



Virginia Aviation Board
Meeting Minutes

The Virginia Aviation Board held a meeting on Friday, August 16, 2019 at The Hotel Roanoke and Conference Center, 110 Shenandoah Avenue, Roanoke, VA 24016. The meeting was audio recorded.

MEMBERS

Roderick D. Hall, Chairman	Present
J. Jack Kennedy, Jr., Region 1	Present
Victoria Cox, Region 2	Present
Derek M. Hardwick, Region 3, Vice Chairman	Present
Alan C. Abbott, Region 4	Present
John V. Mazza, Jr., Region 5	Present
Marie Therese Dominguez, Region 6	Absent
Cheryl P. McLeskey, Region 7	Present

OTHER ATTENDEES

Christina Parrish	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 9:06 a.m. and welcomed all in attendance.

2. Review and approve May 16, 2019 minutes Rod Hall
Chairman

Mr. Abbott made a motion to accept the minutes of the May 16, 2019 VAB meeting, seconded by Ms. McLeskey. The motion passed unanimously (Aye: Kennedy, Cox, Hardwick, Abbott, Mazza, McLeskey; Nay: none).

3. Updates and Announcements

- A. DOAV Update Mark Flynn
DOAV

Mr. Flynn provided an update on the department's activities since the May meeting and discussed upcoming events and issues.

Mr. Flynn presented a safety awareness campaign update on behalf of the Flight Operations Department

Mr. Campbell provided an update on Communications and Education activities, including a showing of the commercial airing in designated regions beginning August 15, 2019.

B. VAOC Update Keith Holt

Mr. Holt provided an update of VAOC activities, including the announcement of new officers for 2019-2021. He presented a plaque to Robert Bowen, outgoing VAOC president, in recognition of his service.

C. VABA Update Bud Oakey

Mr. Oakey provided an update of VABA activities since the May 16 meeting.

4. Old Business

A. Economic Development Strategic Planning Committee Vicki Cox
VAB

Ms. Cox provided an overview of the August 13, 2019 meeting of the Economic Development Strategic Planning Committee. She noted that air carrier airports will pursue a legislative effort regarding incentives for air service development, working with VAOC to bring that issue forward. She noted that VEDP has been an excellent partner in assisting the committee with efforts. The committee received information on the Appalachian Power economic development program, two-year schools with aviation-related programs, the new UAS Airport Guide, and the Low Altitude Authorization and Notification Capability (LAANC) program. She requested that a representative from the Center for Innovative Technology (CIT) be added to the committee. Ms. Cox made a motion to add a representative from CIT to the committee, seconded by Mr. Kennedy. The motion passed unanimously (Aye: Kennedy, Cox, Hardwick, Abbott, Mazza, McLeskey; Nay: none). Ms. Cox added that with the expiration of Ms. McLeskey's term, the board may want to consider filling that vacancy with another VAB representative.

5. New Business

Ms. McLeskey received notification from John Zubrod, Chairman of the Mecklenberg-Brunswick Regional Airport Commission, that a generator had been purchased without prior approval of the project from the VAB. Mr. Zubrod had indicated he was unaware that prior approval was required for the cost to be reimbursed. Ms. McLeskey made a motion to grant a one-time exception to *Airport Program Manual* section 6.7.4 and to grant reimbursement for the procurement and installation of the generator, seconded by Mr. Mazza. The motion passed unanimously (Aye: Kennedy, Cox, Hardwick, Abbott, Mazza, McLeskey; Nay: none).

Mr. Hardwick stated that Culpeper Regional Airport has requested an exception for a modification to its scope of work. The request is increase an area 35' x 175' in the AIP, with no additional funding due to the project coming in below the approved cost. Mr. Hardwick made a motion to grant an exception to *Airport Program Manual* section 5.7.4 for the modification of the scope of work, seconded by Mr. Mazza. The motion passed unanimously (Aye: Kennedy, Cox, Hardwick, Abbott, Mazza, McLeskey; Nay: none).

