



Virginia Aviation Board
Meeting Minutes

The Virginia Aviation Board met on Thursday, February 20, 2020, at the Sheraton Richmond Airport Hotel, 5501 Eubank Road, Sandston, VA 23150.

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

J. Willcox Dunn, III	Office of the Attorney General
Mark K. Flynn, Director	Virginia Department of Aviation

DOAV staff, state government representatives, federal government representatives, airport sponsors and managers, consultants, engineers, business owners, and city and county representatives were also present.

1. Call to Order Rod Hall, Chairman

The chairman called the meeting to order at 10:05 a.m. He welcomed all in attendance.

2. Review and approve minutes and consent agenda Rod Hall, Chairman

- A. Review and approve November 21, 2019 minutes Rod Hall, Chairman

Motion to approve: Mr. Kennedy

Second: Mr. Abbott

Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

- B. Approve consent agenda - Denial for lack of funding Rod Hall, Chairman

Motion to approve: Mr. Kennedy

Second: Mr. Abbott

Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

Airport	Project Description	Amount
Accomack County Airport	Apron Rehabilitation (Construction)	\$40,000.00
Accomack County Airport	Environmental Coordination (CatEx)-Fuel Truck Containment Area	\$12,000.00
Allen C. Perkinson Municipal Airport	Hangar Approach Aprons Rehabilitation (Construction)	\$22,596.00
Allen C. Perkinson Municipal Airport	Maintenance Equipment Storage Building (Construction)	\$69,498.00
Allen C. Perkinson Municipal Airport	Terminal Parking Lot Rehabilitation (Construction)	\$21,324.00
Brookneal Campbell County Airport	T-Hangar Site Preparation (Environmental Coordination Reimbursement & Design)	\$90,451.00
Norfolk International Airport	Runway 5/23 Outer Pavement Mill and Overlay West (Construction)	\$196,086.22
Richmond Executive - Chesterfield County Airport	Fueling System (Demolition) and Fueling Truck Parking Area (Construction)	\$200,000.00
Shenandoah Valley Regional Airport	Hangars E & F Site Preparation (Design)	\$149,281.00
Stafford Regional Airport	Stormwater Pollution Prevention Plan Update	\$10,880.00
Stafford Regional Airport	T-Hangar #4 Site Preparation (Bidding & Construction)	\$260,862.00
Winchester Regional Airport	Perimeter Fencing (Design)	\$40,500.00

3. Aviation Education

Chairman Hall highlighted his focus areas for 2020, which included empowerment, education and workforce development. Following his presentation, he introduced Dr. Aaron Smith, director of the Aviation Academy at Denbigh High School.

- A. Denbigh High School Aviation Academy Dr. Aaron Smith, Director

Dr. Smith presented information on the Aviation Academy, a four-year magnet program offering aviation technology, flight operations, aerospace engineering, and aviation security and safety. Dr. Smith addressed questions from the board members and invited them to tour the Academy.

- B. Aviation Education Atif Qarni, Secretary of Education

Secretary Qarni discussed activities of the Department of Education, including an analysis of the state's education system ranging from kindergarten through higher education. He noted that as a result of findings, a STEM commission is being created and would like participation from the aviation industry. Mr. Qarni responded to questions from board members.

- C. DOAV Communications & Education Update John Campbell, DOAV

Mr. Campbell provided an update on the activities of the DOAV Communications and Education Division.

4. Update and Announcements:

- A. DOAV Update Mark Flynn, DOAV

Director Flynn provided an update on DOAV activities and interests, including proposed legislation, the commercial air service plan, and 5,000-foot runways. (Presentation Attached)

Safety Update Watson Felts, DOAV

Mr. Felts provided an update on flight operations and safety for the department.

B. FAA Richmond FSDO Update Maury Dacey, FSDO

Mr. Dacey provided an update on FAA-FSDO activities, noting that while an administrative hiring freeze was in place, two new inspectors were in training.

C. VAOC Report Keith Holt, VAOC

Mr. Holt provide an update on VAOC activities including a summary of the group's Legislative Day visits and announcement of the VAOC spring workshop dates of April 22-23, 2020.

