



Virginia Aviation Board
Meeting Minutes

The Virginia Aviation Board held a meeting on Thursday, February 21, 2019, at the Gregory Family Theater, Hylton Performing Arts Center, 10960 University Boulevard, Manassas, VA 20110.

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
John V. Mazza, Jr., Region 5	Absent
Marie Therese Dominguez, Region 6	Present
Cheryl P. McLeskey, Region 7	Present

OTHER ATTENDEES

Jeffrey R. Allen	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

Chairman Hall called the meeting to order at 10:07 a.m. He welcomed all for attending and expressed thanks to the staff of the Manassas Regional Airport, the Hylton Performing Arts Center, Mayor Hal Parrish, and the city of Manassas. Chairman Hall introduced Mayor Parrish, who welcomed and addressed those in attendance. In his welcome, he detailed the importance of the Manassas airport to economic development of the city.

2. Review and approve minutes Rod Hall
Chairman

Mr. Abbott made a motion to accept the minutes of the November 15, 2018 meeting as presented, seconded by Ms. McLeskey. The motion passed unanimously. (Ayes: Kennedy, Cox, Hardwick, Abbott, McLeskey; Nays: none)

3. Update and Announcements:

- A. DOAV Update Mark Flynn
 FAA Reauthorization DOAV
 General Assembly Update

Director Flynn provided an update on department activities. He discussed the impact of the FAA Reauthorization Act of 2018. He also provided an update of legislative issues, noting that the session has been peaceful with regard to aviation. He noted that programs, such as the removal of the funding fences and the rural airport runway rehabilitation program, are providing additional assistance to airports. He noted that the Department's award of \$30 million in grants to Virginia's airports in FY2018 leveraged \$51 million in federal grants and \$2 million in local funding.

- B. Safety Update Watson Felts
DOAV

Mr. Watson provided a safety update noting the presentation is following a new format with the goal of identifying opportunities to enhance safety. He stated that the department would be working to pinpoint ways to increase knowledge and proficiency for the flying community. The report identified the causes of aviation accidents in Virginia.

- C. VAOC Report Robert Bowen
VAOC

Mr. Bowen provided an update on VAOC activities highlighting their annual legislative outreach on February 7. He noted the VAOC workshop will be April 17-18 in Harrisonburg, Virginia. Chairman Hall encouraged airport representatives to meet with Congressional representatives as well as General Assembly members.

- D. VABA Report Bud Oakey
VABA

While no representatives from VABA were available to provide an update, Mr. Oakey had provided a written report on the group's activities to VAB members.

4. Old Business

- A. Economic Development Strategic Planning Committee Mark Flynn
DOAV

Director Flynn stated that the first meeting of the Economic Development Strategic Planning Committee is at 2:00 pm today in the conference room at the Manassas Regional Airport.

- B. Conditional License Update - Hummel Field Vernon Carter
DOAV

Mr. Carter reported that the obstructions at Hummel Field have been address and are no longer an issue. He noted that a standard license was awarded. He added that there are no conditional licenses at any public-use airports in Virginia. Mr. Hardwick thanked staff for all of their efforts in resolving the issues.

5. New Business

- A. Determination of Valuation for Credit Line Deed of Trust - Hampton Roads Executive Airport Mark Flynn
DOAV

Mr. Allen provided background information on the valuation determination of Hampton Roads Executive Airport. Based on the information provided by Mr. Allen, Ms. McLeskey made a motion that the Board approve the current Broker’s Opinion of Value in place of a full appraisal as required for the establishment of a new Credit Line Deed of Trust, provided the Department obtain from the operator an Amended and Restated Credit Line Deed of Trust, or other document or documents recommended by counsel to the Department, securing all of the operator’s obligations under currently outstanding and future Grant Agreements against Parcels 3 and 4 of the Hampton Roads Executive Airport, in an amount that will not exceed 75 percent of (i) the Broker’s Opinion of Value less (ii) the operator’s indebtedness currently secured by Parcels 3 and 4. The motion was seconded by Mr. Abbott and was approved unanimously. (Ayes: Kennedy, Cox, Hardwick, Abbott, McLeskey, Dominguez; Nays: None)

