



Virginia Aviation Board
Meeting Minutes

The Virginia Aviation Board held a meeting on Thursday, November 16, 2023, at the Virginia Department of Aviation, Passenger Hangar, 5702 Gulfstream Road, Richmond VA 23250. The meeting documents and presentation materials are available on the Virginia Department of Aviation's website, www.daov.virginia.gov.

MEMBERS

Randall P Burdette, Chairman	Present
Sophie Chafin Vance, Region 1	Absent
Victoria Cox, Region 2	Present
Craig Parisot, Region 3	Present
Alan C. Abbott, Region 4	Present
Cheryl P. McLeskey, Region 5	Present
Donald T. Robertson, Region 6	Present
Vanessa Christie, Region 7	Present

OTHER ATTENDEES

Brian Stevens	Office of the Attorney General
Greg 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 10:00 a.m.

2. Review and approve August 11, 2023 minutes Randy Burdette, Chairman

Motion to approve: Abbott

Second: McLeskey

Vote: Aye: Parisot, Abbott, McLeskey, Robertson, Christie; Nay: none; Absent: Cox

3. DOAV Update Greg Campbell, DOAV

Director Campbell introduced new DOAV staff members. He highlighted some of the larger projects that have been completed and noted the impact of projects. He demonstrated the impact of the Blacksburg-Roanoke Regional Airport runway extension, using an animated comparison of the increase in flights to and from for the years 2019 and 2022. He noted some of the success stories and impacts of the New Air Service

Incentive Fund (NASIF) at commercial airports in the Commonwealth. Additionally, he provided timeline information regarding Advanced Air Mobility.

4. VAOC Update

Nick Sabo, VAOC

Mr. Sabo noted the organization's support for the DOAV's plans for an online airport directory and the development of the promotional video. He noted that the organization's focus for the upcoming legislative session is derelict and abandoned aircraft, workforce development, sustainability and enhanced communication.

5. VABA Update

Bud Oakey, VABA

Mr. Oakey noted the importance of the role of airport infrastructure as an economic driver. He stated that workforce challenges remain and the importance of starting to build interest in students in Kindergarten through 12th grade, instead of waiting until later years. He stated that the Advanced Air Mobility (AAM) industry requires supported development and sustainable infrastructure. His organization supports this initiative falling under the Secretary of Transportation. He noted the date for the VABA Legislative Reception is Wednesday, February 7 and encouraged all to attend.

6. Economic Development Strategic Planning Committee Update

Vanessa Christie, Chair

Ms. Christie thanked the board members for her selection as the committee chair at the August meeting. She noted that the committee will be discussing the impact of energy sources and the unique capabilities of airports. She noted that there is a VAB slot vacant on the EDSP Committee due to Ms. Cox's resignation and requested the position be filled. A motion was made for Craig Parisot to be appointed as the third VAB representative to the EDSP Committee.

Motion to approve: Robertson

Second: Cox

Vote: Aye: Cox, Parisot, Abbott, McLeskey, Robertson, Christie; Nay: none

7. New Business

A. Rural Runway Rehabilitation Projects

John Hart, DOAV

Mr. Hart, DOAV's Lead Engineer, provided a presentation on the airport projects completed under the Rural Runway Airport Rehabilitation Program. He noted that four have been completed, with two other airports expressing interest in participation in the program. He added that these airports will continue to be valuable economic generators for their localities for years to come.

B. *Airport Program Manual* Update

Susan Simmers, DOAV

Ms. Simmers reported that the agency needed to ensure compliance with Sec530 standards pertaining to IT Security requirements. This standard requires any individual with access to Commonwealth systems to complete the required security training. She noted the proposed language adding the training requirement to Section 2.4.6, as well as the removal of the security training language listed for bonus point consideration. DOAV staff held a briefing for the Airport Program Manual Committee in October. A motion to accept the proposed changes to the *Airport Program Manual* was made.

Motion to approve: Cox

Second: McLeskey

Vote: Aye: Cox, Parisot, Abbott, McLeskey, Robertson, Christie; Nay: none

C. Virginia Airport Revolving Fund (VRAF) Loan Application Review Mike Swain, DOAV

Mr. Swain presented the VRA loan request for the Roanoke-Blacksburg Regional Airport in the amount of \$8.5 million for the project to rehabilitate and reconfigure the revenue-producing parking lots. Staff recommended endorsement of the VRA loan application.