Ms. Amy Wells, DOAV Engineer, stated that staff had just been advised that morning that an amendment to the scope of work for the paving at Lake Country Regional Airport has been requested. She provided specifications on the request, noting that no additional funding was being requested. Mr. Hardwick made a motion to grant an exception to *Airport Program Manual* section 5.7.4 on the condition that staff review and confirm the request is in accordance with requirements, seconded by Ms. McLeskey. The motion passed unanimously (Aye: Kennedy, Cox, Hardwick, Abbott, Mazza, McLeskey; Nay: none).

- A. Consideration of FY19 Entitlement Utilization Reports and & FY20 Entitlement Utilization Plans Mike Swain
DOAV

Mr. Swain presented the FY19 Entitlement Utilization Reports and FY20 Entitlement Utilization Plans.

Mr. Kennedy moved to accept the FY19 Entitlement Utilization Reports as presented, seconded by Mr. Abbott. The motion passed unanimously. (Aye: Kennedy, Cox, Hardwick, Abbott, Mazza, McLeskey; Nay: none)

Mr. Abbott moved to accept the FY20 Entitlement Utilization Plans as presented, seconded by Mr. Hardwick. The motion passed unanimously. (Aye: Kennedy, Cox, Hardwick, Abbott, Mazza, McLeskey; Nay: none)

Airport	Recommendations for FY2019 Entitlement Utilization Report	Recommendations for FY2020 Entitlement Utilization Plan
Charlottesville-Albemarle Airport	Approved	Approved
Lynchburg Regional Airport	Approved	Approved
Newport News - Williamsburg International Airport	Approved	Approved
Norfolk International Airport	Approved	Approved
Richmond International Airport	Approved	Approved
Roanoke-Blacksburg Regional Airport	Approved	Approved
Shenandoah Valley Regional Airport	Approved	Approved
Washington Dulles International	Approved	Approved

- B. Endorsement of VRA Loan Application: Winchester Regional Airport Authority Mike Swain
DOAV

Mr. Swain presented a Virginia Resources Authority (VRA) loan request from the Winchester Regional Airport in the amount of \$1,550,000.00 for the hangar acquisition project. Mr. Hardwick made a motion to accept the staff recommendation for the VRA loan request, seconded by Mr. Abbott. The motion passed unanimously. (Aye: Kennedy, Cox, Hardwick, Abbott, Mazza, McLeskey; Nay: none)

- D. Consideration of Consent Agenda - Denial for Lack of Funding Derek Hardwick
Vice Chairman

The Board was provided this list for informational purposes, with no action required at this time.

Airport	Project Description	Amount
Lake Country Regional Airport	Runway Rehabilitation & Runway Safety Area Improvement - Phase 3 (Construction)	\$1,334,800.00

- E. Virginia Aviation Board Review - Tentative Allocations from the Commonwealth Airport Fund Mike Swain
DOAV

Mr. Swain presented by region the project requests for which the staff recommendation was approval. The board actions are summarized below. These results are available at www.doav.virginia.gov. After the allocations for these projects were awarded, the following state discretionary funds were available:

Air Carrier/Reliever Discretionary	\$4,071,157.91
General Aviation Discretionary	\$183,971.02

For Region 1, Mr. Kennedy made a motion to accept staff recommendations for the allocation of capital funds, seconded by Ms. Cox. The motion passed unanimously. (Aye: Kennedy, Cox, Hardwick, Abbott, Mazza, McLeskey; Nay: none)

	Project Description	Recommendation	Amount
Blue Ridge Regional Airport	Environmental Assessment - Runway Extension - BRIDGE LOAN	Approved	\$264,069.00
Tazewell County Airport	Stormwater Pollution Prevention Plan & Spill Prevention Control & Countermeasures Plan Updates	Approved	\$16,000.00
Twin County Airport	Stormwater Pollution Prevention Plan & Spill Prevention Control & Countermeasures Plan Updates	Approved	\$16,000.00
Virginia Highlands Airport	Runway 6-24 Extension - Phase 3 (Embankment) (Construction)	Approved	\$444,444.00
	Runway 6-24 Land Acquisition Services & Fee Simple Purchase (Johnson/Snead/Gent) - MULTI-YEAR 4 BRIDGE LOAN	Approved	\$342,831.04

For Region 2, Ms. Cox made a motion to accept staff recommendations for the allocation of capital funds, seconded by Mr. Abbott. The motion passed unanimously (Aye: Kennedy, Cox, Hardwick, Abbott, Mazza, McLeskey; Nay: none)

