



Virginia Aviation Board
Meeting Minutes

The Virginia Aviation Board held a meeting on Thursday, May 16, 2024, at the Hotel 24 South, 24 S Market Street, Staunton, VA 24401. The meeting documents and presentation materials are available on the Virginia Department of Aviation's website, www.daov.virginia.gov.

MEMBERS

Randall P Burdette, Chairman	Present
Sophie Chafin Vance, Region 1	Absent
Victoria Cox, Region 2	Present
Craig Parisot, Region 3	Present
Alan C. Abbott, Region 4	Absent
Cheryl P. McLeskey, Region 5	Present
Donald T. Robertson, Region 6	Present
Vanessa Christie, Region 7	Present

OTHER ATTENDEES

Brian Stevens	Office of the Attorney General
Greg W. Campbell, 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 Randy Burdette, Chairman

The Chairman called the meeting to order at 1:00 p.m.

2. Review and approve February 22, 2024, minutes Randy Burdette, Chairman

Motion to approve: Parisot

Second: Robertson

Vote: Aye: Cox, Parisot, McLeskey, Robertson, Christie; Nay: none

3. Recognition of Outgoing Board Member Randy Burdette, Chairman

Chairman Burdette recognized Vicki Cox for her eight years of service to the Virginia Aviation Board and the airports in Region 2 with a framed Virginia seal.

4. DOAV Update Greg Campbell, DOAV

Mr. Campbell provided an update on the department's activities since the February Board meeting. He highlighted the responsibilities, successes and upcoming activities for the department's divisions.

5. VAOC Update Nick Sabo, President

Mr. Sabo provided an update on the VAOC activities since the last meeting, He provided a recap of the General Assembly session, noted VAOC's support of the department's video project, and acknowledged the positive feedback on the VAB's actions for the temporary funding program. He noted that the VAOC has established a strategic planning committee. He also announced the upcoming 50th anniversary of the Virginia Aviation Conference in August.

6. VABA Update Bud Oakey, President

Mr. Oakey provided information on the activities of the VABA. He acknowledged successes for the General Assembly session but emphasized the importance of information gathering on the aviation parts and supplies tax credit and its impact on the airports. He noted the importance of getting legislators to airports to understand their importance, the need to collaborate with various organizations on workforce development, and the coordination of efforts on advanced air mobility.

7. Old Business

A. Culpeper Regional Airport Request to Waive Previous Discretionary Grant Board Decision Vernon Carter, DOAV

Mr. Carter provided background information to the Board. He invited Ms. Tanya Woodward, manager at Culpeper Regional Airport to address the Board and to entertain any questions.

Motion to forgive Culpeper Regional Airport's requirement to repay funds owed under the previously cancelled bridge loan program using planned bill funding in the total amount of \$501,387.00.

Motion to approve: Parisot

Second: McLeskey

Vote: Aye: Cox, Parisot, McLeskey, Robertson, Christie; Nay: none

B. Flagpole Installation Funding / Self-Fueling Vernon Carter, DOAV

Mr. Carter provided information on staff research and reviewed four funding options for Board consideration and action.

Motion to approve staff recommendation of Option 2 which offered funding flagpoles and installation as done today with notification to sponsors that flagpoles are eligible as stand-alone projects.

Motion to approve: McLeskey

Second: Cox

Vote: Aye: Cox, Parisot, McLeskey, Robertson, Christie; Nay: none

Mr. Carter provided background information and statistics on the number of airports with self-fueling. He noted reasons that airports have opted not to participate in self-fueling, including potential liability, security, and environmental issues as well as the additional costs for operation and maintenance. Mr.

Carter noted staff's recommendation on this issue is to continue funding self-fueling systems as outlined in the Airport Program Manual and promote the program to sponsors.

There was no Board action on this agenda item.

- C. Welcome to Virginia Signs Fuel Farm Vernon Carter, DOAV

In response to a VAB member request, Mr. Carter provided background information regarding Welcome to Virginia signs at airports in the Commonwealth. He noted that these signs remain eligible for funding through the Airport Promotion Grant Program and to contact Betty Wilson for assistance.

