors and employees to practice safe social distancing and informational signage on how to prevent the spread of COVID-19.
- Positioning floor markings throughout the terminals, displaying where passengers should stand to ensure proper social distancing.
- Adding additional hand sanitizing stations throughout the terminals and near information counters, as well as key employee operating areas.
- Increasing the replenishment schedule of hand sanitizing solutions.

By creating a state-wide, health safety airport program, the Commonwealth could market it, similar to the, “Good Housekeeping Seal of Approval”, thus instilling confidence in the flying public.

## Pros

- Proactive campaign to show the traveling public the measures undertaken to ensure their health safety
- Consistent standards for airports to follow (and not each try to figure it out)

## Cons

- Possible confusion with standards on different levels (Global, National, etc.)
- Buy-in required from all Virginia airports
- Not necessarily “mirrored” by airports at the other end of the journey

# Inter *VISTAS* Recommendations

- We do not believe that the concepts are necessarily mutually exclusive, although there is some overlap.
- Concepts 3 and 4 would have the most positive financial impact for the airports, but also likely the biggest challenges of implementation, specifically in identifying the funding sources. We recommend that the Commonwealth investigate the feasibility of Concepts 3 and/or 4, given the potential highest positive impact.
- At the same, we recommend that the Commonwealth consider taking actions consistent with Concepts 5 and 6, which would not replace any package of additional financial aid, but would be complementary and valuable whatever the outcome of any decision regarding grants or loans.
- Finally, in the event it is determined that Concepts 3 and/or 4 are not feasible for reasons of policy and/or availability of funds, we recommend that the Commonwealth be prepared to advance Concepts 1 and 2, which would have less positive financial impacts for airports, but would nonetheless offer some value.



Prepared by

**InterVISTAS**

a company of Royal HaskoningDHV

## **Resolution to Authorize use of Entitlement Funds for Operating Costs During the Coronavirus Pandemic**

The effect on Virginia's commercial service airports caused by the coronavirus pandemic has been dramatic, with decreases in enplanements of up to 95%, and a likely decrease on an annual basis of over 50% for the next fiscal year. As a result, passenger facility charges airlines pass through to airports have been drastically reduced. Many businesses operating at commercial airports have stopped or greatly reduced operations, resulting in substantial decreases in revenues at such airports. These include restaurants, vehicle rental companies, parking revenues, transportation network companies and retail shops.

Each commercial service airport sponsor (hereinafter, Sponsor) receives entitlement funds from the Department of Aviation annually. Most Sponsors maintain unobligated entitlement fund balances.

[Va. Code §5.1-2.16](#) and the 2020 Budget, [CH1289](#) (2020), item 432.F provide that Commonwealth Airport funds shall not be used for "operating costs unless otherwise approved by the Board".

The Board is concerned that Virginia's commercial service airports are at risk of being unable to provide the essential public services needed to ensure that the citizens of Virginia can continue to travel by commercial air service. The Board is committed to assuring the airports survive the current pandemic in the best possible condition.

Accordingly, the Virginia Aviation Board determines that it is in the public interest to allow commercial airports to use entitlement funds for certain operating costs; and hereby adopts this resolution to allow the commercial service airports to use entitlement funds for operating costs, on the following conditions:

1. The authority of this resolution shall expire 30 June 2021, unless earlier rescinded by the Board.
2. Entitlement funds shall be used only for those recurring operating costs that are critical to the ability of the Sponsor to continue providing essential services to the public, related to commercial aviation.
3. Prior to using such funds for operating costs, the Sponsor shall submit a request for such use to the Department of Aviation that demonstrates that it lacks other funds to provide such services and shall document that such funds are to be used for costs that comply with paragraph 2 and the other provisions of this resolution. The Sponsor shall include a statement showing the amount of unobligated entitlement funds available.
4. Upon receipt of information set out herein from a Sponsor, the Department may allow the use of funds for operating costs described in the request on a temporary basis. The Department shall report any such approvals to the Board. The request shall be considered as a requested amendment to the Sponsor's entitlement utilization plan (EUP). The Board shall evaluate whether to approve an amendment to the Sponsor's EUP at the next board meeting. If the Board

denies the amendment, the Sponsor shall refund the amounts expended to its entitlement fund balance within six months of the date of denial.

5. The Board authorizes the Department to adopt policies and procedures, consistent with the Airport Program Manual to carry out the terms of this resolution.

Done this 17<sup>th</sup> day of September 2020

VIRGINIA AVIATION BOARD:

By: \_\_\_\_\_  
Roderick D. Hall, chair

ATTESTED:

By: \_\_\_\_\_  
Laurie Brown, Secretary to Virginia  
Aviation Board

### **§ 5.1-2.16. Grants or loans of public or private funds.**

The Board is authorized to accept, receive, receipt for, disburse, and expend federal and state moneys and other moneys, public or private, made available by grant or loan or both, to accomplish, in whole or in part, any of the purposes of this chapter. All federal moneys accepted under this section shall be accepted and expended by the Board upon such terms and conditions as are prescribed by the United States and as are consistent with state law, and all state moneys accepted under this section shall be accepted and expended by the Board upon such terms and conditions as are prescribed by the Commonwealth. State moneys allocated pursuant to subdivision A 3 of § [58.1-638](#) shall not be used for (i) operating costs unless otherwise approved by the Board or (ii) purposes related to supporting the operation of an airline, either directly or indirectly, through grants, credit enhancements, or other related means.

In considering or evaluating the application for or award of any grant of moneys under this section, the Board shall take into account the capacities of all airports within the affected geographic region.

### **§ 5.1-2.2:3. Transparency and accountability in the use of Commonwealth Airport Fund revenues.**

A. By November 1 of each year, the Board shall report to the Governor and the General Assembly on the use of Commonwealth Airport Fund revenues the previous fiscal year. The report shall include at a minimum the following:

1. The use of entitlement funds allocated pursuant to subdivision A 3 a of § [58.1-638](#) by each air carrier airport, including the amount of funds that are unobligated;
2. The award and use of discretionary funds allocated for air carrier and reliever airports pursuant to subdivision A 3 b (1) (a) of § [58.1-638](#) by every such airport;
3. The award and use of discretionary funds allocated for general aviation airports pursuant to subdivision A 3 b (1) (b) of § [58.1-638](#) by every such airport; and
4. The award and use of discretionary funds allocated for all airports pursuant to subdivision A 3 b (2) of § [58.1-638](#) by every such airport.

Such report shall also include the status of ongoing projects funded in whole or in part by the Commonwealth Airport Fund pursuant to subdivision A 3 of § [58.1-638](#).

B. Each year prior to the release of entitlement funds allocated pursuant to subdivision A 3 a of § [58.1-638](#), each air carrier airport shall submit a plan that outlines the planned use of such funds for the upcoming fiscal year to the Board for review and approval. The Board shall approve such plan provided that the use of funds is in accordance with Board policies. An airport may modify its plan during a fiscal year by submitting a revised plan to the Board for review.

C. The Board shall have the right to withhold entitlement funds allocated pursuant to subdivision A 3 a of § [58.1-638](#) in the event that the entitlement utilization plan is not approved by the Board or the airport uses the funds in a manner that is inconsistent with the approved plan.

§ [33.2-1526.6](#). *Commonwealth Aviation Fund.*

*A. There is hereby created in the Department of the Treasury a special nonreverting fund that shall be part of the Transportation Trust Fund and shall be known as the Commonwealth Aviation Fund (the Fund). The Fund shall be established on the books of the Comptroller and any funds remaining in the Fund at the end of a biennium shall not revert to the general fund but shall remain in the Fund. Interest earned on the funds shall be credited to the Fund. The funds shall be allocated by the Board to the Virginia Aviation Board, to be allocated by the Virginia Aviation Board to any Virginia airport that is owned by the Commonwealth, a governmental subdivision thereof, or a private entity to which the public has access for the purposes enumerated in § [5.1-2.16](#), or is owned or leased by the Metropolitan Washington Airports Authority (MWAA), as set forth in subsection B:*

*B. Any new funds in excess of \$12.1 million that are available for allocation by the Virginia Aviation Board shall be allocated as follows: 40 percent to air carrier airports as provided in subdivision 1 and 60 percent to MWAA, up to a maximum annual amount of \$2 million. Except for adjustments due to changes in enplaned passengers, no air carrier airport sponsor, excluding MWAA, shall receive less funds identified under subdivision 1 than it received in fiscal year 1994-1995.*

*Of the remaining amount:*

*1. Forty percent of the funds shall be allocated to air carrier airports that are not airports owned or leased by MWAA, based upon the percentage of enplanements for each airport to total enplanements at all air carrier airports that are not airports owned or leased by MWAA. No air carrier airport sponsor shall receive less than \$50,000 nor more than \$2 million per year from this provision.*

*2. Sixty percent of the funds shall be allocated as follows:*

*a. For the first six months of each fiscal year, the funds shall be allocated as follows:*

*(1) Forty percent of the funds shall be allocated by the Virginia Aviation Board for air carrier and reliever airports on a discretionary basis, except airports owned or leased by MWAA; and*

*(2) Twenty percent of the funds shall be allocated by the Virginia Aviation Board for general aviation airports on a discretionary basis; and*

*b. For the second six months of each fiscal year, all remaining funds shall be allocated by the Virginia Aviation Board for all eligible airports on a discretionary basis, except airports owned or leased by MWAA.*

**Motion to Approve a One Time Exemption of the Airport Program Manual (APM), Section 5.4.1 for the County of Middlesex to Plan and Develop a New Runway at Hummel Field**

September 17, 2020

Hummel Field has a usable runway length of 2,167 feet. It is the second shortest, public-use runway in Virginia. Hummel has 26 based aircraft and over 15,360 aircraft operations annually, more than most general aviation airports in the Commonwealth. Recognizing the safety and operational limitations of the runway length, the Middlesex County Board of Supervisors, (the County) desires to improve the safety and use of Hummel Field by constructing a new runway approximately 3,200 feet long.

Acknowledging that the COVID 19 pandemic has significantly affected aviation revenue collection and caused unprecedented demand on airport development funding in the Commonwealth, the County is in the process of entering into a Public-Private-Partnership (P3) agreement with a private party to assist with the funding and to expedite the construction of a new runway.

To take advantage of the P3 opportunities to construct the new runway, I move that, notwithstanding Section 5.4.1 of the Department's Airport Program Manual, the Virginia Aviation Board approve a one-time exception to that provision to allow the County to plan and construct a new runway at its own expense and retain eligibility to request funding for planning, environmental, design, and construction project components at a later date.

This resolution is conditioned upon the requirement that the one-time exception to the Airport Program Manual, Section 5.4.1 does not guarantee the County receive State funding for any component of the project; that the County must compete for discretionary funding for each project component; and the Department of Aviation must approve the scope of work and cost of any project component for which funding will be requested at a later date.



COUNTY of MIDDLESEX  
BOARD OF SUPERVISORS

September 2, 2020

Roderick D. Hall, Chairman  
Virginia Aviation Board  
P.O. Box 165  
Woodbridge, VA 22194

Dear Mr. Hall,

Hummel Field has a usable runway length of 2,167 feet. It is the second shortest, public-use runway in Virginia. Hummel has 26 based aircraft and over 15,360 aircraft operations annually, more than many general aviation airports. Recognizing the safety and operational limitations of the runway length, the Middlesex County Board of Supervisors desires to improve the safety and use of Hummel Field by constructing a new runway approximately 3,200 feet long.

Recognizing that the COVID 19 pandemic has significantly affected aviation revenue collection and caused unprecedented demand on airport development funding in the Commonwealth, Middlesex County is in the process of developing a Public-Private-Partnership (P3) agreement with a private party under the Virginia Public-Private Transportation Act to assist with the project funding and expedite the construction of a new runway.

To take advantage of the P3 opportunities, the Middlesex County Board of Supervisors respectfully requests the VAB to allow the County to proceed with the planning, environmental, design and construction project components at their own expense, and retain the eligibility to request funding from the Virginia Aviation Board at a later date. To this end, the Middlesex Board of Supervisors requests the Virginia Aviation Board to approve a one-time exception to the Airport Program Manual (APM), Section 5.3.1 *Eligible Projects After the Fact*.

With approval of the request, Middlesex County understands that the exception to APM, Section 5.3.1 does not guarantee future funding for any component of the project, and that the County must compete for discretionary funds at the times of the requests.

The County further understands that the Department of Aviation must approve the scope of work and cost of any planning, environmental, design, and construction component that funding will be requested after the fact.

Sincerely,

A handwritten signature in black ink, appearing to read "Wayne H. Jessie". The signature is written in a cursive style with a large initial "W".

Wayne H. Jessie, Sr.  
Chairman  
Middlesex County Board of Supervisors

Cc: Mark Flynn, Virginia Department of Aviation, Director  
Vanessa Christie, Virginia Aviation Board, Region 7



**Virginia Department of Aviation**  
**5702 Gulfstream Road**  
**Richmond, Virginia 23250-2422**  
**804-236-3632**

**Virginia Resources Authority**  
**1111 East Main Street, Suite 1920**  
**Richmond, Virginia 23219**  
**804-644-3100**

Complete all applicable sections. Use the <Tab> key to navigate the form fields or Print.

**VIRGINIA AIRPORTS LOAN PROGRAM APPLICATION**

**SECTION A – ORGANIZATION**

Legal Name of Applicant:	ROANOKE REGIONAL AIRPORT COMMISSION		
Tax ID#:	54-1480233		
Address:	Address 1: 5202 AVIATION DRIVE NW		
	Address 2:		
	City: ROANOKE	State: VA	Zip: 24012
Phone:	(540) 362-1999		
FAX:	(540) 563-4838		
Primary Contact:	Name: DAVID S. JEAUVONS	Phone: (540) 362-1999	
		E-mail: davidj@flyroa.com	
Consulting Engineer and/or Architect			
Firm Name:	THOMPSON & LITTON		
Address:	Address 1: 726 ASHBURN AVE		
	Address 2:		
	City: RADFORD	State: VA	Zip: 24141
Phone:	(540) 633-1897		
FAX:	(540) 633-1896		
Contact:	Name: BARRY COLLIER	Phone: (540) 633-1897	
		E-mail: bcollier@t-l.com	

**SECTION B – PROPOSED FINANCING**

**1. PROJECT FUNDING:**

a. Amount of Loan Funds Requested	\$ 720,000
b. Other Funding Available (Indicate amount and Sources Below)	
<u>Source</u>	<u>Amount</u>
1.	\$
2.	\$
3.	\$
<b>Total of Other Available Funding</b>	<b>\$ 0</b>
c. Total Project Cost	\$ 720,000
d. Desired Length (Term) of Loan	10 Years
e. Months of Capitalized Interest Desired	0 Months

**2. TYPE OF SECURITY APPLICANT ANTICIPATES GIVING FOR THE LOAN:**

*(check appropriate type)*

- a.  General Obligation of the Locality and General Airport Revenues.
- b.  General Obligation of the Locality.
- c.  Moral Obligation of the Locality and General Airport Revenues.
- d.  Pledge of General Airport Revenues.
- e.  Pledge of Revenues from Project only, including existing tenants.
- f.  Pledge of Revenues from Other Airport Tenants/Concessions.

## SECTION C – BRIEF PROJECT DESCRIPTION AND STATEMENT OF NEED

Include in Project Description and Statement of Need: Identification of project on the current Airport Layout Plan or the location and description for any project located off the airport. Indicate number, capacity and use of new or modified/renovated building units, gates and etc., and include appropriate measurements (e.g., units, length, width, height, acres, square feet/yards, etc.) of terminal space, buildings, land, roads, taxiways, landscaping, vehicles and other equipment, jetways, or other items for which a loan is sought. If loan is sought to refinance previously incurred debt, include complete information of project, costs, sources of original funding, repayment terms and conditions and any other information necessary to justify loan request. Attach appropriate sketches, engineering drawings, etc.

In addition to a concise physical description of any project, the need for new facility improvements should be clearly explained. Also, include a statement that indicates that all impacted airport tenants have been notified of the improvements for which a loan is sought. Identify any extraordinary or emergency condition or opportunity that this loan request will address. Attach additional pages if necessary.

ROANOKE – BLACKSBURG REGIONAL AIRPORT (ROA) CURRENTLY HAS 12 HANGARS AGGREGATING APPROXIMATELY 29K SQ. FT. THESE HANGARS ARE 100% OCCUPIED. ROA HAD BEEN APPROACHED BY AN EXISTING TENANT LAST YEAR FOR HANGAR SPACE. SINCE NO HANGAR SPACE WAS AVAILABLE ROA ENTERED INTO A LAND LEASE WITH THE TENANT WHO IS COMPLETING CONSTRUCTION OF AN 80' X 80' HANGAR ON THE PROPERTY. THIS HANGAR WILL BE 100% OCCUPIED BY THE TENANT PERFORMING THE CONSTRUCTION. ROA HAS ALSO BEEN APPROACHED IN THE PAST YEAR, EVEN DURING THE COVID-19 PANDEMIC, REQUESTING HANGAR SPACE FROM 3-4 INDIVIDUALS/CORPORATIONS. ROA IS SEEKING TO CONSTRUCT A SIMILAR 80' X 80' HANGAR NEXT TO THE HANGAR THAT IS BEING COMPLETED BY THE TENANT. THE HANGAR HAS A 40 YEAR EXPECTED LIFE.

**SECTION D – READINESS TO PROCEED (for new projects/facilities/equipment only)**

<b>1. PROJECT STATUS:</b>	
a. Status of Preliminary Engineering	UNDERWAY
b. Status of Environmental Assessment	CATEX APPROVED BY FAA – 7/2020
c. Status of Local Planning requirements	FALL 2020
d. Planning District Notification date	FALL 2020
e. Status of Final Plans and Specifications	PLANS NOT YET UNDERWAY – DESIGN/BUILD

<b>2. ANTICIPATED SCHEDULE:</b>	<i>Date</i>
a. Submittal of Final Plans	FALL 2020
b. Advertise for Bids	DESIGN/BUILD RFQ DONE. RFP DUE 9/2020
c. Award Contract	OCTOBER/NOVEMBER 2020
d. Estimated Construction Time/Completion Date	SPRING 2021

**SECTION E – PROJECT BUDGET INFORMATION** The project budget should include only those project costs to be paid from net proceeds of the loan. Capitalized interest, debt service, and costs of financing should not be included.

1. Administrative Expense	\$0
2. Planning	\$0
3. Land, Right-of-Way Acquisition	\$0
4. Architectural Fees – <b>COMBINED WITH #5</b>	\$0
5. Engineering Fees	\$100,000
6. Project Inspection Fees	\$10,000
7. Construction/Project Improvement	\$500,000
8. Equipment Purchase/Installation	\$30,000
9. Miscellaneous Costs and Fees	\$30,000
10. Contingencies/Other	\$50,000
11. TOTAL COST	\$720,000

**SECTION F – FINANCIAL DATA**

<b>1. ESTIMATED ANNUAL OPERATION, MAINTENANCE AND REPLACEMENT (O, M &amp; R) COST FOR PROPOSED FACILITIES:</b>	
a. Labor	\$
b. Utilities	\$1,500
c. Materials	\$
d. Maintenance	\$5,000
e. Outside Services	\$
f. Miscellaneous Expenses	\$
g. Equipment Replacement	\$
h. TOTAL O, M & R COST	\$6,500

<b>2. ESTIMATED ANNUAL FACILITIES COSTS:</b>	
a. Net O, M & R (for existing facilities)	\$865,000
b. Existing Annual Debt Service	\$614,000
c. O, M & R for Proposed Facilities (h above)	\$6,500
d. TOTAL ESTIMATED ANNUAL FACILITIES COST	\$1,485,000

3. PROJECT REVENUE AS A PERCENTAGE OF TOTAL AIRPORT REVENUES:	
a. Estimated Annual Project Revenue	\$50,000
b. Existing Annual Airport Revenue	\$9,855,000
c. Project Rev. as % of Airport Rev. (a. divided by b.)	0.5%

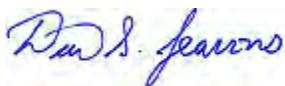
**SECTION G – ASSURANCES AND CERTIFICATIONS**

The undersigned representative of the airport sponsor certifies that the information contained herein and in the attached statements and exhibits are true, correct and complete to the best of their knowledge and belief.

The undersigned further certifies that airport tenants have been notified if they will be impacted by any facility improvement undertaken as a result of receiving a loan.

The undersigned also agrees to clarify or supplement information pertaining to this application upon request.

The undersigned understands that if a loan offer is made, it will be made according to the type of loan requested, as indicated on page 1 of this application, under the best terms and conditions available at such time as the loan offer is made. The undersigned acknowledges, however, that when the loan offer is made, it may consist of a type of loan, loan amount or combination of loan amounts that may differ from the type or amount of loan originally applied.



AUGUST 26, 2020

SIGNATURE

DATE

DAVID S. JEAVONS

NAME OF OFFICIAL (PRINT OR TYPE)

TELEPHONE NUMBER (540)362-1999

**SECTION H – REQUESTED ATTACHMENTS**

1. Attach copy of the latest interim financial statements and audited financial statements for the preceding five years.
2. Attach copy of the airport’s (or locality’s) current year budget.
3. Attach a description of the types of operations performed at the airport, along with who performs the functions. Also include a list of tenants and tenure of tenants.
4. Attach schedules of rents, rates, and charges for both existing and proposed facilities for the current year and preceding two years.
5. Attach chart or statement indicating current occupancy rate of existing facilities.
6. Outstanding Debt and Financial Information.
  - a. Provide copies of all official statements and bond resolutions for all bond issues and bond anticipation note issues that have a lien on revenues to be pledged for repayment of the Authority loan.
  - b. Provide copies of all notes and obligations, which have a lien on the pledged revenues. If copies cannot be provided, a certification from the applicant’s official representative disclosing the type, amount and repayment terms of the obligation must be provided.
  - c. Attach the debt service schedule(s) or amortization(s) for each issue.

<p>d. For <u>each</u> outstanding issue, please attach the following information.</p> <p>1) Title of Bond Issue and/or Name of Lien Holder</p> <p>2) Is the Debt Senior or Parity Debt?</p> <p>3) Original Principal Amount</p> <p>4) Issue Date</p> <p>5) Final Maturity Date</p> <p>6) Type of Security Pledged</p> <p>7) Outstanding Principal</p> <p>8) Annual Debt Service Amount</p> <p>9) Required Rate Coverage</p> <p>10) Brief Description of Project Financed</p>		
e. Is there an existing Master Indenture by which the applicant issues debt?	x <input type="checkbox"/> No	<input type="checkbox"/> Yes (If "yes," attach copy.)
f. Since the date of your latest financial statements, have you issued or authorized any new long-term debt?	x <input type="checkbox"/> No	<input type="checkbox"/> Yes (If "yes," attach details.)
g. Are there any incidents that have occurred since the date of your last financial statements that would significantly affect your revenues or overall financial condition?	<input type="checkbox"/> No	x <input type="checkbox"/> Yes (If "yes," attach details.)
h. Have there been any official statements (bond offering prospectuses) issued in the last 5 years?	x <input type="checkbox"/> No	<input type="checkbox"/> Yes (If "yes," attach documents.)
i. Is there any pending or potential litigation by or against applicant?	x <input type="checkbox"/> No	<input type="checkbox"/> Yes (If "yes," attach description.)
j. Have there been any operating transfers to or from the Airport over the past 5 years?	x <input type="checkbox"/> No	<input type="checkbox"/> Yes (If "yes," attach description of the nature and purpose of the transfers.)
8. Additional Information For Air Carrier Airports		
a. Copy of current airport/airline use and lease agreements.		
b. Airport consultant's project feasibility study.		
c. Total enplaned passengers per year (five most recent years, plus five years projected).		
d. Top five carriers by enplanements (by carrier for five most recent years).		
e. Breakdown and description of aircraft operations by type (passenger airlines, commuter airlines [including scheduled air taxi of passengers], military, cargo airlines [including package express], general aviation [including nonscheduled air taxi - cargo and passengers]).		
f. Connecting traffic as a percentage of total enplanements.		
g. Top 10 origin and destination scheduled passenger markets (show traffic for each market for last 5 years).		
h. Pro forma cash flows for revenue-generating projects (projections should be for 10 years).		

