



Virginia Aviation Board  
Meeting Minutes

The Virginia Aviation Board held a meeting on Thursday, February 15, 2018 at the Holiday Inn Richmond Airport, 445 International Center Drive, Sandston, VA 23150.

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
John V. Mazza, Jr., Region 5	Present
Marie Therese Dominguez, Region 6	Present
Cheryl P. McLeskey, Region 7	Present

OTHER ATTENDEES

Shannon Valentine	Secretary of Transportation, Virginia
Aubrey Layne	Secretary of Finance, Virginia
Jeffrey R. Allen	Office of the Attorney General
Mark 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 10:00 a.m.

2. Introduction of Mark Flynn, Director Rod Hall  
Chairman

Chairman Hall introduced Mark Flynn who was appointed as the Director of the Virginia Department of Aviation on January 13, 2018. The Chairman also introduced Shannon Valentine, Secretary of Transportation, and Aubrey Layne, Secretary of Finance.

3. Recognition of former Executive Director, Randy Burdette Rod Hall  
Chairman

Chairman Hall presented a Resolution and plaque to former Executive Director Randall Burdette for his service to the Department of Aviation.

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4. Review and approve minutes and consent agenda Rod Hall  
Chairman
- A. Mr. Mazza moved to accept the November 16, 2017 VAB meeting minutes as presented, seconded by Ms. McLeskey. The motion passed unanimously. (Yay: Kennedy, Cox, Hardwick, Abbott, Mazza, Dominguez, McLeskey; Nay: none)
- B. Rod Hall  
Chairman
5. Updates and Announcements:
- A. DOAV Update Mark Flynn  
DOAV
- Director Flynn provided an update of the Department's activities and a legislative update.
- Safety Update Mike Lauranzon  
DOAV
- Mr. Lauranzon provided an update on aviation accidents since the November 16, 2017 meeting.
- B. FAA Richmond FSDO Update Maury Dacey  
FAA WADO
- Mr. Dacey provided an update on FSDO activities.
- C. VAOC Report Robert Bowen  
VAOC
- Mr. Bowen provided an update on VAOC activities.
- D. VABA Report Bud Oakey  
VABA
- Mr. Oakey provided an update on VABA activities.
6. Old Business
- A. Presentation of Revised *Airport Program Manual* Cliff Burnette  
Susan Simmers  
DOAV
- Ms. Simmers presented an overview of the proposed revisions to the Airport Program Manual. Mr. Kennedy made a motion to approve the revisions to the Airport Program Manual, seconded by Mr. Mazza. The motion passed unanimously. (Yay: Kennedy, Cox, Hardwick, Abbott, Mazza, Dominguez, McLeskey; Nay: none)
- B. Airport Conditional License Update - Crewe Municipal Vernon Carter  
DOAV
- Mr. Carter provided an update on status of the conditional license for Crewe Municipal Airport. Mr. Mazza moved to recommend the Director issue a Day/VFR-Only license to Crew Municipal Airport, seconded by Ms. McLeskey. The motion was unanimously approved. (Yay: Kennedy, Cox, Hardwick, Abbott, Mazza, Dominguez, McLeskey; Nay: none)
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C. Airport Conditional Licenses - Status Update

Vernon Carter  
DOAV

Mr. Carter presented updates on the conditional licenses for Gordonsville, Lunenburg, New London, and Wakefield.

7. New Business

A. Virginia Aviation Board Allocations Review

Tentative Allocations from the Commonwealth Airport Fund

1. Consent Agenda - Denied for Lack of Funding

Rod Hall  
Chairman

Mr. Abbott moved to accept the consent agenda as presented, seconded by Ms. Cox. The motion passed unanimously. (Yay: Kennedy, Cox, Hardwick, Abbott, Mazza, Dominguez, McLeskey; Nay: none)

Region	Airport	Project Description	Amount
1	Tazewell County Airport	T-Hangar Site Preparation (Design)	\$36,000.00
4	Louisa County Airport	Terminal Building (Design)	\$126,585.00
		Terminal Site Preparation (Design)	\$92,000.00
6	Emporia-Greenville Regional Airport	T-Hangar Site Preparation (Design / Construction)	\$629,600.00
	Wakefield Municipal Airport	Terminal Apron Rehabilitation (Design)	\$60,000.00
7	Middle Peninsula Regional Airport	T-Hangar Site Preparation (Construction)	\$413,600.00
	Williamsburg-Jamestown Airport	Fueling System Credit Card Reader Replacement	\$100,000.00

2. Tentative Allocations from Commonwealth Airport Fund

Mike Swain  
DOAV

Mr. Swain provided the quarterly reports on the effect of the increased AIP match and the reimbursed cost of site plan reviews charged by localities. He reported that if the VAB approves funding based on staff recommendations, project requests for general aviation airports in the amount of \$1,457,785 would not be funded. During the last quarter, DOAV did not reimburse any funds for site plan reviews.

