



Virginia Aviation Board  
Meeting Minutes

The Virginia Aviation Board held a meeting on May 25, 2023, at the Hotel 24 South, Shenandoah Ballroom, 24 South Market Street, Staunton, Virginia 24401. The meeting was audio recorded. The audio recording, meeting documents, and presentation materials are available on the Virginia Department of Aviation's website, [www.daov.virginia.gov](http://www.daov.virginia.gov).

MEMBERS

Randall P Burdette, Chairman	Present
Sophie Chafin Vance, Region 1	Present
Victoria Cox, Region 2	Present
Roderick D. Hall, Region 3	Present
Alan C. Abbott, Region 4	Absent
Cheryl P. McLeskey, Region 5	Absent
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.

Chairman Burdette introduced Delegate Chris Runion who welcomed everyone to Staunton and thanked members of the aviation industry for all they do.

2. Review and approve February 16, 2023 minutes Randy Burdette, Chairman

Motion to approve: Cox  
Second: Robertson  
Vote: Aye: Vance, Cox, Hall, Robertson, Christie; Nay: none

3. Virginia Aviation Board Recognition - Rod Hall Randy Burdette, Chairman

Chairman Burdette presented a plaque to Rod Hall acknowledging his eight years of service to the Virginia Aviation Board and the Commonwealth, with six of those years serving as the Chairman of the Board. He noted that Mr. Hall had served three Governors: McAuliffe, Northam, and Youngkin.

4. DOAV Director's Update

Greg Campbell,  
Director, DOAV

Director Campbell provided an update on the Department's activities to the Virginia Aviation Board. He noted that the *Airport Program Manual* update recommendations would be presented later in the meeting and voted on at the August meeting. He stated that the FAA had completed their review of the Virginia Air Transportation System Plan and provided comments. He also highlighted other activities including the upcoming NAVAIDS study, the MVI study, ASD restructure, educational program milestones and the Department's participation in industry events.

5. VABA Update

Bud Oakey,  
President, VABA

Mr. Oakey provided an update on VABA activities. He addressed concerns regarding the Leesburg virtual tower, noting its importance to Virginia infrastructure. He noted workforce challenges and the importance of reaching the K-12 community, especially grades six through eight. He emphasized the need for data to sustain the aviation parts and supplies tax credit, which is in jeopardy.

6. New Business

A. *Airport Program Manual* Update

Susan Simmers, DOAV

Ms. Simmers presented the proposed updates to the *Airport Program Manual* for the board's consideration of approval at the August meeting. She noted that the *Airport Program Manual* Committee was comprised of VAOC representatives, VAB members and DOAV staff.

B. Consideration of Amended FY2023 Entitlement Utilization Plans

Mike Swain, DOAV

Mr. Swain presented revisions to the FY2023 Entitlement Utilization Plans for the following airports, for which staff recommends approval:

- Charlottesville-Albemarle Airport
- Newport News-Williamsburg International Airport
- Norfolk International Airport
- Roanoke-Blacksburg Regional Airport
- Shenandoah Valley Regional Airport

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Motion to approve: Cox

Second: Christie

Vote: Aye: Vance, Cox, Hall, 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
Blue Ridge Regional Airport	Box Hangar Site Preparation (Design/Construction)	Approved	\$667,772.00
	Route 698 Relocation & Apron Expansion (Construction) - INCREASE	Approved	\$108,208.17
	Runway Extension - Phase 3 (Design)	Approved	\$22,222.00
	Runway Extension (Road Relocation) - Phase 1 (Construction) (Non-AIP)	Approved	\$1,200,000.00
New River Valley Airport	Partial Parallel Taxiway (Environmental Coordination)	Approved	\$10,208.00
Twin County Airport	Runway Rehabilitation & Taxiway Relocation (Environmental & Design)	Approved	\$24,000.00
Virginia Tech - Montgomery Executive Airport	Purchase Automated External Defibrillator (AED)	Approved	\$1,360.00

Motion to approve staff recommendation with the exception to approve the Runway Extension (Road Relocation) - Phase 1 (Construction) (Non-AIP) project at the Blue Ridge Regional Airport: Vance  
Second: Christie

Vote: Aye: Vance, Cox, Hall, Robertson, Christie; Nay: none

For Region 2, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Bridgewater Air Park	Runway Lighting Rehabilitation (Construction)	Approved	\$424,000.00
Front Royal-Warren County Airport	Environmental Coordination - Obstruction Removal & Hangar Site Preparation	Approved	\$24,000.00
Ingalls Field	Master Plan Update	Approved	\$25,760.00
	Pavement Crack Seal / Re-marking / Environmental Coordination (Construction)	Approved	\$18,800.00
	Terminal Building Conceptual Study & Preliminary Engineering (Design)	Approved	\$68,800.00
Orange County Airport	Electrical Vault Fencing (Construction)	Approved	\$3,547.00

Motion to approve staff recommendation with the exception to approve the Runway Lighting Rehabilitation (Construction) project at Bridgewater Air Park: Cox  
Second: Vance

Vote: Aye: Vance, Cox, Hall, Robertson, Christie; Nay: none

For Region 3, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Leesburg Executive Airport	Hangars A, B, C & D Taxilane Rehabilitation (Construction)	Approved	\$1,640,000.00
	South Terminal Apron Rehabilitation (Construction)	Approved	\$471,200.00
Stafford Regional Airport	Runway 15 Extension (Construction Overrun) (AIP) - INCREASE	Approved	\$26,633.00
	Runway 15 Extension (Construction Overrun) (Non-AIP)	Approved	\$77,652.00