June 30, 2011



SHEET TITLE

Proposed Hangar #11 and  
Hangar #12 Locations



SHEET #

1 of 1

# Commonwealth Aviation Fund Fiscal Year 2021 Outlook

Presented to:

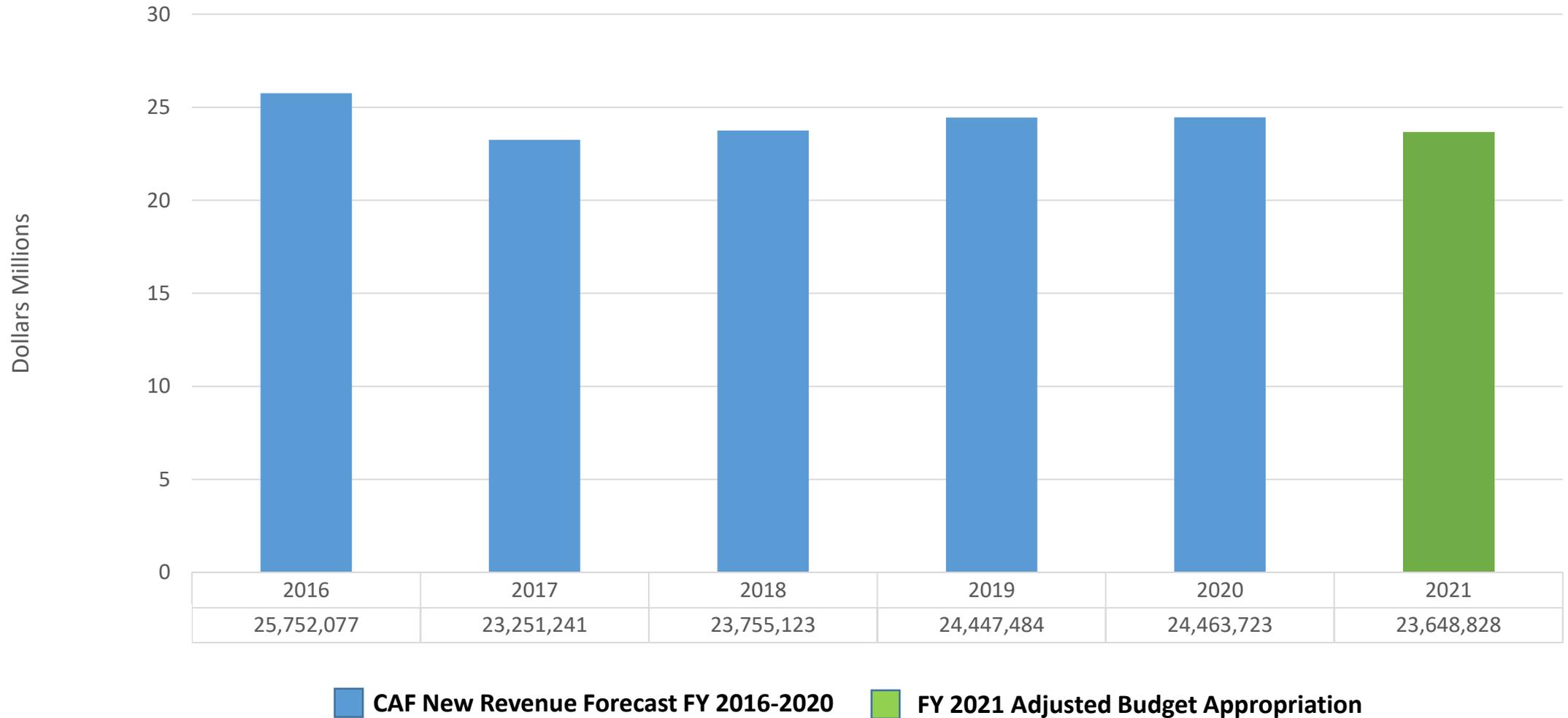
*Virginia Aviation Board*

September 17, 2020

# Available CAF Appropriation for Fiscal Year 2021

<b>Virginia State Budget - 2020 Session</b>	
<b>Item 432 – Financial Assistance to Airports (65400)</b>	<b>\$28,551,475</b>
<b>- Financial Assistance for Airport Development (65404)</b>	
<b>Facilities &amp; Equipment (NAVAIDS)</b>	<b>(\$1,400,000)</b>
<b>Rural Airport Runway Rehabilitation Program</b>	<b><u>(\$875,000)</u></b>
<b>Total Appropriation for Airport Capital Development</b>	<b>\$26,276,475</b>
<b>Assumption: 10% Reduction in FY 2021 Appropriation</b>	<b>FY 2021 Predicted New CAF Revenue</b>
<b>- FY 2021 Transportation Trust Fund (TTF) July and August deposits to the CAF have been less than in previous years.</b>	
<b>- Based on FY 2021 collections to date, a 10% reduction to the appropriation is appropriate.</b>	<b>\$23,648,828</b>

# CAF Forecasted Revenues FY 2016 -2020 and Adjusted FY 2021 Budget Appropriation



Note: Rounded to nearest dollar

# Actions Resulting from an Unpredictable Revenue Source

- Adopt conservative approach:
  - Allocate funds available in the CAF, plus current month estimate
- Adjustments will be made to include:
  - Returned TAs;
  - Grant closeouts, and
  - Administrative increases to TAs and grants
- Temporary method of allocating funds
- Entitlement funds will be distributed quarterly

## Available CAF for Allocation September VAB Meeting

Fund Transaction	Amount	Fund Source
FY 2020 CAF Balance	<b>\$17,287,007</b>	Available June 30, 2020 Disc. Balance
Credits	<b>\$389,741</b>	FY 2020 Returned Disc. TAs, Grant Closeouts
New Revenue	<b><u>\$5,670,641</u></b>	FY 2020 JUL/AUG CAF, Est. FY 2020 SEP
<b>Subtotal</b>	<b>\$23,347,389</b>	
<b>Deductions</b>	<b><u>(\$15,026,367)</u></b>	<b>Disc. Grant Obligations, TAs, Admin. Increases</b>
<b>Total Available SEP VAB Meeting</b>	<b>\$8,321,022</b>	

Note: Rounded to nearest dollar

# September VAB Meeting - CAF Distribution

SEP VAB Meeting	Entitlement	AC-R Discretionary	GA Discretionary
\$8,321,022	\$3,203,210	\$3,361,614	\$1,756,198

Airport	Airport Enplaned Passengers	Per Cent Enplaned Airport Passengers	Airport Entitlement Amount
IAD	11,884,117	69.5%	\$500,000
RIC	2,190,907	12.78%	\$500,000
ORF	1,990,907	11.62%	\$500,000
CHO	387,922	2.26%	\$500,000
ROA	361,131	2.11%	\$500,000
PHF	211,487	1.23%	\$461,466
LYH	93,206	0.54%	\$203,376
SHD	17,584	0.10%	\$38,368
<b>Total</b>	<b>17,137,218</b>	<b>100%</b>	<b>\$3,203,210</b>

Note: Rounded to nearest dollar

# Questions and Discussion

<b>ENTITLEMENT UTILIZATION REPORTS &amp; PLANS</b>			
<b>FY2020 REPORTS / FY2021 PLANS</b>			
	FY2020 REPORT	FY2021 PLAN	
<u>AIRPORT</u>	<u>DOAV RECOMMENDATION</u>	<u>DOAV RECOMMENDATION</u>	<u>COMMENTS</u>
Charlottesville-Albemarle	Approve	Approve	
Lynchburg Regional	Approve	Approve w/ One Exception	Not Eligible - #2 Equipment Purchases (Bucket List)
Newport News-Williamsburg Int'l	Approve	Approve	
Norfolk International	Approve	Approve	
Richmond International	Approve	Approve	
Roanoke-Blacksburg Regional	Approve	Approve	
Shenandoah Valley Regional	Approve	Approve	
Washington Dulles International	Approve	Approve	
	<b>ACTION ITEM</b>	<b>ACTION ITEM</b>	

**Commonwealth Airport Fund  
Entitlement Utilization Report and Plan**

**Sponsor: Charlottesville-Albemarle Airport Authority**

**Airport: Charlottesville-Albemarle Airport**

**Part 1 - Entitlement Utilization Report: FY2020**

**A. Entitlement Funds Available for Expenditure and Commitment**

Funds Available for Commitment from FY2019	\$14,254,289.12
Entitlement Funds Received in FY2020	\$2,000,000.00
Interest Earned in FY2020	\$121,865.48
<b>Subtotal Entitlement Resources Available FY2020</b>	<b>\$16,376,154.60</b>

**B. Reimbursement of State Entitlement Funds - PFC's; Bridge Loans; Other: FY2020**

Project Description	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Final Costs					Total Project Cost	State Funding Percentage	Reimbursement
				Federal	State Entitlement	State Discretionary	PFC	Local			
Reimburse prorated share of Hangar Purchase in FY14 (was on last amended EUR)	N/A	N/A	N/A		\$72,356.00				\$ 72,356.00		
									\$ -		
									\$ -		
<b>Subtotal PFCs Used to Reimburse State Entitlement Funds</b>					<b>\$72,356.00</b>						

Total Funds Available \$16,448,510.60 (Entitlement Resources Available FY2020 + Reimbursement State Entitlement Funds)

**C. Funding Expenditures for Projects Closed: FY2020**

Project Description	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Final Costs					Total Project Cost	State Funding Percentage	Estimated PFCs to Reimburse Entitlements
				Federal	State Entitlement	State Discretionary	PFC	Local			
RY19 Eligible Maint & Repair Projects (Unanticipated) Kaba Repair - \$21,455 less the \$14,210	N/A	N/A	N/A		\$ 5,796.00			\$ 1,449.00	\$ 7,245.00	80%	
AIP Air Carrier Ramp-North Expand & Lighting Upgrade Design	47	N/A	N/A	\$ 442,776.00	\$ 49,198.00			\$ -	\$ 491,974.00	10%	
Flight Information Display System Upgrade and Expansion/Public Announcement (PA) System Upgrade and Expansion (listed separately in FY18)	N/A	N/A	N/A		\$ 308,198.00			\$ 201,122.00	\$ 509,320.00	61%	
Charging Stations at Gate 5 Seating Area/and Gates 1-4 (listed separately in FY18)	N/A	N/A	N/A		\$ 303,999.00			\$ 76,000.00	\$ 379,999.00	80%	
FAA Reimbursable for MALSR Adjustments	N/A	N/A	N/A		\$ 74,939.00			\$ 18,735.00	\$ 93,674.00	80%	
De-ice tank for snow removal (6,000 gal)	N/A	N/A	N/A		\$ 44,835.00			\$ 11,209.00	\$ 56,044.00	80%	
Lower Level Business Center and Modify Gate 1 Security Exit	N/A	N/A	N/A		\$ 75,034.00			\$ 18,758.00	\$ 93,792.00	80%	
Business Center Phase II	N/A	N/A	N/A		\$ 60,852.00			\$ 15,213.00	\$ 76,065.00	80%	
Review of Terminal Structural Integrity and Utility Capacity	N/A	N/A	N/A		\$ 44,422.00			\$ 12,529.00	\$ 56,951.00	78%	
Vehicle Gate Installation at FBO	N/A	N/A	N/A		\$ 25,500.00			\$ 6,375.00	\$ 31,875.00	80%	
Friction Tester for Airfield	N/A	N/A	N/A		\$ 47,788.00			\$ 11,947.00	\$ 59,735.00	80%	
FY20 Eligible Repair & Maintenance ( Unanticipated)	N/A	N/A	N/A		\$ 22,357.36			\$ 5,589.34	\$ 27,946.70	80%	
FY20 Escalator Repair & Maintenance 80/20	N/A	N/A	N/A		\$ 24,212.34			\$ 6,053.09	\$ 30,265.43	80%	
FY20 HVAC Repair & Maintenance 78/22	N/A	N/A	N/A		\$ 190,397.47			\$ 53,701.85	\$ 244,099.32	78%	
FY20 Elevator Repair & Maintenance 80/20	N/A	N/A	N/A		\$ 40,554.73			\$ 10,138.68	\$ 50,693.41	80%	
FY20 Access Control Services 80/20	N/A	N/A	N/A		\$ 28,674.22			\$ 7,168.55	\$ 35,842.77	80%	
FY20 Rubber Removal/Ramp TW Repairs/Joint Seal, Markings	N/A	N/A	N/A		\$ 34,575.86			\$ 8,643.96	\$ 43,219.82	80%	
FY20 ARFF/Tractor/Snow removal/FOD Equipment (blades., wafer, tire replacement etc.)	N/A	N/A	N/A		\$ 51,437.52			\$ 12,859.38	\$ 64,296.90	80%	
Lift replacement	N/A	N/A	N/A		\$ 38,800.00			\$ 9,700.00	\$ 48,500.00	80%	
<b>Subtotal Expenditures for Projects Completed: FY2020</b>					<b>\$1,471,570.50</b>						<b>(State Entitlement Funds)</b>

**Commonwealth Airport Fund  
Entitlement Utilization Report and Plan**

Unexpended Funds Available for Commitment

\$14,976,940.10 (Total Funds Available - Expenditures for Completed Projects)

**D. Funding Commitments for Ongoing Projects**

Project Description	Estimated Fiscal Year of Completion	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Estimated Costs					Estimated Total Project Cost	Estimated State Funding Percentage	Estimated PFCs to Reimburse Entitlements
					Federal	State Entitlement	State Discretionary	PFC	Local			
Terminal Expansion Project (project complete, need financial closeout)	2020	N/A	CS-45	CS-45		\$1,172,205.00	\$2,697,582.00	\$73,504.00	\$380,493.00	\$ 4,323,784.00	89.5%	\$1,172,205.00
Terminal Expansion Project costs overrun awaiting approval	2020	N/A	CS-45	CS-45		\$652,112.00			\$76,505.00	\$ 728,617.00	89.5%	\$652,112.00
RW 3-21 Overlay Construction	2020	46	N/A	N/A	\$11,872,035.00	\$1,319,116.00				\$ 13,191,151.00	10.0%	\$1,319,116.00
AIP Air Carrier Ramp - North & Ramp Lighting Upgrade Construction (and ALP Update)	2021	48	N/A	19-24	\$3,690,181.00	\$410,020.00			\$0.00	\$ 4,100,201.00	10.0%	\$410,020.00
Non-AIP Air Carrier Ramp - North & Ramp Light Upgrade Const	2021	N/A	N/A	19-24		\$3,806,383.00			\$951,596.00	\$ 4,757,979.00	80.0%	\$3,806,383.00
Escalators Replacement at Gate 5	2021	N/A	N/A	18-23		\$640,000.00			\$160,000.00	\$ 800,000.00	80.0%	\$640,000.00
Gutter Replacement ARFF building	2020	N/A	N/A	N/A		\$12,800.00			\$3,200.00	\$ 16,000.00	80.0%	\$12,800.00
Escalators Replacement at Gate 1A	2021	N/A	N/A	18-23		\$640,000.00			\$160,000.00	\$ 800,000.00	80.0%	\$640,000.00
Terminal & Landside Wayfinding & passenger amenities	2021	N/A	N/A	19-24		\$160,000.00			\$40,000.00	\$ 200,000.00	80.0%	\$160,000.00
Green Initiative - Window energy tinting/modifications	2020	N/A	N/A	N/A		\$80,000.00			\$20,000.00	\$ 100,000.00	80.0%	\$80,000.00
Security System Update Phase 2	2020	N/A	N/A	N/A		\$80,000.00			\$20,000.00	\$ 100,000.00	80.0%	\$80,000.00
Air Carrier Ramp Passenger Walkways	2020	Future	N/A	19-24	\$1,980,000.00	\$620,000.00			\$100,000.00	\$ 2,700,000.00	23.0%	\$620,000.00
Emergency Generator Phase 1	2020	N/A	N/A	N/A		\$320,000.00			\$80,000.00	\$ 400,000.00	80.0%	\$320,000.00
Terminal Technology upgrade (PY 2 line items)	2020	N/A	N/A	N/A		\$152,000.00			\$38,000.00	\$ 190,000.00	80.0%	\$152,000.00
GA Ramp Improvements	2021	N/A	N/A	N/A		\$400,000.00			\$100,000.00	\$ 500,000.00	80.0%	\$400,000.00
Inbound Bag Belt Replacement (Baggage Claim)	2020	N/A	N/A	18-23		\$400,000.00			\$100,000.00	\$ 500,000.00	80.0%	\$400,000.00
MALSR Engineering Design and Repair Fees	2020	N/A	N/A	19-24		\$326,400.00	\$81,600.00			\$ 408,000.00	80.0%	\$326,400.00
Upgrade Lighting	2020	N/A	N/A	N/A		\$7,800.00			\$1,950.00	\$ 9,750.00	80.0%	\$7,800.00
Radio update - CHO's portion of Region-wide project	2021	N/A	N/A	N/A		\$276,480.00	\$69,120.00			\$ 345,600.00	80.0%	\$276,480.00
Terminal Modification Gate 5/Bag Claim Design	2021	N/A	N/A	N/A		\$640,000.00	\$160,000.00			\$ 800,000.00	80.0%	\$640,000.00
Big Fans for terminal concourse	2020	N/A	N/A	N/A		\$72,000.00			\$18,000.00	\$ 90,000.00	80.0%	\$72,000.00
Entrance Door Replacements (3 sets)	2020	N/A	N/A	18-23		\$120,000.00	\$30,000.00			\$ 150,000.00	80.0%	\$120,000.00
Air Carrier Ramp Remarking Project (Design/ Eradication/Re-marking/Inspections)	2021	N/A	N/A	N/A		\$160,000.00			\$40,000.00	\$ 200,000.00	80.0%	\$160,000.00
Fence Improvements	2020	N/A	N/A	N/A		\$32,000.00			\$8,000.00	\$ 40,000.00	80.0%	\$32,000.00
Obstruction Removal as identified by FAA	2020	N/A	N/A	N/A		\$160,000.00			\$40,000.00	\$ 200,000.00	80.0%	\$160,000.00
Snow Removal Equipment Storage Shop Improvements	2020	N/A	N/A	N/A		\$240,000.00			\$60,000.00	\$ 300,000.00	80.0%	\$240,000.00
Remote Control Steep Slope Mower	2020	N/A	N/A	N/A		\$64,000.00			\$16,000.00	\$ 80,000.00	80.0%	\$64,000.00
Rehab Public Elevator at Gate 5	2020	N/A	N/A	N/A		\$20,000.00			\$5,000.00	\$ 25,000.00	80%	\$20,000.00
Out Bound Baggage Belt	2020	N/A	N/A	18-23		\$160,000.00	\$40,000.00			\$ 200,000.00	80%	\$160,000.00
Repayment of 3 VDOA Bridge Loans (Lad, EA, Obstructions)	2021	Future	N/A	N/A	\$685,339.00	\$76,149.00				\$ 761,488.00	10%	\$76,149.00
Purchase 2 airfield Ventrac Mowers	2020	N/A	N/A	N/A		\$52,000.00			\$13,000.00	\$ 65,000.00	80%	\$52,000.00
Terminal Technology to inc IT room modification	2021	N/A	N/A	N/A		\$160,000.00			\$40,000.00	\$ 200,000.00	80%	\$160,000.00
Paint Interior of Terminal	2020	N/A	N/A	N/A		\$80,000.00			\$20,000.00	\$ 100,000.00	80%	\$80,000.00
Clean and recaulk exterior of terminal	2020	N/A	N/A	N/A		\$78,000.00			\$22,000.00	\$ 100,000.00	78%	\$78,000.00
Airfield Pre&Post Emergent Application	2020	N/A	N/A	N/A		\$32,000.00			\$8,000.00	\$ 40,000.00	80%	\$32,000.00
Paint Exterior of ARFF Building	2020	N/A	N/A	N/A		\$32,000.00			\$8,000.00	\$ 40,000.00	80%	\$32,000.00
Terminal Gutter Installation	2020	N/A	N/A	N/A		\$39,000.00			\$11,000.00	\$ 50,000.00	78%	\$39,000.00
800 MHZ Radio System Emergency Response - equipment upgrade	2020	N/A	N/A	N/A		\$60,000.00			\$15,000.00	\$ 75,000.00	80%	\$60,000.00
Airport-Wide Security Upgrade Phase 1 - requires letter from TSA 1542	2021	Future	N/A	N/A	\$900,000.00	\$100,000.00				\$ 1,000,000.00	10%	\$100,000.00
SRE Storage Structure	2020	N/A	N/A	N/A		\$240,000.00			\$60,000.00	\$ 300,000.00	80%	\$240,000.00

**Commonwealth Airport Fund  
Entitlement Utilization Report and Plan**

Bucket Truck	2020	N/A	N/A	N/A	\$88,000.00	\$22,000.00	\$ 110,000.00	80%	\$88,000.00
Land Acquisition for Runway Protection	2021	N/A	N/A	N/A	\$720,000.00	\$180,000.00	\$ 900,000.00	80%	\$720,000.00
Mechanic Equipment Lift	2020	N/A	N/A	N/A	\$40,000.00	\$10,000.00	\$ 50,000.00	80%	\$40,000.00
Replace ARFF Roof	2021	N/A	N/A	N/A	\$160,000.00	\$40,000.00	\$ 200,000.00	80%	\$160,000.00
ARFF Building Rehab Phase 1	2021	N/A	N/A	N/A	\$160,000.00	\$40,000.00	\$ 200,000.00	80%	\$160,000.00

\$15,260,465.00

Subtotal Funding Commitments for Ongoing Projects \$15,260,465.00 (State Entitlement Funds)

Anticipated FY2021 Entitlement Funds (use last year's amount) \$2,000,000.00

Funds Available \$1,716,475.10 (Unexpended Funds Available for Commitment - Funding Commitments for Ongoing Projects + Anticipated FY2021 Entitlement Funds))

