



Virginia Aviation Board  
Meeting Minutes

The Virginia Aviation Board held a meeting on Thursday, December 2, 2021, at the Metropolitan Washington Airports Authority Headquarters, 5<sup>th</sup> Floor Board Room, 2733 Crystal Drive, Arlington, VA 22202.

MEMBERS

Roderick D. Hall, Chairman	Present
Sophie Chafin Vance, Region 1	Present
Victoria Cox, Region 2	Present
Derek M. Hardwick, Region 3	Present
Alan C. Abbott, Region 4	Absent
Maggie Ragon, Region 5	Present
Donald T. Robertson, Region 6	Present
Vanessa Christie, Region 7	Present

OTHER ATTENDEES

Christian Pedersen	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 10:04 a.m. He welcomed all in attendance and expressed gratitude to the Metropolitan Washington Airports Authority for their generous hospitality.
2. Introduction of New Board Members Rod Hall, Chairman  
Chairman Hall introduced and welcomed new Virginia Aviation Board members, Sophie Chafin Vance, representing Region 1, and Donald Robertson, representing Region 6.
3. Review and approve August 19, 2021 minutes (Attachment 1) Rod Hall, Chairman  
Motion to approve: Hardwick  
Second: Cox  
Vote: Aye: Vance, Cox, Hardwick, Ragon, Robertson, Christie; Nay: none
4. Kappa Alpha Psi Fraternity Youth Aviation Program Ken Bynum, Esq.

Mr. Bynum shared information on the youth aviation program sponsored by the Alexandria/Fairfax Chapter of Kappa Alpha Psi Fraternity. The goal is to bring an aviation program, similar to the Denbigh program, to schools in the northern Virginia region. Mr. Hardwick noted that he would like to meet with Mr. Bynum at a later date regarding the program and to determine the realm of possibility for the agency's involvement.

5. Virginia Aviation Board Resolutions Rod Hall, Chairman
- A. David Darrah, Warrenton-Fauquier Airport (Attachment 2)
  - B. Ed Wallis, Stafford Regional Airport (Attachment 3)
  - C. Local Government Support of Airports (Attachment 4)

Chairman Hall presented the three resolutions for board consideration. Two resolutions are for airport manager retirements and the third is to serve as a gentle reminder regarding the procurement and management of land around airports.

Motion to approve: Ragon

Second: Christie

Vote: Aye: Vance, Cox, Hardwick, Ragon, Robertson, Christie; Nay: none

6. DOAV Director's Update Mark Flynn, DOAV

Director Flynn provided an update on agency activities. He introduced Christian Pedersen, representing the Office of the Attorney General. Mr. Flynn asked Mr. Burnette to discuss the recent announcement of Virginia airports receiving in excess of \$399 million in funding through the Infrastructure Investment and Jobs Act (Attachment 5). Mr. Flynn updated the board members on agency activities, including Advanced Air Mobility, Sustainable Aviation Fuels, and revenues.

7. VAOC Report Mickey Hines, VAOC

Mr. Hines, Vice Chairman of VAOC, provided an update on VAOC activities, noting that the fall maintenance workshop was not held this year, but the spring workshop is planned for May 24-25 in Staunton.

8. VABA Report Bud Oakey, VABA

Mr. Oakey provided an update on VABA activities, including information on two pieces of legislation. He noted that the Legislative Reception is planned for February 2, 2022 at Main Street Station. There was a discussion on aviation and aerospace workforce development.

10. Old Business

- A. Virginia Air Transportation System Plan Update Stephanie Ward  
Meade Hunt

Stephanie Ward and Deborah Meehan provided an update on the Virginia Air Transportation System Plan project. (Attachment 6)

- B. *Airport Program Manual* - Local Service Airports Cliff Burnette, DOAV

Mr. Burnette presented information on the proposed change (Attachment 8) in language to *Airport Program Manual* Section 2.2.4.12 – Local Service Airports (Attachment 7). Chairman Hall invited Hank Rempe to offer comment on the proposed change. There was additional discussion on the proposed language. Mr. Hardwick made a motion to accept the language as proposed with the addition of the following sentence: *Airport sponsors may seek an exception or waiver from this section by petitioning the board.*

Motion to approve: Hardwick

Second: Cox

Vote: Aye: Vance, Cox, Hardwick, Robertson, Christie; Nay: Ragon

11. New Business

- A. Airport Licensing Issue - Lunenburg County Airport Cliff Burnette, DOAV

Mr. Burnette presented information on the Lunenburg County Airport conditional license, which expires on February 22, 2022. Obstruction removal is scheduled for completion by January 31, 2022. If the work is not completed, an update will be provided at the February meeting.

- B. Consideration of Amended FY22 Entitlement Utilization Plans Mike Swain, DOAV

Mr. Swain presented revisions to FY22 Entitlement Utilization Plans for Lynchburg Regional Airport and Newport News-Williamsburg International Airport. Staff had not recommended approval of the amended plan for Lynchburg Regional Airport as the revision was received after the deadline set by VAB policy. Staff recommended approval of the amended plan for Newport News-Williamsburg International Airport. A motion was made to grant an exception for Lynchburg Regional Airport to submit the plan late, and to approve the FY22 Entitlement Utilization Plans for Lynchburg Regional Airport and Newport News-Williamsburg International Airport.