There was no Board action on this agenda item.

- D. VAB Member Remote Participation Policy Consideration Greg Campbell, DOAV

Mr. Campbell presented the draft of the remote participation policy for VAB members. Mr. Stevens, the Office of Attorney General representative to the VAB, noted that the items in question include the language of the statute. He added that a policy must be in place before any member may participate remotely.

Motion to approve: Parisot

Second: McLeskey

Vote: Aye: Cox, Parisot, McLeskey, Robertson, Christie; Nay: none

8. New Business

- A. Middlesex County Terminal Building Request Mike Swain, DOAV

Mr. Swain presented information to the Board pertaining to a request received from a representative of Middlesex County regarding future development of a new terminal building. The request is for an exception to the VAB Terminal Building Space Eligibility policy. As part of a Public-Private Partnership agreement, Hummel Field, along with Delaware Corporation, is proposing to build a 3952 interior square-foot terminal building with 85.9% public-use space. This public-use space is approximately 44% greater than current VAB policy allows. Mr. Swain introduced Mr. Flynn, counsel for Middlesex County, who provided additional information and support for the project. Mr. Barber, president of Delaware Corporation addressed the Board and was available for any questions.

Motion for the exception tied to Middlesex County Terminal building and its size and shape.

Motion to approve: Christie

Second: Robertson

Vote: Aye: Cox, Parisot, McLeskey, Robertson, Christie; Nay: none

- B. Consideration of Amended FY2024 Entitlement Utilization Plans Mike Swain, DOAV

Mr. Swain presented revisions to FY2024 Entitlement Utilization Plans for Charlottesville-Albemarle Airport, Newport News-Williamsburg Airport, Norfolk International Airport, and Shenandoah Valley Regional Airport. Staff recommends approval of the amended plans.

Motion to approve: Cox

Second: Christie

Vote: Aye: Cox, Parisot, McLeskey, Robertson, Christie; Nay: none

C. Virginia Aviation Allocations Review
Tentative Allocations from the Commonwealth Aviation Fund

Mike Swain, DOAV

Mr. Swain presented the project requests and staff recommendations. The Board actions are summarized below. These results are available at www.doav.virginia.gov.

For Region 1, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Blue Ridge Regional Airport	Runway Extension (Construction) (non-AIP)	Approved	\$3,242,807.00
Breaks Regional Airport	Airport Master Plan	Approved	\$409,500.00
Virginia Highlands Airport	Hangar Site Preparation (Design & Construction)	Approved	\$955,490.40
Virginia Tech - Montgomery Executive Airport	Apron Expansion (Construction)	Approved	\$3,091,750.96

Motion to approve staff recommendations and the request for the Virginia Tech - Montgomery Executive Airport: Christie

Second: Robertson

Vote: Aye: Cox, Parisot, McLeskey, Robertson, Christie; Nay: none

For Region 2, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Front Royal-Warren County Airport	Runway Rehabilitation (Design)	Approved	\$22,400.00
Luray Caverns Airport	Terminal Area Flagpole	Approved	\$12,255.30
	Terminal Building Furniture	Approved	\$39,694.32

Motion to approve staff recommendations: Cox

Second: McLeskey

Vote: Aye: Cox, Parisot, McLeskey, Robertson, Christie; Nay: none

For Region 3, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Leesburg Executive Airport	Hangar Site Preparation (Construction) (Non-AIP) - INCREASE	Approved	\$5,448.37
	Runway Rehabilitation (Design)	Approved	\$49,600.00
	Security Access Control Enhancements	Approved	\$14,828.26
	Taxiway 'A' Pavement Repairs (Construction)	Approved	\$27,022.50
Stafford Regional Airport	County-Imposed Sewer Connection Fee	Disapproved	N/A
	Fueling System Upgrade - Scully System (Construction)	Approved	\$2,774.52
	Runway Rehabilitation (Design)	Approved	\$46,400.00
Winchester Regional Airport	Airport Fiber Installation	Disapproved	N/A
	Airport Signage (Design/Construction)	Approved	\$48,031.20

Mr. Parisot acknowledged the intention of recent broadband funding but requested that staff look at the FCC’s aspirational standard for broadband. He requested staff research and provide additional information at the next meeting.

