



Virginia Aviation Board
Meeting Minutes

The Virginia Aviation Board held a meeting on Friday, August 18, 2017 at The Hotel Roanoke and Conference Center, 110 Shenandoah Avenue, Roanoke, VA 24016. The meeting was recorded, and the video is available through the Virginia Department of Aviation's website, www.doav.virginia.gov. Copies of presentations are available upon request.

MEMBERS

Roderick D. Hall, Chairman	Present
J. Jack Kennedy, 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
Marie Therese Dominguez, Region 6	Present
Cheryl P. McLeskey, Region 7	Present

OTHER ATTENDEES

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. Call to Order

Roderick D. Hall
Chairman

The chairman called the meeting to order at 9:18 a.m. He paid tribute to those lost in Charlottesville last week and requested a moment of silence.

2. Review and approve minutes

Roderick D. Hall
Chairman

The meeting minutes of the May 18, 2017 Virginia Aviation Board were approved with no changes.

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 the Secretary Layne and he would be visiting reliever airports, (Hanover Municipal Airport, Stafford Regional Airport and Manassas Regional Airport), on August 31. He added that visits to the two

remaining reliever airports would be scheduled for a later date. He reported on the special projects for this year, noting that audits of the airports receiving capital funding was approximately 50% completed. He added that a report on the use of capital funds for FY2017 is due to the General Assembly on November 1. In response to the OSIG recommendations, the rewrite of the Airport Program Manual and Master Agreement were on schedule. He added that the Commercial Air Service Plan was being coordinated with InterVISTAS. Mr. Burdette provided a brief update on the FAA estimates of UAS, commercial and non-commercial, and drone pilot numbers. He noted that Virginia ranks seventh in the nation for commercial operators. He also reviewed the higher education institutions offering UAS programs. He updated the group on the status of the UAS mapping initiative and indicated that he would like to implement the program in early 2018. He reminded the attendees of the ADS-B requirements and encouraged action rather than delay due to the lengthy wait list to have ADS-B installed. He added that FAA rebates still remain available but only until September 18, 2017. Mr. Burdette discussed the tourism initiative and reported that Secretary Layne would like to place a digital kiosk in each airport. The Department is coordinating a program to provide a kiosk, to promote regional and state tourism, for each airport at no charge. Mr. Burdette reviewed upcoming events and encouraged managers and sponsors to pass along information on any aviation events for publication on the agency's website.

Mr. Harris gave an overview of accident statistics in Virginia for 2017. Within the first eight months of 2017, there have been 10 reported accidents, a decline from 2016. Mr. Harris provided a synopsis of the reported accidents since the May meeting, with loss of control continuing to be a prominent cause. At Mr. Harris' request, Mr. Mazza provided additional details of the June 10 accident. Mr. Harris encouraged airport managers to contact him of incidents. He announced that the fall safety program, *General Aviation and UAS Integration Around Airports*, will feature representatives from DOAV, AOPA, AMA and AUVSI. Safety week is scheduled for September 25-28, with events to be held in Hampton, Blacksburg, and Richmond. Notifications for Safety Week will be sent to all pilots, including UAS pilots, using the AOPA database and AUVSI and AMA contacts. He noted that the Department is attempting to build a database of pilot email addresses. Copies of the pilot postcards are available from DOAV.

b. VAOC Update

Robert Bowen, President
VAOC

Mr. Bowen stated that a general membership meeting with elections was held Wednesday. The officers are: Robert Bowen, President; Keith Holt, Vice President; Melinda Crawford, Secretary; and Chris Botkin, Treasurer. Board members are: Mark Courtney, Mickey Hines, Tim Bradshaw, Dave Darrah, and Hank Rempe. He noted that the A & P Maintenance workshop will be held November 1-2, 2017 at Culpeper. He stated that Legislative Day is scheduled for February 8, 2018. He added that they will be activating the Legislative Committee to prepare for the upcoming General Assembly session. The next meeting of VAOC Board will be November 16, 2018, following the VAB meeting in Richmond.

d. VABA Update

Bud Oakey
VABA

Mr. Oakey extended thanks to Mr. Burdette, DOAV staff and the VAB for his recognition award. He also thanked those who aided in the passage of legislation during the General Assembly session. He discussed the presentation of the Charles J. "Chuck" Colgan scholarship award to Mici Cummings. He added that VABA's goal is to grow the scholarship to "full-ride" status. He highlighted VABA activities, including continued visits to airports and businesses located on the airfield; fall listening tours; and coordinating activities with VEDP, JCOTS, and affiliated industry groups. He stated that planning for the Legislative Reception, scheduled for February 7, 2018, is underway. A key issue of focus for the General Assembly session is environmental permitting, as environmental permitting delays have a direct economic impact.

4. Old Business

No Old Business was presented for action.