- B. Consideration of Amended FY19 Entitlement Utilization Plans Mike Swain
DOAV

Mr. Swain presented revisions to Entitlement Utilization Plans as summarized below. Ms. Cox made a motion to accept staff recommendations for these revisions, seconded by Kennedy. The motion passed unanimously. (Ayes: Kennedy, Cox, Hardwick, Abbott, Dominguez, McLeskey; Nays: none)

Airport	Report or Plan	VAB Action
Lynchburg Regional	FY2019 Entitlement Utilization Plan revision	Approved
Newport News-Williamsburg International	FY2019 Entitlement Utilization Plan revision	Approved
Norfolk International	FY2019 Entitlement Utilization Plan revision	Approved
Shenandoah Valley Regional Airport	FY2019 Entitlement Utilization Plan revision	Approved

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

Mr. Swain presented a Virginia Resources Authority (VRA) loan request from the Hanover County Municipal Airport in the amount of \$2,400,000 for the corporate hangar and site improvements project. Mr. Abbott made a motion to accept the staff recommendation for endorsement of the VRA loan request. Ms. McLeskey seconded the motion. The motion passed unanimously. (Ayes: Kennedy, Cox, Hardwick, Abbott, Dominguez, McLeskey; Nays: none).

Mr. Swain provided the quarterly reports on the effect of the increased AIP match and the reimbursed cost of site plan reviews charged by localities. If the VAB were to approve funding based on the agency’s recommendations, all project requests for the February 21, 2019, meeting would be approved. During the last quarter, DOAV did not reimburse any funds for site plan reviews.

Mr. Swain presented the project requests and staff recommendations. The board actions are summarized below. These results are available at www.doav.virginia.gov. After the allocations were awarded, \$2,520,551.33 in state discretionary funds were available.

For Region 1, Mr. Kennedy made a motion to accept staff recommendations for the allocation of capital funds, seconded by Mr. Abbott. The motion passed unanimously. (Ayes: Kennedy, Cox, Hardwick, Abbott, Dominguez, McLeskey; Nays: none)

Airport	Project Description	VAB Action	Amount
Tazewell County	T-Hangar Site Preparation (Design)	Approved	\$36,000.00
Virginia Tech-Montgomery Executive	Fuel Farm Relocation (Design)	Approved	\$43,333.00

For Region 2, Ms. Cox made a motion to accept staff recommendations for the allocation of capital funds, seconded by Mr. Kennedy. The motion passed unanimously. (Ayes: Kennedy, Cox, Hardwick, Abbott, Dominguez, McLeskey; Nays: none)

Airport	Project Description	VAB Action	Amount
Front Royal-Warren County	Environmental Coordination (CatEx) - T-Hangar Demolition	Approved	\$7,200.00
Gordonsville Municipal	Runway, Taxiway & Apron Rehabilitation (Design)	Approved	\$121,600.00

For Region 3, Mr. Hardwick made a motion to accept staff recommendations for the allocation of capital funds, seconded by Ms. Cox. The motion passed unanimously. (Ayes: Kennedy, Cox, Hardwick, Abbott, Dominguez, McLeskey; Nays: none)

Airport	Project Description	VAB Action	Amount
Leesburg Executive	Runway & Taxiway Lighting Rehabilitation (Construction) (AIP)	Approved	\$80,000.00
Manassas Regional	Access Control (Gates) Fiber Optic Backbone	Approved	\$131,121.00
Winchester Regional	Taxiway 'A' Relocation (Design)	Approved	\$24,000.00
	Terminal Area Site Preparation (Design)	Approved	\$164,000.00

For Region 4, Mr. Abbott made a motion to accept staff recommendations for the allocation of capital funds, seconded by Mr. Hardwick. The motion passed unanimously. (Ayes: Kennedy, Cox, Hardwick, Abbott, Dominguez, McLeskey; Nays: none)

Airport	Project Description	VAB Action	Amount
Louisa County	T-Hangar Site Preparation & Access Road (Design)	Approved	\$66,000.00

For Region 5, Ms. McLeskey made a motion to accept staff recommendations for the allocation of capital funds, seconded by Mr. Hardwick. The motion passed unanimously. (Ayes: Kennedy, Cox, Hardwick, Abbott, Dominguez, McLeskey; Nays: none)

Airport	Project Description	VAB Action	Amount
Danville Regional	Hangar Site Preparation & Taxiway 'H' Widening (Design)	Approved	\$127,040.00
	T-Hangar Taxilanes Rehabilitation (Construction)	Approved	\$525,485.00
Dinwiddie County	Hangar Site Preparation (Construction)	Approved	\$941,000.00