Motion to approve: Cox

Second: McLeskey

Vote: Aye: Cox, Parisot, Abbott, McLeskey, Robertson, Christie; Nay: none

Mr. Swain presented the VRA loan request for the Virginia Highland Airport in the amount of \$600,000 for the project to install water and natural gas utilities for hangars. Staff recommended endorsement of the VRA loan application.

Motion to approve: Cox

Second: McLeskey

Vote: Aye: Cox, Parisot, Abbott, McLeskey, Robertson, Christie; Nay: none

D. Consideration of Amended FY24 Entitlement Utilization Plans Mike Swain, DOAV

Mr. Swain presented revisions to FY24 Entitlement Utilization Plans for

- Charlottesville-Albemarle Airport;
- Newport News-Williamsburg International Airport;
- Norfolk International Airport; and
- Shenandoah Valley Regional Airport.

Staff recommends approval of the amended plans.

Motion to approve: Abbott

Second: McLeskey

Vote: Aye: Cox, Parisot, Abbott, McLeskey, Robertson, Christie; Nay: none

E. 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.

For Region 1, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Twin County Airport	Taxiway Pavement Rehabilitation & Taxiway Relocation (Design) - INCREASE	Approved	\$2,240.00
Virginia Highlands Airport	Obstruction Removal - Runway 6 Approach	Approved	\$247,660.00
	Runway 6-24 Pavement & Lighting Rehabilitation (Design) - INCREASE	Approved	\$2,560.00

Motion to approve: Cox

Second: Christie

Vote: Aye: Cox, Parisot, Abbott, McLeskey, Robertson, Christie; Nay: none

For Region 2, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Gordonsville Municipal Airport	Airport Layout Plan Update	Approved	\$92,000.00
Ingalls Field	Temporary Terminal Building Lease - INCREASE	Approved	\$42,000.00
	Terminal Area Site Preparation (Design)	Approved	\$206,400.00
	Terminal Building (Design)	Approved	\$164,000.00

Motion to approve: Cox

Second: Parisot

Vote: Aye: Cox, Parisot, Abbott, McLeskey, Robertson, Christie; Nay: none

For Region 3, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Culpeper Regional Airport	Greenhouse Road Extension (Construction) (Non-AIP) - INCREASE	Approved	\$51,356.27
Manassas Regional Airport	ALP & Forecast Update for Provisions of Commercial Service	Approved	\$61,132.00
	Reconstruct & Widen Taxilane 'Y' - North (Construction)	Approved	\$52,830.80
	Reconstruct Taxiway 'B' - Phase 1 North 4,300 Feet (Construction)	Approved	\$297,678.00
	T-Hangar Taxilane Rehabilitation - Phase 2 (Construction) - INCREASE	Approved	\$39,807.00
Winchester Regional Airport	Mid-Field Apron Reconstruction - Phase 2 (Construction) (AIP) - INCREASE	Approved	\$154,831.00

Motion to approve: Parisot

Second: McLeskey

Vote: Aye: Cox, Parisot, Abbott, McLeskey, Robertson, Christie; Nay: none

For Region 4, staff recommended the following:

Hanover County Municipal Airport	Terminal Building Upgrade - Signage (Construction)	Approved	\$12,360.48
Louisa County Airport	Airfield Lighting & Signage Replacements (Environmental Coordination)	Approved	\$18,400.00
	Self-Service Fueling System Relocation (Construction)	Approved	\$145,055.00
	T-Hangar Taxilanes Rehabilitation (Design)	Approved	\$163,600.00

Motion to approve: Abbott

Second: Christie

Vote: Aye: Cox, Parisot, Abbott, McLeskey, Robertson, Christie; Nay: none

For Region 5, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Dinwiddie County Airport	Maintenance Equipment Storage Building (Design)	Approved	\$74,800.00

Motion to approve: McLeskey
 Second: Robertson
 Vote: Aye: Cox, Parisot, Abbott, McLeskey, Robertson, Christie; Nay: none

For Region 6, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Mecklenburg-Brunswick Regional Airport	Replacement Terminal Building (Lobby) Furniture	Approved	\$2,111.97

Motion to approve: Robertson
 Second: Christie
 Vote: Aye: Cox, Parisot, Abbott, McLeskey, Robertson, Christie; Nay: none

