



Virginia Aviation Board
Meeting Minutes

The Virginia Aviation Board held a meeting on Thursday, November 17, 2016 at the Holiday Inn Richmond Airport, 445 International Center Drive, Sandston, VA 23150. The meeting was recorded, and the video is available through the Virginia Department of Aviation's website, www.doav.virginia.gov. Copies of the presentations are available upon request.

MEMBERS

Roderick D. Hall, Chairman	Present
Charles M. Quillin, 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	Present
William E. Coburn, Region 6	Present
Cheryl P. McLeskey, Region 7	Present

OTHER ATTENDEES

Anna Dimitri	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.

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| 1. Call to Order | Roderick D. Hall
Chairman |
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The chairman called the meeting to order at 10:03 a.m.

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| 2. Review and approve minutes | Roderick D. Hall
Chairman |
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The minutes for the August 18, 2016 Workshop and August 19, 2016 Virginia Aviation Board meetings were unanimously approved with no changes.

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| 3. Updates and Announcements: | |
| a. DOAV Update | Randall P Burdette
DOAV |

Mr. Burdette updated the board and attendees on aviation issues and activities across the Commonwealth. He noted that he, DOAV staff and VAB members have visited four airports since the August meetings, with a visit to Allen C. Perkinson Airport scheduled for December. Mr. Burdette asked Ms. Cox and Mr. Abbott for any comments regarding their recent visits. They concurred that the visits have been great opportunities to meet with the airports and its officials. Mr. Burdette added that more visits are to be scheduled in the coming months. He noted that DOAV is in the process of updating the Airport Economic Impact Study, with completion targeted for August 2017. Mr. Burdette provided a brief update on the UAS Mapping Initiative, noting that Cliff Burnette and his team are reviewing responses received for the Request for Information (RFI) issued during the summer. If UAS mapping is used, a determination will be made if it is more cost efficient to contract the service out or manage in house. UAS mapping is being conducted at New London Airport today and is expected to be completed at Virginia Tech-Montgomery Executive Airport within the next 60 days. Mr. Burdette recapped and encouraged airport operators to develop a checklist and procedures in response to UAS-use notifications. He reminded attendees of the ADS-B requirements and encouraged action rather than delay due to the growing wait list for ADS-B installs. Mr. Burdette stated that the department has completed its work and response to House Bill 30. Prior to submitting the report, he and Cliff Burnette will meet with Secretary Layne to review the report. He added that joint efforts with VABA and VAOC have been made in an effort to secure data for the JCOTS study. He added that it is unlikely that the JCOTS study will be completed during the 2017 General Assembly session due to the breadth and quantity of information being included and researched. Mr. Burdette noted that the Aviation and Aerospace Workforce Development study is in its final stages. A stakeholder input session will be held November 30, with the final report due to the agency in February 2017. He noted that there are 172 aviation-related STEM program in Virginia, with the "bright spots" including Denbigh High School, Blue Ridge Community College, Liberty University and the Virginia Space Grant Consortium. Mr. Burdette stated that the website redesign and upgrade is underway. Phase I, which is the requirements documentation, is to be completed by April 1, 2017. Phase II can start immediately after Phase I is complete. In response to the Governor's tourism directive, introduced at the August meeting, Mr. Burdette cited that the first phase is scheduled for completion by December 1, 2016 with a more detailed look which would include digital displays where needed to follow. He highlighted events for the coming year and encouraged airport managers and sponsors to notify the department of events at their airports. The department is happy to add these events to the website in an effort to assist with publicizing those events. A copy of the presentation is available upon request.

Safety Update

Steve Harris
DOAV

Mr. Harris gave an updated overview of accident statistics. He noted that there is a discrepancy between accident data maintained by the NTSB, FAA and state police. Upon further investigation, the total number of accidents in Virginia as of November 11, 2016 is 36. He added that 23 of the 36 accidents were the result of loss of control. He asked that airport managers contact him or Greg Dexter with accident information, so the information can be maintained in a DOAV database. Securing accident data will allow them to track the trends with the possibility of developing programs to increase safety. Mr. Harris provided a detailed overview of 2016 accidents in the Commonwealth. In closing, he noted that DOAV flight hours have increased more than 30% over last year and thanked the airports and their staff for their hospitality. A copy of the presentation is available upon request.

