



Virginia Aviation Board  
Meeting Minutes

A meeting of the Virginia Aviation Board was held on Thursday, March 18, 2021, at the Virginia Department of Aviation, Passenger Terminal Hangar, 5702 Gulfstream Road, Richmond, VA 23250. The meeting was also available by electronic media and was audio recorded. The audio recording, meeting documents, and presentation materials are available on the Virginia Department of Aviation's website, [www.doav.virginia.gov](http://www.doav.virginia.gov).

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
Maggie Ragon, Region 5	Present
TBD, Region 6	N/A
Vanessa Christie, Region 7	Present

OTHER ATTENDEES

	Office of the Attorney General
Mark K. 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 Dak Hardwick,  
Vice-Chairman

The chairman called the meeting to order at 10:12 a.m.

2. Review and approve January 14, 2021 minutes Dak Hardwick,  
Vice-Chairman

Motion to approve: Kennedy  
Second: Abbott  
Vote: Aye: Kennedy, Cox, Abbott, Ragon, Christie; Nay: none

3. Update and Announcements:
  - A. DOAV Update Mark Flynn, DOAV

Director Flynn provided an update on DOAV activities and the Advanced Air Mobility (AAM) program. Mr. Kennedy commented on Florida's efforts to attract and develop AAM activity. Board members expressed great interest in pursuing the tools and policies to incorporate AAM into Virginia's aviation system. Mr. Hardwick requested AAM updates be added as a stated agenda item for future meetings.

Communications & Education Update

John Campbell, DOAV

Mr. Campbell provided an update on the department's communications and education activities.

B. FAA-FSDO Report

Maury Dacey, FAA

Mr. Dacey provided an updated on FAA-FSDO activities.

C. VAOC Report

Keith Holt, VAOC

Mr. Holt provided an updated on VAOC activities.

D. VABA Report

Bud Oakey, VABA

Mr. Oakey provided an update on VABA activities.

4. Old Business

A. Airport Program Manual

Mark Flynn, DOAV

Director Flynn provided noted that as a result of committee recommendations, revised language was being presented to the board for their review and consideration for approval. After a great deal of discussion between board members, airport representatives and DOAV staff, Mr. Hardwick made a motion to approve the *Airport Program Manual* revisions, with the exception of Section 2.4.10. He recommended Section 2.4.10 be discussed, revised, and submitted for board consideration at the next meeting. Mr. Flynn stated DOAV will work with VAOC on the outstanding issue.

Motion to approve: Hardwick

Second: Kennedy

Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

B. Airport Licensing Issues

Vernon Carter  
DOAV

1. Falwell Airport

Mr. Carter provided additional information regarding sponsor proposed safety recommendations. While the license was extended for up to six months, the department will work with the sponsor to implement the proposed safety recommendations and present an update to the board once completed.

2. William M. Tuck Airport

Mr. Carter provided obstruction information regarding the turf runway and the timeline of events and communications. Staff recommended that the public-use license for the turf runway be revoked.

Motion to approve: Ragon

Second: Christie

Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

- C. Commonwealth Aviation Fund Status Cliff Burnette  
DOAV

Mr. Burnette provided an updated on the status of the Commonwealth Aviation Fund.

- D. Aviation Special Fund Status Mark Flynn  
DOAV

Mr. Flynn provided an updated on the status of the Aviation Special Fund.

5. New Business

- A. VRA Loan Applications Mike Swain, DOAV

Mr. Swain presented the following Virginia Resources Authority (VRA) loan requests. Staff recommended endorsement of the requests for the Charlottesville-Albemarle Airport and Louisa County Airport. Staff recommended the conditional endorsement of the request for the Roanoke-Blacksburg Regional Airport awaiting the receipt of the environmental determination from FAA.