For Region 7, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Chesapeake Regional Airport	Terminal Building HVAC Replacement (Construction)	Approved	\$30,410.15
Hampton Roads Executive Airport	Self-Serve Fueling System Upgrade - Safety Cantilever Ladder	Approved	\$4,115.96
Suffolk Executive Airport	T-Hangar Site Preparation (Design)	Approved	\$129,600.00

Motion to approve: Christie
 Second: Robertson
 Vote: Aye: Cox, Parisot, Abbott, McLeskey, Robertson, Christie; Nay: none

8. Public Comment Period (3-minutes per person) Randy Burdette, Chairman

Hank Rempe, airport manager at Lake Anna Airport, relayed a story regarding the crash of a Cessna 172 at Hanover Regional Airport three weeks ago. The three airplane occupants walked away. He stated that the individuals walked away due to his purchase of a navigation easement when he was airport manager at Hanover. He stressed the importance of the obstruction clearance on this easement. He noted he will be submitting reimbursement in the amount of an additional \$4,000 for an easement at the February meeting to purchase an easement.

Juan Rivera, airport manager at Manassas Regional Airport, thanked the Board for their consideration of the late project and approval by exception. He thanked Director Campbell for his attendance at the November 15 General Aviation Townhall event. He noted the 2nd annual career fair for 500 middle and high school students with 35 vendors was held the previous week. He is working on a regional aviation academy placed at Manassas Regional Airport. He appreciates AOPA's involvement as they have an excellent aviation curriculum that can be used off of the shelf.

9. Board Member Comments and Reports Randy Burdette, Chairman

Region 1: Absent
 Region 2: Ms. Cox stated it was great to see such a turnout but apologized for being late due to traffic. She congratulated Shenandoah Valley Regional Airport on their new hangar. She added congratulations to Gordonsville Airport for their event with over 200 scouts.

Region 3: Mr. Parisot stated that he is still in the process of reaching out to each of the Region 3 Airports and working on building closer relationships with the Airport Managers, local officials and other interested parties in these airport communities. He has made one site visit to Stafford Regional and looking forward to completing the balance of these visits in the first quarter of 2024. On the aviation modernization front, which includes advanced air mobility, there continues to be strong activity across the Commonwealth. I have been working with the Department of Aviation and providing input on the development of the Virginia strategy, which will be critical in providing clarity around the state's role, policies and approach to infrastructure investment that should serve all of aviation. This strategy should be Principle-based, since no strategy can address all contingencies, and it should be aviation-led, but not aviation alone. Some principles to consider as we evaluate state investments are the ability to demonstrate public benefit, support scaled commercial operations, create conditions to make Virginia more attractive to aviation industry participants, and show a path to economic viability and sustainability. These state investments should also demonstrate how they create progress towards Autonomous operations and new propulsion systems while seeking alignment with a realistic federal regulatory pathway. Sustaining Economic Development and Development of the Supply Chain around advanced air mobility are also crucial. This includes developing, extending, and strengthening our entire aerospace and aviation ecosystem that includes not only our industrial supply chains, but also aviation talent and the development of a much-needed workforce. And We must do this thoughtfully and gradually with sustainment in mind. He suggested that the Board should consider some funding toward electric and broadband utilities at airports as a foundational investment towards aviation modernization. He charged Department staff to take a look at this and report back with a recommendation for a policy and action by the Board.

Region 4: No comment.

Region 5: Ms. McLeskey thanked everyone for all of their time and energy put in at the airports.

Region 6: Mr. Robertson expressed appreciation to those in attendance and wished everyone a safe and happy holiday season.

Region 7: Ms. Christie thanked everyone for the support of Region 1 on behalf of Ms. Vance.

Director: Mr. Campbell stated that Board members may be receiving information on a potential temporary funding program for the February meeting.

Chairman: Chairman Burdette noted the upcoming budget cycle and the importance of having the tools to defend the Commonwealth Aviation Fund budget. He encouraged airports to make sure their six-year plans were up-to-date. He thanked VABA and VAOC and agreed it is powerful to go forward with one voice.

10. Adjournment

Randy Burdette, Chairman

The meeting adjourned at 11: 42 am.

Motion to approve: Christie

Second: Abbott

Vote: Aye: Cox, Parisot, Abbott, McLeskey, Robertson, Christie; Nay: none