**Part 2 - Entitlement Utilization Plan: FY2021**

**A. Project Listing**

EUP #	Project Description	Year Plan Y/N	Estimated Start Date (Fiscal Year)	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Estimated Costs					Estimated Total Project Cost	Estimated State Funding Percentage	Estimated PFCs to Reimburse Entitlements
							Federal	State Entitlement	State Discretionary	PFC	Local			
1	FY21 Unanticipated eligible repair & maint	Y	2021	N/A	N/A	N/A		\$80,000.00			\$20,000.00	\$100,000.00	0.8	\$80,000.00
2	FY 21 Escalator Maint/repair	Y	2021	N/A	N/A	N/A		\$16,000.00			\$4,000.00	\$20,000.00	0.8	\$16,000.00
3	FY 21 HVAC Maintenance & Repairs	Y	2021	N/A	N/A	N/A		\$117,000.00			\$33,000.00	\$150,000.00	0.78	\$117,000.00
4	FY21 Elevator Maintenance & Repairs	Y	2021	N/A	N/A	N/A		\$20,000.00			\$5,000.00	\$25,000.00	0.8	\$20,000.00
5	FY21 Access Control Maintenance & Repairs	Y	2021	N/A	N/A	N/A		\$32,000.00			\$8,000.00	\$40,000.00	0.8	\$32,000.00
6	FY 21 Rubber removal/ Ramp Joint Seal/Airfield Marking/pavement repair/ nav aid maint projects and airfield signage repair/replacement as identified by Part 139 inspection	Y	2021	N/A	N/A	N/A		\$64,000.00			\$16,000.00	\$80,000.00	0.8	\$64,000.00
7	FY21 KABA Exit Lane System and Automated Doors Maintenance & Repairs	Y	2021	N/A	N/A	N/A		\$60,000.00			\$15,000.00	\$75,000.00	0.8	\$60,000.00
8	FY21 ARFF/Tractors/Snow Removal Equipment - blades, wafer, tire replacement, etc.	Y	2021	N/A	N/A	N/A		\$64,000.00			\$16,000.00	\$80,000.00	0.8	\$64,000.00
9	FY21 Generator Maintenance & Repairs	Y	2021	N/A	N/A	N/A		\$19,500.00			\$5,500.00	\$25,000.00	0.78	\$19,500.00
10	FY21 Plumbing System Repairs & Maintenance		2021	N/A	N/A	N/A		\$19,500.00			\$5,500.00	\$25,000.00	0.78	\$19,500.00
11	FY21 Fire Control System Maintenance & Repairs		2021	N/A	N/A	N/A		\$19,500.00			\$5,500.00	\$25,000.00	0.78	\$19,500.00
12	FY21 Jet bridge and Mobile Passenger Ramps Maintenance & Repairs	Y	2021	N/A	N/A	N/A		\$32,000.00			\$8,000.00	\$40,000.00	0.8	\$32,000.00
13	Terminal Ceiling Tile Replacement - material only / labor provided in-house	Y	2021	N/A	N/A	N/A		\$25,000.00			\$0.00	\$25,000.00	1	\$25,000.00
14	ARFF Building Phase 2- Rehab/Mitigation	Y	2021	N/A	N/A	N/A		\$160,000.00			\$40,000.00	\$200,000.00	0.8	\$160,000.00
15	Install Guard Rail Along Bowen Loop near Basin	Y	2021	N/A	N/A	N/A		\$20,000.00			\$5,000.00	\$25,000.00	0.8	\$20,000.00
16	Recondition Terrazzo	Y	2021	N/A	N/A	N/A		\$120,000.00			\$30,000.00	\$150,000.00	0.8	\$120,000.00
17	Replace 1990 Airfield Bush hog & Tractor	Y	2021	N/A	N/A	N/A		\$64,000.00			\$16,000.00	\$80,000.00	0.8	\$64,000.00
18	Terminal Technology	Y	2021	N/A	N/A	N/A		\$40,000.00			\$10,000.00	\$50,000.00	0.8	\$40,000.00
19	Rehab Bricks and Concrete on Curbside	Y	2021	N/A	N/A	N/A		\$80,000.00			\$20,000.00	\$100,000.00	0.8	\$80,000.00
20	Asphalt Crack Seal Equipment		2021	N/A	N/A	N/A		\$68,000.00			\$17,000.00	\$85,000.00	0.8	\$68,000.00
21	SRE Mechanical Equipment Lift	Y	2021	N/A	N/A	N/A		\$40,000.00			\$10,000.00	\$50,000.00	0.8	\$40,000.00
22	Replace 1986 Runway/Taxiway De-icer	Y	2021	Future	N/A	N/A	\$ 180,000.00	\$20,000.00			\$200,000.00	\$200,000.00	0.1	\$20,000.00
23	Terminal Area Plan (for expense incurred after approval date of EUR)	Y	2021	N/A	N/A	19-24		\$350,000.00		\$ 350,000.00		\$700,000.00	0.5	\$350,000.00

Total Planned Commitments for Future Projects \$1,530,500.00 (State Entitlement Funds)

Funds Available \$185,975.10

**Commonwealth Airport Fund  
Entitlement Utilization Report and Plan**

**B. Project Narratives**

EUP #	Narrative
1	FY21 Unanticipated eligible Maintenance & Repairs - This project will fund a portion of eligible expenses associated with unanticipated expenses to make repairs or maintenance to airport property and equipment.
2	FY 21 Escalator Maintenance & Repairs This project will fund a portion of repairs and the annual costs for the Escalator Maintenance Service
3	FY 21 HVAC Maintenance & Repairs 78/22 – This project will fund a portion of repairs and the annual costs for the HVAC Maintenance Service
4	FY21 Elevator Maintenance & Repairs 80/20 – This project will fund a portion of repairs and the annual costs for the Elevator Maintenance Service
5	FY21 Access Control Maintenance & Repairs 80/20- This project will fund a portion of repairs and the annual costs for the service contract with A-Tech and other vendors for maintenance work related to the repair and maintenance of the access control system
6	Y21 Rubber Removal / Ramp & Taxiway Repair/ Joint Seal and Airfield Pavement Maintenance – This project will fund a portion of contracts for rubber removal from the airfield pavement. Repairs to the general aviation taxiways/taxi lanes and commercial air carrier ramp will be funded in this project along with joint sealing of the ramp and other required airfield pavement maintenance. This project will also fund maintenance and repairs to the sponsored owned navigational aids on the airfield and airfield signage repair/replacement as identified by Part 139 inspection
7	FY21 KABA Exit Lane System and Automated Doors Maintenance & Repairs 80/20 – This project will fund a portion of the annual cost for the maintenance and repairs of the KABA Exit Door System which serves as the unmanned security lane system for passengers exiting from the secure post screening area to the “Baggage Claim Area” and the Automated Doors throughout the terminal.
8	FY21 ARFF/Tractors/Snow Removal Equipment - blades, wafer, tire replacement, etc. 80/20 - This project will fund a portion of the repairs and maintenance expenses associated with the upkeep of the airfield mowers/equipment, ARFF equipment and the snow removal equipment.
9	FY21 Generator Maintenance & Repairs 80/20 - this project will fund a portion of the annual cost of the maintenance and repair expenses for the emergency generators
10	FY21 Plumbing repairs 80/20 - this project will fund a portion of the contracted maintenance and repair expenses for the terminal plumbing system
11	FY21 Fire Control Maint 80/20 - this project will fund a portion of the contracted maintenance and repair expenses for the fire control system
12	FY21 Jet bridge and Mobile Passenger Ramps Maintenance & Repairs 80/20 - this project will fund a portion of the contracted maintenance and repair expenses for the sponsor owned jet bridge and mobile passenger ramps
13	Terminal Ceiling Tile Replacement - material only / labor in-house - this project will fund the material for a project to replace terminal ceiling tiles with sponsor providing all labor
14	ARFF Building Phase 2 Rehab/Mitigation- 80/20 this project will fund a portion of a project to upgrade and mitigate environmental issues in the ARFF building which was originally built in the early 1960's
15	Install Guard Rail Along Bowen Loop near the basin 80/20 - this project will fund a portion of a project to install a protective guard rail near the basin on the entrance road.
16	Recondition Terrazzo 80/20 - This project will fund a portion of the contract to rehabilitate the terrazzo flooring within the terminal.
17	Replace 1990 Airfield Bush hog & Tractor 80/20 - This project will fund a portion of the purchase of a Airfield Bush hog
18	Terminal Technology 80/20 - This project will fund repairs and upgrades to IT equipment within the terminal and in the terminal area.
19	Rehab Bricks & Concrete on Curbside -This project will fund a portion of a project to rehabilitate the brick sidewalks on the curbside of the terminal
20	Asphalt Crack Seal Equipment 80/20 - This project will fund a portion of the purchase of asphalt crack seal equipment for repairs and maintenance to airside pavement and pavement in the terminal landside areas.
21	SRE Building Mechanical Equipment Lift 80/20 - This project will fund a portion of the purchase of a lift that will be used during the maintenance and repairs of snow removal equipment, airfield mowers/equipment and ARFF equipment within the maintenance bays of the building
22	Replace 1986 Runway/Taxiway De-icer - This project will fund a portion of the purchase of a Runway/Taxiway De-icer that will also in part be funded with FAA funds.
23	Terminal Area Plan (for expense after approval date of EUR)

**Part 3 - Certification**

As the Executive Director on behalf of the sponsor, I certify that the information provided above is accurate and complete to the best of my knowledge.  
 \_\_\_\_\_  
 September 17 2020

As the Chief Financial Officer on behalf of the sponsor, I certify that the information provided above is accurate and complete to the best of my knowledge.

Commonwealth Airport Fund  
Entitlement Utilization Report and Plan

*Melinda Crawford*  
Signature  
Melinda Crawford  
Printed Name  
8/11/2020  
Date

*Penny Shifflett*  
Signature  
Penny Shifflett  
Printed Name  
8/11/2020  
Date



**8** FY21 ARFF/Tractor/Snow Removal/FOD Equipment (Replacement of  
Blades/wafers/tires, etc.)



This project will fund expenses associated with the repair and maintenance of the Authority's ARFF/Tractors/Snow Removal and FOD equipment. The purchase of tires, blades, wafers and other parts will be included in this project along with required maintenance of the equipment.

Also includes parts for other maintenance trucks, tractors, mowers, FDO truck, and other airfield/roadway equipment

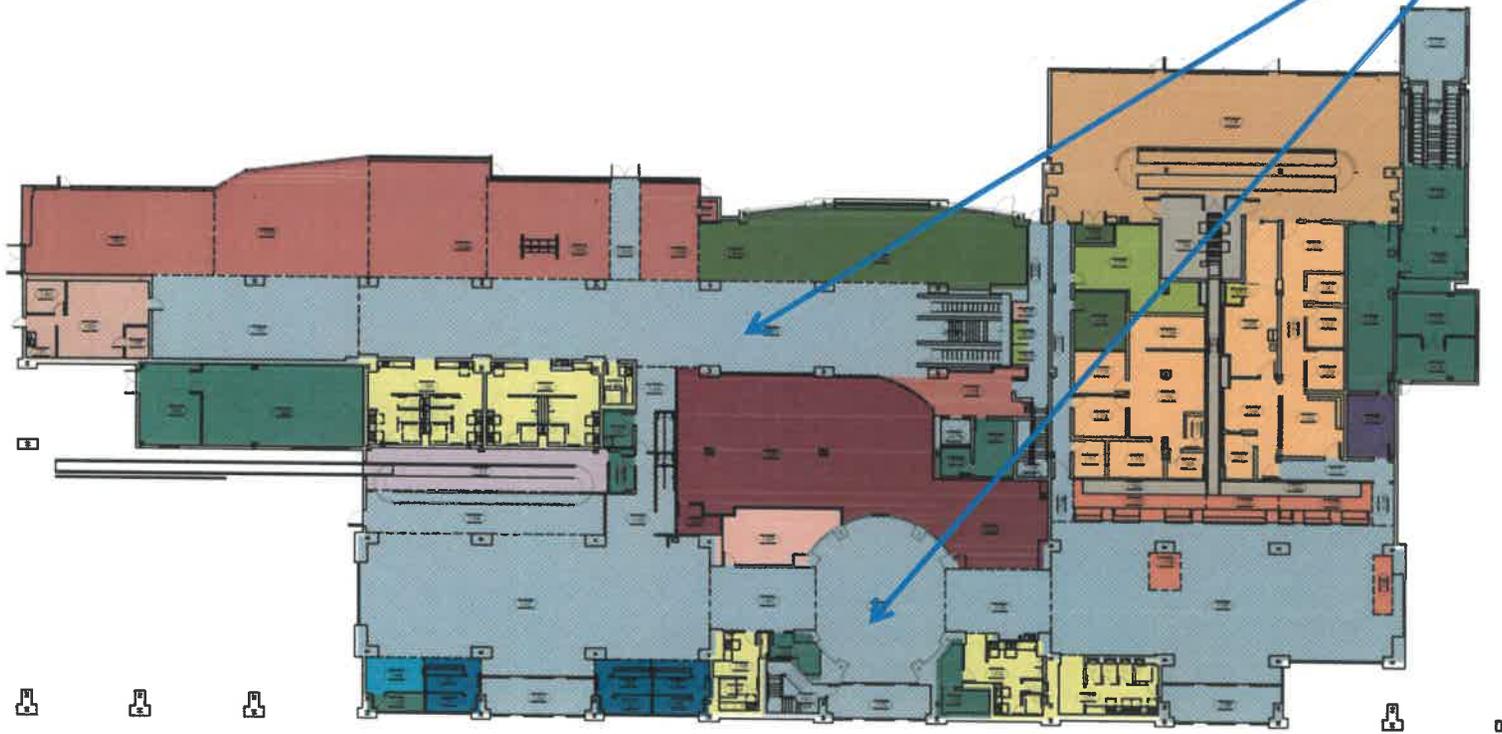
15 Install Guard Rail System Along Bowen Loop Near Basin

This project will provide for the installation of a safety guard rail on the west side of the basin on Bowen Loop



16 Recondition Terminal Terrazzo

This project will allow for the reconditioning of the of the terminal's terrazzo flooring which was installed in the early 1990's



19 Replace 1990 Airfield Bush hog & Tractor

This is just an example of the type of airfield bush hog and tractor that may be purchased.



**PACKAGE INCLUDES NEW HOLLAND WORKMASTER 75 CAB, 4WD, POWER SHUTTLE AND BUSH HOG 1815 15' FLEXWING MOWER**  
PACKAGE DEAL BY FOUR BROTHERS OUTDOOR POWER ROYSE CITY & TENNELL, TEXAS. VISIT: [WWW.FOURBROS.COM](http://WWW.FOURBROS.COM) OR CALL (972) 686-2963 FOR DETAILS.

21 Rehab Bricks and Concrete on Long-Term Stairs and Sidewalks at Terminal Curbside

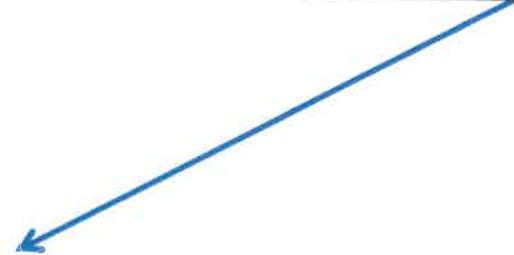
Rehabilitate bricks and concrete at the long term stairs and on the sidewalks at the terminal curbside



22 Asphalt Crack Seal Equipment



This is an example of the type of asphalt crack seal equipment that may be purchased



24 Snow Removal Equipment Building - Mechanical Lift  
for Maintenance Bays

This is an example  
of the type of lift  
that may be  
purchased.



25 Replace 1986 Runway/Taxiway De-icer

This is an example of the type of Runway/Taxiway Deicer Equipment that may be purchased.



26 Terminal Area Plan (for expense incurred after approval date of EUR)

The sponsor entered into an agreement for a firm to perform a terminal area plan, and this project was originally planned to be funded 100% by PFCs. Due to significant reductions in passenger traffic and PFC revenues, inclusion of this study in the EUR will allow expenses incurred after the approval of the EUR to be funded with a combination of PFCs and State Entitlements.



**Commonwealth Airport Fund  
Entitlement Utilization Report and Plan**

Sponsor: City of Lynchburg

Airport: Lynchburg Regional Airport

**Part 1 - Entitlement Utilization Report: FY2020**

**A. Entitlement Funds Available for Expenditure and Commitment**

Total Funds Available for Commitment from FY2019	\$4,569,190.82
Entitlement Funds Received in FY2020	\$1,703,932.09
Interest Earned in FY2020	\$37,650.41
 Subtotal Entitlement Resources Available FY2020	 \$6,310,773.32

**B. Reimbursement of State Entitlement Funds - PFC's; Bridge Loans; Other: FY2020**

Project Description	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Final Costs					Total Project Cost	State Funding Percentage	Reimbursement
				Federal	State Entitlement	State Discretionary	PFC	Local			
no activity in FY2020									\$ -		
									\$ -		

Subtotal Reimbursement of State Entitlement Funds \$0.00

Total Funds Available \$6,310,773.32 (Entitlement Resources Available FY2020 + Reimbursement State Entitlement Funds)

**C. Funding Expenditures for Projects Closed: FY2020**

Project Description	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Final Costs					Total Project Cost	State Funding Percentage	Estimated PFCs to Reimburse Entitlements
				Federal	State Entitlement	State Discretionary	PFC	Local			
Air Traffic Control Tower (new) Reimbursable Agreements	3-51-0029-038			\$523,410.00	\$58,156.82				\$ 581,566.82	10%	
Rehabilitate Perimeter Road		EUR18-008			\$35,780.00			\$8,945.00	\$ 44,725.00	80%	
Rehabilitate T-hangar Taxilane		EUP18-009			\$15,988.00			\$3,997.00	\$ 19,985.00	80%	
Asphalt Patch & Apron tie-in (approved as bucket item)		EUP18-014			\$5,108.00			\$1,277.00	\$ 6,385.00	80%	
Air Carrier Apron Parking Position Pavement Evaluation		EUP19-017			\$17,968.93			\$4,492.23	\$ 22,461.16	80%	
Articulated Boom Lift		EUP20-001			\$57,599.00			\$14,399.83	\$ 71,998.83	80%	
Terminal Public Address System Upgrade		EUP20-003			\$26,048.30			\$6,512.07	\$ 32,560.37	80%	
MUFIDS Service Agreement (annual)		EUP20-004			\$5,745.60			\$1,436.40	\$ 7,182.00	80%	
Mower Replacement		EUP20-005			\$24,990.40			\$6,247.60	\$ 31,238.00	80%	
MidField GA Ramp Lighting		EUP20-007			\$22,000.00			\$5,500.00	\$ 27,500.00	80%	
Terminal Interior Lighting Upgrade to LED		EUP20-009			\$40,895.42			\$10,223.86	\$ 51,119.28	80%	
Terminal HVAC Vents Replacement		EUP20-012			\$832.32			\$208.08	\$ 1,040.40	80%	
Security Pedestrian Gate MidField Ramp		EUP20-013			\$716.00			\$179.00	\$ 895.00	80%	
Terminal Utility Service Upgrade (55% public space)		EUP20-014			\$4,119.42			\$3,370.43	\$ 7,489.85	55%	
Generator Service Agreements (annual)		EUP20-016			\$4,176.61			\$1,044.15	\$ 5,220.76	80%	
HVAC Service Agreement (55% public space, annual)		EUP20-017			\$8,025.60			\$6,566.40	\$ 14,592.00	55%	
Elevator/Escalator Service Agreement (annual)		EUP20-018			\$5,635.20			\$1,408.80	\$ 7,044.00	80%	
ATCT Equipment Service Agreements (annual)		EUP20-019			\$20,777.13			\$5,194.29	\$ 25,971.42	80%	
Security Technology/Perimeter (various) item 1 - replace main terminal camera		EUP20-020			\$2,934.16			\$733.54	\$ 3,667.70	80%	
Security Technology/Perimeter (various) item 2 - replace security computer		EUP20-020			\$494.59			\$123.64	\$ 618.23	80%	
Security Technology/Perimeter (various) item 3 - update security computer software		EUP20-020			\$800.00			\$200.00	\$ 1,000.00	80%	
Security Technology/Perimeter (various) item 4 - install new security computer		EUP20-020			\$380.00			\$95.00	\$ 475.00	80%	
Security Technology/Perimeter (various) item 5 - install 4 new ATCT rooftop cameras		EUP20-020			\$17,446.06			\$4,361.52	\$ 21,807.58	80%	
Facility Maintenance (various) 1 item - ARFF bldg replace controllers/sensors		EUP20-022			\$7,160.00			\$1,790.00	\$ 8,950.00	80%	
Water Bottle Filling Station		EUP20-029			\$2,358.34			\$589.58	\$ 2,947.92	80%	

Subtotal Expenditures for Projects Completed: FY2020 \$386,135.90 (State Entitlement Funds)

Unexpended Funds Available for Commitment \$5,924,637.42 (Total Funds Available - Expenditures for Completed Projects)

**Commonwealth Airport Fund  
Entitlement Utilization Report and Plan**

**D. Funding Commitments for Ongoing Projects**

Project Description	Estimated Fiscal Year of Completion	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Estimated Costs					Estimated Total Project Cost	Estimated State Funding Percentage	Estimated PFCs to Reimburse Entitlements
					Federal	State Entitlement	State Discretionary	PFC	Local			
North General Aviation (GA) Dev. Area Ph1 Sitework (AIP eligible)	FY21	3-51-0029-040	EUP18-013		\$517,950.00	\$57,550.00				\$ 575,500.00	10%	
North General Aviation (GA) Dev. Area Ph1 Sitework (non AIP)	FY21		EUP18-013			\$219,600.00			\$54,900.00	\$ 274,500.00	80%	
Hangar 6 Apron Concrete Slab Rehabilitation	FY21		EUP18-019			\$7,200.00			\$1,800.00	\$ 9,000.00	80%	
Detention Pond Drainage Structure Repair	FY21		EUP18-023			\$14,400.00			\$3,600.00	\$ 18,000.00	80%	
Passenger Terminal Boarding Bridge (revised Feb 2020)	FY21	3-51-0029-041	EUP18-025		\$540,000.00	\$60,000.00				\$ 600,000.00	10%	
Passenger Terminal Restroom Renovation	FY21		EUP19-011			\$80,000.00			\$20,000.00	\$ 100,000.00	80%	
Aircraft Self-Service AVGAS Fueling Facility (33.3% - \$75k max)	FY21		EUP19-014			\$75,000.00			\$150,000.00	\$ 225,000.00	(\$75k max)	
Business Center	FY21		EUP19-015			\$80,000.00			\$20,000.00	\$ 100,000.00	80%	
Rehab Mid-Field Apron & Portion of Taxiway G	FY21	3-51-0029-042	EUP19-019		\$1,800,000.00	\$200,000.00				\$ 2,000,000.00	10%	
Terminal Drive & Crosswalks crackseal/sealcoat	FY21		EUP20-002			\$16,000.00			\$4,000.00	\$ 20,000.00	80%	
Passenger Terminal Landscaping / Tree Replacement	FY21		EUP20-006			\$40,000.00			\$10,000.00	\$ 50,000.00	80%	
Terminal Exit Lane Modification	FY21		EUP20-010			\$1,200,000.00				\$ 1,200,000.00	100%	
TSA Baggage Screening Counter Modifications	FY21		EUP20-015			\$120,000.00			\$30,000.00	\$ 150,000.00	80%	
Air Carrier Apron Parking Position Hardstands	FY21		EUP20-026			\$40,000.00			\$10,000.00	\$ 50,000.00	80%	
North General Aviation (GA) Dev. Area Ph2, Design	FY21	3-51-0029-042	EUP20-027		\$315,000.00	\$35,000.00				\$ 350,000.00	10%	
Passenger Terminal Boarding Bridge (non-AIP) additional	FY21	3-51-0029-041	EUP20-028		\$203,992.00	\$161,008.00			\$35,000.00	\$ 400,000.00	varies	
SWPPP, SPCC, & ODC Plan updated	FY21		EUP20-030			\$16,000.00			\$4,000.00	\$ 20,000.00	80%	
										\$ -		

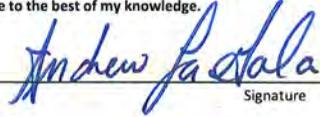
Subtotal Funding Commitments for Ongoing Projects	\$2,421,758.00	(State Entitlement Funds)
Anticipated FY2021 Entitlement Funds (use last year's amount)	\$1,703,932.00	
Funds Available	\$5,206,811.42	(Unexpended Funds Available for Commitment - Funding Commitments for Ongoing Projects + Anticipated FY2021 Entitlement Funds)



Commonwealth Airport Fund  
Entitlement Utilization Report and Plan

Part 3 - Certification

As the Executive Director on behalf of the sponsor, I certify that the information provided above is accurate and complete to the best of my knowledge.