Motion to approve staff recommendations: Parisot
 Second: Robertson
 Vote: Aye: Cox, Parisot, McLeskey, Robertson, Christie; Nay: none

For Region 4, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Hanover County Municipal Airport	Runway 16-34 HIRLs Rehabilitation (Design/Construction)	Approved	\$128,768.00
Lake Anna Airport	Avigation Easement Acquisition (Ayers Parcel)	Approved	\$2,942.40
	Avigation Easement Acquisition (Coleman Parcel)	Withdrawn	N/A
Louisa County Airport	Southside Taxiway (Construction)	Approved	\$120,000.00
Tappahannock-Essex County Airport	Box Hangar Site Preparation - Environmental Coordination	Approved	\$17,243.93
	Internet Broadband Equipment	Approved	\$2,422.50

Motion to approve staff recommendations: McLeskey
 Second: Christie
 Vote: Aye: Cox, Parisot, McLeskey, Robertson, Christie; Nay: none

For Region 5, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Danville Regional Airport	Obstruction Survey (Runway 31)	Approved	\$52,058.70
Dinwiddie County Airport	Terminal Apron Expansion (Environmental/Design)	Disapproved	N/A
Smith Mountain Lake Airport	Hangar Site Preparation (Construction)	Withdrawn	N/A
	Runway, Taxiway & Apron Crack Seal, Seal Coat & Marking (Construction)	Approved	\$74,700.00

Motion to approve staff recommendations: McLeskey
 Second: Robertson
 Vote: Aye: Cox, Parisot, McLeskey, Robertson, Christie; Nay: none

For Region 6, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Emporia-Greenville Regional Airport	Fueling System Rehabilitation & Self-Fueling System (Construction)	Approved	\$76,849.00
	Taxiway & Apron Rehabilitation - Phase 1 (Construction)	Approved	\$48,933.00
Lunenburg County Airport	Apron Rehabilitation (Construction)- INCREASE/CHANGE IN SCOPE	Approved	\$8,877.20

Motion to approve staff recommendations and the request for the Lunenburg County Airport: Robertson
 Second: Christie

Vote: Aye: Cox, Parisot, McLeskey, Robertson, Christie; Nay: none

For Region 7, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Chesapeake Regional Airport	3-Phase Power to Airport	Approved	\$59,244.27
	Obstruction Removal-Off-Airport (Design)	Approved	\$8,000.00
Hampton Roads Executive Airport	Main Entrance Hangar Site Preparation (Re-Bidding & Construction)	Approved	\$4,609,233.00
	South Terminal Apron Rehabilitation (Construction)	Approved	\$1,876,500.00
Hummel Field	Airport Layout Plan Update	Approved	\$88,322.40
Middle Peninsula Regional Airport	Main Apron & Mid-Field Taxiway Rehabilitation (Construction)	Approved	\$120,000.00
	Security Gate/Access Control -Gate 7 (Construction)	Approved	\$7,159.50
Suffolk Executive Airport	Drainage Study	Approved	\$14,400.00

Motion to approve staff recommendations and the 3-Phase Power to Airport request for the Chesapeake Regional Airport: Christie
 Second: Robertson
 Vote: Aye: Cox, Parisot, McLeskey, Robertson, Christie; Nay: none

9. Public Comment Period

Randy Burdette, Chairman

Nick Sabo: Mr. Sabo thanked Mr. Parisot for bringing up the topic of fiber and fiber installation at Winchester. He believes it is the right time for actively constructing their new terminal building. They believe the cost to be reasonable. They think it's right for Winchester and airports in the Commonwealth to have this equipment especially with advanced air mobility. It presents immense opportunity for Virginia's airports. They feel the fuel of the future will be electricity and hydrogen, but high-speed data transfer will be a service capability that may influence a decision to base an airplane or business at an airport. They feel that fiber is the right decision for them today. They equally hope other airports have the opportunity, or when that opportunity is presented, they can get funding support from DOAV in the future.

