



Virginia Aviation Board
Workshop Minutes

The Virginia Aviation Board held a workshop on August 14, 2014, at the Westin Virginia Beach Town Center, 4535 Commerce Street, Virginia Beach, VA 23462. The meeting was broadcast through video streaming, and the video is available through the Virginia Department of Aviation (DOAV) website, www.doav.virginia.gov.

MEMBERS

John V. Mazza, Jr., Chairman	Present
Charles M. Quillin, Region 1	Present
Robert H. Hahn, Jr., Region 2	Present
Derek M. Hardwick, Region 3	Present
Thomas E. Inman, Region 4	Present
Daniel G. Oakey, Region 5	Present
William E. Coburn, Region 6	Present
Cheryl P. McLeskey, Region 7	Present

OTHER ATTENDEES

Matthew DiGiulian	FAA Washington Airports District Office/Berkley Airports District Office
Lori L. Pound	Office of the Attorney General
Randall P. Burdette	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. Welcome John V. Mazza, Jr.
Chairman

The chairman called the meeting to order at 1:52 p.m.

2. New Board Member Introductions John V. Mazza, Jr.
Chairman

Mr. Mazza introduced the new board members. Derek "Dak" Hardwick will be serving Region 3, and Daniel "Bud" Oakey will be serving Region 5.

3. FAA NextGen Update Carmine W. Gallo
Regional Administrator
Eastern Region

Mr. Gallo presented an overview on Commercial Space and NextGen Initiative. Discussed AST's Missions, US space sectors, licensing permits, launch sites, emerging suborbital transportation, and human flight to orbit.

A copy of the presentation is available upon request.

4. 2014-2015 Airport Capital Program

J. Michael Swain
DOAV

Mr. Swain presented a Virginia Resources Authority (VRA) project request from the Charlottesville Albemarle Airport in the amount of \$1,280,000 for the Parking Lot Expansion project. He noted that the staff recommended endorsing the loan application.

Mr. Swain reviewed the funds available for allocation by the board. During the review, he reported that an updated Transportation Trust Fund figure, lower than the previous figure, was received by DOAV after the board package was distributed. The funds available for allocation by the board were revised due to the decrease in the Transportation Trust Fund allotment and administrative increases awarded during July 2014.

Mr. Swain provided the quarterly reports on the effect of the increased AIP match and the reimbursed cost of site plan reviews changed by localities. To date, the increase in the state match has not adversely impacted the ability to fund projects. During the last quarter, DOAV did not reimburse any funds for site plan reviews.

Mr. Swain presented a request for the Culpeper Regional Airport for an 120-day extension to the tentative allocation for the T-hangars and Box Hangar Site Preparation (Construction) project awarded May 22, 2014, in the amount of \$1,725,000. Staff recommended a 90-day extension.

Mr. Swain reviewed the entitlements funds allocations for Fiscal Year 2015. For new attendees, he explained that entitlement funds are distributed to air carrier airport sponsors in three payments per fiscal year. Mr. Swain presented the FY2014 Entitlement Utilization Report for the Newport News/Williamsburg International Airport. Staff had reviewed the report and found all in order; staff recommended approving the report.

Mr. Swain highlighted the allocation spreadsheets for the six funding programs. Mr. Inman complimented staff on resolving issues with old outstanding capital tentative allocations. He asked about the status of the tentative allocation issued for the Farmville Regional Airport in 2008. Mr. Swain and Mr. Denny, with DOAV's Airport Services Division, responded that the project had been pushed back in the federal program. Issues with the appraisals and other supporting documentation needed for acquisition delayed the project. Approvals were provided by FAA in July, and federal and state grants should soon be offered.

Mr. Swain presented the project requests and staff recommendations. He shared that if the board followed staff recommendations, the following state discretionary funds would be available after the meeting:

Air Carrier/Reliever Discretionary	\$5,343,170.24
General Aviation Discretionary	\$371,764.87

During the review of project requests for Region 1, the board did not have any questions.

