



Virginia Aviation Board  
Meeting Minutes

The Virginia Aviation Board held a meeting on Thursday, February 3, 2022, at the Virginia Department of Aviation Hangar Building, 5702 Gulfstream Road, Richmond, VA 23250. The 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
Sophie Chafin Vance, Region 1	Present
Victoria Cox, Region 2	Absent
Derek M. Hardwick, Region 3	Present
Alan C. Abbott, Region 4	Present
Maggie Ragon, Region 5	Present
Donald T. Robertson, Region 6	Present
Vanessa Christie, Region 7	Present

OTHER ATTENDEES

Christian Pedersen	Office of the Attorney General
P. Clifford Burnette, Acting 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 11:04 a.m. and welcomed all in attendance. He noted that Mr. Greg Campbell was recently appointed as director of the Department of Aviation with his first day February 14, 2022. Mr. Burnette is serving as acting director.

2. Review and approve December 2, 2021 minutes Rod Hall, Chairman

Motion to approve: Hardwick

Second: Abbott

Vote: Aye: Vance, Hardwick, Abbott, Ragon, Robertson, Christie; Nay: none

3. Virginia Aviation Board Resolutions

Mr. Hardwick presented a framed Virginia Aviation Board Resolution to Dave Darrah in recognition of his services in the management of the Warrenton-Fauquier Airport.

Mr. Abbott read the Virginia Aviation Board Resolution for Hank Rempe recognizing his service to the Hanover County Municipal Airport. Mr. Abbott will make the official presentation to Mr. Rempe at the next Airport Commission meeting.

4. Mark Flynn Service Recognition Rod Hall, Chairman

Mr. Hall presented the framed state seal to Mark Flynn in recognition of his four years of service as director of the Virginia Department of Aviation and noted accomplishments made during his tenure.

5. DOAV Director's Update Cliff Burnette,  
Acting Director, DOAV

Mr. Burnette provide an update on department news and activities including information on the Bipartisan Infrastructure Law (BIL) and Virginia Air Transportation Systems Plan.

6. VABA Update Bud Oakey, VABA

Mr. Oakey provided an update on VABA activities, noting highlights from the Aviation and Aerospace Legislative Reception held on February 2, 2022 and legislative interests.

7. Old Business

- A. Virginia Highlands Airport Bridge Loan Extension Request Mike Swain, DOAV

Mr. Swain discussed correspondence received from the Virginia Highlands Airport Authority. The sponsor requested that the first of five reimbursement installments against a bridge loan originally due to the department on December 31, 2021 be deferred to December 31, 2022. Staff recommended approval of the request.

Motion to approve: Vance

Second: Ragon

Vote: Aye: Vance, Hardwick, Abbott, Ragon, Robertson, Christie; Nay: none

- B. Airport Licensing Report Vernon Carter, DOAV

1. Lunenburg County Airport

Mr. Carter provided an update regarding the license for Lunenburg County Airport. He noted that the airport requested a Day/VFR license as they will not be able to complete the obstruction removal prior to expiration of the standard license. Staff recommended the issuance of the Day/VFR license to Lunenburg County Airport.

Motion to approve: Hardwick

Second: Vance

Vote: Aye: Vance, Hardwick, Abbott, Ragon, Robertson, Christie; Nay: none

2. Lake Anna Airport

Mr. Carter stated that the department had conducted an inspection in response to a pilot notification regarding potential obstructions on both ends of the runway. A conditional license was issued on January 11 and will expire on July 4. The department will provide an update to the board at the May meeting.

8. New Business

A. VRA Loan Application for Chesapeake Regional Airport Mike Swain, DOAV

Mr. Swain presented the Virginia Resources Authority (VRA) loan request for the Chesapeake Regional Airport in the amount of \$4.5 million for the Box H (2) Construction and FBO Building Construction project. Staff recommended endorsement of the VRA loan application.

Motion to approve: Robertson

Second: Vance

Vote: Aye: Vance, Hardwick, Abbott, Ragon, Robertson; Abstain: Christie; Nay: none

B. Consideration of Amended FY22 Entitlement Utilization Plans Mike Swain, DOAV

Mr. Swain presented revisions to FY22 Entitlement Utilization Plans for Newport News-Williamsburg International Airport, Norfolk International Airport, and Richmond International Airport. Staff recommended approval of the amended plans.

Motion to approve: Hardwick

Second: Abbott

Vote: Aye: Vance, Hardwick, Abbott, Ragon, Robertson, Christie; Nay: none

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

Mr. Swain presented the project requests and staff recommendations. The board actions are summarized below.

For Region 1, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Blue Ridge Regional Airport	Land Acquisition Services Runway 13 RPZ/Part 77 BRIDGE LOAN - INCREASE	Approved	\$9,116.00
Lee County Airport	Fueling System Expansion - Jet A Tank (Construction)	Approved	\$65,878.00
New River Valley Airport	Hangar Site Preparation (Design)	Approved	\$45,062.00
Virginia Highlands Airport	Runway 6-24 Extension - Phase 4 (Construction)	Approved	\$444,444.00

Motion to approve: Vance

Second: Abbott

Vote: Aye: Vance, Hardwick, Abbott, Ragon, Robertson, Christie; Nay: none

For Region 2, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Bridgewater Air Park	Runway/Taxiways Crackseal, Sealcoat, and Re-Marking (Construction)	Approved	\$136,000.00