5. New Business

- a. Wakefield Municipal Airport Conditional License Cliff Burnette
DOAV

Mr. Burnette recapped conditional licensing details presented by Vernon Carter at Thursday’s workshop. He noted that staff’s recommendation is to continue to work with Wakefield until the licensing expiration date. Ms. Dominguez moved to accept staff’s recommendation, seconded by Mr. Hardwick. The motion passed unanimously.

- b. New London Airport Conditional License Cliff Burnette
DOAV

Mr. Burnette recapped conditional licensing details present by Vernon Carter at Thursday’s workshop. He noted that staff’s recommendation is to continue to work with New London until the licensing expiration date. Mr. Mazza moved to accept staff’s recommendation, seconded by Mr. Abbott. The motion passed unanimously.

- c. Virginia Aviation Board Review J. Michael Swain
DOAV
Tentative Allocations from the Commonwealth Airport Fund

Mr. Swain presented a request for the board to approve the Entitlement Utilization Reports for Fiscal Year 2017 and the Entitlement Utilization Plans for Fiscal Year 2018 as submitted by the Charlottesville-Albemarle Airport, Lynchburg Regional Airport, Norfolk International Airport, Richmond International Airport, Roanoke-Blacksburg Regional Airport, Shenandoah Valley Regional Airport, and the Washington Dulles Airport. Mr. Hardwick made a motion to accept staff recommendations for the Entitlement Utilization Report and Plan for Fiscal Year 2017 and Fiscal Year 2018. Mr. Mazza seconded the motion. The board approved the motion.

Mr. Swain presented the project requests, by region, for which staff recommended funding. 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	\$10,727,609.26
General Aviation Discretionary	\$3,658.88

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

Airport	Project Description	VAB Action	Amount
Blue Ridge Regional Airport	Runway Rehabilitation (Design)	Approved	\$25,742.00
New River Valley Airport	Apron Expansion (Design)	Approved	\$6,054.00
Tazewell County Airport	Easement Acquisition Services (Obstruction Removal - FAR Part 77) - BRIDGE LOAN	Disapproved (Lack of Funds)	N/A
	T-Hangar Site Preparation (Design)	Disapproved (Lack of Funds)	N/A
Virginia Highlands Airport	Runway 6-24 Extension - Land Acquisition Services and Fee Simple Purchase (Johnson & Snead) - MULTI-YEAR 2 - BRIDGE LOAN	Approved	\$342,831.04

	Runway 6-24 Extension - Phase 2 (Construction)	Approved	\$459,588.00
	T-Hangar Taxilane Rehabilitation & Apron Seal Coat (Construction)	Approved	\$210,345.00
Virginia Tech-Montgomery Executive Airport	Runway 12-30 Extension - Phase 3 (Construction)	Approved	\$837,000.00

For Region 2, Ms. Cox made a motion to accept staff recommendations for the allocation of capital funds. The motion was appropriately seconded. The board unanimously approved all motions.

Airport	Project Description	VAB Action	Amount
Ingalls Field	Fueling System Upgrade - Jet A Tank Replacement (Design / Construction)	Approved	\$22,104.00

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

Airport	Project Description	VAB Action	Amount
Manassas Regional Airport	Piper Lane Rehabilitation (Construction)	Approved	\$74,261.60
	West Apron Rehabilitation (Middle Section) - Phase 1 (Construction) (AIP)	Approved	\$153,229.00
Manassas Regional Airport	West Apron Rehabilitation (Middle Section) - Phase 1 (Construction) (non-AIP)	Approved	\$6,264.00
	West Apron Rehabilitation (North Section) & Expansion (Design)	Disapproved	N/A
Stafford Regional Airport	Runway Extension - Environmental Permitting & Mitigation	Disapproved	N/A
Warrenton-Fauquier Airport	Terminal Apron - Phase 2 (Bidding / Design)	Disapproved	N/A
	Terminal Apron / Access Taxiway / Access Road (Construction)	Approved	\$342,574.00
	Terminal Area Site Preparation & Rte 610 Improvements (Construction)	Approved	\$1,204,344.00
	Terminal Building (Construction)	Disapproved	N/A
	Terminal Building Furniture	Disapproved	N/A
Winchester Regional Airport	Land Acquisition (Parcels 64-A-66, 64-A-70, 64-A-71)	Approved	\$24,946.00
	Land Acquisition (Parcels 64-A-69, 64B-A-33A, 64B-A40)	Disapproved	N/A
	Terminal Building Site Preparation (Design)	Disapproved (Lack of Funds)	N/A

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

Airport	Project Description	VAB Action	Amount
Hanover County Municipal Airport	Eastside Development Phase 2 - Fuel Farm Access Road (Construction) (Non-AIP)	Approved	\$64,504.00