Airport	Project	Amount
Charlottesville-Albemarle Airport	Economy Parking Lot Expansion-Refinancing	\$1,949,031.00
Louisa County Airport	Box Hangar Construction	\$400,000.00
Roanoke-Blacksburg Regional Airport	Land Acquisition - Future Development	\$3,200,000.00

Motion to approve: Cox

Second: Ragon

Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

- B. Consideration of Amended FY21 Entitlement Utilization Plans Mike Swain, DOAV

Mr. Swain presented revisions to FY21 Entitlement Utilization Plans for Norfolk International Airport and Shenandoah Valley Regional Airport. Staff recommended approval of the amended plans.

Motion to approve: Hardwick

Second: Christie

Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

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

1. Impact of Federal Relief Funds

As federal legislation is moving forward with 100 percent funding for AIP projects, staff recommended

- If a sponsor receives a tentative allocation from the Virginia Aviation Board, and then receives an FAA AIP grant offer for 100% of the project costs, the tentative allocation shall be automatically revoked, and the Department is directed to withdraw the tentative allocation.
- If a sponsor executes a state grant offer, and then receives an FAA AIP grant offer for 100% of the project costs, the sponsor must repay the Department of Aviation for any reimbursements previously received, and the Department of Aviation will close the state grant.

Motion to approve: Kennedy

Second: Hardwick

Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

2. Review of Tentative Allocations

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	Land Acquisition Services Runway 13 RPZ/Part 77 - BRIDGE LOAN	Approve	\$33,947.00
Lonesome Pine Airport	Runway 6-24 Rehabilitation (Construction)	Approve	\$480,000.00
New River Valley Airport	Master Plan Update	Approve	\$40,000.00
	Parking Lot Rehabilitation (Design/Construction)	Approve	\$86,882.00
	Taxiway Crack Seal (Construction)	Approve	\$2,960.00
Tazewell County Airport	T-Hangar Site Preparation (Construction)	Approve	\$400,000.00
Twin County Airport	Box Hangar Site Preparation (Environmental Reimbursement & Design)	Approve	\$48,000.00
Virginia Highlands Airport	Runway 6-24 Extension - Phase 5 (Embankment Season 3) (Construction)	Approve	\$334,000.00
Virginia Tech - Montgomery Executive Airport	Additional Security Cameras	Approve	\$3,442.00
	Runway 12-30 Extension - Land Acquisition - Phase 3	Approve	\$57,777.00
	Runway 12-30 Extension - Phase 2 (Construction) - INCREASE	Approve	\$81,517.53

Motion to approve: Kennedy

Second: Hardwick

Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

For Region 2, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Bridgewater Air Park	Runway/Taxiways Crackseal, Sealcoat, and Re-Marking (Design)	Approve	\$16,800.00
Front Royal-Warren County Airport	Terminal Roof Replacement (Design)	Approve	\$3,198.00
Gordonsville Municipal Airport	Runway, Taxiway & Apron Rehabilitation (Construction)	Approve	\$1,056,101.00
Luray Caverns Airport	Terminal Building (Design)	Approve	\$144,000.00
	Terminal Site Preparation (Design)	Approve	\$60,000.00

Motion to approve: Cox

Second: Kennedy

Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

For Region 3, staff recommended the following:

Airport	Project Description	VAB Action	Amount
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Culpeper Regional Airport	Stormwater Pollution Prevention Plan & Spill Prevention Control & Countermeasures Plan Updates	Approve	\$15,936.38
Manassas Regional Airport	Access Roads/Parking Lot - Pavement Mill/Replace/Restripe	Approve	\$85,186.00
	Master Plan Update	Approve	\$48,000.00
Stafford Regional Airport	Runway Extension - Phase 2 (Construction)	Approve	\$464,000.00
Winchester Regional Airport	Terminal Area Site Preparation - Phase 2 (Design)	Approve	\$195,200.00
	Terminal Building (Design)	Approve	\$231,000.00

Motion to approve: Hardwick

Second: Ragon

Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

For Region 4, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Hanover County Municipal Airport	Runway 16 Remarketing	Approve	\$8,400.00
	Runway 16/34 Rehabilitation (Design)	Approve	\$32,000.00
	Spill Prevention Control & Countermeasures Plan Update	Disapprove	N/A
Richmond Executive-Chesterfield County Airport	Airfield Drive Rehabilitation (Design)	Approve	\$80,800.00
	Fueling System (Demolition) and Fueling Truck Parking Area (Construction)	Approve	\$200,000.00
	Southeast Hangar Apron (Design)	Disapprove	N/A