b. FAA WADO Update

Matthew J. Thys
FAA WADO

Mr. Thys presented an overview of 2016 grants in his office. He noted that 51 new grants had been issued and 46 grants closed. There are 36 grants that are four-plus years old that remain open. In response to Mr. Burdette, he added that not all 36 are attributed to Virginia airports. He encouraged airport managers and

sponsors to close their grants as early in the fiscal year as possible to avoid delays at the close of the FAA's fiscal year, September 30. He stated that a period of performance has been added to agreements for 2017. If these grants are not completed within the timeframe indicated, additional steps will be required to receive an extension. He stressed the importance of maintaining communication with program managers. Mr. Burdette thanked Mr. Thys and his staff with their assistance in securing discretionary funding for Virginia airports. Mr. Thys announced that 2017 has been fully authorized. He stated that Capital Improvement Program (CIP) information has been sent with meetings to be scheduled over the next couple of months. For any 2018 projects, environmental determinations should be completed by April 2017. He reminded all to check the Advisory Circulars for information. Chairman Hall thanked Mr. Thys and his staff for their support. He questioned whether drone detection research was being conducted in areas other than Denver. Mr. Thys responded that he was not aware of any in our area, but that MAAP has expressed an interest in helping with any coordination.

c. FAA Richmond FSDO Update

Maury Dacey
FAA FSDO

Mr. Dacey noted that the Richmond FSDO office is fully staffed with the recent hiring of a maintenance inspector and an operations inspector. He announced that the FSDO is currently working on the following certifications: ProCom Aviation (Part 135 – Air Carrier/Air Tax 9 or less), Cavalier Aviation (AFR 145 – Repair Stations), and Blue Ridge Aviation (Part 141 – Flight Schools). He stated that the fall aviation safety week was done in conjunction with the Department of Aviation. He added that the pilots attending the seminars were provided a pledge in an effort to increase safety awareness. He added that research indicated that 90% of accidents involved human error, with the remaining 10% attributed to maintenance-related issues. He announced that the Richmond FSDO will be working with DOAV to publicize the safety programs by mailing postcards versus emails due to the influx of emails that are received by individuals on a daily basis.

d. VAOC Updates

Richard H. Rempe, President
VAOC

Mr. Rempe stated that the VAOC has busy months ahead. He noted that the VAOC has partnered with VABA and DOAV in conducting the focus groups to get aviation business perspectives on aviation issues in the Commonwealth. He added that valuable information had been received at the sessions, information that can be used in the JCOTS study. He stated that the maintenance workshop had recently been completed at the Culpeper Airport and was well received. The 2017 workshop has been scheduled for November 1 and 2 in Culpeper. He noted that the legislative day is February 2. He introduced Mickey Hines, airport manager at Virginia Highlands Airport, who would be discussing a concern with the installation of the 138,000kV power line and its impact on the instrument approach at his airport. Mr. Hines noted that the power line is less than 5,000 feet from the end of runway 24. He added that a navigation easement has been obtained from a property owner that would be facing towers on her property. Opposition support has been received from AOPA, VABA and DOAV. He stated that opposition can be indicated online through November 20, 2016.

e. VABA Update

Bud Oakey
VAOC

Bud Oakey thanked Hank Rempe and Randy Burdette for their support of aviation advocacy. He noted that listening tours would be conducted twice a year, prior to and following the General Assembly session. In October, sessions were conducted in Manassas, Blacksburg, Hampton Roads, and Richmond. Valuable information was obtained at these meetings that can quantitatively quantify lost revenue as a result of aviation maintenance and repair work being done outside the Commonwealth because of the Commonwealth's sales tax on aviation parts. This is premiere legislation that is being worked by VABA to get rid of the Sales Tax on aviation parts. This would put us on level footing with surrounding states.

Another concern arising from the listening sessions concerned the implications of the environmental processes in Virginia and how current processes impede progress and economic development. A streamlined process is needed to expedite permit processing. Also, during the Blacksburg event, it was discussed that many legislators do not understand the aviation industry. A joint resolution is in the works to create Virginia aviation week, which will help in promoting aviation economic development. Mr. Oakey stressed the importance of February 1-2, 2017 during the General Assembly session. The legislative reception will be held the evening of February 1 at the Library of Virginia. VABA will be working with DOAV on setting up a display in the General Assembly Building on February 2, which is the VAOC legislative day. He noted that it is important for all groups to carry the same message and to maintain a strong, daily presence during the session. Other initiatives to be undertaken by VABA are: UAS education; BluePrint 2025, ; develop an aviation caucus in the General Assembly; and work with the Virginia Wing of the Civil Air Patrol for cadet volunteers at aviation events. Mr. Coburn asked for background papers on the aircraft parts tax issue.

4. Old Business

There was no old business for discussion.

5. New Business

- a. Virginia Aviation Board Review
Tentative Allocations from the Commonwealth Airport Fund

J. Michael Swain
DOAV

For the following Entitlement Utilization Reports, presented to the board by Mr. Swain, Mr. Hardwick made a motion to accept staff recommendations. Mr. Abbott seconded the motion. The board approved the motion.