Airport	Project Description	Staff Recommendation	Amount
Lee County Airport	Box Hangar Site Preparation (Design)	Fund	\$31,640.00
Mountain Empire Airport	Obstruction Removal - Phase 5 - Land Acquisition - BRIDGE LOAN	Fund	\$160,000.00
	Runway 8-26 Rehabilitation - Phase 1 (Preliminary Design)	Fund	\$12,800.00
New River Valley Airport	Runway 24 Partial Parallel Taxiway (Design) - INCREASE	Fund	\$5,066.00
Tazewell County Airport	Storm Water Drainage Improvements (Construction) - INCREASE	Fund	\$34,000.00
	Stormwater Pollution Prevention Plan Update	Fund	\$7,462.43

Airport	Project Description	Staff Recommendation	Amount
Twin County Airport	Master Plan Update	Fund	\$20,000.00
	Stormwater Pollution Prevention Plan Update	Fund	\$7,204.64
Virginia Highlands Airport	Hangar Apron Rehabilitation (Design/Construction)	Fund	\$348,000.00
	Runway 6-24 Extension - Land Acquisition - Parcel 100 (Easement) - BRIDGE LOAN	Not Fund	\$12,000.00
	Runway 6-24 Extension - Land Acquisition - Parcel 90 (Fee) - BRIDGE LOAN	Not Fund	\$1,320,000.00
	Runway 6-24 Extension - Land Acquisition - Parcel 91 (Fee) - BRIDGE LOAN	Not Fund	\$180,000.00
	Runway 6-24 Extension - Land Acquisition - Parcel 92 (Fee) - BRIDGE LOAN	Not Fund	\$184,000.00
	Runway 6-24 Extension - Land Acquisition - Parcel 93 (Easement) - BRIDGE LOAN	Not Fund	\$12,000.00
	Runway 6-24 Extension - Land Acquisition - Parcel 94 (Easement) - BRIDGE LOAN	Not Fund	\$12,000.00
	Runway 6-24 Extension - Land Acquisition - Parcel 95 (Easement) - BRIDGE LOAN	Not Fund	\$12,000.00
	Runway 6-24 Extension - Land Acquisition - Parcel 96 (Easement) - BRIDGE LOAN	Not Fund	\$12,000.00
	Runway 6-24 Extension - Land Acquisition - Parcel 97 (Easement) - BRIDGE LOAN	Not Fund	\$12,000.00
	Runway 6-24 Extension - Land Acquisition - Parcel 98 (Easement) - BRIDGE LOAN	Not Fund	\$12,000.00
	Runway 6-24 Extension - Land Acquisition - Parcel 99 (Easement) - BRIDGE LOAN	Not Fund	\$12,000.00
	Runway 6-24 Extension - Land Acquisition Phase 2 - CHANGE IN SCOPE	Not Fund	N/A
	Runway 6-24 Extension - Land Acquisition Services - Phase 1 - BRIDGE LOAN	Not Fund	\$120,000.00
	Runway 6-24 Extension - Land Acquisition Services - Phase 2 - BRIDGE LOAN	Not Fund	\$24,000.00
	Runway 6-24 Extension - Subcontracted Services (Preliminary Design) - BRIDGE LOAN	Fund	\$300,000.00
	Runway 6-24 Extension - Wetlands Mitigation - BRIDGE LOAN	Not Fund	\$880,000.00
	Runway 6-24 Extension (Preliminary Design) - BRIDGE LOAN	Fund	\$369,920.00

Airport	Project Description	Staff Recommendation	Amount
Virginia Tech-Montgomery Executive Airport	Hangar Site Preparation (Design) - INCREASE	Fund	\$52,000.00
	Stormwater Pollution Prevention Plan Update	Fund	\$6,952.00

During the review of project requests for Region 2, the board did not have any questions.

