

AIRPORT COMMISSION MINUTES

April 9, 2024

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 9, 2024.

Attendees:

Marc Adelman, Director	Bob Jiranek	Alan Spencer, Deputy City Attorney
Stephen Daniel	Fred Shanks	Todd Pinekenstein, Trans. Bld.
Michael Duncan	Hampton Wilkins	Grounds Superintendent
Phil Hall, Chairman	John Earl, FBO Manager	Lisa Bivens, Senior Admin. Asst.

Guests:

Marcio Couto, Instructor and Program Manager of Aviation Maintenance Technology, Danville Community College

Approval of Agenda

Michael Duncan made a motion to approve the agenda for the March 12, 2024, meeting and Bob Jiranek seconded the motion. All members in attendance were in favor and the motion passed.

Approval of Minutes

Fred Shanks moved that the minutes of the March 12, 2024, Airport Commission meeting be accepted as presented and Hampton Wilkins seconded the motion. All members in attendance were in favor and the motion passed.

New Business

Topic: Strategic Planning Workshop Agenda

Action: Stephen Daniel distributed and discussed the draft agenda for the Strategic Planning Workshop.

Disposition: The Strategic Planning Workshop was scheduled for April 19, 2024, starting at 9:00 am in the Fourth Floor Conference room at City Hall.

Stephen Daniel distributed and discussed the draft agenda for the Strategic Planning Workshop, that was scheduled for April 19, 2024, starting at 9:00 am in the Fourth Floor Conference room at City Hall. He mentioned that he and Sid Allgood will be getting together before the workshop to finalize the agenda. He also said that other items for the draft agenda could be discussed if desired. Discussion continued.

Topic: Airport Promotional Video Update

Action: The video production company was back in Danville on April 1st to complete an interview with Dr. Tiffany Franks.

Disposition: The new airport video is expected to be completed by August/September 2024.

Marc Adelman said that Dr. Tiffany Franks was interviewed on April 1st in the airside canopy area and inside Hangar 400 for the airport's promotional video update.

Topic: Airport Promotional Video Update (Continued)

Currently, Dewberry is coordinating with the video production company to provide architectural models of the renderings so an animated virtual clip can be included of the training facility building as part of the video. Aerial footage will be completed this summer of the south ramp, Runway 13/31, and the Aviation Training Facility site after the south ramp is paved. The new airport video is expected to be completed by August/September 2024 after new aerial footage is completed of the airfield including the south ramp area.

Topic: Aviation Training Facility Project Update

Action: Marc Adelman provided an update concerning the Aviation Training Facility project.

Disposition: Architectural services for the building will be complete by mid-July and site prep engineering services for the building and hangar area should be completed in June so the site prep construction project can be bid to meet state grant requirements. Architectural services for the hangar should also be completed by June for the Federal Aviation Administration's review before it is bid.

Marc Adelman said that funding was approved to install liner panels and a roof vent for Hangar 100. This hangar will be used to support aviation maintenance training activities by Danville Community College. It is anticipated that the modifications will be completed by June 2024. Funds to complete this work were generated from the sale of several pieces of old airport building and grounds equipment that the airport was able to sell online.

Marc Adelman updated the Airport Commission regarding the status of the Economic Development Administration Grant (EDA) application. He reviewed and discussed a map showing all the companies that submitted an EDA beneficiary form for the grant application. Discussion continued.

Since the last Airport Commission meeting state and local funds have been appropriated to complete site prep design work to grade the site and complete the drainage modifications needed to build the facility. Marc Adelman said he received new information today from the engineering firm regarding the cost estimate to complete site prep construction for the hangar and training facility area. Originally, the site prep engineering cost identified in the Airport Capital Improvement Plan indicated that the cost would be \$825,000. However, after initiating engineering design services the cost estimate has increased to an estimated \$1.3 million for just the training facility building area, which does not include the hangar area. The increased projected cost for site prep construction is due to the need to relocate existing utility lines and the need to construct an underground detention system to control the release of stormwater. Also, recently the EDA requested that the airport should modify the EDA grant application to include a cost estimate for site prep construction for the building area. This will require the engineering firm to separate the cost for site prep construction for the hangar and the training facility. Discussion continued.

A meeting was recently held with representatives from Danville Community College, Averett University and Dewberry to review renderings for the aviation training facility. Marc Adelman provided the renderings for the Airport Commission's review. Of significance, Dewberry will be seeking a special use permit to request a twenty-foot setback for the aviation training facility building from Airport Drive. Currently, the city code requires a fifty-foot setback for buildings.

Aviation Training Facility Project Update (Continued)

Marc Adelman said that the expected number of persons frequenting the Aviation Training Facility building daily could challenge the airport's ability to meet parking needs for other activities. Discussion continued. Marc Adelman mentioned that during the meeting with Danville Community College and Averett University Travis Williams, Averett's Chief Flight Instructor suggested to reduce the demand for use of the long-term parking lot by possibly expanding the current shuttle service provided Danville Transit from Averett University's main campus to the airport. Marc Adelman indicated that Dewberry has scheduled a meeting with staff from Averett University and Danville Community College to go over the floorplan for the training facility building to make sure the floorplan matches their interests.

Discussion continued regarding other areas that could be developed at the airport. Marc Adelman suggested inviting Renee Burton and Brian Dunevant of the city's Planning and Public Works Engineering Divisions to the Strategic Planning Workshop to discuss related planning activities for airport development.

Topic: FBO Management Update

Action: John Earl updated the Airport Commission on recent activities.

Disposition: AU Aviation Services will provide additional updates at the next meeting.

No current updates were provided during the meeting.

Public Comment

No public comment.

Communications

Phil Hall thanked Marc Adelman for the great presentation and bringing up his concern regarding future issues with parking along Airport Drive.

Bob Jiranek expressed concern that surrounding counties are not represented on the Airport Commission. Fred Shanks agreed with Bob Jiranek regarding the interest to receive input from the surrounding counties and said that this is something that could be investigated.

Hampton Wilkins thanked the airport leadership and Phil Hall for meeting with him prior to the meeting to bring him up to speed regarding the airport.

Adjournment

The Airport Commission meeting adjourned at 4:08 pm. The next regular Airport Commission meeting is scheduled for **Tuesday, May 14, 2024, at 3:00 pm in the airport's Eastern Conference Room.**