

AIRPORT COMMISSION MINUTES

May 9, 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, April 11, 2023.

Attendees:

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

Approval of Agenda

Bob Jiranek made a motion to approve the agenda for the May 9, 2023, meeting as presented, and Gene Jackson seconded the motion. All members in attendance were in favor and the motion passed.

Approval of Minutes

Gene Jackson moved that the minutes of the April 11, 2023, Airport Commission meeting be accepted as presented and Sid Allgood seconded the motion. All members in attendance were in favor and the motion passed.

New Business

Marc Adelman distributed copies of an email that was received from the Virginia Department of Aviation regarding proposed capital funding policy changes that will be presented to the Virginia Aviation Board at the August Board meeting for adoption. He indicated that if passed, the changes would go into effect in November 2023. New policy changes include funding for site prep construction for aviation related business facilities that could enhance possibilities for economic development. In addition, he stated that if these changes are approved the airport will not be required to build a hangar within two years if funding is received for site prep construction. Discussion continued.

Topic: Open House/ Free Fly Day Update and FY2024 Aviation Promotion Grant

Action: Marc Adelman updated the Airport Commission on the Airport Open House and Free Fly Day for children held on April 29, 2023. Marc Adelman also discussed possibilities for submitting a FY2024 Aviation Promotion Grant application.

Disposition: It was the consensus of the Commission to move forward to pursue a FY2024 State Aviation Promotion Grant to update the airport's promotional video.

Marc Adelman updated the Airport Commission concerning the Airport Open House and Free Fly Day. A total of 78 children completed free airplane rides. Twelve tours of the Operations Advisory Tower were completed from 10:00 am to 3:30 pm. Multiple tours were completed of the terminal building renovation project prior to the airplane rides starting at 12:00 pm.

Topic: Open House Free Fly Day Update and FY2024 Aviation Promotion Grant (Continued)

Marc Adelman indicated that the first pilot briefing to complete airplane rides occurred at 9:00 am. However, at that time overcast conditions were forecasted until early afternoon, which required a second pilot briefing to be scheduled at 11:45 am. Conditions improved considerably by 11:30 am to the west of the airfield so the planned flight pattern was changed to fly to the west instead of east of the airport. He mentioned that tours of the Civil Air Patrol building were completed as part of the Open House activities and the Starlab exhibit was manned by the Danville Science Center, which was a big hit with attendees.

The Virginia Department of Aviation suggests that promotion grant applications be submitted to the agency early in the fiscal year to improve the opportunity to receive funding. Currently, this grant provides fifty percent funding for a total project cost up to \$10,000. Marc Adelman discussed possible options to use promotion grant funds during FY2024. He recommended to use the funding to update the airport's promotional video, which is available online on the airport's webpage. He suggested that the new video could show the newly rehabilitated Runway 13/31 and the new 60' x 54' hangar that will be constructed adjacent to Taxiway H. In addition, he indicated the updated terminal building renovations and paving work completed for the south ramp could be included as part of the video. After discussion it was the consensus of the Airport Commission to submit an Aviation Promotion Grant application to update the airport video.

Topic: Terminal Building Renovation Update

Action: Marc Adelman and Todd Pinekenstein reviewed slides with the Airport Commission that provided an update concerning work completed for the terminal building renovation and roof replacement projects.

Disposition: All renovation work is expected to be completed this summer.

Marc Adelman and Todd Pinekenstein updated the Airport Commission concerning terminal building construction activities completed to date involving the airside canopy area and the terminal roof. According to Piedmont Glass, the company intends to install both sliding doors that will provide access to and from the terminal ramp by the end of this week. Installation of the aluminum composite material (ACM) panels will be installed to the exterior of the canopy beginning Monday, May 22nd. This will allow for the signage and electrical tie-in to follow and then the installation of the soffit panels. The brick pavers will be installed after the airside canopy is finished.

