

AIRPORT COMMISSION MINUTES

May 14, 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, May 14, 2024.

Attendees:

Marc Adelman, Director	Bob Jiranek	Alan Spencer, Deputy City Attorney
Sid Allgood	Hampton Wilkins	Todd Pinekenstein, Trans. Bld.
Stephen Daniel, Vice-Chairman	John Earl, FBO Manager	Grounds Superintendent
Phil Hall, Chairman	Earl Reynolds, Deputy	Lisa Bivens, Senior Admin. Asst.
Gene Jackson	City Manager	

Guests:

Marcio Couto, Instructor and Program Manager of Aviation Maintenance Technology, Danville Community College
Micael Duncan
Ray Rodriguez
John Lippert
Doug Appleton

Approval of Agenda

Bob Jiranek made a motion to approve the agenda for the May 14, 2024, meeting and Sid Allgood seconded the motion. All members in attendance were in favor and the motion passed.

Approval of Minutes

Sid Allgood moved that the minutes of the April 9, 2024, Airport Commission meeting and the April 19, 2024, Strategic Planning Workshop, be accepted as presented and Stephen Daniel seconded the motion. All members in attendance were in favor and the motion passed.

New Business

Topic: **Airport Promotional Video Update**

Action: Airport Commission members reviewed the draft clip of the new airport promotional video and offered input.

Disposition: Aerial photography is expected to be completed in July. The final video should be completed by September 2024.

The Airport Commission viewed and offered input regarding the new draft airport promotional video. Marc Adelman said that he has been in contact with the aerial photographer regarding the timeline to film different areas of the airfield. The South Ramp project could potentially be finished by the end of June allowing the aerial photography to be completed in July. In addition, the video production company is currently working with Dewberry to complete an animated clip of the Aviation Training Facility building that will be inserted into the video.

Topic: Airport Promotional Video Update (Continued)

After review of the video the following comments were received from Airport Commission members.

- Enhance the audio during Mayor Jones clip.
- Remove all General Aviation signage.
- At the beginning of the narration there needs a better separation from the music to the narration.
- New aerial footage will be completed of the South Ramp, Runway 13/31, Terminal area, after the south ramp paving is completed.
- Possibly include a shot of aircraft on short final

Marc Adelman asked the Airport Commission if they would like to pursue a new aviation promotion grant to host another a free fly day for children. He said he spoke with Travis Williams, Averett's Chief Flight Instructor about scheduling a free fly day this year and Mr. Williams suggested to hold the event in early October. Marc Adelman said that based on the Virginia International Raceway calendar the first opportunity to complete a free fly day would be October 12, 2024. Averett's flight instructors would exclusively complete all flight activity and the airplane rides would be completed on a first come first serve basis, with no pre-registration requirement. Discussion continued. All members in attendance were in favor of completing the event.

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.

Marc Adelman provided a rendering of the new aviation training facility for the Airport Commission's review. The planned training facility building is 12,532 square feet. The project also includes the construction of an 80' x 80' hangar building. Federal Bipartisan Infrastructure funds will be used to finance the hangar construction project that would cover ninety percent of the total cost. The initial cost of the training facility is estimated at \$5,400,000, which does not include site prep construction. The city submitted a grant application to the Economic Development Administration (EDA) for a grant that will finance sixty percent of the building cost and renovation expenses for Hangar 100 if approved. The EDA recently informed the city that the project would be considered further for funding.

Students and instructors involved with Danville Community College's aviation maintenance training program will use Hangar 100 for aircraft maintenance repair work. Planned improvements for this hangar to support the training program include the installation of new liner panels, an air compressor to support tools and equipment, two large commercial ceiling fans and LED high ceiling-bay lights. Airport operating funds will be used this fiscal year to install the new liner panels and a roof vent.

Topic: Aviation Training Facility Project Update (Continued)

On May 7, 2024, Danville City Council approved a special use permit to allow for a twenty-foot setback distance from the street if needed for the training facility building. The city's building code requirement is fifty feet. Another issue recently discussed with Dewberry is the need to soundproof the aircraft maintenance sheet metal and hydraulic lab area based on input received from Marcio Couto. Discussion continued.

Marc Adelman also updated the Airport Commission regarding the timeline for bidding the aviation training facility project. Dewberry should complete the bid document by mid-July and then it must be reviewed by the EDA before it can be advertised for bid. Hopefully, the EDA can complete their review by the end of July, allowing the project to be bid in August.

Danville's Airport Engineering firm, Talbert, Bright and Ellington recently requested to complete an additional engineering survey to determine if the planned underground detention system for the aviation training facility area can be reduced to satisfy flood protection requirements. According to the firm, it is possible that local stormwater regulatory requirements can be met by rerouting the stormwater to Airport Drive's existing drainage system. Discussion continued. Groundbreaking for the site prep construction project would likely occur in October 2024 if the Virginia Aviation Board approves the grant request in August.

Topic: South Ramp Rehabilitation Project Update

Action: The paving project began on May 13, 2023.

Disposition: Weather permitting the project could be completed by the end of June 2024.

The paving for phase II of the south ramp rehabilitation project began on May 13, 2024. Weather permitting, the project could be completed by the end of June 2024. The project involves paving a total of five inches of asphalt on top of the concrete that was rubblized during phase I of the project. In addition, a total of 36 taxiway edge lights will be replaced due to their age and the need to adjust the lights upwards due to the addition of the asphalt.

Topic: Establish Nominating Committee

Action: Chairman Phil Hall asked Stephen Daniel to serve as the nominating committee.

Disposition: A report will be provided at the next meeting.

Chairman Phil Hall asked Stephen Daniel to serve as the nominating committee. He also asked for any members that may consider serving as an officer to let Stephen Daniel know of your interest.

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.

John Earl said that he recently received approval to purchase a Gulfstream towhead that will tow up to a G-650 aircraft. AU Aviation Services continues to add equipment for towing different types of aircraft. Mr. Earl also commented that a corporate jet recently traveled from Dulles without passengers and opted to stay overnight and refuel at Danville Regional before traveling onto the Bahamas. John Earl explained that ramp fees at some airports like Dulles are very expensive compared to fees charged at general aviation airports.

Public Comment

Ray Rodriguez commented that when he was in business several of his employees wanted to complete an aircraft maintenance training program, but classes were not offered at night. Mr. Rodriguez suggested that Danville Community College's Aviation Maintenance Training program should consider offering night classes.

Closed Session

The Airport Commission meeting convened into closed meeting at 3:55 pm. The Airport Commission reconvened into open meeting at 5:10 pm.

Communications

Stephen Daniel thanked Phil Hall for a job well done regarding his leadership of the Airport Commission as Chairman over the last two years.

Adjournment

The Airport Commission meeting adjourned at 5:12 pm. The next regular Airport Commission meeting is scheduled for **Tuesday, June 11, 2024, at 3:00 pm in the airport's Eastern Conference Room.**