D. VABA Report Bud Oakey, VABA

Mr. Oakey provided an update on VABA activities including legislative activities and a recap of the 2020 Legislative Reception.

5. New Business

A. *Airport Program Manual Revisions for Consideration* Cliff Burnette, DOAV
Susan Simmers, DOAV

Mr. Burnette and Ms. Simmers presented the proposed changes to the *Airport Program Manual* for board consideration. Ms. Simmers stated there will be opportunities to receive comments and questions prior to the next VAB meeting. (Presentation Attached)

B. Virginia Aviation Board Allocations Review

1. Entitlement Utilization Report & Plan Review & Approve Mike Swain, DOAV

Mr. Swain presented revisions to FY2020 Entitlement Utilization Plans for Lynchburg Regional Airport, Newport News-Williamsburg International Airport, and Shenandoah Valley Regional Airport.

Motion to approve: Mr. Abbott

Second: Mr. Hardwick

Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

2. VRA Loan Endorsement for Stafford Regional Airport Mike Swain, DOAV

Mr. Swain presented a Virginia Resources Authority (VRA) project request from the Stafford Regional Airport Authority in the amount of \$790,000.00 for the construction of a 10-unit T-hangar building.

Motion to approve: Mr. Hardwick

Second: Mr. Abbott

Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

3. A. Tentative Allocations from the Commonwealth Airport Fund Mike Swain, DOAV

Mr. Swain presented the project requests and staff recommendations. The board actions are summarized below. These results are available at www.doav.virginia.gov. After the allocations for these projects were awarded, \$9,008.49 in state discretionary funds were available.

Motion to accept staff recommendations for Region 1: Mr. Kennedy
 Second: Mr. Abbott
 Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

Airport	Project Description	VAB Action	Amount
Blue Ridge Regional Airport	Route 698 Relocation and Apron Expansion (Construction)	Approved	\$108,657.00
Virginia Highlands Airport	Runway 6-24 Extension Phase 3 (Embankment Season 2) (Construction)	Approved	\$444,444.00

Motion to accept staff recommendations for Region : Ms. Cox
 Second: Mr. Kennedy
 Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

Airport	Project Description	VAB Action	Amount
Ingalls Field	Hangar Demolition / Maintenance Equipment Storage Building (Construction)	Approved	\$26,408.00

Motion to accept staff recommendations for Region 3: Mr. Hardwick
 Second: Mr. Abbott
 Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

Airport	Project Description	VAB Action	Amount
Manassas Regional Airport	Stormwater Pollution Prevention Plan & Spill Prevention, Control, and Countermeasure Plan Updates	Approved	\$3,760.00

For Region 4, the only project request submitted was handled under the consent agenda.

Motion to accept staff recommendations for Region 5: Mr. Ragon
 Second: Mr. Abbott
 Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

Airport	Project Description	VAB Action	Amount
Danville Regional Airport	Terminal Building HVAC Replacement (Construction)	Approved	\$144,800.00

No project requests were submitted for Region 6.

Motion to accept staff recommendations for Region 7: Mr. Kennedy
 Second: Ms. Ragon
 Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

Airport	Project Description	VAB Action	Amount
Norfolk International Airport	Runway 5/23 Outer Pavement Mill and Overlay (Construction)	Approved	\$383,383.22 (D)
Norfolk International Airport	Runway 5/23 Outer Pavement Mill and Overlay West (Construction)	Disapproved	n/a

B. Hampton Roads Executive Airport - Credit Line Deed of Trust Willcox Dunn, OAG

Mr. Dunn provided background information regarding the Hampton Roads Executive Airport – Credit Line Deed of Trust.

