

AIRPORT COMMISSION MINUTES

March 14, 2023

3:00 P.M.

Danville Regional Airport – Eastern Conference Room

The following were present for the Danville Regional Airport Commission Meeting held on Tuesday, March 14, 2023.

Attendees:

Marc Adelman, Director	Bob Jiranek	Alan Spencer, Deputy City
Jessie Barksdale	Fred Shanks	Attorney
Michael Duncan	Earl Reynolds, Deputy City	Lisa Bivens, Administrative
Phil Hall, Chairman	Manager	Assistant
Gene Jackson	John Earl, AU Aviation	Todd Pinekenstein, Transportation
		Bld. Grounds Superintendent

Approval of Agenda

Michael Duncan made a motion to amend the agenda to add item 2.5 to discuss hangar development opportunities. Fred Shanks seconded the motion; all members in attendance were in favor and the motion passed. Michael Duncan made a motion to approve the agenda as amended and Jessie Barksdale seconded the motion. All members in attendance were in favor and the motion passed.

Approval of Minutes

Jessie Barksdale moved that the minutes of the February 14, 2023, Airport Commission meeting be accepted as presented. Gene Jackson seconded the motion; all members in attendance were in favor and the motion passed.

New Business

Topic: Terminal Building Renovation Update

Action: Marc Adelman reviewed slides with the Airport Commission that provided an update concerning work completed for the terminal building renovation project.

Disposition: Additional work is necessary to complete renovations for the airside canopy.

Marc Adelman updated the Airport Commission on work activities completed to date involving the airside canopy area. This week the contractor plans to finish the welding of the angle iron and complete the decking work for the canopy. Next week plans are to rough in the electric service in the canopy, install the roofing soffit panels, install gutters and downspouts and complete bases for steel columns. The concrete demolition, installation of concrete base and brick pavers will be completed after the overhead work is finished.

Marc Adelman mentioned that interior renovations were recently completed to support the installation of a larger River District aerial image. These improvements include the removal of the north glass wall that was located adjacent to the Eastern Conference Room and the installation of drywall in this area. A QR code will be placed on the new River District aerial image that will provide a direct link to the Tourism Division's new website.

Topic: Young Eagles Rally and Airport Open House

Action: Marc Adelman updated the Commission on the status of the Young Eagles Rally/Airport Open House, which will be held on April 29, 2023.

Disposition: Advertising activities will be completed to promote the event.

Registration for the Young Eagles Rally opened on March 12th, and it closed on March 14th because over one hundred children registered for the event during the two-day period. As a result, Marc Adelman communicated with Travis Williams, Averett University's Chief Flight Instructor to check whether the university could provide needed resources to support the rally as they did in October 2021. Hopefully, registration can reopen so additional flights can be completed if Averett University is able to provide additional pilots and aircraft.

Topic: Box Hangar Hangar Update

Action: Michael Duncan provided information on box hangars, aircraft size and airfield locations to discuss with the Airport Commission.

Disposition: State funding will be pursued to complete needed site prep improvements along Taxiway H to support hangar development opportunities.

Michael Duncan provided documentation on hangar sizes needed for different planes and reviewed sections of the Airport Layout Plan (ALP) that designate opportunities for hangar development. Discussion continued.

Topic: Update on Airport Capital Improvement Projects

Action: Marc Adelman updated the Airport Commission concerning Airport Capital Improvement Projects.

Disposition: The Airport Capital Improvement Plan will be submitted to the Federal Aviation Administration (FAA) and the Virginia Department of Aviation by April 1, 2023.

Marc Adelman reviewed potential projects for the Airport's Capital Improvement Plan (ACIP) from FY2024 to FY2029. Recently, airport staff, Danville's airport engineering firm and representatives from the FAA and State completed a conference call to discuss critical issues regarding the Airport's Capital Improvement Plan. The updated ACIP will be submitted to the FAA and State by April 1, 2023.

Identified below are issues that were discussed during the conference call with the FAA and State regarding the Airport's draft Capital Improvement Plan:

- The FAA is unsure whether sufficient federal funding will be available to complete Phase 2 of the South Ramp project due to the estimated total project cost. Consequently, a third phase may be required to complete the project.
- The Virginia Department of Aviation will not provide state funding to grade an area to support improved visibility from the tower to the end of Runway 31. As a result, this project will need to be considered in the future using only local funding.
- The FAA identified that Bipartisan Infrastructure funding could be used to offset the possible federal funding shortfall for the south ramp project and could also be used to finance hangar projects. To date, Danville has received two Bipartisan Infrastructure funding allocations totaling \$587,000.