Airport	Project Description	Recommendation	Amount
Ingalls Field	Hangar Demolition / Maintenance Equipment Storage Building (Construction)	Disapproved	N/A
Luray Caverns Airport	Terminal Apron (Construction)	Approved	\$114,820.00

For Region 3, Mr. Hardwick made a motion to accept staff recommendations for the allocation of capital funds, seconded by Mr. Mazza. The motion passed unanimously. (Aye: Kennedy, Cox, Hardwick, Abbott, Mazza, McLeskey; Nay: none)

Airport	Project Description	Recommendation	Amount
Culpeper Regional Airport	Land Acquisition - Parcels 34-72 and 34-72A	Approved	\$9,814.00
Leesburg Executive Airport	Maintenance Equipment Storage Building (Design)	Approved	\$44,100.00
	North End Development Site Preparation (Design)	Approved	\$18,222.00
Manassas Regional Airport	Runway 16R-34L Rehabilitation (Design)	Approved	\$24,000.00
	Taxiway 'G' and Taxilane 'Y' (Construction)	Approved	\$311,111.00
Warrenton-Fauquier Airport	Spill Prevention, Control & Countermeasures Plan Update	Approved	\$3,920.00

For Region 4, Mr. Abbott made a motion to accept staff recommendations for the allocation of capital funds, seconded by Ms. Cox. The motion passed unanimously. (Aye: Kennedy, Cox, Hardwick, Abbott, Mazza, McLeskey; Nay: none)

Airport	Project Description	Recommendation	Amount
Hanover County Municipal Airport	Terminal Building (Design)	Approved	\$239,695.00
Louisa County Airport	Stormwater Pollution Prevention Plan & Spill Prevention Control & Countermeasures Plan Updates	Approved	\$15,200.00
New Kent County Airport	Environmental Assessment - Easement Acquisition, Obstruction Removal & T-hangar Site Preparation	Approved	\$28,800.00
Richmond Executive - Chesterfield County Airport	Environmental Assessment - Southeast Apron Corporate Hangar Development	Approved	\$220,000.00
Richmond International Airport	East Side AOA Security Enhancements (Design/Construction)	Approved	\$1,440,540.00 (E)
	Runway 7-25 Conversion to Taxiway (Construction)	Approved	\$691,843.50 (E) \$84,493.50 (D)

(E) indicates state entitlement funds (D) indicates state discretionary funds

For Region 5, Mr. Mazza made a motion to accept staff recommendations for the allocation of capital funds, seconded by Ms. McLeskey. The motion passed unanimously. (Aye: Kennedy, Cox, Hardwick, Abbott, Mazza, McLeskey; Nay: none)

Airport	Project Description	Recommendation	Amount
Danville Regional Airport	Runway 2-20 Crackseal, Underdrain & Remarketing (Design/Construction)	Approved	\$56,012.40
	Security Lock(s) Replacement	Approved	\$18,202.00
	Terminal Apron Rehabilitation (Construction) (AIP)	Approved	\$300,923.74
	Terminal Apron Rehabilitation (Construction) (non-AIP)	Approved	\$122,573.60
	T-Hangar Taxilane Rehabilitation (Construction) - INCREASE - CHANGE IN SCOPE	Approved	\$40,000.00
Farmville Regional Airport	Runway 3-21 Pavement & Lighting Rehabilitation (Construction)	Approved	\$305,587.00

For Region 6, Mr. Hardwick made a motion to accept staff recommendations for the allocation of capital funds, seconded by Ms. McLeskey. The motion passed unanimously. (Aye: Kennedy, Cox, Hardwick, Abbott, Mazza, McLeskey; Nay: none)

Airport	Project Description	Recommendation	Amount
Emporia-Greenville Regional Airport	Stormwater Pollution Prevention Plan & Spill Prevention Control & Countermeasures Plan Updates	Approved	\$15,200.00
Franklin Municipal Airport	Drainage Study	Approved	\$8,000.00
Wakefield Municipal Airport	Terminal Apron & Taxiway Rehabilitation (Construction)	Approved	\$324,000.00