Signature

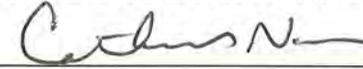
Andrew LaGala, Airport Director

Printed Name

July 15, 2020

Date

As the Chief Financial Officer on behalf of the sponsor, I certify that the information provided above is accurate and complete to the best of my knowledge.



Signature

Catherine C. Vance, Assistant Airport Director, finance & Administration

Printed Name

July 15, 2020

Date



FY2021 Plan Exhibit #8



# CyberLock System Overview



CyberLock is a key-centric access control system designed to increase security, accountability, and key control throughout your organization. Based on a unique design of [electronic lock cylinders](#) and [programmable smart keys](#), CyberLock solves security problems that no other system can.

## Main Benefits

### Versatile: Control Access to Every Asset

CyberLock cylinders are easily deployed not only on doors, but also on gates, trucks, shipping containers, and other mobile and remote assets. Full access control is now possible on assets previously restricted to only mechanical locks and keys.

### Cost Effective: Eliminate Expensive Cabling

Electronic cylinders are installed without power or wiring making setup and installation quick, easy, and affordable. The batteries in the CyberKey smart keys energize the CyberLock cylinders, bypassing the need to install and maintain expensive wiring.

### Superior Key Control: Re-Key Electronically

Keys are programmed with access permissions for each individual user. If a key is lost, it can easily be deactivated in the system, eliminating the need to re-key.

## How It Works

### Step 1 - Install Your High Security Locks

Replace existing mechanical cylinders with [CyberLock electronic cylinders](#). Each CyberLock cylinder is an electronic version of a standard mechanical lock cylinder. Installation requires no wiring, and the cylinder does not contain a battery, simply remove the existing mechanical cylinder and replace it with a CyberLock cylinder.

### Step 2 - Program Your Electronic Keys

Assign CyberKey smart keys to users. [CyberKey smart keys](#) are programmed with access privileges for each user and contain a list of locks the user may open with a schedule of days and times they are allowed access. For instance, a key can be programmed to allow access from 8 a.m. to 6 p.m. on weekdays and 10 a.m. to 4 p.m. on Saturdays. It can also be programmed to expire on a specific date at a specific time for increased security.

### Step 3 - Open Your High Security Locks

When a CyberKey meets a CyberLock, the cylinder is energized and an information exchange occurs to determine if the key has access to that specific lock cylinder. If authorized, the lock will open. Both the lock and key record all access events, including access granted and unauthorized access attempts.

#### Step 4 – Gather Your Audit Trail

When a key is presented to a [communication device](#), the key's audit trail is downloaded and new access privileges are uploaded. Expiring keys frequently ensures users regularly update their keys. An expired key will not work until it is updated.

#### Step 5 – View Your Audit Trail

The CyberLock system is managed through [CyberAudit management software](#). Customized audit reports and periodic notifications on suspicious activities can be automatically generated via email.



### Products

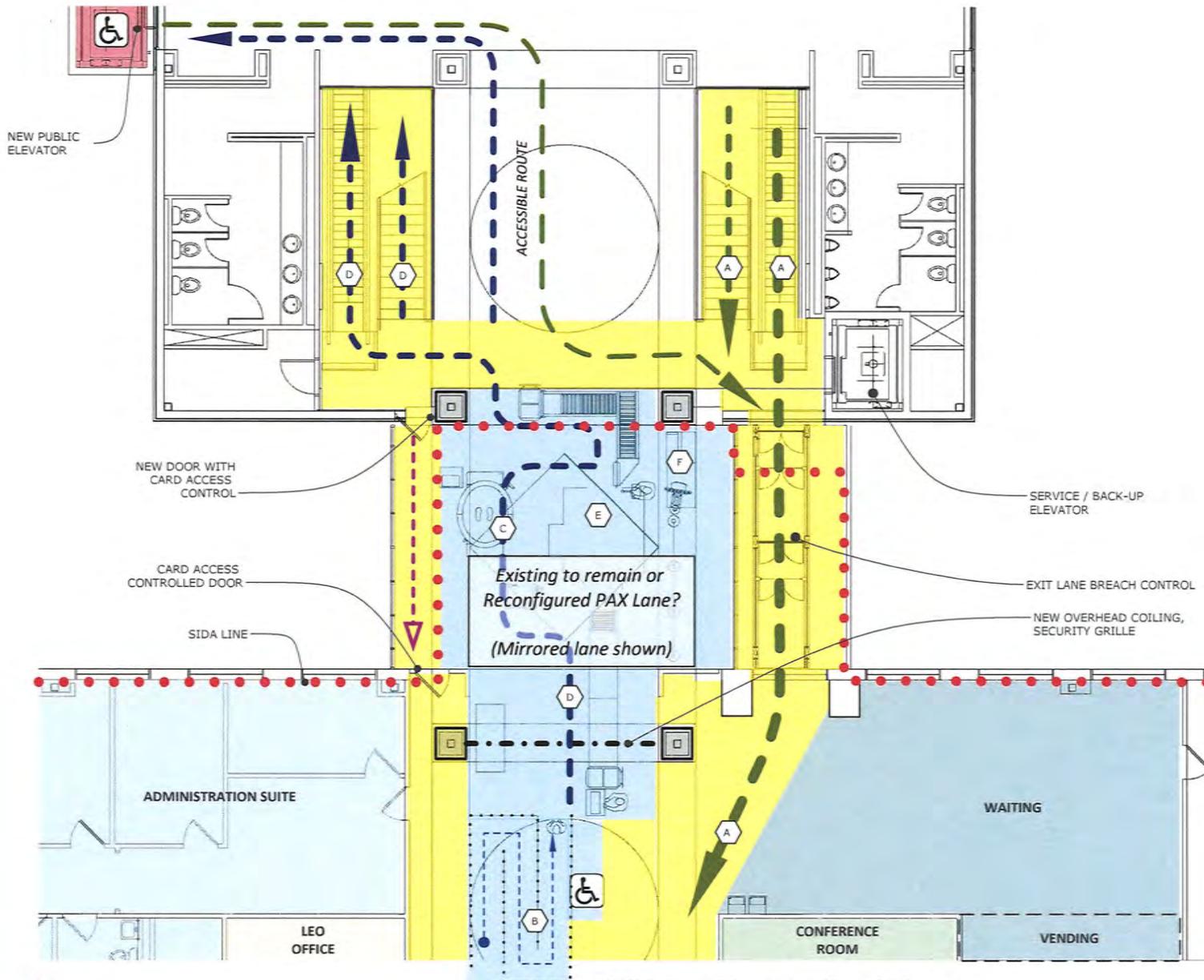
- CyberLock
- Flex System
- CyberKey Vaults
- CyberPoint
- FlashLock
- Software

### Resources

- Applications
- Literature
- Case Studies
- Tradeshows

### Contact Us

- Contact Us
- Request Product Brochures
- Found a Lost CyberKey?
- Careers



**KEY NOTES**

- A ARRIVING PASSENGER ROUTE
- B DEPARTING PASSENGER QUEUING: 46 LF
- C PASSENGER SCREENING
- D DEPARTING PASSENGER ROUTE TO APRON LEVEL HOLDROOM
- E PRIMARY CARRY ON BAG SCREENING
- F SECONDARY BAG SCREENING (ETD)

**PROs**

1. PAX LANE REQUIRES MINIMAL LAYOUT ADJUSTMENTS
2. LIMITED DISRUPTION DURING CONSTRUCTION
3. PUBLIC ELEVATOR IS NOW READILY ACCESSIBLE - IN VIEW.

**CONs**

1. PUBLIC ELEVATOR IS REMOTE / HIDDEN FROM VIEW FOR DEPARTING PASSENGERS.

**RECOMMENDED OPTION**



**(LYH) Lynchburg Regional Airport  
Passenger Screening Lane Study**

11 - Option A3

Exhibit 10



## Commonwealth Airport Fund Entitlement Utilization Report and Plan

Sponsor: Peninsula Airport Commission

Airport: Newport News/Williamsburg International Airport

### Part 1 - Entitlement Utilization Report: FY2020

#### A. Entitlement Funds Available for Expenditure and Commitment

Total Funds Available for Commitment from FY2019	\$6,312,064.55
Entitlement Funds Received in FY2020	\$2,000,000.00
Interest Earned in FY2020	\$30,409.99
Subtotal Entitlement Resources Available FY2020	\$8,342,474.54

#### B. Reimbursement of State Entitlement Funds - PFC's; Bridge Loans; Other: FY2020

Project Description	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Final Costs					Total Project Cost	State Funding Percentage	Reimbursement
				Federal	State Entitlement	State Discretionary	PFC	Local			
None									\$ -		

Subtotal Reimbursement of State Entitlement Funds \$0.00

Total Funds Available \$8,342,474.54 (Entitlement Resources Available FY2020 + Reimbursement State Entitlement Funds)

#### C. Funding Expenditures for Projects Closed: FY2020

Project Description	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Final Costs					Total Project Cost	State Funding Percentage	Estimated PFCs to Reimburse Entitlements
				Federal	State Entitlement	State Discretionary	PFC	Local			
Air Handler Reheat Coil - AHU #3					\$2,668.80			\$4,003.20	\$ 6,672.00	40%	
Boiler Pump & Motor					\$2,768.62				\$ 2,768.62	100%	
Airfield Lighting Vault HVAC					\$1,046.82			\$261.70	\$ 1,308.52	80%	
Airfield Lighting, Globes, Gaskets, Signage Panels, Windsocks					\$2,539.41			\$579.42	\$ 3,118.83	81%	
Airfield Paint and Glass Beads					\$11,493.78				\$ 11,493.78	100%	
Airfield PAPI, Gaskets, Filters					\$1,704.03				\$ 1,704.03	100%	
Airfield Sign Panels					\$10,201.61			\$2,550.40	\$ 12,752.01	80%	
Airfield Signs LED Upgrade					\$774.56				\$ 774.56	100%	
Airport Beacon Replacement					\$66,600.00			\$16,650.00	\$ 83,250.00	80%	
Annual Maintenance and Inspection of Boilers/Chillers/Cooling Towers					\$4,257.60			\$6,386.40	\$ 10,644.00	40%	
Awning Repair					\$1,987.90			\$2,981.85	\$ 4,969.75	40%	
Bag Claim #2 Upper and Lower Wheel Replacement					\$5,801.07			\$1,450.27	\$ 7,251.34	80%	
Bobcat Track Replacement					\$2,708.76				\$ 2,708.76	100%	
Bond Debt South Corporate					\$154,552.60				\$ 154,552.60	100%	
Capacitor Bank for RWY 2/20					\$854.06				\$ 854.06	100%	
Cooling Tower Waterline Replacement					\$4,670.50			\$7,005.75	\$ 11,676.25	40%	
Elevator Conc A Power Supply <small>VAP Package September 17 2020</small>					\$592.40			\$888.60	\$ 1,481.00	40%	49

**Commonwealth Airport Fund  
Entitlement Utilization Report and Plan**

EQ #55 Mower Deck Clutch					\$1,311.45				\$ 1,311.45	100%	
EQ#19 Replace Univ Joint					\$949.59				\$ 949.59	100%	
Escalator and Elevator Inspection and Maintenance					\$5,070.00			\$1,267.50	\$ 6,337.50	80%	
Firehouse Rooftop HVAC					\$1,584.00			\$396.00	\$ 1,980.00	80%	
Incoming Baggage Roll-up Door					\$1,760.00			\$440.00	\$ 2,200.00	80%	
JD #5 Flexwing Gear Case					\$1,304.30				\$ 1,304.30	100%	
John Deere 1545 Blower & Plow					\$32,972.02			\$8,243.00	\$ 41,215.02	80%	
John Deere 6135 Airfield Tractor					\$59,565.51			\$14,891.38	\$ 74,456.89	80%	
Lighted X #2 Diesel Generator					\$1,618.18			\$404.54	\$ 2,022.72	80%	
Lighted X Actuator Replacement					\$1,398.40			\$349.60	\$ 1,748.00	80%	
Load Bank Airfield Generator					\$1,551.76			\$387.94	\$ 1,939.70	80%	
Main Terminal Roof Repair Phase 1					\$25,802.72			\$38,704.08	\$ 64,506.80	40%	
Main Terminal Roof Study					\$4,948.00			\$7,422.00	\$ 12,370.00	40%	
Mower Blades and Mower Deck					\$2,955.34				\$ 2,955.34	100%	
Perimeter Fence Post Repair					\$2,141.60			\$535.40	\$ 2,677.00	80%	
Perimeter Road Approach End Runway 2 and 7 Design	3-51-0035-050-2018			279,577.24	\$30,689.14			\$375.00	\$ 310,641.38	10%	
Qtrly Fire Sprinkler Suppression Tests & Inspections					\$1,824.00			\$2,736.00	\$ 4,560.00	40%	
R3 Water Pump					\$541.16				\$ 541.16	100%	
Repair Fire Alarm/Sprinkler System					\$4,652.31			\$6,978.48	\$ 11,630.79	40%	
Snow Plow vehicles and plows (2)					\$53,952.80			\$13,488.20	\$ 67,441.00	80%	
Sweepster Lighted X Marker Actuator					\$1,748.00				\$ 1,748.00	100%	
Tractor #66 PTO Repair					\$2,577.84			\$681.51	\$ 3,259.35	79%	

Subtotal Expenditures for Projects Completed: FY2020                      \$516,140.64      (State Entitlement Funds)

Unexpended Funds Available for Commitment                      \$7,826,333.90      (Total Funds Available - Expenditures for Completed Projects)

**D. Funding Commitments for Ongoing Projects**

Project Description	Estimated Fiscal Year of Completion	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Estimated Costs					Estimated Total Project Cost	Estimated State Funding Percentage	Estimated PFCs to Reimburse Entitlements
					Federal	State Entitlement	State Discretionary	PFC	Local			
10K Loader	2021					\$136,000.00			\$34,000.00	\$ 170,000.00	80%	
Airfield Lighting, Globes, Gaskets, Signage Panels, Windssocks	2021					\$12,000.00			\$3,000.00	\$ 15,000.00	80%	
Airfield paint removal, painting and crack sealing	2021					\$60,000.00			\$15,000.00	\$ 75,000.00	80%	
Annual and Quarterly Fire Sprinkler and Suppression Inspections	2021					\$2,024.00			\$3,036.00	\$ 5,060.00	40%	
Annual Maintenance and Inspection of Boilers/Chillers/Cooling Towers	2021					\$4,877.00			\$7,315.00	\$ 12,192.00	40%	
South Corp Apron Rehabilitation Design and Bidding	2021			6.1		\$180,000.00			\$45,000.00	\$ 225,000.00	80%	
ARFF Tires Rescue 1	2021					\$12,000.00			\$3,000.00	\$ 15,000.00	80%	
Bond Debt South Corporate	2021					\$155,000.00				\$ 155,000.00	100%	
Construction Txy A Lighting, Shoulders & Realignment of Txys B & C	2021				\$3,194,100.00	\$319,400.00				\$ 3,513,500.00	9%	
Design Baggage Claim Rehabilitation	2021			6.3		\$60,000.00		\$240,000.00		\$ 300,000.00	20%	
Drainage Repair G Avenue	2021					\$11,000.00				\$ 11,000.00	100%	
Escalator and Elevator Inspection and Maintenance	2021					\$8,400.00			\$2,100.00	\$ 10,500.00	80%	
Facility Infrastructure and Equipment Repairs and Maintenance	2021					\$160,000.00			\$40,000.00	\$ 200,000.00	80%	

VAB Package September 17, 2020

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**Commonwealth Airport Fund  
Entitlement Utilization Report and Plan**

Firehouse Generator	2021					\$60,000.00			\$15,000.00	\$ 75,000.00	80%	
Firehouse Roof Repair Phase 2	2021					\$17,600.00			\$4,400.00	\$ 22,000.00	80%	
FOD Boss	2021					\$8,000.00			\$2,000.00	\$ 10,000.00	80%	
GA Ramp Rehab Environmental and Design	2021				6.2	\$160,000.00		\$40,000.00		\$ 200,000.00	80%	
JLG or similar Lift	2021					\$20,000.00			\$5,000.00	\$ 25,000.00	80%	
Main Terminal Roof Repair Phase 1	2021				6.9	\$30,000.00			\$45,000.00	\$ 75,000.00	40%	
Obstruction Survey	2021					\$80,000.00			\$20,000.00	\$ 100,000.00	80%	
Perimeter Road Approach End Runway 2 and 7 Construction	2021	3-51-0035-051-2019				\$1,980,000.00	\$220,000.00			\$ 2,200,000.00	10%	
Replacement Incoming Bag Belt Systems Phase 1	2024				6.4	\$150,000.00		\$1,350,000.00		\$ 1,500,000.00	10%	
Replacement Incoming Bag Belt Systems Phase 2	2026				6.4	\$150,000.00		\$1,350,000.00		\$ 1,500,000.00	10%	
Security Camera Upgrades Phase 2	2021					\$40,000.00			\$10,000.00	\$ 50,000.00	80%	
South Corporate Development - Environmental Analysis	2021				6.1	\$200,000.00			\$50,000.00	\$ 250,000.00	80%	
South Corporate Development - Permitting and Mitigation	2021				6.1	\$120,000.00			\$30,000.00	\$ 150,000.00	80%	
South Corporate Pavement Analysis	2021				6.1	\$48,000.00			\$12,000.00	\$ 60,000.00	80%	
Terminal Window Replacement Phase 2	2021				6.9	\$20,000.00			\$30,000.00	\$ 50,000.00	40%	
Zero Turn Mower	2021					\$5,600.00			\$1,400.00	\$ 7,000.00	80%	
Design Taxiway A Lighting, Shoulders & Realignment Txys B & C	2021	3-51-0035-052-2019				302,400.00	\$33,600.00			\$ 336,000.00	10%	
Bond Debt South Corporate	2022						\$155,000.00			\$ 155,000.00	100%	
Bond Debt South Corporate	2023						\$155,000.00			\$ 155,000.00	100%	
Bond Debt South Corporate	2024						\$155,000.00			\$ 155,000.00	100%	

Subtotal Funding Commitments for Ongoing Projects	\$2,948,501.00	(State Entitlement Funds)
Anticipated FY2021 Entitlement Funds (use last year's amount)	\$2,000,000.00	
Funds Available	\$6,877,832.90	(Unexpended Funds Available for Commitment - Funding Commitments for Ongoing Projects + Anticipated FY2021 Entitlement Funds))

**Part 2 - Entitlement Utilization Plan: FY2021**

**A. Project Listing**

EUP #	Project Description	6-Year Plan Y / N	Estimated Start Date (Fiscal Year)	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Estimated Costs					Estimated Total Project Cost	Estimated State Funding Percentage	Estimated PFCs to Reimburse Entitlements
							Federal	State Entitlement	State Discretionary	PFC	Local			
1	AHU #1 Dampers 4 Each		2021					\$8,000.00			\$12,000.00	\$ 20,000.00	40%	
2	AHU #2 Dampers 4 Each		2021					\$8,000.00			\$12,000.00	\$ 20,000.00	40%	
3	Airfield Lighting, Globes, Gaskets, Signage Panels, Windsocks (Increase to Ongoing Project Line Above)		2012					\$4,000.00			\$1,000.00	\$ 5,000.00	80%	
4	ARFF Tires Rescue 3		2021					\$12,000.00			\$3,000.00	\$ 15,000.00	80%	
5	Backhoe		2021					\$100,000.00			\$25,000.00	\$ 125,000.00	80%	
6	Construction Txy A Lighting, Shoulders & Realignment of Txys B & C (Amendment to Funding)		2021				\$2,126,677.00	-\$319,400.00				\$ 1,807,277.00	0%	
7	Design Baggage Claim Rehabilitation (Amendment to Funding)		2021		6.3			\$180,000.00		-\$180,000.00		\$ -	80%	
8	Dump Truck Package September 17 2020		2021					\$120,000.00			\$30,000.00	\$ 150,000.00	80%	51



**Commonwealth Airport Fund  
Entitlement Utilization Report and Plan**

**B. Project Narratives**

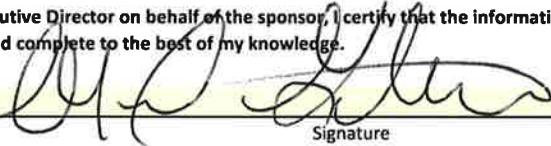
EUP #	Narrative
1	AHU 1 dampers are inoperative electronically and have to be operated manually. Dampers are original to the Air handler system (28 years old). New dampers and automated controls are needed for air conditioning and heating to work at peak performance throughout the entire terminal. Dampers are used for air quality mixture of fresh and return air.
2	AHU 2 dampers are inoperative electronically and have to be operated manually. Dampers are original to the Air handler system (28 years old). New dampers and automated controls are needed for air conditioning and heating to work at peak performance throughout the entire terminal. Dampers are used for air quality mixture of fresh and return air.
3	Plus up for Line item Airfield lighting, Globes, Gaskets, Signage Panels, Windssocks. In order to maintain FAA FAR 139 Standards, items need to be replaced. Prices have increased on items.
4	Rescue 3 ARRF tires showing signs of deterioration and need to be replaced by March 21, 2021.
5	Purchase backhoe, replaces 1987 backhoe, utilized in ditch clearing, snow removal, sand loading, spall repair, perimeter road repairs, concrete and asphalt repairs.
6	Amendment to Funding of Construction Txy A Lighting, Shoulders & Realignment of Txys B & C. Project is 100% FAA.
7	Amendment to Funding of Baggage Claim Design to 80% State/ 20% PFC.
8	1987 dump truck is on Snow and Ice control plan and needs replacement. 1987 Dump truck cannot push large quantities of snow and new parts for repair are obsolete.
9	Plus up for Line item Firehouse roof repair Phase two, previous estimates too low for the amount or full replacement needed.
10	Keeping GA Ramp Project. Remove amendment amounts on line 10.
11	Plus up for Line item JLG or similar Lift. Previous estimates too low for size of lift needed in and around terminal.
12	This is the design of a terminal rehabilitation which will rehabilitate the public restrooms and replace the windows in the atrium area, all of which are 28 years old. This project will also include the necessary nursing rooms in the public restrooms.
13	The filament in the terminal windows has failed creating inefficiencies in heating and cooling the facility. Seals between the windows are also failing and need to be replaced in order to prevent leaking.
14	Plus up for Line item Main Terminal Window Replacement Phase 2, previous estimates too low for the amount or full replacement needed
15	Current Main Circuit breaker for Terminal building does not have over/under voltage or phase balance protection. During partial power outages, breaker remains energized causing motors and pumps through the building to single phase or burn out. The over/under voltage protection will protect against any damage down the line caused from partial power outages.
16	Old Terminal Design & Environmental Phase 1 -The Airport plans to demolish the buildings located at the original terminal site as they are dilapidated and have become unsafe.
17	Put on hold. - Old Terminal Demo Phase 2 -The Airport plans to demolish the buildings located at the original terminal site as they are dilapidated and have become unsafe.
18	PA System replacement of outdated system.
19	Plus Up for Perimeter Road Approach End Runway 2 and 7 Construction (Increase to Ongoing Project Line Above).
20	Terminal has two fire panels on different levels of the terminal. For life safety standards all fire alarms should report to one panel making response from first responders and maintenance quicker and should not be hampered by one panel upstairs and one panel down stairs. Eliminating the down stairs panel and rerouting all circuits to the up stairs panel will rectify the problem.
21	Amendment to Funding of Replacement Incoming Bag Belt Systems Phase 1 to 80% State/ 20% PFC. Also increase project costs by \$500K due to previous estimates too low for the amount or full replacement needed.