Airport	Project Description	Staff Recommendation	Amount
Charlottesville-Albemarle Airport	Terminal Building Debt Service FY15	Fund	\$150,000.00
Ingalls Field	Environmental Study - Hangar Demolition	Fund	\$12,000.00
	Fueling System Upgrade - Self Service / Credit Card Reader	Fund	\$57,849.00
	Spill Prevention Control & Countermeasures Plan Update	Fund	\$2,480.00
Luray Caverns Airport	Environmental Coordination (Short Form) - Runway 4 LPV Approach	Fund	\$20,000.00
	Runway Safety Area Improvements - Road Relocation Portion (Design)	Fund	\$24,488.00
Orange County Airport	Environmental Coordination (Short-Form) - Runway 26 Obstruction Removal	Fund	\$16,800.00

During the review of project requests for Region 3, Mr. Hardwick asked staff for a summary of the situation that lead to staff's recommendation to not fund the terminal reconstruction project at the Culpeper Regional Airport. Mr. Swain provided a brief summary of the project originally designed for a substantial two-story building on a new site at the airport. The construction of the building and site were separated. The construction of the site was completed, with an \$500,000 investment by the state. Due to the downturn in the economy, the county determined that it could not move forward with the construction of the building as the county had so many other needs. In response to repeated staff inquiries on the status of building a new terminal on the new site, the county has said it still plans to construction the building. The county now wants to upgrade the existing terminal. Staff has reviewed the plan for the upgrade and sees it as a terminal replacement. Staff expressed concern that if the upgrade is completed, the new building on the new site may not get built.

Ms. Tanya Woodward, Culpeper Regional Airport manager, provided information with the board. She assured the board that the county plans to build on the new site, but it cannot afford to put the needed funds into the project at the present time. She said the airport is growing rapidly and is a welcome center for economic development in the county. The current building does not meet county needs. In addition, the county would lose federal funding if the state did not participate in funding the upgrade. Ms. Woodward confirmed that the new terminal would still be a two-story structure. Changes in the design would need to be made to match the building code, which changed since the original design was completed.

Mr. Mazza asked if the state's grant assurances addressed reimbursement if the state participated in the updated and the new terminal was subsequently built. Mr. Swain responded that reimbursement to the state would be required when the use of the existing building changed.

Also during the review of project requests for Region 3, Mr. Hardwick asked when the ongoing environmental assessment at the Stafford Regional Airport was expected to be completed. Mr. Denny responded that the environmental assessment project had just started and was expected to be complete in approximately 12 months.

Airport	Project Description	Staff Recommendation	Amount
Culpeper Regional Airport	Land Acquisition Services - Apron Development / Road Extension	Fund	\$11,151.72
	Terminal Building Reconstruction (Design/Construction)	Not Fund	\$333,000.00
Leesburg Executive Airport	Interior Access Road Rehabilitation & Helipad (Construction) - INCREASE	Fund	\$5,810.00
	Stormwater Management Plan / Drainage Study	Fund	\$8,000.00
Manassas Regional Airport	Environmental Assessment - West Side Development	Fund	\$20,000.00
	Runway 34R Medium Intensity Approach Lighting System (MALS) (Design)	Fund	\$56,000.00
Stafford Regional Airport	Environmental Permitting & Mitigation - Runway 33 Extension	Not Fund	\$20,000.00
Winchester Regional Airport	Environmental Coordination (Short Form) - Runway 14 Obstruction Removal	Fund	\$18,000.00

During the review of project requests for Region 4, the board did not have any questions.

Airport	Project Description	Staff Recommendation	Amount
Louisa County Airport	Airfield Lighting & Vault Rehabilitation (Construction)	Fund	\$60,000.00
	Environmental Coordination (CatEx) - Terminal Building	Fund	\$12,800.00
	Stormwater Pollution Prevention Plan Update	Fund	\$7,200.00
New Kent County Airport	Taxiway Rehabilitation & Taxiway Lighting Installation (Design)	Not Fund	\$13,333.00
Richmond International Airport	Airport Geographical Information System (GIS)	Fund	\$354,400.00
	Airport Layout Plan Set Update	Fund	\$20,646.00
	Taxiway 'M' Reconstruction (non-AIP) (Construction)	Fund	\$1,613,656.00
Tappahannock-Essex County Airport	Box Hangar Site Preparation (Construction) (non-AIP) - CHANGE IN SCOPE & INCREASE	Fund	\$111,577.00

During the review of project requests for Region 5, the board did not have any questions.