Motion to approve: Abbott

Second: Christie

Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

For Region 5, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Crewe Municipal Airport	Terminal Building Roof Repairs	Approve	\$5,980.00
Danville Regional Airport	Taxiway 'H' Widening and Hangar Site Development (Construction)	Approve	\$1,122,101.00
	Terminal Building Renovation (Design)	Approve	\$55,922.00
Dinwiddie County Airport	Runway Crack Seal	Approve	\$18,644.00
Farmville Regional Airport	Maintenance Equipment Storage Building - Replacement (Construction)	Approve	\$88,476.00

Motion to approve: Ragon

Second: Abbott

Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

For Region 6, staff recommended the following:

Airport	Project Description	VAB Action	Amount
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Lake Country Regional Airport	Runway Rehabilitation & RSA Grading (Construction) - Phase 3	Approve	\$872,000.00
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Motion to approve: Hardwick

Second: Ragon

Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

For Region 7, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Accomack County Airport	Fuel Truck Containment Area - Environmental Coordination (CatEx)	Approve	\$12,800.00
	Runway 21 Turnaround (Design)	Approve	\$6,000.00
	Wetland Credits Reallocation - Runway 21 Turnaround (Design)	Approve	N/A (scope change)
Hampton Roads Executive Airport	Taxiway Asphalt Repair (Patching, Milling, Crack Fill)	Approve	\$15,447.00
	West Apron Taxiways Rehabilitation (Construction)	Approve	\$40,000.00
Hummel Field	Airport Layout Plan Update	Approve	\$35,990.00
	Environmental Impact Review	Disapprove	N/A
Middle Peninsula Regional Airport	Access Road & Box Hangar Site Preparation (Environmental)	Disapprove	N/A
	Pavement Repair (Runway, Taxiway, Fuel Farm, Apron, Parking Lot, and Hangar)	Approve	\$24,035.00
	Transient Apron Security Lighting (Design)	Disapprove	N/A
Williamsburg-Jamestown Airport	T-Hangar #2 Site Preparation (Design)	Approve	\$36,800.00

Motion to approve: Christie

Second: Ragon

Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

6. Public Comment Period Rod Hall, Chairman

No public comments were offered.

7. Board Member Comments and Reports Rod Hall, Chairman

Region 1: Mr. Kennedy stated it was good to be back in person.

Region 2: Ms. Cox announced that the Economic Development Strategic Planning Committee reconvened on March 11. There was a lot of discussion on the revenue-producing funding. She was glad to hear that the Department did not oppose revenue-generating projects but budget discourages the change. She noted that DOAV is looking at a request for funds for economic development related to aeronautics.

Region 3: Mr. Hardwick thanked DOAV, VAOC, and Ms. Ragon for the work on the *Airport Program Manual* updates and is looking forward to work going forward and the relationship with VAOC. He recognized the outstanding efforts with regard to setup to hold the meetings in the hangar.

Region 4: No report

Region 5: Ms. Ragon echoed Mr. Hardwick's remarks on the setup and *Airport Program Manual*. She thanked John Campbell for agreeing to speak to her Rotary Club in April.

Region 6: N/A

Region 7: Ms. Christie thanked everyone for the efforts in Region 7 as there has been a log of engagement. She also concurred with Mr. Hardwick's comments on setup for the meetings.

Director: No report

Chairman: The Chairman echoed Mr. Hardwick's comments. He thanked John Campbell for his assistance in the coordination with a school in his area with respect to careers in aviation. He congratulated sponsors across the Commonwealth on the passage of the economic recovery act, including one billion dollars for airport and airport concessionaires.

8. Adjournment

Rod Hall, Chairman

The Chairman entertained a motion to adjourn at 1:20 pm.

Motion to approve: Hardwick

Second: Cox

Vote: Aye: Kennedy, Cox, Hardwick, Abbott, Ragon, Christie; Nay: none

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