Motion to approve: Hall  
 Second: Robertson  
 Vote: Aye: Vance, Cox, Hall, Robertson, Christie; Nay: none

For Region 4, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Louisa County Airport	Flex-Wing Mower	Approved	\$10,899.00
	Tractor	Approved	\$35,796.00
New Kent County Airport	Airport Entrance Signage (Construction)	Approved	\$492.00
Richmond Executive - Chesterfield County Airport	Zero-Turn Mowers (2)	Approved	\$38,880.04
Tappahannock-Essex County Airport	Parallel Taxiway Extension (Construction)	Approved	\$240,000.00

Motion to approve: Cox  
 Second: Robertson  
 Vote: Aye: Vance, Cox, Hall, Robertson, Christie; Nay: none

For Region 5, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Brookneal Campbell County Airport	T-Hangar Site Preparation (Environmental Coordination)	Approved	\$20,800.00
Dinwiddie County Airport	Pavement Crack Seal / Seal Coat / Environmental Coordination (Design/Construction)	Approved	\$13,600.00

Motion to approve: Robertson  
 Second: Hall  
 Vote: Aye: Vance, Cox, Hall, Robertson, Christie; Nay: none

For Region 6, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Lake Country Regional Airport	East and West Side Runway Obstruction Survey and Removal (Construction) - INCREASE	Approved	\$4,400.00
Lunenburg County Airport	Apron Rehabilitation (Construction)	Approved	\$205,925.00
	Runway 2-20 Rehabilitation (Construction)	Approved	\$719,935.00
Wakefield Municipal Airport	Airfield Pavement Crack Seal, Seal Coat & Marking (Construction)	Approved	\$96,000.00

Motion to approve staff recommendation with the exception to approve the Apron Rehabilitation (Construction) and Runway 2-20 Rehabilitation (Construction) projects at the Lunenburg County Airport:  
 Robertson  
 Second: Cox  
 Vote: Aye: Vance, Cox, Hall, Robertson, Christie; Nay: none

For Region 7, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Chesapeake Regional Airport	Replacement Terminal Building Furniture	Approved	\$16,868.00
	Runway, Taxiway, and Apron Crack Seal & Re-Marking (Construction)	Approved	\$270,465.00
Hampton Roads Executive Airport	West Apron Hangar Site Preparation (Construction) - INCREASE	Approved	\$25,896.00

Motion to approve: Christie

Second: Robertson

Vote: Aye: Vance, Cox, Hall, Robertson, Christie; Nay: none

D. AFFF-PFAS Issues for Airports

David Harless  
Christian & Barton

Mr. Harless addressed the members of the VAB regarding Aqueous Film Forming Foam (AFFF) and FAA Part 139 Airports. He focused on PFAS, one compound of the AFFF, and wanted to provide information on developments over the last 12 months. He noted that PFAS was toxic, virtually indestructible and thought to cause impacts on health. As a result of FAA mandates, this substance is released into the environment twice annually at Part 139 airports.

6. Public Comment Period Randy Burdette, Chairman

No public comments were offered.

7. Board Member Comments and Reports Randy Burdette, Chairman

Region 1: No comment.

Region 2: Ms. Cox thanked VAOC for the opportunity to attend the meetings. She stated the Economic Development Strategic Planning Committee meeting was held on Wednesday. She noted the importance of continued collection of on-site readiness and assets available at airports in the Commonwealth in the VEDP database. The committee also discussed upcoming draft changes in the *Airport Program Manual*. The Committee sees the opportunity to support economic development in the Commonwealth and is starting to identify attribute descriptions of potential investments to assist in prioritization of projects when the time comes.

The Committee discussed the need to have a standing vice chair to serve in the chair's absence. After discussion, the committee believed it prudent to have the VEDP representative serve as this vice chair. Ms. Cox requested the board blessing of the selection of the VEDP representative (Molly Olson) to serve in this capacity.

Motion to approve: Cox

Second: Hall

Vote: Aye: Vance, Cox, Hall, Robertson, Christie; Nay: none

Region 3: Mr. Hall expressed appreciation for the courtesy extended and to his colleagues.

Region 4: Absent

Region 5: Absent

Region 6: Mr. Robertson thanked Mr. Hall for his distinguished service and stated that it was a pleasure to serve with him. He wished everyone a happy, healthy, and safe holiday weekend.

Region 7: Ms. Christie echoed sentiments of other members. She noted that it's been a great two days with great focus on economic development. She announced that anyone looking for a great opportunity to fly a cool airplane should visit Chesapeake Regional Airport. She added that there will be a Women Can Fly event

at Hampton Roads with more information upcoming. She added that it's been an absolute pleasure to work with former chair, Rod Hall.

Director: Mr. Campbell noted that 95<sup>th</sup> anniversary clocks were placed at each of each board member's seat. These are being shared in celebration of the department's 95 years of existence in the Commonwealth

Chairman: Mr. Burdette thanked the board members and those who served on the APM committee. He asked all to join him in thanking Chairman Emeritus Rod Hall.

8. Adjournment

Randy Burdette, Chairman

The meeting adjourned at 2:42 pm.

Motion to approve: Hall

Second: Robertson

Vote: Aye: Vance, Cox, Hall, Robertson, Christie; Nay: none