



Virginia Aviation Board  
Meeting Minutes

The Virginia Aviation Board held a meeting on Friday, August 19, 2016 at The Omni Homestead, 7696 Sam Snead Highway, Hot Springs, VA 24445. The meeting was recorded, and the video is available through the Virginia Department of Aviation's website, [www.doav.virginia.gov](http://www.doav.virginia.gov). Copies of presentations are also on the website.

MEMBERS

Roderick D. Hall, Chairman	Present
Charles M. Quillin, 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
William E. Coburn, Region 6	Present
Cheryl P. McLeskey, Region 7	Present

OTHER ATTENDEES

Jeffrey R. Allen	Office of the Attorney General
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 9:01 a.m.

2. Review and approve minutes Roderick D. Hall  
Chairman

The meeting minutes of the May 19, 2016 Virginia Aviation Board were approved with no changes.

3. Updates and Announcements:

- a. DOAV Update Randall P Burdette  
DOAV

Mr. Burdette announced that Governor McAuliffe had issued a proclamation naming August aviation month in the Commonwealth recognizing aviation and all it does for Virginia. He then updated the board

and attendees on aviation issues and activities across the Commonwealth. He noted that he, DOAV staff and VAB members have visited 16 airports since the first of the year with additional visits to be scheduled in the coming months. He noted that DOAV is in the process of updating the Airport Economic Impact Study, with completion targeted for August 2017. The recommended changes to the Airport Program Manual will be voted on by the board members later in the meeting. Mr. Burdette provided a brief update on UAS and the potential for DOAV using UAS in mapping obstructions. He also noted the release of the Small UAS Rule in June and cited a few of the highlights. 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. Mr. Burdette mentioned the department is working on requirements for House Bill 30 and making contributions to Joint Resolution 97. Mr. Burdette stated that DOAV staff and VAB members had attended 2016 AirVenture and had the opportunity to meet with other state aviation officials. He noted there are several upcoming events in the coming months 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 national and statewide flight hours and accident statistics. Within the first eight months of 2016, there have been 18 reported accidents. Mr. Harris provided a synopsis of the reported accidents since the May VAB meeting, with loss of control continuing to be a prominent cause. He noted that the trend is in line with 2002, which experienced one of the highest numbers of accidents, 33. Mr. Harris discussed the highlights of the Pilot Bill of Rights "Medical Reform." In closing, he noted that DOAV staff was working on developing a new format for the safety seminars to be offered in the fall. Safety week is scheduled for September 26-29, with events to be held in Hampton, Blacksburg, and Richmond. A fourth site is currently under consideration. Chairman Hall questioned if a majority of the accidents originated in the state. Mr. Harris responded that all but one of the accidents were based and originated in Virginia. A copy of the presentation is available upon request.

b. FAA WADO Update

Matthew J. Thys  
FAA WADO

Mr. Thys was unable to attend due to personal reasons and was represented by Mr. John Robinson. Mr. Robinson reported that they were pleased to receive the extension through September 2017, which should provide some stability through the fiscal year. He encouraged everyone to monitor the UAS pages on the FAA website for further updates. He added that they are glad to partner with DOAV and VAOC. Chairman Hall asked Mr. Robinson to relay that the VAB members had a very productive meeting with Administrator Huerta and thanked him for the partnership with DOAV. They also discussed areas for further efficiencies. He added that we look forward to continuing the conversation and thanked him for the partnership. There were no additional questions for Mr. Robinson.

c. VAOC Update

Richard H. Rempe, President  
VAOC

Mr. Rempe stated that VAOC had their meeting on Wednesday. The maintenance workshop will be held at the Culpeper Airport on November 1-2, 2016. The VAOC Legislative Day will be February 2, 2017. The Legislative Committee chairman is Mark Courtney, with other committee members to be decided at the next VAOC meeting on November 17. He asked that any concerns or pertinent issues be forwarded to him or Mark Courtney. In closing, he noted that VAOC membership applications were included in the conference packet should anyone be interested in joining. There were no additional questions for Mr. Rempe.

d. VABA Update

Dave Young  
VABA

General Young was not able to attend the meeting due to another commitment, so no report was available.

e. Vice Chairman Nominations

Rod Hall  
Chairman

Chairman Hall asked if there were any nominations for Vice Chairman. Mr. Abbott made a motion to nominate Dak Hardwick as Vice Chairman, seconded by Mr. Mazza, and unanimously approved. Chairman Hall extended appreciation to Ms. McLeskey for her service and efforts as the previous Vice Chairman.