	Eastside Development Phase 2 - Terminal Area Parking (Construction) (non-AIP)	Approved	\$32,724.00
Louisa County Airport	Terminal Building (Design)	Disapproved (Lack of Funds)	N/A
	Terminal Site Preparation (Design)	Disapproved (Lack of Funds)	N/A
New Kent County Airport	Runway Lighting Rehabilitation (Construction)	Approved	\$24,730.00
Richmond International Airport	Taxiway 'L' South Rehabilitation (Construction)	Approved	\$406,444.00 (E)

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

Airport	Project Description	VAB Action	Amount
Danville Regional Airport	Taxiway 'D' & 'E' Repairs (Construction)	Disapproved (Lack of Funds)	N/A
	Terminal Apron Rehabilitation (Design) (AIP)	Approved	\$10,742.25
	Terminal Apron Rehabilitation (Design) (non-AIP)	Approved	\$7,883.20
	Terminal Area Study	Disapproved (Lack of Funds)	N/A
	T-hangar Taxilane Rehabilitation (Construction)	Disapproved (Lack of Funds)	N/A
Farmville Regional Airport	Apron Rehabilitation (Construction) (AIP)	Approved	\$116,532.00
	Apron Rehabilitation (Construction) (non-AIP)	Approved	\$112,693.00
William M. Tuck Airport	Runway 1-19 Rehabilitation (Construction)	Disapproved	N/A
	Runway 1-19 Rehabilitation (Design)	Approved	\$13,920.00

For Region 6, Ms. Dominquez made a motion to accept staff recommendations for the allocation of capital funds. The motion was appropriately seconded. The board unanimously approved all motions.

Airport	Project Description	VAB Action	Amount
Emporia-Greenville Regional Airport	Auto Parking & Access Road Rehabilitation (Design)	Disapproved (Lack of Funds)	N/A
	T-Hangar Site Preparation (Design / Construction)	Disapproved (Lack of Funds)	N/A
Franklin Municipal Airport	Partial Parallel Taxiway Extension (Construction)	Approved	\$145,120.00
Lake Country Regional Airport	Runway Rehabilitation & RSA (Design / Construction)	Disapproved (Lack of Funds)	N/A
Mecklenburg-Brunswick Regional Airport	Apron and Taxilanes Rehabilitation (Construction) (AIP)	Approved	\$236,991.00
	Apron and Taxilanes Rehabilitation (Construction) (non-AIP)	Disapproved (Lack of Funds)	N/A
Wakefield Municipal Airport	Terminal Apron Rehabilitation (Design)	Disapproved (Lack of Funds)	N/A

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

Airport	Project Description	VAB Action	Amount
Accomack County Airport	Obstruction Removal - Easement Acquisition Services - Phase 1 - BRIDGE LOAN	Disapproved (Lack of Funds)	N/A
	Runway & Lighting Rehabilitation (Design)	Approved	\$34,000.00
Chesapeake Regional Airport	Terminal Building Renovations	Approved	\$42,601.00
Hampton Roads Executive Airport	Terminal Apron Expansion (Re-Package & Bidding) (Design)	Disapproved	N/A
Middle Peninsula Regional Airport	Environmental Assessment - 5-Year Development	Approved	\$16,600.00
	T-Hangar Site Preparation (Construction)	Disapproved (Lack of Funds)	N/A
Suffolk Executive Airport	Partial Parallel Taxiway & Localizer Relocation (Construction) - INCREASE	Approved	\$10,797.66
	Runway 4-22 Rehabilitation (Construction)	Approved	\$347,200.00
	Terminal Parking Rehabilitation & Expansion (Construction)	Approved	\$465,600.00
Williamsburg-Jamestown Airport	Spill Prevention Control & Countermeasures Plan Update	Approved	\$8,700.00
	Taxiway and Apron Rehabilitation (Design)	Disapproved (Lack of Funds)	N/A

7. Board Member Comments and Reports

Roderick D. Hall
Chairman

Region 1: Mr. Kennedy had no comment or report. Chairman Hall again welcomed Mr. Kennedy to the Board

Region 2: Ms. Cox had no comment or report. Chairman Hall noted that he will be working with Ms. Cox to get timely information on ADS-B.

Region 3: Mr. Hardwick stated that due to work commitments he will be unable to attend the November meeting.

Region 4: Mr. Abbott had no comment or report

Region 5: Mr. Mazza welcomed the new board members. He thanked everyone for their work on this year's conference.

Region 6: Ms. Dominguez thanked everyone for the warm welcome and added that she appreciates the opportunity to serve.

Region 7: Ms. McLeskey thanked everyone for their love, support, thoughts and prayers during her absence. Chairman Hall expressed his amazement at the bravery she has exhibited during this time and will continue to keep her in his thoughts and prayers.

Executive Director: Mr. Burdette had no comment or report

8. Adjournment

Roderick D. Hall
Chairman

Chairman Hall extended his thanks to the event sponsors and organizers, attendees, and DOAV staff. With there being no further business, Mr. Abbott made a motion to adjourn, seconded by Ms. McLeskey, and unanimously approved. The chairman adjourned the meeting at 10:42 a.m.