Airport	Project Description	Staff Recommendation	Amount
Brookneal-Campbell County Airport	Airfield Lighting Rehabilitation and Upgrade (Design)	Fund	\$7,021.00
Danville Regional Airport	Taxilane Rehabilitation (Design)	Fund	\$39,600.00
	Taxiway 'A' Rehabilitation (Design)	Fund	\$16,000.00
	Taxiway 'D' and 'E' Connectors Rehabilitation (Construction)	Fund	\$218,246.00

During the review of project requests for Region 6, the board did not have any questions.

Airport	Project Description	Staff Recommendation	Amount
Emporia-Greenville Regional Airport	Environmental Coordination (CatEx) - Partial Parallel Taxiway & T-Hangar Site	Fund	\$28,948.00
	Partial Parallel Taxiway - Phase 4 (Design)	Not Fund	\$15,200.00
	Stormwater Pollution Prevention Plan Update	Fund	\$6,625.00
Franklin Municipal Airport	Partial Parallel Taxiway Extension (Design)	Fund	\$9,600.00
	Runway Lighting Rehabilitation & Electrical Vault (Construction)	Fund	\$90,400.00
	Stormwater Pollution Prevention Plan Update	Fund	\$6,639.00
Lake Country Regional Airport	Runway Rehabilitation & Runway Safety Area Stabilization (Design)	Not Fund	\$92,000.00
	Stormwater Pollution Prevention Plan Update	Fund	\$7,200.00
Wakefield Municipal Airport	Airport Layout Plan Set Update	Fund	\$18,518.00
	Box Hangar Site Preparation (Design/Construction)	Fund	\$336,000.00
	Fueling System Containment Area (Design)	Fund	\$41,600.00

During the review of project requests for Region 7, Mr. Swain shared that the Garage & Terminal Building Security Cameras project for the Newport News/Williamsburg International Airport had been withdrawn by the sponsor.

Mr. Inman asked about the cost determination for the Security Checkpoint Consolidation project at the same airport. Mr. Ted Kitchens, Assistant Airport Director for Planning and Development, provided information on the Construction Manager at Risk procurement method being used for the project.

Airport	Project Description	Staff Recommendation	Amount
Accomack County Airport	Obstruction Removal - Easement Acquisition Services - Phase 1 - BRIDGE LOAN	Fund	\$60,000.00
	Stormwater Pollution Prevention Plan Update	Fund	\$7,146.40
Chesapeake Regional Airport	Stormwater Pollution Prevention Plan, Spill Prevention Control & Countermeasures Plan, & Oil Discharge Contingency Plan Updates	Fund	\$12,806.48
Hampton Roads Executive Airport	Easement Acquisition - Runway 10 Approach (5 Pines) - BRIDGE LOAN	Fund	\$226,160.00
	Easement Acquisition - Runway 10 Approach (5 Pines) (non-AIP) - INCREASE	Fund	\$34,000.00
Middle Peninsula Regional Airport	Environmental Coordination (Short Form) - Obstruction Removal Runway 28	Not Fund	\$20,000.00

Airport	Project Description	Staff Recommendation	Amount
Newport News/Williamsburg International Airport	Garage & Terminal Building Security Cameras (Construction)	Withdrawn	\$168,500.00
	Security Checkpoint Consolidation (Construction)	Fund	\$4,619,706.00
	Snow Removal Equipment Broom	Fund	\$407,540.00
Suffolk Executive Airport	Environmental Coordination (CatEx) - Terminal Area Parking Rehabilitation & Expansion	Fund	\$11,798.00
Tangier Island Airport	Environmental Coordination (CatEx) - Terminal Building	Fund	\$8,740.00
	Terminal Building & Site Preparation (Design)	Not Fund	\$40,000.00

5. Public Comments

John V. Mazza, Jr.
Chairman

No public comments were offered.

9. Adjournment

John V. Mazza, Jr.
Chairman

The chairman adjourned the meeting at 3:10 p.m.