



**Virginia Aviation Board
Meeting Minutes**

The Virginia Aviation Board held a meeting on Thursday, May 19, 2011 at the Holiday Inn Richmond Airport, 445 International Center Drive, Sandston, Virginia 23150.

MEMBERS

Roger L. Oberndorf, Chairman	Present
Richard C. Franklin, Jr.	Present
Alex N. Vogel	Present
John V. Mazza, Jr.	Absent
Robert S. Dix	Present
Larry T. Omps	Present
Marianne M. Radcliff	Present
Alan L. Wagner	Present

OTHER ATTENDEES

Terry Page	FAA Washington Airports District Office
Lori Pound	Office of the Attorney General
Randall Burdette	Virginia Department of Aviation

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 Roger Oberndorf, Chairman

The chairman called the meeting to order at 9:10 am.

2. Review and Approval of Minutes

The February meeting minutes were approved with no changes.

3. Reports/Announcements:

- a. DOAV Report Randall Burdette, DOAV

Mr. Burdette updated the board and attendees on aviation issues and activities across the Commonwealth. The presentation topics included Secretary Connaughton's message "Let's make this year of Aviation and Aerospace", Virginia aerospace activities, ongoing studies, and upcoming events. (A copy of the presentation is available upon request.)

b. FAA Report Terry Page, FAA

Mr. Page reminded the attendees that the AIP authorization expires May 30, 2011 and sponsors need to submit grant applications very soon. He noted that at this time FAA expects AIP authorization for the next fiscal year to become available by the end of the year. His office and DOAV staff will be meeting within the next several weeks to discuss six-year plans for the airports.

c. VAOC Report Greg Campbell, VAOC

Mr. Campbell thanked everyone who worked on the revisions to the *Airport Program Manual*. He stated that the 2011 VAOC Spring Workshop was one of the most successful workshops to date. VAOC has established a legislative committee to educate airports on how to communicate with their legislators. DOVA and members are working together to better communicate their needs in the airport six-year plans.

4. Old Business:

a. Mobile Rescue and Fire Fighting Training Simulator (MARFFT) Tom Phalen, DOFP

Mr. Phalen briefed the attendees on the Mobile Aircraft Rescue Fire Fighting Training Simulator, which was put into service in March of 2011. He also mentioned the training offered by the Department of Fire Programs and encouraged sponsors to contact him about training opportunities. (A copy of the presentation is available upon request)

b. Review of the *Airport Program Manual* Cliff Burnette, DOAV

Susan Simmers provided a presentation highlighting proposals for the *Airport Program Manual*. The proposals included additions and changes in policy and processes, as well as editorial changes. Examples of additions and changes that were shared included a change in eligible conference room space, new policies for eligible landscaping and landside sign projects, and a new process for F&E and security projects under \$10,000. At the August meeting, the *Airport Program Manual* committee will request board approval of its recommendations. (A copy of the presentation is available upon request.)

c. Resolutions Randall Burdette, DOAV

1. Delegation of Authority to DOAV Director for Virginia Airports Revolving Fund Loans
2. Virginia Airports Revolving Fund Loan Modifications
 - a. Lake Country Regional
 - b. Tazewell County
 - c. Virginia Highlands

All resolutions were approved by the Virginia Aviation Board. (Copies of the resolutions are available upon request.)

Mr. Burdette requested the board's guidance in having the department director to initially work directly with VRA when an opportunity arises that will benefit the program through repackaging loans. This will allow much faster response time than going through the board, helping VRA take timely advantage of such opportunities. A resolution on this issue will be presented to the board for approval at the August meeting.

5. New Business

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

Virginia Airports Revolving Fund applications for Tazewell County Airport and Twin County Airport were endorsed by the board.

Mr. Swain presented the project requests and staff recommendations. The board approved staff recommendations on the allocation of capital funds for regions 1, 2, 5, and 7. For Region 3, the board approved the motion to fund the Spill Prevention, Control & Countermeasures (SPCC) and Storm Water Pollution Prevention Plan (SWPPP) Review and Update project request for the Manassas Regional Airport in the amount of \$14,586.00. For Region 4, the board approved the motion to fund both project requests, including the T-Hangar Taxilanes "E" & "F" Rehabilitation project request for the Chesterfield County Airport in the amount of \$376,000.00. For Region 6, the board approved the motion to fund the Box Hangar Site Preparation project request for the Mecklenburg-Brunswick Regional Airport in the amount of \$87,152.00 subject to the approval of the Pen and Ink Revision by FAA and DOAV. The results are available at www.doav.virginia.gov. After the allocations were awarded, the following state discretionary funds were available:

Air Carrier/Reliever Discretionary	\$ 58,269.34
General Aviation Discretionary	\$784,940.30

- b. Virginia Aviation Board
Presentations Roger Oberndorf, Chairman**

Randall Burdette and Chairman Oberndorf thanked Marianne Radcliff and Alan Wagner for their service to the Commonwealth and the Virginia Aviation Board and presented both with tokens of appreciation.

6. Public Comments and Questions Roger Oberndorf, Chairman

None

7. Board Member Comments and Reports

Various board members thanked both Mrs. Radcliff and Dr. Wagner for the contributions they made throughout their eight years of service on the board.

8. Adjourn Meeting

The chairman adjourned the meeting at 11:00 am.