



Virginia Aviation Board  
Meeting Minutes

A meeting of the Virginia Aviation Board was held on Thursday, January 14, 2021, at the Virginia Department of Aviation, Passenger Terminal Hangar, 5702 Gulfstream Road, Richmond, VA 23250. The meeting was also available by electronic media and was audio recorded. The audio recording, 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
J. Jack Kennedy, Jr., Region 1	Present
Victoria Cox, Region 2	Present
Derek M. Hardwick, Region 3	Present
Alan C. Abbott, Region 4	Present
Maggie Ragon, Region 5	Present
TBA, Region 6	
Vanessa Christie, Region 7	Present

OTHER ATTENDEES

Julie Whitlock	Office of the Attorney General
Sara Frattone	Office of the Attorney General
Cathy McGhee	Office of the Secretary of Transportation
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 10:09 a.m.
2. Review and approve September 17, 2020 minutes Rod Hall, Chairman  
  
Motion to approve: Mr. Abbott  
Second: Ms. Ragon  
Vote: Aye-Kennedy, Cox, Abbott, Hardwick, Ragon, Christie; Nay: none
3. Review and Consideration of Proposed Changes to the *Airport Program Manual* and related policy changes Cliff Burnette/  
Susan Simmers  
DOAV

Director Flynn noted that several discussions with members of the Virginia Airport Operators Council (VAOC) had taken place regarding proposed revisions to the *Airport Program Manual*. Moving forward, a committee consisting of VAOC members and DOAV staff will collaborate on large-scale revisions. While the Chairman will not appoint VAB members to participate on such committee, up to two members may volunteer to attend these meetings. As the proposed changes were presented and reviewed by the board, comments from members of the VAOC and DOAV staff were offered.

4. Update and Announcements:

A. DOAV Update Mark Flynn, DOAV

Mr. Flynn provided an update on department activities. He emphasized the negative financial impact of SB1144 on the agency, Commonwealth, and airports.

B. Commonwealth Aviation Fund Status Cliff Burnette, DOAV

Mr. Burnette provided an update on the status of the Commonwealth Aviation Fund noting that funds received to date are in line with revenue estimates.

5. New Business

A. Falwell Airport Public-use License Vernon Carter, DOAV

Staff presented historical information regarding Falwell Airport's Public-Use License. Staff recommended extending the current license with waiver. As additional information is needed, the recommendation was amended to extend the current license with waiver for a period of up to six months pending review of the current situation with regard to safe operations, information on previous incidents and any mitigating factors (control access, cautionary signage) in place.

Motion to approve: Ms. Ragon

Second: Mr. Hardwick

Vote: Aye-Kennedy, Cox, Abbott, Hardwick, Ragon, Christie; Nay: none

B. VRA Loan Request for Roanoke-Blacksburg Regional Airport Mike Swain, DOAV

Mr. Swain presented the Virginia Resources Authority (VRA) loan request for the Roanoke-Blacksburg Regional Airport in the amount of \$1.1 million for the box hangar and site preparation design and construction project. Staff recommended endorsement of the VRA loan application.

Motion to approve: Ms. Cox

Second: Ms. Christie

Vote: Aye-Kennedy, Cox, Abbott, Hardwick, Ragon, Christie; Nay: none

C. Consideration of Amended FY21 Entitlement Utilization Plans Mike Swain, DOAV

Mr. Swain reviewed revisions to the FY21 Entitlement Utilization Plans for Lynchburg Regional Airport and Shenandoah Valley Regional Airport. Staff recommended approval of the amended plans.

Motion to approve: Ms. Cox

Second: Ms. Ragon

Vote: Aye-Kennedy, Cox, Abbott, Hardwick, Ragon, Christie; Nay: none

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

Mr. Swain presented a request for the Tappahannock-Essex County Airport for a grant increase in the amount of \$1,546.71 in order to close the grant for the Fueling System Credit Card Reader Replacement project. Staff recommended approval.

Motion to approve: Mr. Abbott

Second: Ms. Cox

Vote: Aye-Kennedy, Cox, Abbott, Hardwick, Ragon, Christie; Nay: none

7. Public Comment Period Rod Hall, Chairman

Hank Rempe appreciated the discussions on the proposed *Airport Program Manual* revisions. Speaking on behalf of Lake Anna Airport, Mr. Rempe noted his disagreement with limiting the protection of local airports with non-precision instrument approaches.

8. Board Member Comments and Reports Rod Hall, Chairman

Region 1: Mr. Kennedy that he had an interesting conversation with Senator McPike regarding the future of aviation in Virginia and would like to further discuss offline.

Region 2: Ms. Cox will work with the department to coordinate a virtual meeting of the Economic Development and Strategic Planning Committee. She added that Greg Campbell of Shenandoah Valley Regional Airport will represent the VAOC due to a recent vacancy.

Region 3: None

Region 4: None

Region 5: None

Region 6: None

Region 7: None

Director: None

Chairman: The Chairman acknowledged the upcoming birthdays of Director Flynn and Mr. Felts.

9. Adjournment Rod Hall, Chairman

The meeting adjourned at 12:47 pm.

Motion to approve: Ms. Christie

Second: Mr. Hardwick

Vote: Aye-Kennedy, Cox, Abbott, Hardwick, Ragon, Christie; Nay: none