**Commonwealth Airport Fund  
Entitlement Utilization Report and Plan**

22	Amendment to Funding of Replacement Incoming Bag Belt Systems Phase 2 to 80% State/ 20% PFC. Also increase project costs by \$500K due to previous estimates too low for the amount or full replacement needed.
23	Security Cameras Phase 3 - continuation of replacing security cameras in the main terminal.
24	SRE Facility - This project will construct a 15,000 square foot building to house the Airports existing snow removal equipment and snow removal supplies. This includes critical snow response equipment as approved in the Snow and Ice control plan such as two airport brooms, 2 airport heavy duty plows, numerous plow attachments for smaller vehicles, and storage for deicing fluid and sand. This project will preserve safety and capacity by allowing the Airport to store essential snow removal equipment out of the elements, which can cause unexpected mechanical failures.
25	SRE Facility Design Siting & Environmental -This is the siting, design and planning phase of constructing a new SRE Facility at the Airport.
26	Purchase sweeper. Airport sweeper is currently 10 years old and is showing signs of failure. The sweeper is the primary piece of equipment to combat/reduce FOD on runway taxiways/ commercial and general aviation ramps.
27	Wayfinding Study Phase 1 will include data collection, passenger feedback, surveys and analysis for improved signage.
28	Plus up for Line Item Purchase Zero turn mower original estimate too low, mower purchased in June 20 through EVA state contract estimated four to six weeks delivery at \$10,900.00.
29	Purchase 6" pump to alleviate heavy flooded areas due to several storm drain collapsed pipes on taxiways and ramp areas.

**Part 3 - Certification**

As the Executive Director on behalf of the sponsor, I certify that the information provided above is accurate and complete to the best of my knowledge.

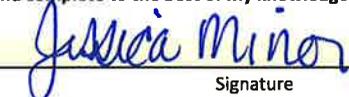
  
Signature

Michael Giardino, C.M.

Printed Name

September 9, 2020  
Date

As the Chief Financial Officer on behalf of the sponsor, I certify that the information provided above is accurate and complete to the best of my knowledge.

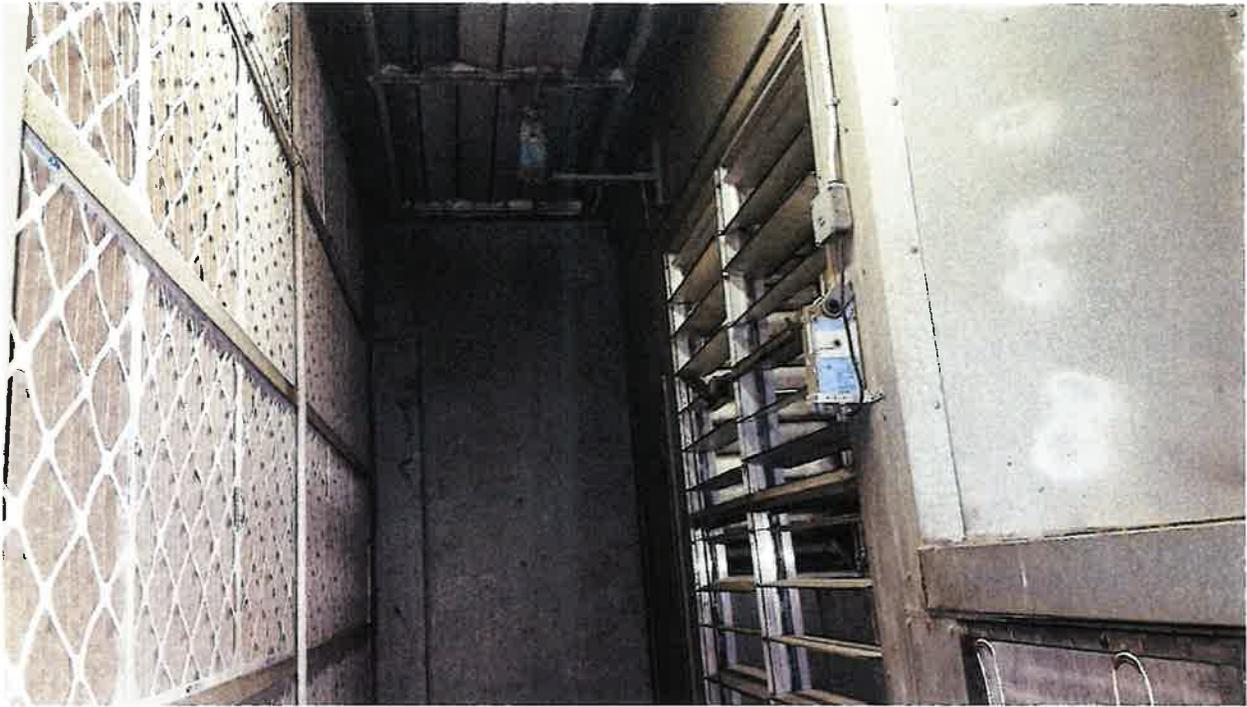
  
Signature

Jessica Minor

Printed Name

September 9, 2020  
Date

AHU #1 and #2 Dampers to be replaced, exact same set up in both air handlers





FY21 EURP Line Item purchase backhoe similar to pictures



FY21 EURP Line item to purchase Dump truck with plow similar to picture.

FY21 EURP Line Item Relocate/combine upper and lower level fire panels circuits to main fire panel on main level

1. Main Fire panel on upper level, all circuits from lower level panel to be rerouted to this panel



1. MDP power to terminal where Over/Under voltage protection will be installed on main terminal circuit breaker



1. FY21 Line Item Purchase new Sweeper similar to picture



## Commonwealth Airport Fund Entitlement Utilization Report and Plan

Sponsor: **Capital Region Airport Commission**

Airport: **Richmond International**

### Part 1 - Entitlement Utilization Report: FY2020

#### A. Entitlement Funds Available for Expenditure and Commitment

Total Funds Available for Commitment from FY2019	\$5,145,109.89
Entitlement Funds Received in FY2020	\$2,000,000.00
Interest Earned in FY2020	\$36,377.37
 Subtotal Entitlement Resources Available FY2020	 \$7,181,487.26

#### B. Reimbursement of State Entitlement Funds - PFC's; Bridge Loans; Other: FY2020

Project Description	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Final Costs					Total Project Cost	State Funding Percentage	Reimbursement
				Federal	State Entitlement	State Discretionary	PFC	Local			
\$									-		

Subtotal Reimbursement of State Entitlement Funds \$0.00

Total Funds Available \$7,181,487.26 (Entitlement Resources Available FY2020 + Reimbursement State Entitlement Funds)

#### C. Funding Expenditures for Projects Closed: FY2020

Project Description	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Final Costs					Total Project Cost	State Funding Percentage	Estimated PFCs to Reimburse Entitlements
				Federal	State Entitlement	State Discretionary	PFC	Local			
Runway 7-25 Conversion to Taxiway (Design) 1798-15	AIP-065			\$ 328,370	\$ 36,486			\$ -	\$ 364,856	10%	

Subtotal Expenditures for Projects Completed: FY2020 \$36,485.60 (State Entitlement Funds)

Unexpended Funds Available for Commitment \$7,145,001.66 (Total Funds Available - Expenditures for Completed Projects)

**Commonwealth Airport Fund  
Entitlement Utilization Report and Plan**

**D. Funding Commitments for Ongoing Projects**

Project Description	Estimated Fiscal Year of Completion	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Estimated Costs					Estimated Total Project Cost	Estimated State Funding Percentage	Estimated PFCs to Reimburse Entitlements
					Federal	State Entitlement	State Discretionary	PFC	Local			
800 Megahertz Radio System Replacement 1797-42	2022			18 08 C 00	\$ -	\$ 719,381	\$ -	\$ -	\$ 179,845	\$ 899,226	80%	
Airport Geographical Information System (GIS Phase II (FY17))	2021				\$ -	\$ 245,232	\$ -	\$ -	\$ 61,308	\$ 306,540	80%	
East Side Genral Aviation Apron 3 (D/C) 1798-16	2021				\$ -	\$ 1,748,795	\$ -	\$ -	\$ 437,199	\$ 2,185,994	80%	
Taxiway L South (Construction) 1798-08	2021	AIP-064			\$ 3,849,820	\$ 427,758	\$ -	\$ -	\$ -	\$ 4,277,578	10%	
Taxiway A South (D/C) 1798-13	2021		CS0043-52	18 08 C 00	\$ -	\$ 1,705,704	\$ 346,750	\$ 513,114	\$ -	\$ 2,565,568	80%	
East Side General Aviation/Cargo 1 (D/C) 1798-14	2021		CS0043-53		\$ -	\$ -	\$ 6,486,481	\$ -	\$ 1,621,620	\$ 8,108,101	80%	
Runway 7-25 Conversion to Taxiway H (Construction) 1798-15	2021	AIP-066	CF0043-66	18 08 C 00	\$ 8,542,101	\$ 691,344	\$ 67,454	\$ 189,824	\$ -	\$ 9,490,722	8%	
East Side Security Enhancements (Design/Construction) 1798-18	2021				\$ -	\$ 1,385,987	\$ -	\$ -	\$ 346,497	\$ 1,732,483	80%	
Security Checkpoint B Expansion (Contruction) 1797-70	2021		CS0043-54	18 08 C 00	\$ -	\$ -	\$ 3,185,600	\$ 796,400	\$ -	\$ 3,982,000	80%	

Subtotal Funding Commitments for Ongoing Projects \$6,924,200.01 (State Entitlement Funds)

Anticipated FY2021 Entitlement Funds (use last year's amount) \$2,000,000.00

Funds Available \$2,220,801.65 (Unexpended Funds Available for Commitment - Funding Commitments for Ongoing Projects + Anticipated FY2021 Entitlement Funds))

**Part 2 - Entitlement Utilization Plan: FY2021**

**A. Project Listing**

EUP #	Project Description	6-Year Plan Y / N	Estimated Start Date (Fiscal Year)	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Estimated Costs					Estimated Total Project Cost	Estimated State Funding Percentage	Estimated PFCs to Reimburse Entitlements
							Federal	State Entitlement	State Discretionary	PFC	Local			
1	Obstruction Removal Clearing & Grubbing (D/C)	Y	2021				\$0.00	\$475,732.80	\$0.00	\$ -	\$118,199.00	\$ 594,666.00	80%	
2	Security Perimeter Road Widening (D/C)	Y	2021				\$0.00	\$1,565,519.20	\$0.00	\$ -	\$391,379.80	\$ 1,956,899.00	80%	

Total Planned Commitments for Future Projects \$2,041,252.00 (State Entitlement Funds)

Funds Available \$179,549.65

**B. Project Narratives**

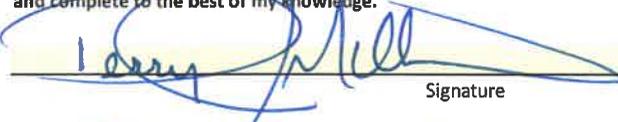
EUP #	Narrative
1	Remove trees on Commission Property that were identified as potential future Part 77 obstructions to the runways in the Airport's most recent Master Plan Update. This involves the approaches to Runways 34 and 2. Penetrations to the approach to Runway 2 are currently mitigated by obstruction lighting. There are no penetrations to the Threshold Sighting Surfaces for Runway 34. In non-wetland areas, complete removal of trees and stumps will occur. In wetland areas, trees will be cut and removed but stumps will not be removed to minimize disturbance of wetland areas. All clearing/grubbing/tree removal will take place on Commission property.

Commonwealth Airport Fund  
Entitlement Utilization Report and Plan

2 Widening of Airport service roads - Old Sierra Rd, South Service Road, West Perimeter Road and East Apron Spur sections. All roads are inside the airport security fence. The project includes widening roads to 24 feet width from existing 15 feet width. The additional pavement section includes an 8-inch aggregate base with 3-inch VDOT SM-12.5A asphalt pavement, mill and overlay of the existing pavement to establish a new crown for roadway, pavement markings, signage, associated site grading, and storm drainage modifications.

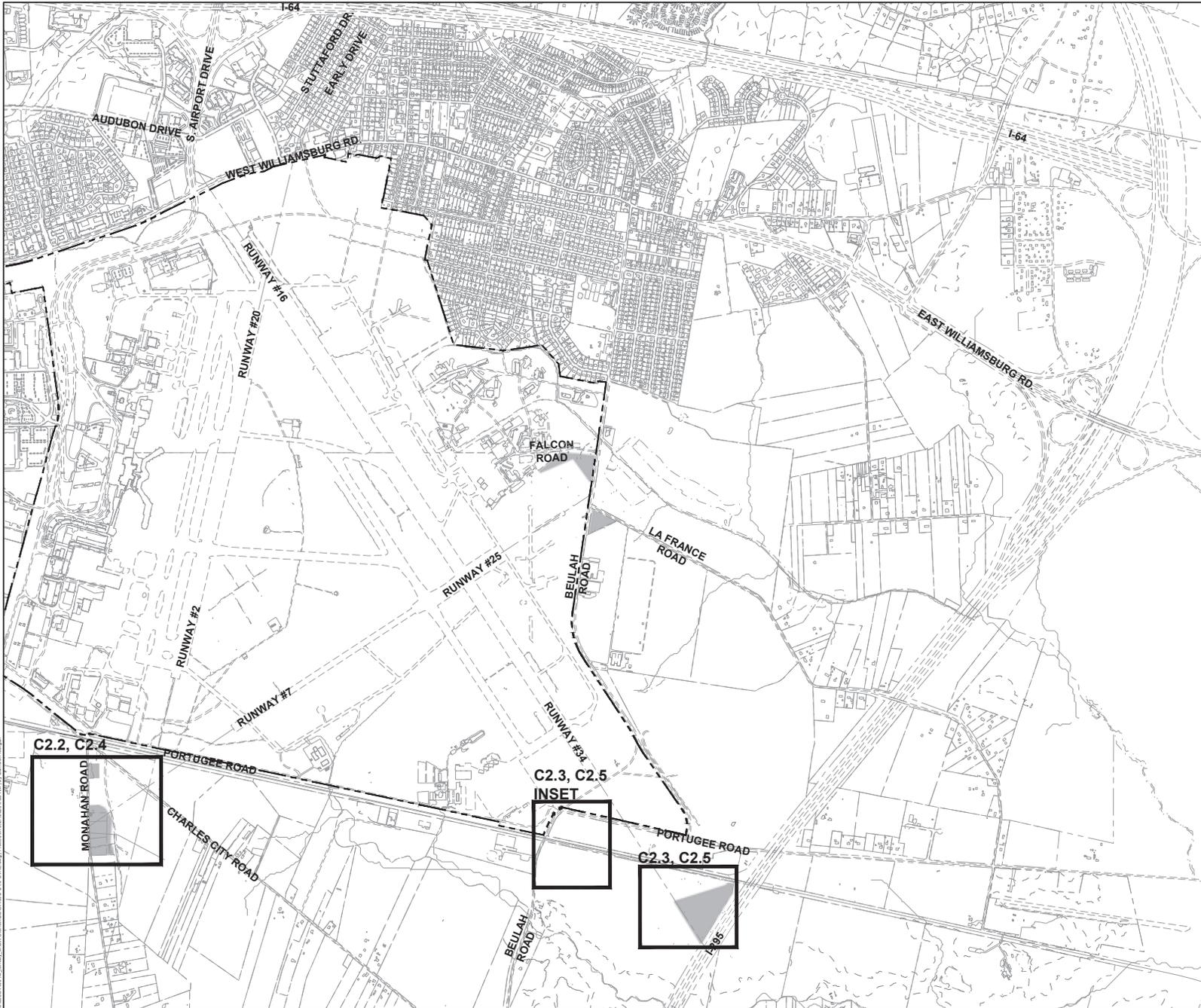
Part 3 - Certification

As the President & CEO on behalf of the sponsor, I certify that the information provided above is accurate and complete to the best of my knowledge.

  
Signature  
PERRY J. MILLER  
Printed Name  
09/04/2020  
Date

As the Director of Finance on behalf of the sponsor, I certify that the information provided above is accurate and complete to the best of my knowledge.

  
Signature  
STEVEN OWEN  
Printed Name  
9/4/2020  
Date



UNDERGROUND UTILITIES MAY BE IN THE CONSTRUCTION AREA. THE CONTRACTOR SHALL CALL "MISS UTILITY" AT 1-800-522-7001 48 HOURS PRIOR TO THE START OF EXCAVATION. CONTRACTOR SHALL VERIFY LOCATION AND ELEVATION OF ALL UNDERGROUND UTILITIES IN AREA OF CONSTRUCTION PRIOR TO STARTING WORK.



THE DRAWING PREPARED AT THE CORPORATE OFFICE  
 1500 E. Lakeside Dr. Suite 1000, VA 23152  
 TEL: 804.206.6500 FAX: 804.540.1015 WWW.TIMMONS.COM

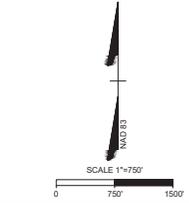
DATE	REVISION DESCRIPTION
8/22/2016	REVISE DIME COUNTY COMMENTS
11/16/2016	REVISE DIME COUNTY COMMENTS
3/27/20	SUBMITTED FOR SIGNATURE

YOUR VISION ACHIEVED THROUGH OURS.  
 DRAWN BY: C. MORGAN  
 DESIGNED BY: C. MORGAN  
 CHECKED BY: M. BOWSER  
 SCALE: 1" = 750'

**TIMMONS GROUP**  
 RIC AIRPORT RUNWAY OBSTRUCTION REMOVAL  
 VARINA DISTRICT - HENRICO COUNTY - VIRGINIA  
 OVERALL KEY PLAN

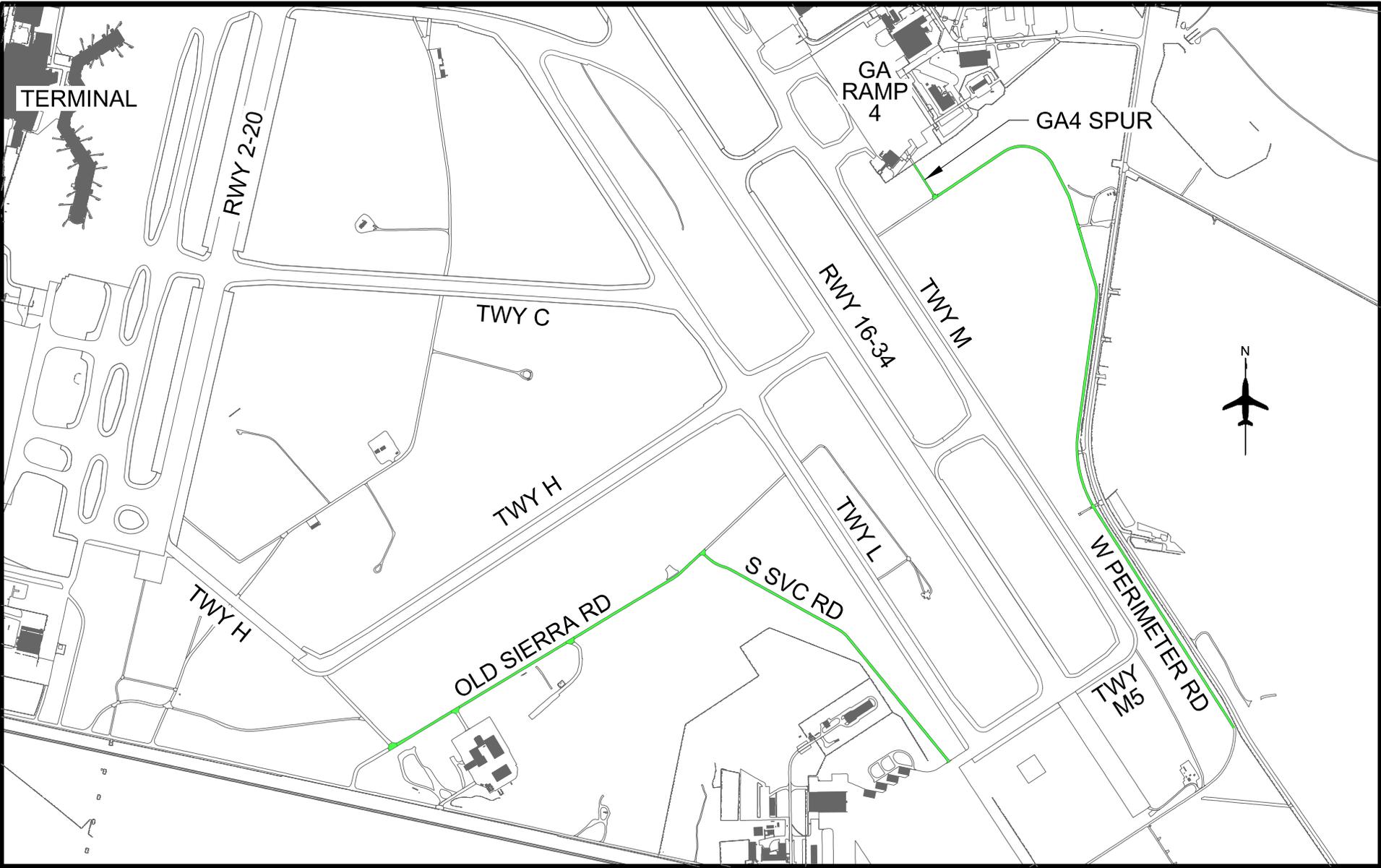
JOB NO: 34460  
 SHEET NO: C1.0

- CONTRACTOR SHALL VERIFY ALL FIELD CONDITIONS PRIOR TO CONSTRUCTION INCLUDING UNDERGROUND UTILITY CONNECTION POINTS, RECEIVING PIPE SIZES, INVERTS, AND PIPE MATERIALS FOR UNDERGROUND STRUCTURES. CONTRACTOR SHALL NOTIFY ENGINEER IMMEDIATELY UPON FINDING A DIFFERENCE IN FIELD CONDITIONS AND WHAT IS DEPICTED ON THE PLANS.
- CONTRACTOR SHALL ENGAGE MISS UTILITY OR A PRIVATE UTILITY LOCATION SERVICE TO MARK ALL UNDERGROUND UTILITIES PRIOR TO BEGINNING CONSTRUCTION.
- CONTRACTOR SHALL NOTIFY APPROPRIATE COUNTY OF HENRICO AGENCIES PRIOR TO BEGINNING ANY WORK WITHIN PUBLIC RIGHT OF WAY OR ANY WORK THAT WILL IMPACT COUNTY OWNED FACILITIES.
- CONTRACTOR SHALL COORDINATE ALL UTILITY CONNECTIONS, RELOCATIONS, NEW SERVICES, AND TEMPORARY SERVICES WITH THE UTILITY OWNER PRIOR TO BEGINNING WORK.