Chris Schrantz: Mr. Schrantz thanked the Board for the consideration of funding the three-phase power. They had substantial momentum with Dominion Power and moved forward. Chesapeake Regional Airport falls squarely within the intent of the *Airport Program Manual* changes. He again thanked Ms. Christie and all of the Board members.

Keith Holt: Mr. Holt thanked the Board members for their hard work today with the record amount of funding at a very opportune time for many of the airports across the state. He also thanked the Board for their consideration of the Virginia-Tech/Blacksburg airport. He expressed deep gratitude to staff as the record amount of funding requests also meant record amount of work for the staff. Congratulations and thank you.

Hank Rempe: Mr. Rempe stated that he appreciated all the work the Board has done and especially the staff with putting everything together. He thanked the Board for approving the avigation easement purchase of the Ayers parcel and explained a little bit about why he pulled the consideration for the Coleman parcel. When the Coleman parcel was originally assessed, they did a basic assessment review prior to conducting negotiations. The appraiser at KDR Real Estate put the value at \$21,120.00, which was quite a bit. That was the maximum the airport expected to have to pay. Unfortunately, the appraiser that came out and was funded by the state put some extremely low appraised values on the avigation easements. An example is 155-acre easement full of trees, that would have given us the right to cut them all down, was valued at \$1200. Negotiations were tough with all the parcel owners. He did get an agreement with the Coleman parcel landowners, but they wouldn't accept the initial \$2100 appraisal. He believed the appraisal

to be unreasonably low given what the landowner was giving up. They had a home on 8 acres, and the right to cut all the trees down around their home was certainly worth more than \$2100.00. Given that, he approached the state and had several meetings and conversations and found out that in order to pay anything more than what was appraised, he needed to pay for another appraisal at the cost of \$4000. He went back to the landowners who are requesting \$8400 for their easement. He explained to them that he would have to get another easement, costing him \$4000. The landowners responded they would take \$4000 more and sign. He reiterated that he would need Board approval to go beyond the appraised amount and decided to pull the project for today's meeting. Per the FAA presentation at yesterday's workshop, there was discussion about acquiring easements and land and doing a basic reasonable check. He noted that he is doing a reasonable check and would appreciate consideration at the next meeting for paying the negotiated value on the property. He thanked the Board for their time.

10. Board Member Comments and Reports

Randy Burdette, Chairman

Region 2: Ms. Cox thanked everyone and greatly appreciated the plaque. She noted that she's been around a long time and in aviation a long time. She's known a lot of aviation entities here in this country and internationally, and the Virginia Department of Aviation is really second to none. She thanked everyone for being so supportive and doing so much work to support the Board, and for having, most importantly, a real can-do attitude.