4. Old Business

a. Airport Program Manual Changes and Revisions

P. Clifford Burnette  
DOAV

Mr. Burnette noted that the proposed changes to the Airport Program Manual had been presented at the VAB workshop on Thursday.

Mr. Mazza made the motion to approve the changes to the Airport Program Manual as proposed by the 2016 manual committee and presented to the board at its May 2016 meeting and August 2016 workshop, seconded by Mr. Hardwick, and unanimously approved.

5. New Business

a. Virginia Aviation Board Review  
Tentative Allocations from the Commonwealth Airport Fund

J. Michael Swain  
DOAV

Mr. Swain presented a Virginia Resources Authority (VRA) loan request from Manassas Regional Airport in the amount of \$2,050,000 for the funds to reimburse DOAV for the bridge loan grant for the acquisition of the former Glen-Gerry Parcel. Mr. Hardwick made a motion to accept the staff recommendation for the VRA loan request. The motion was appropriately seconded. The board approved the motion.

Mr. Swain reviewed the funds available for the board to allocate and state entitlement distributions as well as provided the quarterly reports on the effect of the increased AIP match and the reimbursed cost of site plan reviews charged by localities. If the board approved funding based on staff recommendations, the following state discretionary funds would be available after the meeting:

Air Carrier/Reliever Discretionary	\$6,914,407.19
General Aviation Discretionary	\$5,735.59

During the last quarter, DOAV reimbursed \$4,352 for locality-billed site plan review costs for projects under grant.

Mr. Swain presented the project requests for which staff recommended funding and funding was available. The board actions are summarized below.

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

Mr. Quillin made a second motion to approve the change of scope requested by the Smyth-Wythe Airport Commission to repurpose the bridge loan for land and easement acquisition in the amount of \$132, 890 as the state match for the increase in the federal funding for the Runway 8-26 Rehabilitation project at the Mountain Empire Airport. The motion was appropriately seconded. The board unanimously approved the motion.

Airport	Project Description	VAB Action	Amount
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Blue Ridge Regional Airport	T-hangars Taxilanes Rehabilitation (Construction)	Approved	\$547,321.00
Mountain Empire Airport	Runway 8-26 Rehabilitation (Design/Construction)	Approved	\$147,405.00
Mountain Empire Airport	Runway 8-26 Rehabilitation (Design/Construction) CHANGE IN SCOPE	Approved	\$132,890.00
Twin County Airport	Apron Rehabilitation & Airfield Marking (Construction)	Approved	\$83,920.00
Twin County Airport	Fueling System Upgrades - Phase 2 - INCREASE	Approved	\$1,076.00
Virginia Highlands Airport	Runway 24 Obstruction Removal (Design/Construction) - INCREASE	Approved	\$10,794.00
Virginia Highlands Airport	Runway 6-24 Extension - Land Acquisition Services and Fee Simple Purchase (Johnson & Snead) - MULTI-YEAR 1 - BRIDGE LOAN	Approved	\$342,831.04
Virginia Tech-Montgomery Executive Airport	Runway 12-30 Extension - Phase 2 (Construction)	Approved	\$338,222.00

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 the motion.

Airport	Project Description	VAB Action	Amount
Front Royal-Warren County Airport	Obstruction Removal and Lighting (Construction)	Approved	\$64,320.00
Luray Caverns Airport	Environmental Coordination (Short Form) Terminal Area Development	Approved	\$6,222.00

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 the motion.

Airport	Project Description	VAB Action	Amount
Culpeper Regional Airport	Land Acquisition (Gyory Parcel) - INCREASE	Approved	\$19,268.00
Culpeper Regional Airport	T-hangars Taxilanes Rehabilitation (Design) (AIP)	Approved	\$7,249.00
Manassas Regional Airport	Airport Location Signs	Approved	\$44,492.00
Manassas Regional Airport	Runway 16L-34R & Taxiway 'B' Bridge Widening (Construction) - INCREASE	Approved	\$37,362.77
Manassas Regional Airport	Runway 34R Medium Intensity Approach Lighting System (Construction)	Approved	\$633,301.00
Manassas Regional Airport	West Apron Rehabilitation - Phase 1 (Design)	Approved	\$16,382.00
Winchester Regional Airport	Land Acquisition Services - Runway 14 Runway Protection Zone and Approaches - BRIDGE LOAN	Approved	\$128,000.00
Winchester Regional Airport	Northside Connector Taxiway (Construction)	Approved	\$146,564.00

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 the motion.