For Region 6, Ms. Dominguez made a motion to accept staff recommendations for the allocation of capital funds, seconded by Mr. Abbott. The motion passed unanimously. (Ayes: Kennedy, Cox, Hardwick, Abbott, Dominguez, McLeskey; Nays: none)

Airport	Project Description	VAB Action	Amount
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Emporia-Greenville Regional	T-Hangar Site Preparation (Design / Construction)	Approved	\$628,800.00
Lake Country Regional	Runway Rehabilitation & Runway Safety Area Improvement - Phase 1 (Design/Construction)	Approved	\$337,600.00
	Runway Rehabilitation & Runway Safety Area Improvement - Phase 2 (Construction)	Approved	\$770,000.00

For Region 7, Ms. McLeskey made a motion to accept staff recommendations for the allocation of capital funds, seconded by Mr. Abbott. The motion passed unanimously. (Ayes: Kennedy, Cox, Hardwick, Abbott, Dominguez, McLeskey; Nays: none)

Airport	Project Description	VAB Action	Amount
Hampton Roads Executive	Terminal Apron Expansion (Re-Package & Bidding)	Approved	\$60,000.00
	West Apron Hangar Site Preparation (Design)	Approved	\$85,012.00
Middle Peninsula Regional	T-Hangar Site Preparation (Re-Bid & Construction)	Approved	\$410,800.00
	Hangar Area Drainage Improvements (Construction)	Disapproved	N/A

D. Program Manual Update - Airport IT Security

Susan Simmers
DOAV

Ms. Simmers stated that an IT security audit of the Airport IQ system was recently conducted. In an effort to address findings pertaining to users, the department is recommending cybersecurity training. To encourage airports to participate in the program, airports may receive 15 points for completion of the training. Ms. Simmers stated that the recommendation will be presented for VAB consideration and approval at the May 16 meeting. Chairman Hall recommended that VAB members take the proposed training prior to consideration of the recommendation in May.

6. Public Comment Period

Rod Hall
Chairman

Juan Rivera thanked the Board for bringing the meeting to Manassas. He invited all to attend the annual air show scheduled for the first weekend in May. Chairman Hall thanked Mr. Rivera and the city of Manassas for being gracious hosts.

7. Board Member Comments and Reports

Rod Hall
Chairman

Region 1: Mr. Kennedy acknowledged that 57 years ago John Glenn orbited the earth. He thanked DOAV staff for their work on the UAS commemorative signage delivered to Lonesome Pines Airport this week.

Region 2: Ms. Cox had no report

Region 3: Mr. Hardwick had no report

Region 4: Mr. Abbott had no report

Region 6: Ms. Dominguez commended all involved in the efforts to remove the funding fences, which allowed projects to be funded that would not have been possible under the previous format. Chairman Hall seconded Ms. Dominguez's comments and added it was nice to see all eligible projects funded.

Region 7: Ms. McLeskey thanked Mayor Parrish and Juan Rivera for hosting the meeting. She acknowledged that Norfolk International Airport recently reported a 16.87% increase in commercial and charter activity. She added that the number of passengers has increased more than 38% in 2019.

Chairman: Chairman Hall thanked DOAV staff for all of their hard work. He thanked the city of Manassas, the Hylton Performing Arts Center, and the Manassas Regional Airport personnel, specifically noting Jolene Barry, for hosting the event. He noted that the next VAB meeting will be held in Martinsville, VA on May 16, 2019.

- 8. Recess - Travel to Manassas Regional Airport for lunch

Chairman Hall recessed the meeting at 11:20 for board members to be transported to Manassas Regional Airport for lunch and a presentation by Leidos

- 9. Presentation by Leidos Brian Follmer
Leidos

Chairman Hall called the meeting to order at 12:35.

Mr. Follmer of Leidos provided an overview of their activities as they pertain to aviation. VAB members and DOAV staff members participated in a tour of one hangar at Leidos' facility.

- 10. Adjournment Rod Hall
Chairman

Ms. Cox made a motion to adjourn the meeting, seconded by Ms. McLeskey. . (Ayes: Kennedy, Cox, Dominguez, McLeskey; Nays: none) The meeting adjourned at 1:25 pm