junctions

5:57:00 PM 4/24/2020  
pww\Active Projects\CRAC\4277.00\CRAC\40277.27\6.00 Plans and Drawings\6.30 Cut Sheets\6.30.01 Exhibit\AIRC RDWY WIDENING SCOPE EXHIBIT.dgn



RICHMOND INTERNATIONAL AIRPORT

ROADWAY WIDENING

ROADWAY WIDENING SCOPE EXHIBIT  
(1" = 1,000') 4/24/2020



VAB Package September 17 2020

EXHIBIT

1

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**Commonwealth Airport Fund  
Entitlement Utilization Report and Plan**

**Sponsor: Roanoke Regional Airport Commission**

**Airport: Roanoke - Blacksburg Regional Airport**

**Part 1 - Entitlement Utilization Report: FY2020**

**A. Entitlement Funds Available for Expenditure and Commitment**

Total Funds Available for Commitment from FY2019	\$13,530,866.26
Entitlement Funds Received in FY2020	\$2,000,000.00
Interest Earned in FY2020	\$227,161.00
 Subtotal Entitlement Resources Available FY2020	 \$15,758,027.26

**B. Reimbursement of State Entitlement Funds - PFC's; Bridge Loans; Other: FY2020**

Project Description	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Final Costs					Total Project Cost	State Funding Percentage	Reimbursement
				Federal	State Entitlement	State Discretionary	PFC	Local			
									\$ -		
									\$ -		
									\$ -		
									\$ -		

Subtotal Reimbursement of State Entitlement Funds \$0.00

Total Funds Available \$15,758,027.26 (Entitlement Resources Available FY2020 + Reimbursement State Entitlement Funds)

**C. Funding Expenditures for Projects Closed: FY2020**

Project Description	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Final Costs					Total Project Cost	State Funding Percentage	Estimated PFCs to Reimburse Entitlements
				Federal	State Entitlement	State Discretionary	PFC	Local			
UPGRADE SECURITY ACCESS CONTROL SYSTEM & VIDEO SURVEILLANCE SYSTEM - AIP	3-51-0045-060-2018			\$1,819,151.17	\$202,127.91				\$2,021,279.08	10%	
RUNWAY 24 TUNNEL LIGHTING AND ELECTRICAL UPGRADES					\$700,366.75				\$700,366.75	80%	
SEALCOAT RUNWAYS 6-24 & 16-34	3-51-0045-058-2017			\$926,885.70	\$102,987.30				\$1,029,873.00	10%	
REHAB GA RAMP EAST - AIP	3-51-0045-059-2018			\$1,212,669.68	\$134,741.08				\$1,347,410.75	10%	
REHAB GA RAMP EAST					\$181,895.34			\$45,473.84	\$227,369.18	80%	
REHAB GA RAMP EAST - SUPPLEMENT - AIP	3-51-0045-061-2018			\$824,409.30	\$91,601.03				\$916,010.33	10%	
REHAB GA RAMP EAST - SUPPLEMENT					\$46,545.35			\$11,636.34	\$58,181.69	80%	
TERMINAL BARREL ROOF OVERLAY					\$128,000.00			\$32,000.00	\$160,000.00	80%	
LAND USE STUDY - Phases 1 & 2					\$39,200.00			\$9,800.00	\$49,000.00	80%	
CANOPY LIGHTING REPLACEMENT					\$45,119.20			\$11,279.80	\$56,399.00	80%	
SIOUX CIRCLE PROPERTY					\$21,797.60			\$5,449.40	\$27,247.00	80%	
REPAIR STORMWATER DROP INLET ON WAY POINT					\$8,209.74			\$2,052.43	\$10,262.17	80%	
HVAC SYSTEM MAINTENANCE CONTRACT					\$22,052.95			\$12,404.79	\$34,457.74	64%	
FACILITY MANAGEMENT SYSTEM MAINTENANCE					\$20,992.64			\$11,808.36	\$32,801.00	64%	
FIRE SPRINKLER SYSTEME MAINTENANCE					\$1,376.00			\$774.00	\$2,150.00	64%	
FIRE ALARM SYSTEM MAINTENANCE CONTRACT					\$3,485.45			\$1,960.57	\$5,446.02	64%	

VAB Package September 17 2020

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**Commonwealth Airport Fund  
Entitlement Utilization Report and Plan**

SECURITY ACCESS SYSTEM MAINTENANCE CONTRACT					\$799.49			\$449.72	\$1,249.21	64%	
EMERGENCY GENERATOR MAINTENANCE					\$3,818.70			\$2,148.02	\$5,966.72	64%	
ELEVATOR & ESCALATOR MAINTENANCE CONTRACT					\$19,219.22			\$4,804.81	\$24,024.03	80%	
TRACTOR & MOWER MAINTENANCE					\$14,510.14			\$3,627.53	\$18,137.67	80%	
SNOW REMOVAL EQUIPMENT MAINTENANCE					\$13,094.50			\$3,273.63	\$16,368.13	80%	
AIRFIELD PAVEMENT MARKING					\$34,461.96			\$8,615.49	\$43,077.45	80%	
AIRFIELD CRACK SEALING					\$6,088.00			\$1,522.00	\$7,610.00	80%	
WEED CONTROL					\$7,397.75			\$1,849.44	\$9,247.19	80%	
REGIONAL COMMUNICATIONS SYSTEM					\$16,191.32			\$4,047.83	\$20,239.15	80%	
ARFF DISASTER SIMULATION - FOAM					\$7,326.72			\$1,831.68	\$9,158.40	80%	
ARFF DISASTER SIMULATION - PROPANE					\$2,596.28			\$649.07	\$3,245.35	80%	
									\$ -		

Subtotal Expenditures for Projects Completed: FY2020                      \$1,876,002.44    (State Entitlement Funds)

Unexpended Funds Available for Commitment                      \$13,882,024.82    (Total Funds Available - Expenditures for Completed Projects)

**D. Funding Commitments for Ongoing Projects**

Project Description	Estimated Fiscal Year of Completion	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Estimated Costs					Estimated Total Project Cost	Estimated State Funding Percentage	Estimated PFCs to Reimburse Entitlements
					Federal	State Entitlement	State Discretionary	PFC	Local			
EXPLOSIVE DETECTION SYSTEMS BAGGAGE SCREENING	2022					\$3,936,000.00			\$984,000.00	\$ 4,920,000.00	80%	
AIRFIELD LIGHTING & SIGNAGE	2021				\$3,690,000.00	\$410,000.00				\$ 4,100,000.00	10%	
LAND ACQUISITION - 0 (5530) PRECISION CIRCLE	2021					\$800,000.00			\$200,000.00	\$ 1,000,000.00	80%	
LAND ACQUISITION- 3697 THIRLANE ROAD (THIRLANE & TOM ANDREWS)	2021					\$560,000.00			\$140,000.00	\$ 700,000.00	80%	
LAND ACQUISITION - MUNICIPAL & AVIATION	2021					\$480,000.00			\$120,000.00	\$ 600,000.00	80%	
SEALCOAT - AIRFIELD & ROADS - PHASE 4 - IF REQUIRED	2021					\$280,000.00			\$70,000.00	\$ 350,000.00	80%	
ROMOVAL OF RUNWAY OBSTRUCTIONS BASED ON SURVEY	2021					\$520,000.00			\$130,000.00	\$ 650,000.00	80%	
FRONT PLAZE FIN REHABILITATION	2021					\$320,000.00			\$80,000.00	\$ 400,000.00	80%	
REPLACE DUMP TRUCK #13	2021					\$140,000.00			\$35,000.00	\$ 175,000.00	80%	
SEALCOAT & CRACKSEAL GA RAMP WEST	2021					\$652,000.00			\$163,000.00	\$ 815,000.00	80%	
EDGE LIGHT PLOW ATTACHMENT TO LOADER	2021					\$24,000.00			\$6,000.00	\$ 30,000.00	80%	
PURCHASE BOOM ARIEL TRUCK	2021					\$88,000.00			\$22,000.00	\$ 110,000.00	80%	
SEALCOAT & CRACKSEAL LANDSIDE PAVEMENT	2021					\$208,008.00			\$52,002.00	\$ 260,010.00	80%	
TERMINAL IMPROVEMENTS - PHASE 3	2021					\$1,440,000.00			\$360,000.00	\$ 1,800,000.00	80%	
REHABILITATE BUILDING 31 & ARFF PAVEMENT	2021					\$200,232.00			\$50,058.00	\$ 250,290.00	80%	
REPLACE ROADWAY LIGHTS	2021					\$120,000.00			\$30,000.00	\$ 150,000.00	80%	
ARFF FURNITURE	2021					\$3,000.00			\$750.00	\$ 3,750.00	80%	
REPLACE DE-ICING VEHICLE # 17	2022					\$240,000.00			\$60,000.00	\$ 300,000.00	80%	
REPLACE TYMCO FREIGHTLINER RUNWAY SWEEPER - #22	2022					\$440,000.00			\$110,000.00	\$ 550,000.00	80%	
CARGO RAMP JOINT SEAL	2022					\$388,800.00			\$97,200.00	\$ 486,000.00	80%	
ROA MASTER PLAN	2021					\$955,758.40			\$238,939.60	\$ 1,194,698.00	80%	
REPLACE SNOW PLOW TRUCK BODY	2021					\$200,000.00			\$50,000.00	\$ 250,000.00	80%	
REHABILITATE TAXIWAY G, G1, & N HOLD APRON	2022				\$2,162,835.00	\$240,315.00			\$0.00	\$ 2,403,150.00	10%	
RWY 24 TUNNEL INSPECTION	2021					\$160,000.00			\$40,000.00	\$ 200,000.00	80%	
REPLACE CARPETING IN TERMINAL 2ND FLOOR SEATING AREA	2021					\$104,000.00			\$26,000.00	\$ 130,000.00	80%	

**Commonwealth Airport Fund  
Entitlement Utilization Report and Plan**

Subtotal Funding Commitments for Ongoing Projects	\$12,910,113.40	(State Entitlement Funds)
Anticipated FY2021 Entitlement Funds (use last year's amount)	\$2,000,000.00	
Funds Available	\$2,971,911.42	(Unexpended Funds Available for Commitment - Funding Commitments for Ongoing Projects + Anticipated FY2021 Entitlement Funds))

**Part 2 - Entitlement Utilization Plan: FY2021**

**A. Project Listing**

EUP #	Project Description	6-Year Plan Y / N	Estimated Start Date (Fiscal Year)	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Estimated Costs					Estimated Total Project Cost	Estimated State Funding Percentage	Estimated PFCs to Reimburse Entitlements
							Federal	State Entitlement	State Discretionary	PFC	Local			
1	HANGAR 4 DROP INLET	Y	2021					\$200,000.00			\$50,000.00	\$ 250,000.00	80%	
2	FACILITIES MAINTENANCE REPAIR	Y	2021					\$240,000.00			\$60,000.00	\$ 300,000.00	80%	
3	EQUIPMENT MAINTENANCE REPAIR	Y	2021					\$40,000.00			\$10,000.00	\$ 50,000.00	80%	
4	AIRFIELD LIGHTING REPAIR	Y	2021					\$40,000.00			\$10,000.00	\$ 50,000.00	80%	
5	HVAC SYSTEM MAINTENANCE CONTRACT	Y	2021					\$29,728.00			\$16,722.00	\$ 46,450.00	64%	
6	FACILITY MANAGEMENT SYSTEM MAINTENANCE	Y	2021					\$29,824.00			\$16,776.00	\$ 46,600.00	64%	
7	FIRE SPRINKLER SYSTEM MAINTENANCE	Y	2021					\$2,880.00			\$1,620.00	\$ 4,500.00	64%	
8	FIRE ALARM SYSTEM MAINTENANCE CONTRACT	Y	2021					\$6,720.00			\$3,780.00	\$ 10,500.00	64%	
9	SECURITY ACCESS SYSTEM MAINTENANCE CONTRACT	Y	2021					\$6,400.00			\$3,600.00	\$ 10,000.00	64%	
10	EMERGENCY GENERATOR MAINTENANCE	Y	2021					\$5,612.80			\$3,157.20	\$ 8,770.00	64%	
11	ELEVATOR & ESCALATOR MAINTENANCE CONTRACT	Y	2021					\$16,960.00			\$9,540.00	\$ 26,500.00	64%	
12	TRACTOR & MOWER MAINTENANCE	Y	2021					\$19,200.00			\$4,800.00	\$ 24,000.00	80%	
13	SNOW REMOVAL EQUIPMENT MAINTENANCE	Y	2021					\$16,000.00			\$4,000.00	\$ 20,000.00	80%	
14	AIRFIELD PAVEMENT MARKING	Y	2021					\$99,600.00			\$24,900.00	\$ 124,500.00	80%	
15	AIRFIELD CRACK SEALING	Y	2021					\$14,400.00			\$3,600.00	\$ 18,000.00	80%	
16	WEED CONTROL	Y	2021					\$14,800.00			\$3,700.00	\$ 18,500.00	80%	
17	REGIONAL COMMUNICATIONS SYSTEM	Y	2021					\$23,200.00			\$5,800.00	\$ 29,000.00	80%	
												\$ -		

Total Planned Commitments for Future Projects	\$805,324.80	(State Entitlement Funds)
Funds Available	\$2,166,586.62	

**B. Project Narratives**

EUP #	Narrative
1	ROA has been experiencing stormwater system issues near Hangar 4. ROA would like to replace three (3) drop inlets (DI) and the associated piping near Hangar 4 as well as a 2" asphalt overlay around the hangar. The DI are generally located to the north side of Hangar 4 with one DI located on the west side and two DI's located on the east side of the hangar. The west side DI is a brick structure and appears to be in danger of failing. It is currently protected by an orange safety cone to minimize the amount of vehicular traffic over the DI. The two DI's located on the east side of the hangar are not in the direct path of vehicle travel but are still subject to vehicular traffic. In addition to the DI's, one concrete manhole structure is not level with the surrounding concrete and asphalt. ROA would like to level the concrete and asphalt surface with the manhole structure.
2	Unplanned facility maintenance repairs, including sinkholes we have been experiencing on the airfield. We will coordinate with DOAV prior to expending state entitlement funds when these costs become known.
3	Unplanned equipment maintenance repairs. We will coordinate with DOAV prior to expending state entitlement funds when these costs become known.

**Commonwealth Airport Fund  
Entitlement Utilization Report and Plan**

4	Unplanned airfield lighting & signage repairs before inception of airfield lighting and signage project. We will coordinate with DOAV prior to expending state entitlement funds when these costs become known.
5-16	Annual maintenance contract and repairs
17	Participation in County of Roanoke public safety communication system

**Part 3 - Certification**

As the Executive Director on behalf of the sponsor, I certify that the information provided above is accurate and complete to the best of my knowledge.

*Tim Bradshaw*

Signature

*Tim Bradshaw*

Printed Name

*August 20, 2020*

Date

As the Chief Financial Officer on behalf of the sponsor, I certify that the information provided above is accurate and complete to the best of my knowledge.

*David S. Seavous*

Signature

*DAVID S. SEAVOUS*

Printed Name

*8/20/20*

Date



HANGAR 4 DROP INLET



HANGAR 4 DROP INLET



FACILITIES MAINTENANCE REPAIR

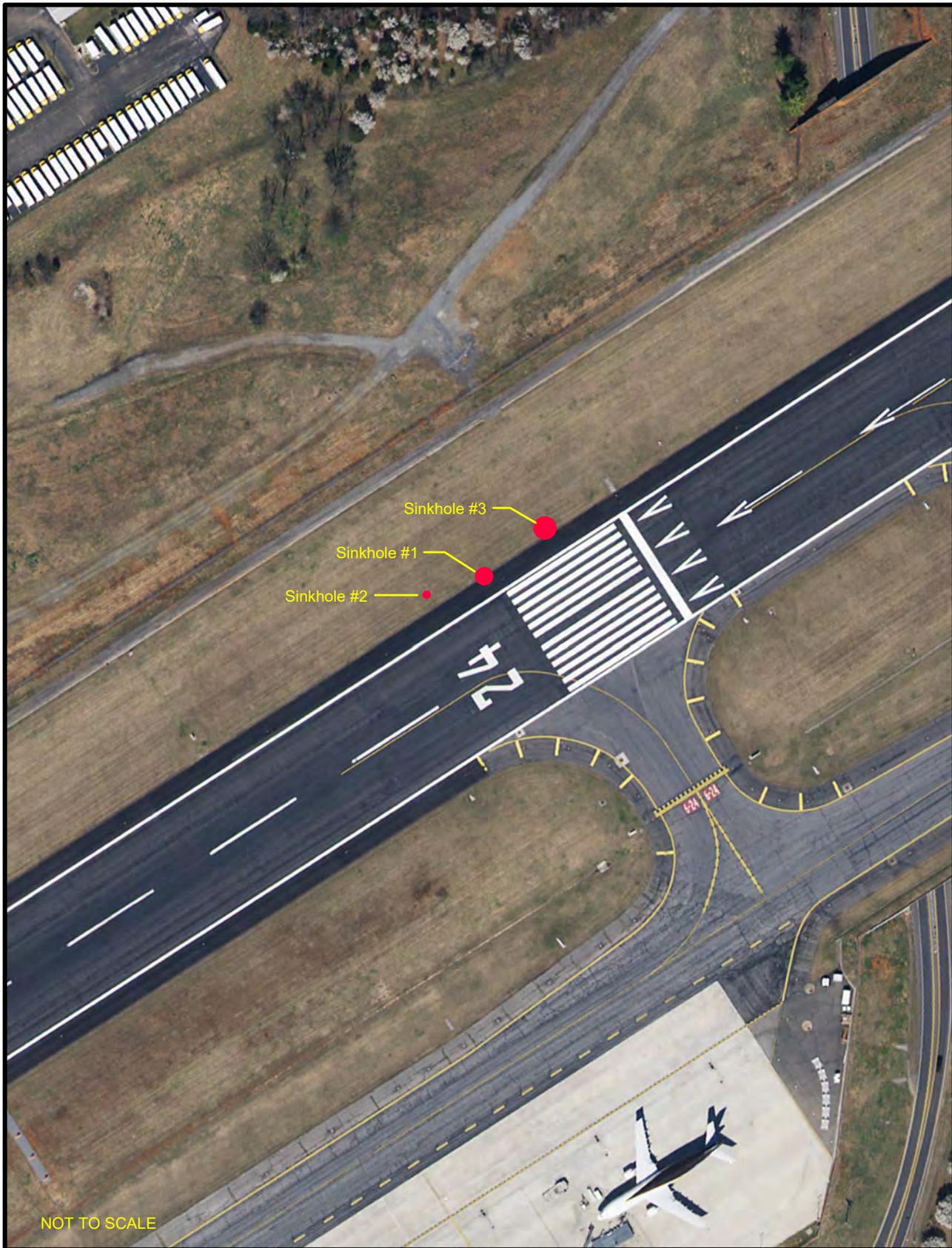


**EQUIPMENT REPAIR**



## AIRFIELD LIGHTING & SIGNAGE REPAIR





## Runway 24 Sinkhole Locations



HVAC SYSTEM MAINTENANCE CONTRACT

Unit #	Year	Make	Model	Plate #	Meter #1	Meter #2	VIN #	Type	Color
Vehicle 11	2016	Chevrolet	Tahoe	196-116L	25,362	N/A	1GNSKFEC7GR354247	SUV	White
0	2012	Honda	EB-6500-SX		0	N/A	EBJC-1007108	Generator	
00	1999	ARFF	Foam Trailer		0	N/A	159FT218D04070	Foam Trailer	
101	2011	Scag	SMT-61V		336	N/A	4008905841	Zero Turn Mower	Orange
102	2006	Scag	STT61V-27CH		1,406	N/A	B6300515 (Ser.#)	ZT Mower	Orange
103	2006	Scag	STT61V-27CH		1,919	N/A	B6301176 (SER.#)	Z.T. Mower	Orange
104 Golf Cart	2007	EZ-GO	ST SPORT		2,114	N/A	2497054	GOLF CART	White
105	2011	John Deere	CX-15		2,736	N/A	1POCX15FCBP012300	Bush-Hog	Green
106	2011	John Deere	CX-15		2,746	N/A	1POCX15FVBP012301	Bush-Hog	Green
107	2007	D.R. MOWER	FBM 170 EN 37 K		118	N/A	ATM 105907	MOWER	Orange
108	2007	D. R. MOWER	FBM 170 EN 37 K		124	N/A	ATH 106368	MOWER	Orange
109	2007	Buyers	SCH096C		0	N/A	7500	spreader	stainless steel
109 Spreader	2007	Buyer's Salt Do	SCH 096C		0	N/A	7500	Spreader	Stainless Steel
110	2008	VENTRAC	4200		1,812	N/A	4200-WEB3184	SLOPE MOWER	RED
111	2018	Scag	STTII-61V-26CH-EFI		0	N/A	M0301858	Mower	Orange
112	2013	Scag	STT61V-29CH-EFI		354	N/A	H9500369	Mower	Orange
113	2013	Snapper Push	19 inch model # 881		0	N/A	2016111012	Push Mower	RED
114	2014	Ventrac	4500P		370	N/A	4500P-AJ02731	Mower	RED
114-1	2014	Ventrac	MC600 FINISH MOWI		0	N/A	MC600-AA1178	FINISH MOWER DECI	RED
114-2	2014	Ventrac	HJ480 EXC BUCKET		0	N/A	HJ480-AA1360	EXCAVATOR BUCKET	Red
114-3	2014	Ventrac	KC180 STUMP GRIND		0	N/A	KC180-AB1441	STUMP GRINDER	RED
114-4	2014	Ventrac	KV552 VEE PLOW		0	N/A	KV552-AA2684	VEE SNOW PLOW	RED
14 WAUSAU P	2009	Wausau	BMP-2250 HW		0	N/A	10093	Plow	
15 Tow Behin	2015	M-B	Tow Vee Broom		84	N/A	15-1328	Tow Behind Broom	Yellow
17 DEICE TRU	1995	Ford	L7000		6,044	N/A	1FDYR82E65VA48538	SPRAY TRUCK	YELLOW
18 Tow Behin	2012	M-B	Tow Vee Broom		186	N/A	M-B 15-1187	Tow Behind Broom	Yellow
18 WAUSAU P	2007	Wausau	BMP-2250-HW		0	N/A	04580	Plow	
201	2006	Edgewater T50	T 750		2	N/A	T-750-201	Glycol Recov.	Yellow
202	2006	Edgewater T50	T 750		2	N/A	T-750-202	Glycol Recov.	Yellow
203	2006	Edgewater	T 750		0	N/A	T-750-203	Vac. Tank	Yellow
204	2015	GRACO PAINT F	LL IV 250SPS 3 GUN		366.9	N/A	BA 140	PADDT MACHINE	Blue
205	2015	GRACO GRINDE	GL 390		0	N/A	BA 1023		Blue