Airport	Project Description	VAB Action	Amount
Hanover County Municipal Airport	Land Acquisition (Foley/Leadbetter)	Approved	\$150,928.00
Louisa County Airport	Perimeter Fencing & Access Controls (Design)	Approved	\$6,800.00
New Kent County Airport	Runway Lighting Rehabilitation (Design)	Approved	\$4,729.00
Richmond International Airport	800 Megahertz Radio System Replacement - Phase 1	Approved	\$719,381.00 (E)
Richmond International Airport	Airport Geographical Information System (GIS) - Phase 2	Approved	\$245,232.00 (E)
Richmond International Airport	Taxiway 'E' & 'L' Rehabilitation (Construction) (non-AIP) - CHANGE IN SCOPE - INCREASE	Approved	\$7,776.00 (E)
Tappahannock-Essex County Airport	Runway, Taxiway and Apron Rehabilitation (Design)	Approved	\$2,720.00

(E) indicates state entitlement funding

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 the motion.

Airport	Project Description	VAB Action	Amount
Danville Regional Airport	Taxiway 'A' Fillet Widening (Construction)	Approved	\$94,182.00
Danville Regional Airport	Taxiway 'A' Rehabilitation (Construction)	Approved	\$246,168.00
Dinwiddie County Airport	Apron and Taxiway Rehabilitation (Construction)	Approved	\$99,040.00

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

Airport	Project Description	VAB Action	Amount
Emporia-Greenville Regional Airport	Partial Parallel Taxiway - Phase 4 (Construction)	Approved	\$131,599.00
Mecklenburg-Brunswick Regional Airport	Runway Rehabilitation (Construction)	Approved	\$367,338.00

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 the motion.

Ms. McLeskey made a second motion to approve the Easement Acquisition Services - Off Airport Obstruction Removal Bridge Loan request for the Chesapeake Regional Airport as the FONSI related to the project had been issued and funding was available for the project. The motion was appropriately seconded. The board unanimously approved the motion.

Airport	Project Description	VAB Action	Amount
Accomack County Airport	Environmental Coordination (CatEx) - Pavement Rehabilitation	Approved	\$2,387.44
Chesapeake Regional Airport	Easement Acquisition - Runway 5 RPZ	Approved	\$10,800.00

	(Deal Parcel)		
Chesapeake Regional Airport	Easement Acquisition Services - Off Airport Obstruction Removal - BRIDGE LOAN	Approved	\$76,000.00
Hampton Roads Executive Airport	Environmental Assessment (Short Form) - Hangar & Apron Development	Approved	\$9,600.00
Hampton Roads Executive Airport	Replacement Box Hangar Site Preparation (Construction)	Approved	\$353,840.00
Middle Peninsula Regional Airport	Fueling System Upgrade - Self Service Console Shelter - INCREASE	Approved	\$333.00
Suffolk Executive Airport	Environmental Assessment (Short Form) Easement Acquisition/Obstruction Removal	Approved	\$14,000.00
Suffolk Executive Airport	Runway 4-22 Rehabilitation (Design)	Approved	\$31,200.00
Suffolk Executive Airport	Taxiway 'A' Rehabilitation (Construction)	Approved	\$511,520.00

6. Public Comment Period

Roderick D. Hall  
Chairman

Mr. Chris Schrantz, airport manager at Chesapeake Regional Airport, thanked the board for their consideration on the easement approval.

7. Board Member Comments and Reports

Roderick D. Hall  
Chairman

Region 1: no comment or report

Region 2: no comment or report

Region 3: Mr. Hardwick thanked the board members for the opportunity to serve as Vice Chairman and appreciated the board and its service to the Commonwealth.

Region 4: no comment or report

Region 5: no comment or report

Region 6: Mr. Coburn congratulated Mr. Hall on his Chairmanship and Mr. Hardwick on being selected Vice Chairman. He added that the Military Aviation Museum will be hold two events, September 24 and October 1-2.

Region 7: Ms. McLeskey thanked all who attended the Women Can Fly event in Hampton Roads in July and added it was a hugely successful event. She also noted that the Wings, Wheels and Keels event at Hummel Field will be held September 24.

Executive Director: no comment or report

8. Adjournment

Roderick D. Hall  
Chairman

Chairman Hall expressed his appreciation to his colleagues and thanked the dedicated staff of the Department of Aviation for their hard work and interest in advancing aviation in the state. With there being no further business, Mr. Mazza made a motion to adjourn, seconded by Ms. McLeskey, and unanimously approved. The chairman adjourned the meeting at 10:18 a.m.