Ms. Christie explained that the Hampton Roads Executive Airport is a significant aviation facility in the Commonwealth. It is distinguished as a reliever airport for the Hampton Roads area, with substantial federal operating obligations. With regard to the Hampton Roads Executive Airport, and Airport Grant Agreements regarding the same, I move that, notwithstanding Section 4.2.1 of the Department's Airport Program Manual, the Board authorize the Department to accept and record an Amended and Restated Credit Line Deed of Trust (ARCLDT), or other document or documents recommended by counsel to the Department, securing outstanding and future Grant Agreements entered into on or after July 28, 2009. The obligations to be secured by the ARCLDT, and the maximum total amount of outstanding Grant Agreements entered into on or after July 28, 2009, shall not exceed (i) ninety percent (90%) of the Broker's Opinion of Value previously accepted by the Board less (ii) the operator's existing first priority mortgage debt currently secured by Parcels 3 and 4. If the first priority mortgage lien debt is due under a credit line deed of trust, the Department shall continue to consider the first priority mortgage debt to be the maximum indebtedness secured by such credit line deed of trust. If the operator's first priority mortgage secures a self-amortizing lien of a fixed amount, the Department may consider the operator's first priority mortgage debt to be the outstanding balance of principal and interest due under the operator's first priority mortgage lien obligations as of the date the Department accepts the ARCLDT, instead of the maximum indebtedness shown on the mortgage. The Department may subordinate the ARCLDT to the operator's first priority mortgage debt currently secured by Parcels 3 and 4, provided the secured indebtedness under the operator's first priority mortgage has been reduced to an amount not to exceed \$8,200,000.00, and further provided that the ARCLDT shall not be junior in priority to any other mortgage debt.

This resolution is conditioned upon the requirement that the Department shall approve the scope and cost of all construction projects for which future Grant Agreements are requested in advance of executing such Grant Agreements, and shall obtain proof of the use of the funding provided by such Grant Agreements for the approved construction projects.

Motion to approve: Ms. Christie

Second: Mr. Hardwick

Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

C. New Market Airport - Credit Line Deed of Trust Vicki Cox, VAB Region 2

Ms. Cox provided background information on the exception request for New Mark Airport credit line Deed of Trust. With regard to the New Market Airport, and Grant Agreements regarding the same, Ms. Cox explained that, notwithstanding Section 4.2.1 of the Department's Airport Program Manual, the Board authorize the Department to accept and record an Amended and Restated Credit Line Deed of Trust (ARCLDT), or other document or documents recommended by counsel to the Department, securing grant funding in an amount not to exceed \$450,000, on the condition that the ARCLDT shall only be accepted and recorded if it is a first priority lien against the entire facility in Rockingham and Shenandoah Counties.

Motion to approve: Ms. Cox

Second: Mr. Kennedy

Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

D. Virginia Highlands Airport - Bridge Loan Extension Request Cliff Burnette, DOAV

Mr. Burnette stated that Virginia Highlands Airport had recently submitted an extension request for bridge loan CS0001-31 in the amount of \$78,140.96. Staff recommended that bridge loan CS0001-31 and CS0001-32 be combined. Mr. Hines, manager of Virginia Highlands Airport, agreed with this recommendation.

Motion to approve: Mr. Kennedy
Second: Ms. Cox
Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

6. Public Comment Period Rod Hall, Chairman

No public comments were offered.

7. Board Member Comments and Reports Rod Hall, Chairman

Region 1: No report

Region 2: Ms. Cox noted that the Economic Development Strategic Planning Committee is scheduled to meet at 1:30pm in the Jefferson Room.

Region 3: Mr. Hardwick reported that the American Rocket Challenge would be held on May 16, 2020 in Plains, VA. The event features 100 teams from across the country. The winner will compete internationally. He suggested that the November 2020 meeting be held in Region 2.

Region 4: Mr. Abbott thanked Rusty Harrington and Stephen Smiley for attending airport visits with him in December.

Region 5: Ms. Ragon noted that she had visited Lynchburg Regional Airport and Brookneal Airport and thanked them for their hospitality.

Region 7: No report

Director: No report

Chairman: Chairman Hall announced that Ms. Dominguez had tendered her resignation as the Region 6 Virginia Aviation Board representative as she recently accepted an appointment as the Commissioner for Transportation for the State of New York. He added that this was an excellent opportunity for Ms. Dominguez and wished her much success. He encouraged any Region 6 airports needing assistance to contact Director Flynn in the interim.

8. Adjournment Rod Hall, Chairman

Motion to adjourn: Mr. Hardwick
Second: Mr. Abbott
Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none