For Region 7, Ms. McLeskey made a motion to accept staff recommendations for the allocation of capital funds, seconded by Mr. Abbott. The motion passed unanimously. (Aye: Kennedy, Cox, Hardwick, Abbott, Mazza, McLeskey; Nay: none)

Airport	Project Description	Recommendation	Amount
Accomack County Airport	Stormwater Pollution Prevention Plan & Spill Prevention Control & Countermeasures Plan Updates	Approved	\$16,000.00
Chesapeake Regional Airport	Stormwater Pollution Prevention Plan, Spill Prevention Control & Countermeasures Plan & Oil Discharge Contingency Plan Updates	Approved	\$19,200.00
	T-Hangar Taxilanes Rehabilitation - Phase 1 (Design)	Approved	\$68,000.00
Hampton Roads Executive Airport	Perimeter Fence & Access Controls - Phase 3 (Construction)	Approved	\$535,500.00
	South Terminal Apron Rehabilitation (Design)	Approved	\$94,400.00
	Wash Rack & Fuel Farm (Design)	Approved	\$81,250.00
	West Apron Hangar Site Preparation (Construction)	Approved	\$2,280,168.00
Middle Peninsula Regional Airport	Stormwater Pollution Prevention Plan & Spill Prevention Control & Countermeasures Plan Updates	Approved	\$15,200.00
	Taxiway 'A' & 'B' Rehabilitation (Construction)	Approved	\$142,400.00
Suffolk Executive Airport	Easement Acquisition Services - Obstruction Removal - BRIDGE LOAN	Approved	\$89,600.00
	Stormwater Pollution Prevention Plan & Spill Prevention Control & Countermeasures Plan Updates	Approved	\$15,200.00
Williamsburg-Jamestown Airport	Apron & Taxiway Rehabilitation (Construction)	Approved	\$1,424,000.00

5.. Public Comment Period

Rod Hall
Chairman

There was no public comment.

6. Board Member Comments and Reports

Rod Hall
Chairman

Region 1: Mr. Kennedy extended an invitation to the August 29, 2019 unveiling of the historical marker acknowledging the first FAA-approved cargo flight of medical supplies. He announced an Appalachian Regional Commission grant in the amount of \$50,000 for a feasibility study to deliver medical supplies using UAS in the Appalachian Mountains. He stated that a first-responders training session using UAS will be held at Lonesome Pine Airport in September and November. He thanked staff and noted that he will miss his departing colleagues.

Region 2: Ms. Cox thanked the department and sponsors for the conference. She noted that we seem to be enjoying good economy and aviation growth in Region 2. She reminded everyone of the skydiving event at Orange County Airport.

Region 3: Mr. Hardwick stated he will be unable to attend the November 21 meeting due to travel for work. He acknowledged Culpeper's 50 years of service and announced their 20th annual airshow on October 12. He stated that with technological advancements, Urban Air Mobile (UAM), or flying taxis, are moving at breakneck speed and that regulation needs to move with technology.

Region 4: Mr. Abbott stated the conference was a great event and appreciated everyone's hard work. He added that the regional roundtable was a great format. He reminded everyone of the September 4, 2019 deadline for applications for the November meeting.

Region 5: Mr. Mazza thanked everyone for the conference and especially the board and staff. He wished blue skies and tailwinds to all.

Region 7: Ms. McLeskey stated that she has been blessed and privileged to serve. She reminded everyone of the Women Can Fly event at the Military Aviation Museum (September 21) and the Wings, Wheels, and Keels event (September 28) at Hummel Field. She added that the welcome signs at airports do encourage tourism and business.

Chairman: Mr. Hall thanked all the partners for the conference in Roanoke. He noted that he was excited for the events in Region 1 following the Wing presentation. He noted that he had a resolution to be presented to Jon Mathiasen, who will be retiring at the end of the month. He added that he had extended a welcome to Mr. Mathiasen's successor. He expressed his appreciation to Mr. Mazza and Ms. McLeskey for their service and that it has been an honor to serve with them. He added that he will miss their presence on the board.

Director: Mr. Flynn had no report

6. Adjournment

Rod Hall
Chairman

There be no further business, Mr. Mazza made a motion to adjourn, seconded by Mr. Abbott. The motion passed unanimously (Aye: Kennedy, Cox, Hardwick, Abbott, Mazza, McLeskey; Nay: none).