Identified below are issues that were discussed during the conference call with the FAA and State regarding the Airport's draft Capital Improvement Plan (Continued):

- The Virginia Department of Aviation identified that the current state policy that requires airports to develop a hangar within two years after funding is provided for infrastructure improvements including aircraft parking areas and taxiway and taxi-lane development may end this calendar year, subject to Virginia Aviation Board approval.
- The local financing requirement to finance a \$700,000 bond to expand the airport's fuel facility and install a 20,000-gallon jet fuel tank is currently estimated at \$60,000 per year.
- A bid alternate must be prepared by the airport's engineering firm to pave a smaller area of the south ramp for phase two of the project if insufficient federal funding is available to complete the project in two phases. It was decided that if a third phase is required that the north area of the ramp, closest to Taxiway E should be completed as Phase 2 to allow for more aircraft parking and the third phase if needed, would involve paving the south area of the ramp that connects with Taxiway D.

DRAFT AIRPORT CAPITAL IMPROVEMENT PLAN

FY	Project Description	FAA	State	Local	Total
2024	Rehabilitate South Ramp – Phase Two	\$3,541,072	\$449,002	\$112,251	\$4,102,325
2024	Design Services to Bid Phase 2 – S. Ramp	\$40,749	\$3,622	\$906	\$45,277
2024	Fuel Farm Expansion Project	\$0	\$163,340	\$680,002	\$843,282
2024	Design Services for site prep construction for hangar – South Ramp	\$0	(TBD)	(TBD)	(TBD)
2025	Master Plan Update	\$360,000	\$32,000	\$8,000	\$400,000
2025	Site Prep Construction to support hangar construction – Taxiway H	\$0	\$1,150,000	\$287,500	\$1,437,500
2025	Construct Corporate Hangar using Bi-Partisan Infrastructure Funds	\$880,000	\$0	\$97,778	\$977,778
2025	Site Prep Construction to support hangar construction – S. Ramp	\$0	(TBD)	(TBD)	(TBD)
2027	Design Services to Extend Runway 2/20 and widen Taxiway A	(TBD)	(TBD)	(TBD)	(TBD)
2028	Design Services to Expand South Ramp	\$556,200	\$49,440	\$12,360	\$618,000
2028	Design Services for Site Prep Construction – South Ramp	\$0	\$240,000	\$60,000	\$300,000
2029	Extend Runway 2/20 and Widen Taxiway A	(TBD)	(TBD)	(TBD)	(TBD)
2029	Design Services to Construct Taxi-Lane for Closed 24	\$136,980	\$12,176	\$3,044	\$152,200

Update on Airport Capital Improvement Projects (Continued)

After discussion Marc Adelman asked the Airport Commission if they have a recommendation concerning how they would like to use \$880,000 in federal Bipartisan Infrastructure funding since it can be used for different projects. This funding level is expected to be available by December 2023. *After discussion, a motion was made by Michael Duncan that the available Bipartisan Infrastructure funding should be used towards constructing a hangar that could be used to support the DCC aviation maintenance training program. Gene Jackson seconded the motion; all members in attendance were in favor and the motion passed.* Other discussion continued.

Topic: FBO Management Update

Action: John Earl, FBO manager provided an update concerning activities related to Averett University and the FBO.

Disposition: Additional information will be provided next month by the FBO.

John Earl provided a picture of a recently purchased tug by the FBO. This tug can be used to park aircraft more efficiently using less ramp space. John Earl said the tug should be delivered in four to five weeks. The unit is an all-wheel drive aircraft tug capable of towing aircraft up to 90,000 pounds on a 1% grade. Discussion continued.

Communications

Bob Jiranek said he does not think that the public understands what all is going on at the airport. He mentioned that this is a regional airport, and we should take the other counties in consideration when lobbying for the airport.

Phil Hall asked Earl Reynolds to discuss the Future of the City effort. Earl Reynolds said this is a state mandated Comprehensive Planning Process and it kicked off about a week ago. There are community ambassadors that have been chosen from across the city and they will be having small area planning conversations. Discussion continued.

Gene Jackson mentioned that the perception of the airport is continuing to change. This airport is a regional asset and not just a small airport for those who can afford to own airplanes.

Michael Duncan mentioned that one of the CAP vehicles was vandalized to steal the catalytic converter. The vehicle has been moved into the long-term gated lot to be more secure.

Adjournment

The Commission meeting adjourned at 4:52 pm. The next regular Commission meeting is scheduled for **Tuesday, April 11, 2023, at 3:00 pm in the airport's Eastern Conference Room.**