Todd Pinekenstein updated the Airport Commission concerning the roof replacement work currently underway. He identified that significant deterioration was found around the chiller unit located on the roof, requiring a significant amount of additional work. As a result, the contractor will submit a change order request to the airport that will be reviewed by the state for additional grant funding that will be considered at the August Virginia Aviation Board meeting. A supplemental grant request is needed to cover additional repairs to replace the roof because the projected amount will exceed 10% of the original total project cost. Todd Pinekenstein also provided an update on the design efforts for the roof replacement project, which will mitigate the standing water issues that have caused significant damage.

Topic: **Update on the South Ramp Hangar Project**

Action: Marc Adelman updated the Airport Commission on the status of the South Ramp Hangar Development Project.

Disposition: A state aviation grant application will be submitted in June to complete engineering services for site prep development to support hangar construction.

Marc Adelman mentioned that at the last Airport Commission meeting members expressed consensus to use available Bipartisan Infrastructure funding towards the construction of a hangar. It was also the consensus of members to dedicate property located adjacent to the South Ramp to develop a facility for the Danville Community College (DCC)/Averett University's Aviation Maintenance Technology program. He indicated that the airport received a cost estimate to construct a 10,000 square foot hangar from a building contractor. This contractor will build the new 60' x 54' hangar that will be located adjacent to Taxiway H. Marc Adelman stated that DCC representatives viewed the planned hangar construction site with Ken Larking and Earl Reynolds.

Marc Adelman discussed factors influencing the construction cost to build the hangar with the Airport Commission. He indicated that he would like to receive their input regarding the draft hangar building and site plans. Factors that will influence hangar construction cost are identified below.

- Price of steel and the interest of general contractors to submit a bid.
- Size of hangar – preference for accommodating largest aircraft (length and wingspan) and total of aircraft inside the hangar
- Preferred size of automobile parking lot
- Training and storage facility area preferences
- Hangar door height – based on tail height to accommodate the largest aircraft.
- Davis Bacon Wage requirements due to federal Bipartisan Infrastructure funding being used to subsidize hangar construction – 15% anticipated increase.
- Size and type of hangar door, rolling door or bifold door.

Marc Adelman said nothing is set in stone at this time regarding the hangar size or planned improvements related to the hangar. However, he mentioned that consensus regarding the scope of the building should be determined by the end of the calendar year to coincide with the FY25 budget process. The anticipated Bipartisan Infrastructure funding level available to Danville will not cover the cost of the entire hangar project. Therefore, Marc Adelman mentioned that he will meet with the Danville Regional Foundation to discuss funding opportunities for the project. Potential costs that will be incurred exclusively by the City will include required utility connections since they are not eligible for federal or state funding. A tour of the south ramp was completed at this time with Airport Commission members.

Topic: FBO Management Update

Action: John Earl, FBO manager provided an update concerning FBO activities.

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

John Earl discussed the 2023 Virginia International Raceway (VIR) event calendar with the Commission. The two largest events are in June and August this year. It is anticipated that the June event could potentially involve up to 60 jet aircraft accessing the airport.

Runway 13/31 will be closed during the VIR event for parking aircraft if needed. John Earl also mentioned that he is helping to coordinate a potential military flyover for the August event at the VIR.

Public Comment

No public comments.

Communications

Sid Allgood mentioned that it would be nice to have an Airport Layout Plan (ALP) or some type of configuration located in the conference room to reference during the meetings.

Fred Shanks asked about ways to keep up with operational data. Marc Adelman mentioned that the Federal Aviation Administration will want to see that 500 jet aircraft operations are completed annually that require a longer runway. To obtain this information, he recommended that Caesars should be able to provide operational data for jet aircraft that access the Greensboro and Raleigh Durham airports for charters that are linked to the Casino Resort. Discussion continued.

Chairman Phil Hall appointed Michael Duncan and Fred Shanks to serve on the Data Collection Sub-committee.

Adjournment

The Commission meeting adjourned at 4:45 pm. The next regular Commission meeting is scheduled for **Tuesday, June 13, 2023, at 3:00 pm in the airport's Eastern Conference Room.**