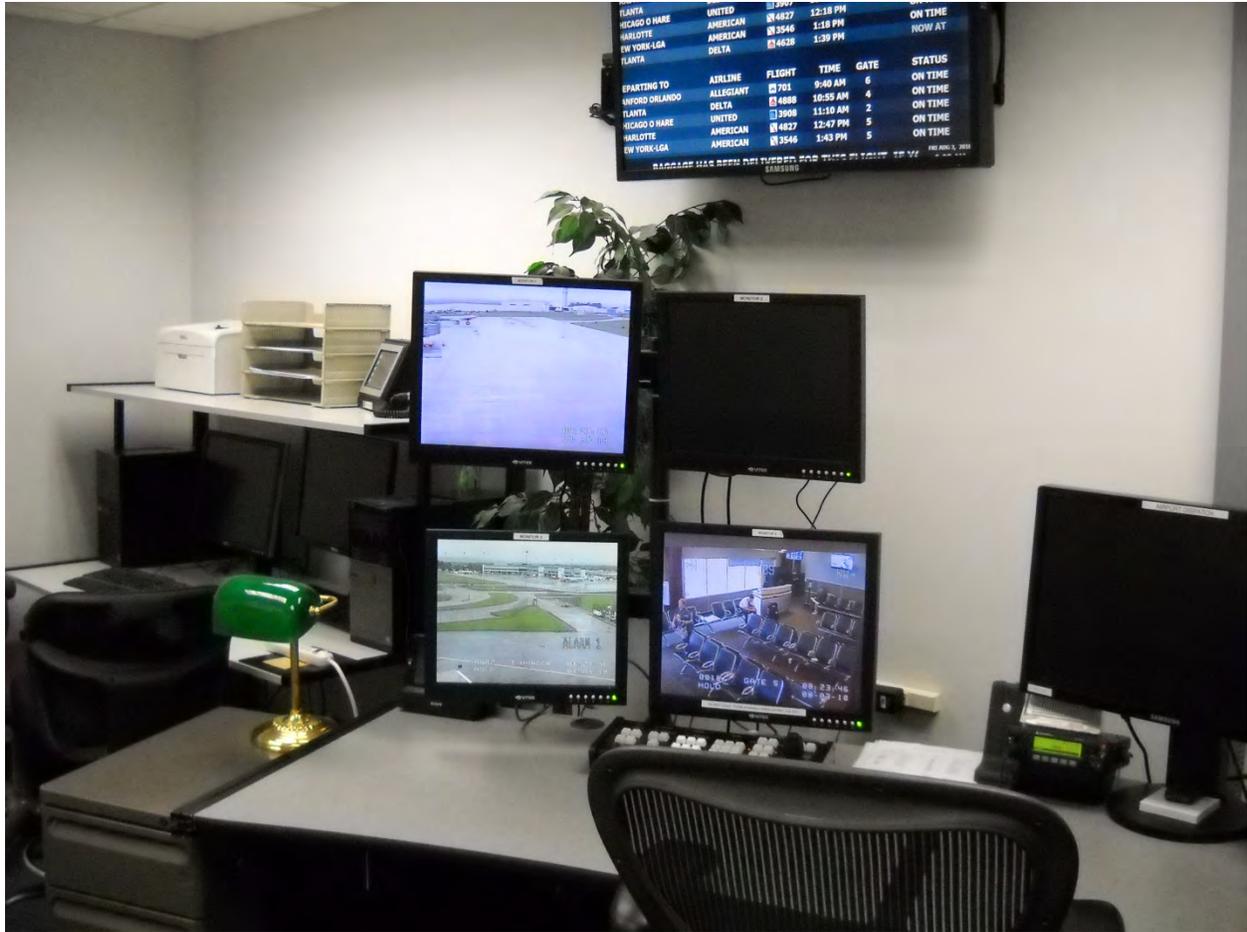
FACILITIES MANAGEMENT SYSTEM



FIRE SPRINKLER SYSTEM MAINTENANCE



FIRE ALARM CONTROL SYSTEM



SECURITY ACCESS SYSTEM MAINTENANCE



EMERGENCY GENERATOR MAINTENANCE



TRACTOR AND MOWER MAINTENANCE



SNOW REMOVAL EQUIPMENT MAINTENANCE



**Franklin Paint™**  
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www.franklinpaint.com  
800-486-0304

**BLACK WATERBORNE FED SPEC TP TTP-1952F**

Batch #: 36348      Date: 07/17/17  
Stock#: 2023AIR      Gals: 250

**DANGER**

**HMIS**

HEALTH	2*
FLAMMABILITY	0
REACTIVITY	0
PERSONAL PROTECTION	X

**HAZARDS**  
**HANDLING**  
  
**FIRST AID**  
  
**STORAGE**  
**DISPOSAL**

- Causes eye irritation • May cause respiratory irritation • May cause cancer
- Obtain special instructions before use. • Do not handle until all safety precautions have been read and understood. • Avoid breathing dust/fume/gas/mist/vapor/spray. • Use only outdoors or in a well-ventilated area. • Wash thoroughly after handling. • Wear protective gloves/protective clothing/eye protection/face protection. • Keep out of reach of children.
- IF INHALED: Remove person to fresh air and keep comfortable for breathing. • IF IN EYES: Rinse continuously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing. • IF exposed, concerned or eye irritation persists: Get medical advice/attention.
- Store in a well-ventilated place. Keep container tightly closed. • Store locked up.
- Dispose of contents/container in accordance with local/regional/national/international regulation.

AIRFIELD PAVEMENT MARKING



AIRFIELD CRACK SEALING



WEED CONTROL



REGIONAL COMMUNICATION SYSTEM

**Commonwealth Airport Fund  
Entitlement Utilization Report and Plan**

Sponsor: Shenandoah Valley Regional Airport Commission

Airport: Shenandoah Valley Regional Airport

**Part 1 - Entitlement Utilization Report: FY2020**

**A. Entitlement Funds Available for Expenditure and Commitment**

Total Funds Available for Commitment from FY2019	\$1,065,524.39
Entitlement Funds Received in FY2020	\$248,851.07
Interest Earned in FY2020	\$4,926.62
 Subtotal Entitlement Resources Available FY2020	 \$1,319,302.08

**B. Reimbursement of State Entitlement Funds - PFC's; Bridge Loans; Other: FY2020**

Project Description	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Final Costs					Total Project Cost	State Funding Percentage	Reimbursement
				Federal	State Entitlement	State Discretionary	PFC	Local			
Rehab Parking Lot-Construction	3-51-0049-035	CF0049-35		1,864,793.00	\$123,778.11	41,773.35		\$41,245.00	\$ 2,071,589.46	8%	\$28,223.90
									\$ -		
									\$ -		
									\$ -		

Subtotal Reimbursement of State Entitlement Funds \$28,223.90

Total Funds Available \$1,347,525.98 (Entitlement Resources Available FY2020 + Reimbursement State Entitlement Funds)

**C. Funding Expenditures for Projects Closed: FY2020**

Project Description	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Final Costs					Total Project Cost	State Funding Percentage	Estimated PFCs to Reimburse Entitlements
				Federal	State Entitlement	State Discretionary	PFC	Local			
Taxiway/Runway Rehab	3-51-0049-040			\$1,695,193.69	\$188,354.86				\$ 1,883,548.55	10%	
Airfield Sign Replacement	3-51-0049-041			\$248,299.87	\$27,588.88				\$ 275,888.75	10%	
Environmental Assessment	3-51-0049-042			\$220,570.87	\$24,507.88				\$ 245,078.75	10%	
Construct Taxiways & Apron for Hangars-Design/Bidding	3-51-0049-043			\$226,254.17	\$25,139.36				\$ 251,393.53	10%	
GA HVAC Renovation	N/A				\$248,839.23			\$67,347.84	\$ 316,187.07	78.7%	
Broom Bristles	N/A				\$4,040.00			\$1,010.00	\$ 5,050.00	80%	
Mobile Device Charging Stations	N/A				\$10,795.51			\$2,698.87	\$ 13,494.38	80%	
FOD sweeper	N/A				\$5,200.00			\$1,300.00	\$ 6,500.00	80%	
Vehicle Lift	N/A				\$6,919.14			\$1,729.78	\$ 8,648.92	80%	
Concrete Pad AC Terminal Ramp	N/A				\$15,927.20			\$3,981.80	\$ 19,909.00	80%	
GA term. Roof ent structure epphus stucco paint/repair	N/A				\$7,376.00			\$1,844.00	\$ 9,220.00	80%	
Runway & Taxiway Bulbs	N/A				\$940.68			\$235.17	\$ 1,175.85	80%	
AWOS Inspection & Repair	N/A				\$2,800.00			\$700.00	\$ 3,500.00	80%	80

**Commonwealth Airport Fund  
Entitlement Utilization Report and Plan**

Vegetation Management	N/A				\$3,720.00			\$930.00	\$ 4,650.00	80%	
Fence & Vehicle Access Gate	N/A				\$67,160.00			\$16,790.00	\$ 83,950.00	80%	
Antenna & Cabling Upgrade for UHF Radion Communications	N/A				\$3,372.36			\$843.08	\$ 4,215.44	80%	
Install Secure Area Partition-Design	N/A				\$32,997.68			\$8,249.41	\$ 41,247.09	80%	\$33,008.00
SRE facility surge protector	N/A				\$740.00			\$185.00	\$ 925.00	80%	
A/C terminal boiler repairs	N/A				\$3,249.11			\$2,605.14	\$ 5,854.25	55.5%	
AWOS Inspection & Repair-VHF radio	N/A				\$2,503.64			\$625.90	\$ 3,129.54	80%	
Zero turn mower belts & blades	N/A				\$388.64			\$97.60	\$ 486.24	80%	
PTO Shaft John Deere Bushhog	N/A				\$1,177.44			\$294.36	\$ 1,471.80	80%	
GA Gate repairs and sensors	N/A				\$3,501.12			\$875.28	\$ 4,376.40	80%	
PSO/ARFF roof repair	N/A				\$836.26			\$209.07	\$ 1,045.33	80%	
Restripe parking lot	N/A				\$3,429.69			\$1,065.31	\$ 4,495.00	76.3%	
Entrance Sign	N/A				\$20,390.25			\$20,390.25	\$ 40,780.50	50%	

Subtotal Expenditures for Projects Completed: FY2020      \$711,894.93      (State Entitlement Funds)

Unexpended Funds Available for Commitment      \$635,631.05      (Total Funds Available - Expenditures for Completed Projects)

**Commonwealth Airport Fund  
Entitlement Utilization Report and Plan**

**D. Funding Commitments for Ongoing Projects**

Project Description	Estimated Fiscal Year of Completion	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Estimated Costs					Estimated Total Project Cost	Estimated State Funding Percentage	Estimated PFCs to Reimburse Entitlements	
					Federal	State Entitlement	State Discretionary	PFC	Local				
Remove and Replace Fuel Farm Tanks	2022	N/A				\$192,040.00				\$582,960.00	\$ 775,000.00	33.3%	
Construct Hangars E & F -Site Design/Bidding	2021	N/A				\$149,281.60				\$37,320.40	\$ 186,602.00	80%	
Install Secure Area Partition-Construction	2021	N/A				\$203,520.00				\$50,880.00	\$ 254,400.00	80%	\$203,520.00
Vegetation Management	2021	N/A				\$9,548.80				\$2,387.20	\$ 11,936.00	80%	
GA Terminal Metal Roof Repairs	2021	N/A				\$11,805.00				\$3,195.00	\$ 15,000.00	78.7%	
Environmental Plans	2021	N/A				\$8,480.00				\$2,120.00	\$ 10,600.00	80%	
Loading Ramp	2022	N/A				\$57,400.00				\$14,350.00	\$ 71,750.00	80%	
Landscape & Signage	2021	N/A				\$37,500.00				\$37,500.00	\$ 75,000.00	50%	
Sealcoat & remark parking lot -Design	2021	N/A				\$38,531.50				\$11,968.50	\$ 50,500.00	76.3%	
<b>Subtotal Funding Commitments for Ongoing Projects</b>	<b>\$708,106.90</b>	<b>(State Entitlement Funds)</b>											
Anticipated FY2021 Entitlement Funds (use last year's amount)	\$248,851.07												
Funds Available	\$176,375.22	<b>(Unexpended Funds Available for Commitment - Funding Commitments for Ongoing Projects + Anticipated FY2021 Entitlement Funds)</b>											

**Part 2 - Entitlement Utilization Plan: FY2021**

**A. Project Listing**

EUP #	Project Description	6-Year Plan Y / N	Estimated Start Date (Fiscal Year)	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Estimated Costs					Estimated Total Project Cost	Estimated State Funding Percentage	Estimated PFCs to Reimburse Entitlements
							Federal	State Entitlement	State Discretionary	PFC	Local			
1	AWOS Inspection and Repair							\$2,880.00			\$720.00	\$ 3,600.00	80%	
2	Vegetation Management							\$3,720.00			\$930.00	\$ 4,650.00	80%	
3	Runway & Taxiway Bulbs							\$3,200.00			\$800.00	\$ 4,000.00	80%	
4	Building/Facility Repairs							\$40,000.00			\$10,000.00	\$ 50,000.00	80%	
5	Equipment Repairs							\$12,000.00			\$3,000.00	\$ 15,000.00	80%	
6	Taxiway K and Apron -Construction-Non Federal							\$68,000.00			\$17,000.00	\$ 85,000.00	80%	
<b>Total Planned Commitments for Future Projects</b>	<b>\$129,800.00</b>	<b>(State Entitlement Funds)</b>												
Funds Available	\$46,575.22													

**B. Project Narratives**

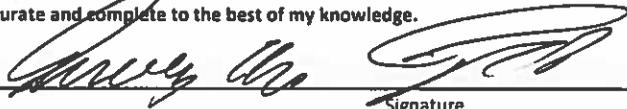
EUP #	Narrative
1	This will support the triannual inspections, maintenance of & certification of the AWOS system. This system & its certification & maintenance are required for Part 121 Air Carrier Operations.
2	Funds will be used for eligible costs in accordance with the Airport Program Manual to maintain weed control along runway & taxiway edges, around the fuel farm and fence line.

**Commonwealth Airport Fund  
Entitlement Utilization Report and Plan**

3	This will allow for the acquisition of replacement runway & taxiway lighting bulbs & reflectors to ensure Part 139 compliance & a properly lighted airfield.
4	This will fund building maintenance & repairs identified as eligible in accordance with the Airport Program Manual. Examples may include repairs to mechanical systems, doors, access controls, roofs, fire suppression systems & parking lot marking, crack sealing etc.
5	This will fund eligible items according to the Airport Program Manual to include repairs to ARFF equipment, Snow removal equipment, maintenance equipment such as mowers, bushhogs etc.
6	Funds will be used for the DOAV eligible, Non-Federal construction portion of Taxiway "K" and Apron Construction. The majority of this project, is funded 100% by FAA however the portion of paving from the limits of federal funding eligibility to the proposed hangar site preparation area that is eligible for State funding is not included in the FAA funding. Therefore, State entitlement funds will be used for this portion on an 80/20 basis to cover that portion of the project.

**Part 3 - Certification**

As the Executive Director on behalf of the sponsor, I certify that the information provided above is accurate and complete to the best of my knowledge.



Signature

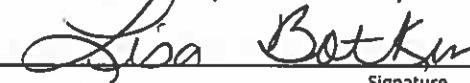
Grady W. Campbell

Printed Name

8/5/2020

Date

As the Chief Financial Officer on behalf of the sponsor, I certify that the information provided above is accurate and complete to the best of my knowledge.



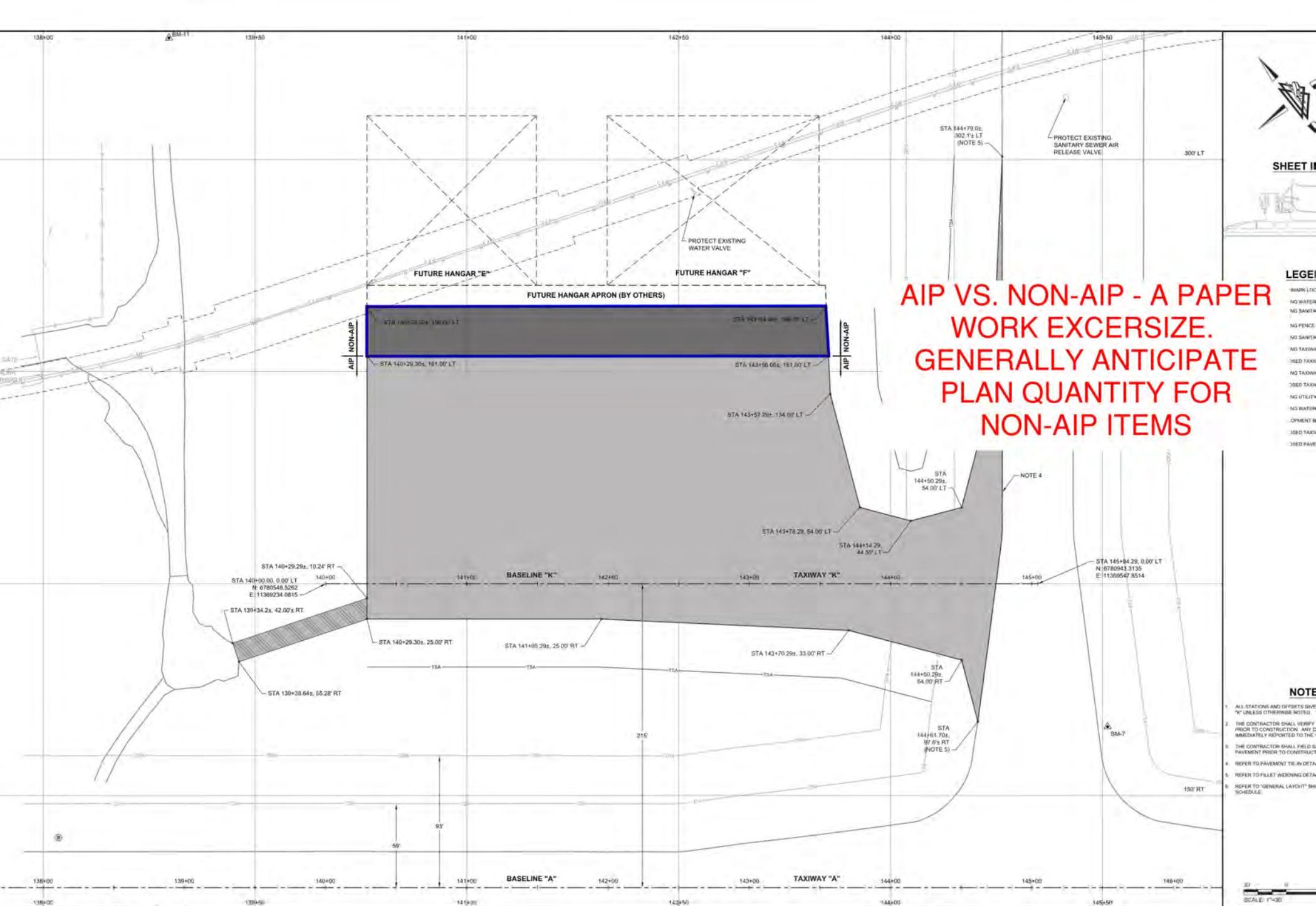
Signature

Lisa Botkin

Printed Name

8/5/2020

Date



**AIP VS. NON-AIP - A PAPER WORK EXCERSIZE. GENERALLY ANTICIPATE PLAN QUANTITY FOR NON-AIP ITEMS**



**LEGEND**

- MARK LOC
- NO WATER
- NO SANITARY
- NO FENCE
- NO SANITARY
- NO TAXIWAY
- USED TAXIWAY
- USED TAXIWAY
- USED TAXIWAY
- NO UTILITY
- NO WATER
- OPENED
- USED TAXIWAY
- USED PAVEMENT

**NOTE**

1. ALL STATIONS AND OFFSETS GIVEN ARE "K" UNLESS OTHERWISE NOTED.
2. THE CONTRACTOR SHALL VERIFY ALL STATIONS PRIOR TO CONSTRUCTION AND IMMEDIATELY REPORTED TO THE ENGINEER.
3. THE CONTRACTOR SHALL FIELD SURVEY AND PAVEMENT PRIOR TO CONSTRUCTION.
4. REFER TO PAVEMENT TIE-IN DETAILS.
5. REFER TO FILLET WIDENING DETAILS.
6. REFER TO "GENERAL LAYOUT" SHEET SCHEDULE.

REVISIONS	BY	APP.	DATE
CHANGE 2 - ADD NON-AIP APRON	NLM	JCL	8/9/20
FORMED DOCUMENTS	NFB	JCL	5/22/20
QUM NO. ONE (1)	NLAH	JCL	4/23/20

VAB Package September 17, 2020

2700 Polo Parkway  
 Middletown, Virginia 23113  
 phone: (804) 275-8301  
 www.deltaiapoint.com



**DELTA AIRPORT CONSULTANTS, INC.** John C Longnaker



CONSTRUCT TAXIWAY K AND APRON	
93	
<b>GEOMETRIC LAYOUT</b>	
SHENANDOAH VALLEY REGIONAL AIRPORT	

AIP NO. 3-51-0049-PENDING	SCALE: 1"=300'	DATE: MAY 2
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**Commonwealth Airport Fund  
Entitlement Utilization Report and Plan**

**Sponsor:** Metropolitan Washington Airports Authority

**Airport:** Washington Dulles International Airport

**Part 1 - Entitlement Utilization Report: FY2020**

**A. Entitlement Funds Available for Expenditure and Commitment**

Total Funds Available for Commitment from FY2019	
Entitlement Funds Received in FY2020	\$2,000,000.00
Interest Earned in FY2020	\$0.00
 Subtotal Entitlement Resources Available FY2020	 \$2,000,000.00

**B. Reimbursement of State Entitlement Funds - PFC's; Bridge Loans; Other: FY2020**

Project Description	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Final Costs					Total Project Cost	State Funding Percentage	Reimbursement
				Federal	State Entitlement	State Discretionary	PFC	Local			
									\$ -		
									\$ -		
									\$ -		
									\$ -		

Subtotal Reimbursement of State Entitlement Funds \$0.00

Total Funds Available \$2,000,000.00 (Entitlement Resources Available FY2020 + Reimbursement State Entitlement Funds)

**C. Funding Expenditures for Projects Closed: FY2020**

Project Description	AIP Project Number	DOAV Project Number	PFC Project Number	Funding Sources with Final Costs					Total Project Cost	State Funding Percentage	Estimated PFCs to Reimburse Entitlements
				Federal	State Entitlement	State Discretionary	PFC	Local			
Aero Train - Main Terminal to Concourse B (completed) - Debt Service					\$2,000,000.00				\$ 2,000,000.00	5%	
									\$ -		
									\$ -		
									\$ -		

Subtotal Expenditures for Projects Completed: FY2020 \$2,000,000.00 (State Entitlement Funds)

Unexpended Funds Available for Commitment \$0.00 (Total Funds Available - Expenditures for Completed Projects)



Commonwealth Airport Fund  
Entitlement Utilization Report and Plan

Part 3 - Certification

As the Executive Director, I certify that the information provided above is accurate and complete to the best of my knowledge.



I certify that the information provided above is accurate and complete to the best of my knowledge.

John E. Potter  
Printed Name

7/13/2020  
Date

As the Chief Financial Officer on behalf of the sponsor, I certify that the information provided above is accurate and complete to the best of my knowledge.



Signature

Andrew T. Rountree, CPA  
Printed Name

7/13/2020  
Date



When Washington Dulles International Airport's automated airport train system – AeroTrain – goes into service, airline passengers will have a convenient and comfortable train system to transport them between the Main Terminal and Midfield Concourses. It will handle more riders and move more efficiently than the current Mobile Lounges.

The Metropolitan Washington Airports Authority contracted with Sumitomo Corporation of America who, working with Mitsubishi Heavy Industries, designed, engineered, constructed, and delivered the rubber tire trains to Dulles. Once underway, they will also operate and maintain the system for five years.



The train system coming to Dulles is similar to other Mitsubishi systems currently operating in Hong Kong, Singapore, Tokyo, Yokohama, Hiroshima, Kobe, and other locations.