- Shenandoah Valley Regional Airport for FY2016
- Washington Dulles International Airport for FY2016

Mr. Swain provided the quarterly report on the effect of the increased AIP match from February 2012. For this meeting, if state recommendations are followed, the balance in the Air Carrier/Reliever Discretionary Fund would be \$8,371,013.70 with no projects being unfunded, and the balance in the General Aviation Discretionary Fund would be \$306.65 with \$454,000.00 in project requests being unfunded.

Mr. Swain provided the quarterly report on the reimbursed cost of site plan reviews charged by localities. During the last quarter, DOAV reimbursed \$1,320 for locality-billed site plan review costs for projects under grant.

Mr. Swain presented the capital 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, the following state discretionary funds were available:

Air Carrier/Reliever Discretionary	\$8,371,013.70
General Aviation Discretionary	\$306.55

For Region 1, Mr. Quillin made a motion by airport to accept staff recommendations for the allocation of capital funds. The motion was appropriately seconded. The board unanimously approved the motion.

Airport	Project Description	VAB Action	Amount
Lonesome Pine Airport	T-Hangar Taxilane (Design)	Disapproved	N/A
Mountain Empire Airport	Obstruction Removal (Design)	Disapproved	N/A

No project requests were received for Region 2.

For Region 3, Mr. Hardwick made a motion by airport to accept staff recommendations for the allocation of capital funds. The motion was appropriately seconded. The board unanimously approved the motion.

Airport	Project Description	VAB Action	Amount
Culpeper Regional Airport	T-Hangars Taxilane Rehabilitation (AIP) (Design) - INCREASE	Approved	\$3,419.54
Stafford Regional Airport	Spill Prevention Control & Countermeasures Plan Update	Approved	\$9,200.00
Winchester Regional Airport	Construct Northside Connector - Change in Scope of Land Acquisition Services TA - INCREASE	Approved	N/A

For Region 4, Mr. Abbott made a motion by airport to accept staff recommendations for the allocation of capital funds. The motion was appropriately seconded. The board unanimously approved the motion.

Airport	Project Description	VAB Action	Amount
Hanover County Municipal Airport	Eastside Development - Phase 1 (Construction) (Non-AIP)	Approved	\$30,749.00
	Eastside Taxiway, Apron & Access Road - Phase 1 (Construction) (AIP) - INCREASE	Approved	\$52,298.00
Tappahannock-Essex County Airport	Box Hangar Site Preparation (AIP) (Construction) - INCREASE	Approved	\$217.41

For Region 5, Mr. Mazza made a motion by airport to accept staff recommendations for the allocation of capital funds. The motion was appropriately seconded. The board unanimously approved the motion.

Airport	Project Description	VAB Action	Amount
Smith Mountain Lake Airport	Fueling System Upgrade - 100LL Tank Replacement	Disapproved (Lack of Funds)	N/A
	T-Hangar Taxiway Rehabilitation (Construction)	Approved	\$35,000.00

For Region 6, Mr. Coburn made a motion by airport to accept staff recommendations for the allocation of capital funds. The motion was appropriately seconded. The board unanimously approved the motion.

Airport	Project Description	VAB Action	Amount
Franklin Municipal Airport	Partial Parallel Taxiway Extension (Design)	Approved	\$10,000.00
Wakefield Municipal Airport	Terminal Apron Rehabilitation (Design)	Disapproved (Lack of Funds)	N/A

For Region 7, Ms. McLeskey made a motion by airport to accept staff recommendations for the allocation of capital funds. The motion was appropriately seconded. The board unanimously approved the motion.

Airport	Project Description	VAB Action	Amount
Hampton Roads Executive Airport	Apron Rehabilitation (Design)	Approved	\$160,000.00
Middle Peninsula Regional	Eastern Development Access Road	Disapproved	N/A

Airport	(Design/Construction) - INCREASE	(Lack of Funds)	
Middle Peninsula Regional Airport	Environmental Coordination (CatEx) - Pavement Rehabilitation	Disapproved (Lack of Funds)	N/A
	T-Hangar Site Preparation (Construction)	Disapproved (Lack of Funds)	N/A

6. Public Comment Period

Roderick D. Hall
Chairman

No public comments were offered.

7. Board Member Comments and Reports

Roderick D. Hall
Chairman

Region 1: No report

Region 2: No report

Region 3: Mr. Hardwick stated he may be unavailable to attend the next meeting due to a business commitment. He would work with other board members should an issue arise at one of his airports.

Region 4: No report

Region 5: Mr. Mazza wished all happy holidays.

Region 6: Mr. Coburn noted that he attended the listening session at Hampton Roads and found it very informative. He appreciates the efforts of the VABA.

Region 7: No comment.

8. Adjournment

Roderick D. Hall
Chairman

The chairman adjourned the meeting at 11:48 a.m.