Region 3: Mr. Parisot echoed the thanks for everybody's participation, to staff and all the hard work. These things don't happen without a lot of focused time and effort. He noted that he has continued meeting with each of the Region 3 airports in an effort to build a closer relationship with the airport managers and local officials. Since the last Board meeting, he's done a series of telephonic check-ins and made site visits to Warrenton-Fauquier, Manassas, Culpepper, Washington Dulles, and Washington National. Each were extremely enlightening in their own ways, and now more than ever, he understands the adage when you see in one airport you've seen one airport. He expressed appreciation for the time invested by each of these airport teams to help him build a much deeper appreciation for the challenges and opportunities they are facing for multiple perspectives, whether that be economics, regulatory and operational. Unfortunately, he had to postpone his visit to Shannon, but plans to reschedule soon as well as to get to Leesburg. Once he makes these visits, he will have completed his initial visits to all region 3 airports. He has also had multiple meetings with the Washington Airports Task Force and intervened with the administration on behalf of some of the legislative matters that came before the Governor. He supported a strategy discussion with DOAV regarding advanced air mobility and UAS integration, and work in this area continues to make steady progress. He encourages airports to put these AAM projects forward to test the understanding and intent and keep working out that process. He noted the 2025 Aerospace States Association National Conference that will be taking place in Virginia Beach next summer, June time frame. The Lieutenant Governor's Office is currently taking the lead in coordinating the state's efforts, since Lieutenant Governor Earl Sears is the state's ASA chapter chair and will serve as the official host of the event. There is also excellent engagement from the Secretary of Transportation, the Secretary of Commerce and Trade, local officials and other aviation-centered associations from across the state. If anyone wants to get involved or learn more, please reach out to him, and he'll be happy to get you connected to the planning team.

Region 5: Ms. McLeskey thanked Hotel 24 S staff, DOAV, the airport sponsors and everyone that is participating in this workshop and the Board meeting. It was a real success and extended a thank you for being here and your time and effort. She noted that she will miss Vicki and her husband, Dan.

Region 6: Mr. Robertson bid everyone good afternoon and echoed Ms. Christie's comments relative to our Director, staff and Ms. Cox. He noted that we are blessed to have a wonderful group of working individuals who support aviation across the Commonwealth. He stated he wants to see continued support of very small airports as they are extremely important to the flying public. It's important to ensure they remain operational. He wished all safe travels.

Region 7: Ms. Christie thanked Director Campbell for all his hard work on many different initiatives. She added that she appreciated all the efforts of staff in the various programs, fact checking, and digging deep on many different initiatives. She expressed appreciation to VAOC for a fantastic workshop, to the VABA, and to the other members of the Board. She acknowledged Vicki Cox and the amazing work she has done. She noted that the Economic Strategic Planning Committee met and will continue to follow the trend of working together to better align with VEDP to be unified across the Commonwealth. She noted that airport goals are to ensure there is a true and combined strategy and approach to execute that strategy. The EDSP plans to address workforce issues, marketing and strategic planning in the near term. It is an exciting time for the committee and subsequent working groups.

Director: Mr. Campbell joined in thanking Ms. Cox and expressed how much he enjoyed working with her. He added that she is a class act and brought so much leadership to this Board, the Economic Development Strategic Planning Committee and the Program Manual Committee. He acknowledged her many contributions to aviation. He then thanked the Board and the culmination of their efforts over the last 18 months with the changes to the program manual. He stated that they recognized the priorities and saw potential to positively impact economic development through changes to the program such as site development, indexing of project costs and other changes made in August and again in February with the utility initiatives and temporary funding changes. These funding changes led to a historic VAB meeting today with the funding allocations totaling in excess of \$15M. He stated that the Commonwealth Aviation fund was created to invest in the Commonwealth's aviation system and to advance aviation in the Commonwealth. He thanked the Board for their support, vision and courage to take on initiatives that truly are making a difference.

Chairman: Mr. Burdette echoed everyone's comments and thanked the planning committee for another great workshop. The partnership among the Board, department, VAOC and VABA makes things work. He also thanked everyone for their comments. Thank you for the opportunities to improve and acknowledged the sum of money passed out today for a lot of projects. He noted the expectation for August to be even busier. He referred to the advice shared by the department earlier in the day and encouraged airports and sponsors to listen – get requests in early – and that the flexibility to grant exceptions may not be as easily granted due to limited funding capability. He thanked Board members for getting out and visiting airports, making those relationships. He thanked Ms. Cox. He also acknowledged the can-do attitude and working together makes things happen.

11. Adjournment

Randy Burdette, Chairman

The meeting adjourned at 3:17 pm.

Motion to approve: Robertson

Second: Christie

Vote: Aye: Cox, Parisot, McLeskey, Robertson, Christie; Nay: none