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). After the allocations were awarded, the following state discretionary funds were available:

Air Carrier/Reliever Discretionary	\$7,019,982.47
General Aviation Discretionary	\$20,917.55

For Region 1, Mr. Kennedy made motions by airport to accept staff recommendations for the allocation of capital funds. The motions were appropriately seconded. The board unanimously approved all motions.

Airport	Project Description	VAB Action	Amount
Tazewell County Airport	Easement Acquisition Services - Obstruction Removal - FAR Part 77 - BRIDGE LOAN	Approved	\$80,000.00

No project requests were received for Region 2.

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 all motions.

Airport	Project Description	VAB Action	Amount
Stafford Regional Airport	Runway Extension - Environmental Permitting & Mitigation (BRIDGE LOAN)	Disapproved	N/A
Warrenton-Fauquier Airport	Terminal Area Site Preparation & Rte 610 Improvements (Construction) - INCREASE	Approved	\$41,880.00
	Terminal Building (Construction)	Approved	\$2,637,704.00

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 all motions.

Airport	Project Description	VAB Action	Amount
Richmond International Airport	Taxiway 'A' Rehabilitation / Reconstruction	Approved	\$2,052,454.00 (D)
Tappahannock-Essex County Airport	Fueling System Credit Card Reader Replacement	Approved	\$11,333.33

No project requests were received for Region 5.

For Region 6, the projects requests for consideration were handled under the consent agenda as noted above.

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 all motions.

Airport	Project Description	VAB Action	Amount
Accomack County Airport	Easement Acquisition Services - Obstruction Removal - Phase 1 - BRIDGE LOAN	Approved	\$54,400.00
	Runway 21 Turnaround (Environmental)	Approved	\$25,600.00
Hummel Field	Airport Development Feasibility Study	Approved	\$37,600.00

3. Entitlement Utilization Report & Plan Review & Approve

Mike Swain  
DOAV

summary below - will ask Mike to send actual reports for appendix

Airport	Report or Plan	VAB Action
Lynchburg Regional Airport	FY2018 Entitlement Utilization Plan revision	Approved
Newport News-Williamsburg International Airport	FY2015 Entitlement Utilization Report	Approved
	FY2016 Entitlement Utilization Report	Approved
	FY2017 Entitlement Utilization Report	Approved
	FY2017 Entitlement Utilization Plan	Approved

Richmond International Airport	FY2018 Entitlement Utilization Plan revision	Approved
Shenandoah Valley Regional Airport	FY2018 Entitlement Utilization Plan revision	Approved

8. Public Comment Period

Rod Hall  
Chairman

Marshall Eichfeld requested the Virginia Aviation Board consider removing the requirement of 97.5% or 95%.

9. Board Member Comments and Reports

Rod Hall  
Chairman

Region 1: Mr. Kennedy asked that the VAB consider sponsoring a marker, similar to the historical marker, to recognize events.

Region 2: Ms. Cox recognized Charlottesville Airport and Melinda Crawford for the donation of the localizer to Hampton Roads Airport and Hanover Regional Airport.

Region 3: Mr. Hardwick welcomed Mr. Flynn. He added that he is tracking the proposal to sell Dulles and Reagan International Airports. He noted that American Airlines is making a significant investment in Dulles with designating it as a hub.

Region 4: Mr. Abbott noted that Hanover Municipal Airport appreciates the efforts to have the ILS, donated by Charlottesville Airport. He added that he recently attended a SmartAirports meeting at the request of Chairman Hall.

Region 5: Mr. Mazza welcomed Mr. Flynn.

Region 6: Ms. Dominguez welcomed Mr. Flynn and thanked Mr. Burdette for his years of service to DOAV. She asked Mr. Flynn about any further updates on the transfer of discretionary funding. Mr. Flynn responded that HB993, removing the discretionary funding fences after the first six months, had been unanimously approved by the House and moving to the Senate.

Region 7: Ms. McLeskey thanked Mr. Burdette and his wife, Linda, and welcomed Mr. Flynn. She also thanked all for their thoughts and prayers over the last year.

Director: Mr. Flynn noted that a press release on the conveyance of the ILS was being prepared.

Chairman: Chairman Hall thanked all of his colleagues, welcomed Mr. Flynn, and thanked Mr. Burdette. He added that there is no substitute for safety.

10. Adjournment

Rod Hall  
Chairman

Mr. Mazza made a motion to adjourn at 12:20 pm, seconded by Ms. McLeskey. The motion passed unanimously. (Yay: Kennedy, Cox, Hardwick, Abbott, Mazza, Dominguez, McLeskey; Nay: none)