Motion to approve: Abbott

Second: Christie

Vote: Aye: Vance, Hardwick, Abbott, Ragon, Robertson, Christie; Nay: none

For Region 3, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Culpeper Regional Airport	Greenhouse Road Extension (Construction) (AIP)	Approved	\$257,777.00
	Greenhouse Road Extension (Construction) (non-AIP) *	Approved	\$557,097.00
Leesburg Executive Airport	North Apron Crack Seal & Seal Coat (Construction)	Approved	\$40,405.00
Manassas Regional Airport	Taxiway 'A' Pavement & Lighting Rehabilitation (Construction)	Approved	\$240,000.00
Winchester Regional Airport	Terminal Area Site Preparation - Phase 2 (Construction)	Approved	\$1,064,443.00
	Terminal Building (Design) - INCREASE	Approved	\$39,556.72
	Terminal Building Utilities (Construction)	Approved	\$98,580.00

For the Greenhouse Road Extension (Construction) (non-AIP) project, the VAB approved the project with the following contingency: It is anticipated that Bipartisan Infrastructure Law (BIL) funding will be treated as AIP Non-Primary Entitlement funds and as such, the funding may be used to reimburse prior project costs. The county is scheduled to receive \$296,000 in BIL funding each year for the next five years, and, if allowed by FAA/DOT, such funds shall be used to reimburse the Non-AIP Bridge Loan according to the standard procedures listed in the *Airport Program Manual*. If it is determined by the FAA that BIL funding cannot be used to reimburse prior construction costs, DOAV will amend the Non-AIP grant agreement to remove the Bridge Loan reimbursement requirement.

Motion to approve: Hardwick

Second: Vance

Vote: Aye: Vance, Hardwick, Abbott, Ragon, Robertson, Christie; Nay: none

For Region 4, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Hanover County Municipal Airport	East Side Perimeter Fencing - Phase 2 (Construction)	Approved	\$52,380.00
Richmond Executive - Chesterfield County Airport	Airfield Drive Rehabilitation (Design) - INCREASE	Approved	\$25,200.00
	Southeast Box Hangars Site Preparation (Design) - CHANGE IN SCOPE	Disapproved	n/a

Motion to approve: Abbott

Second: Vance

Vote: Aye: Vance, Hardwick, Abbott, Ragon, Robertson, Christie; Nay: none

For Region 5, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Allen C. Perkinson Municipal Airport	Apron Rehabilitation (Construction)	Approved	\$458,400.00
Danville Regional Airport	Access Control & Replacement Auto Gate (Construction)	Approved	\$31,129.00
	Airfield Directional Sign Replacement (Construction)	Approved	\$4,544.00

Fuel Farm Modification (Design)	Approved	\$36,660.00
South Ramp Rehabilitation - Phase 1 (Construction)	Approved	\$160,000.00
Terminal Building Renovation (Construction)	Approved	\$834,928.00
Terminal Building Replacement Furniture	Approved	\$42,434.00

Motion to approve: Ragon

Second: Christie

Vote: Aye: Vance, Hardwick, Abbott, Ragon, Robertson, Christie; Nay: none

For Region 6, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Emporia-Greenville Regional Airport	Taxiway & Apron Rehabilitation - Phase 1 (Construction)	Approved	\$16,000.00
Lake Country Regional Airport	Runway Rehabilitation & RSA Improvement - Phase 4 (Construction)	Approved	\$1,236,000.00
Wakefield Municipal Airport	Runway Lighting Rehabilitation (Construction)	Approved	\$440,800.00

Motion to approve: Robertson

Second: Christie

Vote: Aye: Vance, Hardwick, Abbott, Ragon, Robertson, Christie; Nay: none

For Region 7, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Accomack County Airport	Runway 21 Turnaround (Construction)	Approved	\$45,600.00
Chesapeake Regional Airport	AWOS Visibility Sensor Replacement	Approved	\$21,873.00
	Runway & Taxiway Lighting Rehabilitation (Construction)	Approved	\$100,000.00
Hampton Roads Executive Airport	Fueling System Expansion (Construction)	Approved	\$132,000.00
	West Apron Taxiways Rehabilitation - Phase 2 (Construction)	Approved	\$40,000.00
Suffolk Executive Airport	Terminal Apron Rehabilitation (Construction)	Approved	\$204,800.00
Williamsburg-Jamestown Airport	T-Hangar #2 Site Preparation (Construction)	Approved	\$516,000.00

Motion to approve: Christie

Second: Robertson

Vote: Aye: Vance, Hardwick, Abbott, Ragon, Robertson, Christie; Nay: none

9. Public Comment Period Rod Hall, Chairman

No public comments were offered.

10. Board Member Comments and Reports Rod Hall, Chairman

Region 1: Ms. Vance noted she was happy to be here. She encouraged a meeting in southwest Virginia.

Region 2: N/A

Region 3: Mr. Hardwick thanked Director Flynn and stated that he shared his interest in Advanced Air Mobility and hopes Mr. Greg Campbell shares this interest. He thanked Mr. Flynn for his illustrious service.

Region 4: Mr. Abbott echoed Mr. Hardwick's sentiments about Mr. Flynn.

Region 5: Ms. Ragon wished Mr. Flynn Godspeed and good fun.

Region 6: Mr. Robertson noted he was glad to be here and looks forward to meeting in southwest Virginia.

Region 7: Ms. Christie thanked all for their comments. She expressed appreciation to Mr. Flynn for his help and guidance. She congratulated Mr. Darrah and Mr. Rempe.

Chairman: Mr. Hall thanked the board members and Mr. Flynn for their service and assistance. He extended congratulations to Mr. Campbell and noted that he looks forward to productive relationships in advancing aviation through the Commonwealth.

Acting Director: Mr. Burnette announced his retirement effective February 24, 2022. He thanked the board and staff for their support during his 15 years as director of the Airport Services Division.

11. Adjournment

Rod Hall, Chairman

The meeting adjourned at 12:36 pm.