**Phase One**

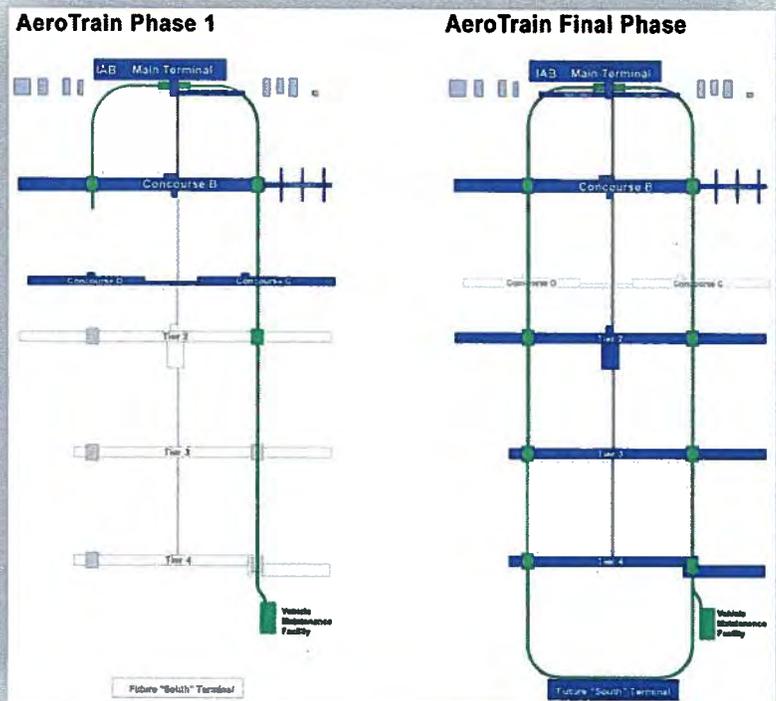
The AeroTrain system will replace most of the current Mobile Lounges that transport passengers between the Terminal and Midfield Concourses.

The first phase of the project includes a train station at the Main Terminal and tunnels that will connect the Terminal to the east and west ends of Concourse B. This phase also includes construction of a train station at the site of a future permanent Midfield Concourse that will be built when future demand requires. In the interim, this train station will be connected to the east end of the existing Concourse C/D.

The stations in the Concourses are located at convenient points to minimize walking distances to airline gates. The Main Terminal Train Station will be reached through two new spacious, subsurface security screening areas. Once beyond security, passengers may continue to the Z-Gates located at the Terminal, use the passenger walkway to Concourses A and B, or board AeroTrain to the Midfield Concourses.

**The Final Layout**

The Master Plan for Washington Dulles International Airport envisions a future that consists of the existing Main Terminal (located at the north end of the airport) and a new "South" Terminal, with four permanent midfield concourses in between. The AeroTrain system will develop concurrently with each new facility until it finally joins into one continuous "loop."



## TRAIN STATIONS

### Main Terminal Train Station

Construction of the new AeroTrain system at Washington Dulles International Airport began with the Main Terminal Station. The Terminal Station is approximately 60 feet below ground, directly adjacent to the Main Terminal on the airfield side of the Terminal, and spans its entire length (approximately 1,600 feet) from west to east.

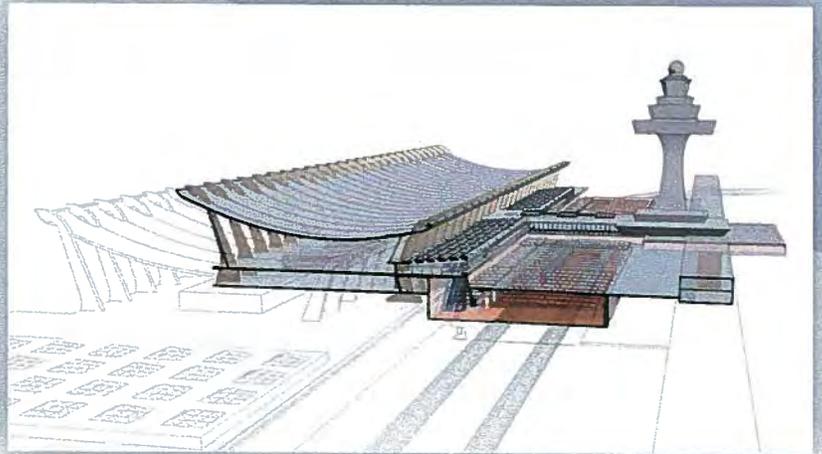
When completed, the Terminal Station will have four distinct levels: Departures (49,600 square feet), Arrivals (49,600 square feet), Security Mezzanine (121,700 square feet), and the Train Platform (54,500 square feet). Twenty 20 elevators and 32 escalators will move passengers to each level.

The Security Mezzanine will provide critical floor space for a new, expanded passenger security screening function that will provide for more efficient passenger screening and alleviate congestion on the Main Terminal Ticketing Level. Passengers who do not need to check luggage will be able to go directly to the Security Mezzanine from the parking facilities.

The Train Platform was built in a side-center-side arrangement. This arrangement allows departing passengers to enter the train from the center platform after arriving passengers, bound for baggage claim, exit the train onto the side platforms and proceed up to the ground floor of the Terminal.

In order to bring light into the Terminal Station, an extensive system of skylights at roof level will maximize the natural light filtering down to the station platforms.

To add additional visual interest and directional clues to passengers, two of the elevators in the Terminal Station have been designed as sculptural elements. They serve as glass-enclosed vertical tubes with their appearance mirrored by two similar horizontal forms – the dual glass-enclosed train tubes at the platform level. Along with natural and artificial light, the extensive use of glass forms and stainless steel throughout the Terminal Station will brighten the space.



*Underground Train Station located adjacent to the Main Terminal*

The primary challenge facing the Metropolitan Washington Airports Authority while the AeroTrain system is under construction, is maintaining the uninterrupted flow of passengers (and Mobile Lounges) between the Terminal and airline gates in the Midfield Concourses. In order to achieve this goal, work is being carefully phased.



*Main Terminal AeroTrain Platform*

## TRAIN STATIONS



*Concourse B Train Station*

integrated into the expansion of Concourse B, the designers were able to create a facility that allows natural light to filter down into the Station.

The trains will move into the Stations within glass enclosures equipped with sliding doors that close automatically.



*Tier 2/Concourse C Train Station*

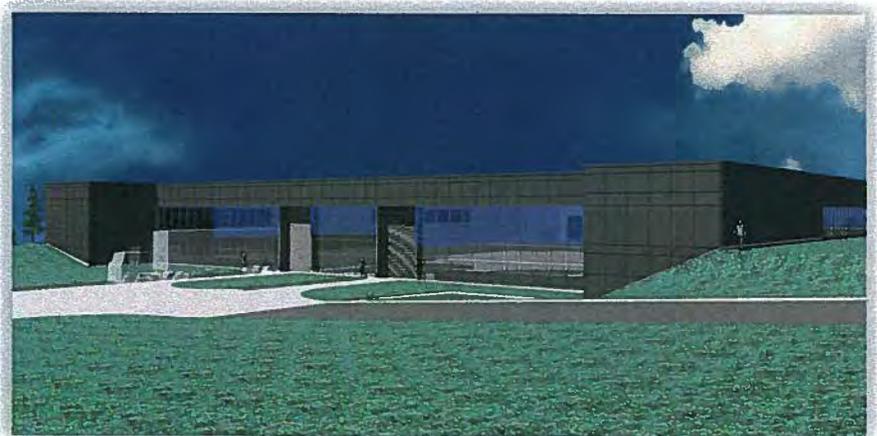
### Concourse Train Stations

The Concourse East and West Train Stations will serve the A and B Gates. The East Station is being constructed under the existing portion of Concourse B. Initially, due to site constraints, the Concourse B East Station will operate in a center platform configuration. Passengers will arrive at and leave the Station from a single platform. It will eventually be expanded into a side/center/side configuration.

Concourse B's West Station is being constructed concurrent with the addition of 15 new aircraft gates. Passengers arriving at the Concourse B West Station will exit onto side platforms, while other passengers are departing the Station via the center platform.

The Concourse C East Station is being built under the location for a future permanent midfield concourse. It, too, will have a side/center/side configuration. In the near term, the AeroTrain Station will serve existing Concourse C passengers via a temporary pedestrian connector tunnel. In the long term, this Station will serve the eastern half of a future 44-gate, domestic and international Midfield Concourse.

The interior finishes for the Stations include metallic tile walls, inclined stainless steel panel ceilings, with wood and stainless steel accents. Both direct and indirect lighting will illuminate the facilities. Because the design for the Concourse B West Station has been fully



*A Vehicle Maintenance Facility has been constructed at the end of the east tunnel section to provide service for the trains and systems.*



**Commonwealth Airport Fund**  
**Funds Available for Financial Assistance to Airports**  
**Fiscal Year 2020-2021 - Quarter 1**

Net Estimated Revenues (per VDOT 8/25/2020):	
2.4% Special Session Revenues	\$ 5,670,640.75
Interest Revenues	
Estimated Revenue:	5,670,640.75
Mandated Use of the Funds:	
Indirect Costs for FY 2021:	
Central Agency Costs (Item 3-1.01 F)	
Prior Year Reconciliation Adjustments:	
Net Revenue Excess/Shortfall	
Adjusted Resources for FY 2021	\$ 5,670,640.75

In accordance with VAB policy, the 25% cap for the maximum allocation available to one airport for FY 2021 is: \$ 1,417,660.19

**Funds Available for Allocation by the Virginia Aviation Board**

Adjusted Resources for FY 2021	\$ 5,670,640.75
Base Amount from <u>Code of Virginia</u> (Section 58.1-638.A.3.)	(3,025,000.00)
New Funds in Excess of Base	\$ 2,645,640.75

MWAA Entitlement (60% of New Funds in Excess of Base [\$7,418,234.21], limited to \$2,000,000.00)	\$ 500,000.00
Additional Air Carrier Entitlement (40% of New Funds in Excess of Base)	\$ 1,058,256.30
Additional Resources Over MWAA's Maximum to be Split 40%, 40% and 20%	\$ 1,087,384.45
Uncommitted Combined Fund Carryover from FY2020	\$

	Entitlements	AC/Rel Discretionary	GA Discretionary	Total
Base Amount Resources for FY 2021	\$ 1,210,000.00	\$ 1,210,000.00	\$ 605,000.00	\$ 3,025,000.00
MWAA Entitlement	500,000.00	0.00	0.00	500,000.00
Additional Air Carrier Entitlement	1,058,256.30	0.00	0.00	1,058,256.30
Additional Resources over MWAA's Maximum	434,953.78	434,953.78	217,476.89	1,087,384.45
Uncommitted Combined Fund Carryover from FY2020	0.00	1,716,660.09	933,720.99	2,650,381.08
Funds Available for Allocation as of July 1, 2020	\$ 3,203,210.08	\$ 3,361,613.87	\$ 1,756,197.88	\$ 8,321,021.83

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**VIRGINIA DEPARTMENT OF AVIATION  
FY2021 CAPITAL IMPROVEMENT PROGRAM W/DRAFT FAA CY2019 ENPLANEMENTS**

FY2021 QUARTER 1 CAF RESOURCES	\$5,670,640.75
AIR CARRIER/RELIEVER CARRYOVER FROM FY2020	\$1,716,660.09
GENERAL AVIATION CARRYOVER FROM FY2020	\$933,720.99
AVAILABLE FOR ALLOCATION FY2021	\$8,321,021.83

**AIR CARRIER ENTITLEMENTS**

AIRPORTS	ENPLANED PAX	% ENPL. PAX	ENTITLEMENT
WASHINGTON DULLES INTERNATIONAL	11,884,117	69.35%	\$500,000.00
RICHMOND INTERNATIONAL	2,190,907	12.78%	\$500,000.00
NORFOLK INTERNATIONAL	1,990,864	11.62%	\$500,000.00
CHARLOTTESVILLE-ALBEMARLE REGIONAL	387,922	2.26%	\$500,000.00
ROANOKE-BLACKSBURG REGIONAL	361,131	2.11%	\$500,000.00
NEWPORT NEWS/WILLIAMSBURG INT'L.	211,487	1.23%	\$461,465.73
LYNCHBURG REGIONAL	93,206	0.54%	\$203,375.97
SHENANDOAH VALLEY REGIONAL	17,584	0.10%	\$38,368.38
<b>TOTAL</b>	<b>17,137,218</b>	<b>100.00%</b>	<b>\$3,203,210.08</b>

**AIR CARRIER/RELIEVER DISCRETIONARY**

AIRPORTS	
AIR CARRIERS	
CHESAPEAKE REGIONAL	
RICHMOND-CHESTERFIELD COUNTY	
HAMPTON ROADS EXECUTIVE	
HANOVER COUNTY MUNICIPAL	
LEESBURG EXECUTIVE	
MANASSAS REGIONAL	
STAFFORD REGIONAL	
WARRENTON/FAUQUIER	
<b>TOTAL</b>	<b>\$3,361,613.87</b>

**GENERAL AVIATION DISCRETIONARY**

<b>TOTAL</b>	<b>\$1,756,197.88</b>
<b>GRAND TOTAL</b>	<b>\$8,321,021.83</b>

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COMMERCIAL AIRPORTS - ENTITLEMENT FUND  
RECOMMENDED PROJECTS  
STATEWIDE REPORT

FUNDED

PRIORITY NO.	AIRPORT NAME	DESCRIPTION	FEDERAL AMOUNT	STATE ENTITL. AMOUNT	STATE DISCR. AMOUNT	LOCAL AMOUNT	TOTAL PROJECT AMOUNT
207	Richmond International Airport	Obstruction Removal Clearing & Grubbing (Design/Construction)	\$0.00	\$475,732.80	\$0.00	\$118,933.20	\$594,666.00
169	Richmond International Airport	Service Roads Widening (Design/Construction)	\$0.00	\$1,565,519.20	\$0.00	\$391,379.80	\$1,956,899.00
FUNDING TOTALS:			\$0.00	\$2,041,252.00	\$0.00	\$510,313.00	\$2,551,565.00

TOTAL ALLOCATION OF STATE ENTITLEMENT FUNDS: \$2,217,949.25  
 ADDITIONAL DISCRETIONARY REQUESTED: \$0.00

SUMMARY FUNDING TOTALS:			\$0.00	\$2,041,252.00	\$0.00	\$510,313.00	\$2,551,565.00
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AIR CARRIER / RELIEVER AIRPORTS - DISCRETIONARY FUNDS  
RECOMMENDED PROJECTS  
STATEWIDE

FUNDED

PRIORITY NO.	AIRPORT NAME	DESCRIPTION	FEDERAL AMOUNT	STATE DISCR. AMOUNT	LOCAL AMOUNT	TOTAL PROJECT AMOUNT
192	Chesapeake Regional Airport	T-Hangar Taxilanes Rehabilitation - Phase 1 (Construction)	\$0.00	\$584,000.00	\$146,000.00	\$730,000.00
183	Hanover County Municipal Airport	East Side Terminal Area Site Preparation (Construction)	\$0.00	\$161,140.00	\$40,286.00	\$201,426.00
183	Hanover County Municipal Airport	East Side Terminal Building (Construction)	\$0.00	\$1,977,101.00	\$287,620.00	\$2,264,721.00
180	Leesburg Executive Airport	Terminal Entrance Road Resurfacing (Construction)	\$0.00	\$33,379.00	\$8,344.92	\$41,723.92
155	Stafford Regional Airport	T-Hangar Site Preparation (Bidding & Construction)	\$0.00	\$261,000.00	\$65,250.00	\$326,250.00
151	Leesburg Executive Airport	Maintenance Equipment Storage Building (Construction)	\$0.00	\$81,900.00	\$231,850.00	\$313,750.00
150	Chesapeake Regional Airport	Maintenance Equipment Storage Building (Environmental Coordination Reimbursement & Design)	\$0.00	\$46,680.00	\$13,320.00	\$60,000.00
142	Chesapeake Regional Airport	T-Hangar Taxilanes Rehabilitation - Phase 2 (Design)	\$0.00	\$96,800.00	\$24,200.00	\$121,000.00
130	Hampton Roads Executive Airport	Wash Rack (Wetland Mitigation-Credits)	\$0.00	\$10,000.00	\$2,500.00	\$12,500.00
125	Hanover County Municipal Airport	Land Acquisition Services - Leadbetter Parcels - BRIDGE LOAN	\$0.00	\$31,200.00	\$7,800.00	\$39,000.00
110	Stafford Regional Airport	Stormwater Pollution Prevention Plan Update	\$0.00	\$10,880.00	\$2,720.00	\$13,600.00
FUNDING TOTALS:			\$0.00	\$3,294,080.00	\$829,890.92	\$4,123,970.92

AVAILABLE DOLLARS FOR THE VAB TO COMMIT: \$3,361,613.87  
BALANCE: \$67,533.87

AIR CARRIER / RELIEVER AIRPORTS - DISCRETIONARY FUNDS  
 NOT RECOMMENDED PROJECTS  
 STATEWIDE

Not Recommended

PRIORITY NO.	AIRPORT NAME	DESCRIPTION	FEDERAL AMOUNT	STATE DISCR. AMOUNT	LOCAL AMOUNT	TOTAL PROJECT AMOUNT
118	Leesburg Executive Airport	Terminal Building Furniture - Replacement	\$0.00	\$0.00	\$40,000.00	\$40,000.00
110	Richmond Executive - Chesterfield County Airport	Southeast Hangar Apron (Design)	\$0.00	\$0.00	\$386,000.00	\$386,000.00
FUNDING TOTALS:			\$0.00	\$0.00	\$426,000.00	\$426,000.00

GENERAL AVIATION AIRPORTS - DISCRETIONARY FUNDS  
RECOMMENDED PROJECTS  
STATEWIDE

FUNDED

PRIORITY NO.	AIRPORT NAME	DESCRIPTION	FEDERAL AMOUNT	STATE DISCR. AMOUNT	LOCAL AMOUNT	TOTAL PROJECT AMOUNT
193	Virginia Highlands Airport	Runway 6-24 Extension Land Acquisition Multi-Year - BRIDGE LOAN	\$0.00	\$342,831.04	\$85,707.76	\$428,538.80
192	Virginia Highlands Airport	Taxilane and Roadway Pavement Rehabilitation (Construction)	\$0.00	\$490,196.00	\$122,549.75	\$612,745.75
182	Culpeper Regional Airport	North T-Hangar Taxilane Rehabilitation (Construction) (non-AIP) - CHANGE IN SCOPE	\$0.00	\$1.00	\$0.00	\$1.00
168	Winchester Regional Airport	Terminal Area Site Preparation - Phase 1 (Construction)	\$0.00	\$888,000.00	\$222,000.00	\$1,110,000.00
166	Mountain Empire Airport	Security Camera Replacement	\$0.00	\$6,282.00	\$698.18	\$6,980.18
131	Tazewell County Airport	Maintenance Equipment Storage Building (Construction)	\$0.00	\$16,000.00	\$4,000.00	\$20,000.00
130	New Kent County Airport	QTpod Terminal Fuel Dispenser M4000 - Replacement	\$0.00	\$11,390.00	\$5,610.00	\$17,000.00
<b>FUNDING TOTALS:</b>			<b>\$0.00</b>	<b>\$1,754,700.04</b>	<b>\$440,565.69</b>	<b>\$2,195,265.73</b>

AVAILABLE DOLLARS FOR THE VAB TO COMMIT: \$1,756,197.88  
 COMMITTED: \$1,754,700.04  
 BALANCE: \$1,497.84

UNFUNDED

PRIORITY NO.	AIRPORT NAME	DESCRIPTION	FEDERAL AMOUNT	STATE DISCR. AMOUNT	LOCAL AMOUNT	TOTAL PROJECT AMOUNT
185	Gordonsville Municipal Airport	Runway, Taxiway & Apron Rehabilitation (Construction)	\$0.00	\$960,064.00	\$240,017.00	\$1,200,081.00
140	Tazewell County Airport	T-Hangar Site Preparation (Construction)	\$0.00	\$400,000.00	\$100,000.00	\$500,000.00
137	Virginia Highlands Airport	Sinkhole Repair (Design)	\$0.00	\$48,664.00	\$12,166.69	\$60,830.69
136	Farmville Regional Airport	Maintenance Equipment Storage Building - Replacement (Construction)	\$0.00	\$55,050.00	\$19,950.00	\$75,000.00
130	Tappahannock-Essex County Airport	Fueling System Credit Card Reader (Replacement) - INCREASE	\$0.00	\$1,546.71	\$773.35	\$2,320.06
125	Accomack County Airport	Fuel Truck Containment Area - Environmental Coordination (CatEx)	\$0.00	\$12,000.00	\$3,000.00	\$15,000.00
120	Dinwiddie County Airport	ALP Update for Terminal Apron Expansion	\$0.00	\$11,492.00	\$2,873.00	\$14,365.00
118	Winchester Regional Airport	Terminal Area Site Preparation - Phase 2 (Design)	\$0.00	\$192,000.00	\$48,000.00	\$240,000.00

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GENERAL AVIATION AIRPORTS - DISCRETIONARY FUNDS  
RECOMMENDED PROJECTS  
STATEWIDE

UNFUNDED

PRIORITY NO.	AIRPORT NAME	DESCRIPTION	FEDERAL AMOUNT	STATE DISCR. AMOUNT	LOCAL AMOUNT	TOTAL PROJECT AMOUNT
118	Winchester Regional Airport	Terminal Building (Design)	\$0.00	\$231,000.00	\$144,000.00	\$375,000.00
110	Hummel Field	Airport Layout Plan Update	\$0.00	\$93,068.00	\$23,267.00	\$116,335.00
95	Williamsburg-Jamestown Airport	T-Hangar #2 Site Preparation (Design)	\$0.00	\$36,800.00	\$9,200.00	\$46,000.00
90	Emporia-Greenville Regional Airport	Airport Layout Plan & Exhibit A Update	\$0.00	\$5,200.00	\$1,300.00	\$6,500.00
85	Twin County Airport	Box Hangar Site Preparation (Design)	\$0.00	\$38,400.00	\$9,600.00	\$48,000.00
FUNDING TOTALS:			\$0.00	\$2,085,284.71	\$614,147.04	\$2,699,431.75

UNFUNDED TOTAL: \$2,085,284.71

GENERAL AVIATION AIRPORTS - DISCRETIONARY FUNDS  
 NOT RECOMMENDED PROJECTS  
 STATEWIDE

Not Recommended

PRIORITY NO.	AIRPORT NAME	DESCRIPTION	FEDERAL AMOUNT	STATE DISCR. AMOUNT	LOCAL AMOUNT	TOTAL PROJECT AMOUNT
150	Danville Regional Airport	Taxiway H Widening and Hangar Site Development (Construction)	\$0.00	\$0.00	\$1,402,628.00	\$1,402,628.00
120	Mountain Empire Airport	Obstruction Removal - Phase 1 Land Acquisition Services - BRIDGE LOAN	\$0.00	\$0.00	\$274,600.00	\$274,600.00
110	Hummel Field	Environmental Impact Review - Runway Improvements	\$0.00	\$0.00	\$102,870.00	\$102,870.00
108	Danville Regional Airport	Terminal Building Renovation (Design)	\$0.00	\$0.00	\$221,590.00	\$221,590.00
FUNDING TOTALS:			\$0.00	\$0.00	\$2,001,688.00	\$2,001,688.00