Motion to approve: Ragon

Second: Hardwick

Vote: Aye: Vance, Cox, Hardwick, Ragon, Robertson, Christie; Nay: none

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

Mr. Swain presented the project requests and staff recommendations. The board actions are summarized below. These results are available at [www.doav.virginia.gov](http://www.doav.virginia.gov).

For Region 1, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Lonesome Pine Airport	Spill Prevention, Control, and Countermeasure Plan Update	Approved	\$3,781.00
Mountain Empire Airport	Fueling System Tank Repainting (Construction)	Approved	\$3,531.00
Virginia Highlands Airport	Sinkhole & Drainage Repair (Construction)	Approved	\$414,000.00

Motion to approve: Vance

Second: Cox

Vote: Aye: Vance, Cox, Hardwick, Ragon, Robertson, Christie; Nay: none

For Region 2, no projects were submitted for review by the board.

For Region 3, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Culpeper Regional Airport	Greenhouse Road Extension (Construction) (AIP)	Tabled	N/A
	Greenhouse Road Extension (Construction) (non-AIP)	Tabled	N/A
	Northeast Stub Taxiway (Design)	Tabled	N/A

A motion was made to table the three projects for the Culpeper Regional Airport until the February 2022 meeting.

Motion to approve: Hardwick

Second: Ragon

Vote: Aye: Vance, Cox, Hardwick, Ragon, Robertson, Christie; Nay: none

For Region 4, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Hanover County Municipal Airport	East Side Perimeter Fencing - Phase 1 (Construction)	Approved	\$18,603.00
	Terminal Building Roof Replacement (Construction)	Withdrawn	N/A
New Kent County Airport	Fueling System Repair - Pump	Approved	\$5,988.00
Richmond Executive - Chesterfield County Airport	Southeast Apron Expansion (Design) - Change in Scope / Increase	Approved	\$161,520.00

Motion to approve: Hardwick

Second: Vance

Vote: Aye: Vance, Cox, Hardwick, Ragon, Robertson, Christie; Nay: none

For Region 5, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Danville Regional Airport	Fuel Farm Modification (Design)	Disapproved	N/A
Dinwiddie County Airport	Terminal Building Roof Replacement (Construction)	Approved	\$21,600.00

Motion to approve: Ragon

Second: Robertson

Vote: Aye: Vance, Cox, Hardwick, Ragon, Robertson, Christie; Nay: none

For Region 6, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Lunenburg County Airport	Runway & Apron Rehabilitation (Preliminary Engineering)	Approved	\$17,600.00

Motion to approve: Robertson

Second: Christie

Vote: Aye: Vance, Cox, Hardwick, Ragon, Robertson, Christie; Nay: none

For Region 7, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Hampton Roads Executive Airport	Fueling System (Design) - INCREASE	Approved	\$1,584.00
Hummel Field	Environmental Impact Review - Runway Improvements	Approved	\$31,920.00

Motion to approve: Christie

Second: Vance

Vote: Aye: Vance, Cox, Hardwick, Ragon, Robertson, Christie; Nay: none

12. Public Comment Period Rod Hall, Chairman

Mr. Rempe thanked the board for their consideration of the *Airport Program Manual* language and offered additional concerns not mentioned in his earlier comments.

13. Board Member Comments and Reports Rod Hall, Chairman

**Region 1:** None

**Region 2:** An Economic Development Strategic Planning Committee meeting is planned for January 2022.

**Region 3:** Mr. Hardwick noted that he appreciated the opportunity to bring the *Airport Program Manual* to the best the board can do. He added he was excited to see the funding funneled to Virginia through the infrastructure bill and encouraged its use to the greatest degree possible. He commended Director Flynn, Mr. Burnette and staff on the work being done at Culpeper and looks forward to a positive outcome.

**Region 4:** N/A

**Region 5:** Ms. Ragon welcomed the two new board members.

**Region 6:** Mr. Robertson acknowledged that he is happy to be part of the board.

**Region 7:** Ms. Christie is happy to be there and will keep addressing the local service airport 20:1 approach question.

**Director:** Director Flynn noted that lunches were available for board members and reminded them there may be no discussion of board business during the lunch.

**Chairman:** Chairman Hall noted it is a privilege to serve with great individuals. He thanked counsel for his input today. He stated that the board is not in the business of eroding the level of safety of airports in the Commonwealth and would take great exception to the thought that the board would entertain the concept. The board has worked extremely hard to accommodate airports. He noted that 20-1 is aspirational, particularly for airports within the NPIAS, but must be cognizant of the fiscal constraints with the limited budget. He thanked staff for all of their hard work.

14. Adjournment Rod Hall, Chairman

The Chairman adjourned the meeting at 1:22 pm.