

AIRPORT COMMISSION MINUTES

October 8, 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, October 8, 2024.

Attendees:

Marc Adelman, Director	Garrett Haskins, AU Aviation	Alan Spencer, Deputy City
Sid Allgood	Travis Williams, Chief Flight	Attorney
Stephen Daniel	Instructor, Averett University	Todd Pinekenstein, Trans. Bld.
Phil Hall, Vice-Chairman	Marcio Couto, DCC Program	Grounds Superintendent
Gene Jackson	Manager - Aviation Maintenance	Lisa Bivens, Senior Admin.
Bob Jiranek	Technology	Assistant.
Hampton Wilkins	Earl Reynolds, Deputy City	
	Manager	

Vice-Chairman Phil Hall opened the meeting at 3:00 pm and requested a roll call.

Approval of Agenda

Gene Jackson made a motion to approve the agenda for the October 8, 2024, meeting. Sid Allgood seconded the motion; all members in attendance were in favor and the motion passed.

Approval of Minutes

Bob Jiranek moved that the minutes of the September 10, 2024, Airport Commission meeting 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 Open House/Free Fly Day

Action: Marc Adelman updated the Airport Commission concerning the Airport Open House and Free Fly Day scheduled for Saturday, November 2nd.

Disposition: Advertising activities have begun.

Marc Adelman indicated that radio advertising will be placed with WAKG/BTM and 104.5 the DAN to promote the Airport Open House/ Free Fly Day, scheduled for November 2nd from 9 am to 2 pm with a rain date planned for November 16th if needed. In addition, newspaper advertising has been placed with the *Chatham Star Tribune*, *Piedmont Shopper* and the *Danville Register and Bee*. The *Danville Register and Bee* will also include 21,000 Run of Sight Impressions on GoDanRiver.com. Marc Adelman mentioned that flyers have also been provided to the Danville Public Schools, Pittsylvania County Schools and the Danville Boys and Girls Club to promote the event. Averett University's flight instructors will complete the free airplane rides for children on a first come, first served basis. The Danville Science Center will man the StarLab Exhibit during the event as they have in previous years, which is very popular with children. Tours of the airfield and operations tower as well as the Civil Air Patrol building will be completed as part of the Open House activities.

Topic: Obstruction Removal Project Update

Action: Todd Pinekenstein provided an update regarding the obstruction removal efforts for the Runway 31 end.

Disposition: Input is needed from the state before the project can proceed.

Todd Pinekenstein provided an update on the Runway 31 obstruction removal process. A survey analysis was completed that reflected that approximately 230 trees need to be topped or cleared to support the GPS approach to the Runway 31 end. The survey data provided by the survey company provides GPS coordinates for each tree and the elevation of the tree so the contractor will know to what extent the tree height needs to be reduced.

The Virginia Department of Aviation indicated that an environmental study may need to be completed to support obstruction removal requirements. However, the Federal Aviation Administration (FAA) provided feedback indicating since there is no federal funding involved with the project an environmental study is not necessary. The FAA did say that an endangered species determination review should be completed through the Virginia Department of Fish and Wildlife Services. Project data had to be entered into a special program so the Virginia Department of Fish and Wildlife Services could determine if there is going to be a negative impact on any endangered species habitat. The airport will submit project data as required so the state can complete their review.

An image of the new slope mower and boom arm equipment that the airport just received was provided for the Airport Commission to review. To improve opportunities to mitigate obstructions and wildlife habitats in the airfield, the airport with the help of state funding purchased this new mower. This equipment will assist airport staff to be able to get into areas that are difficult to cut with normal equipment. In addition, there are drainage issues that need to be addressed in the area near Taxiway A and the South Ramp. Plans are to seek funding from the Virginia Department of Aviation at the February 2025 Virginia Aviation Board meeting to complete design services to complete the necessary work and request additional state funding to complete construction work in August 2025 to eliminate the erosion in this area of the airfield.

Topic: Aviation Training Facility Project Update

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

Disposition: Site prep construction work is expected to begin in October.

An exhibit of the Aviation Training Facility project was provided to the Airport Commission for review. The three components of the project include the 12,532 square foot Aviation Training Facility building, the 80' x 80' hangar and Hangar 100 renovations. The following items were discussed to update the Airport Commission on the project.

- A pre-bid meeting was held on October 1st to construct the 12,532 square foot aviation training facility building and the new 80' x 80' hangar.
- Site prep construction activities are scheduled to begin the week of October 21, 2024, to support the entire project area.
- Bids are due on October 25th to construct the aviation training facility building, renovate Hangar 100 and construct the new 80' x 80' hangar.

Topic: Aviation Training Facility Project Update (Continued)

- Bid prices for the aviation training facility building and hangar will be required to be held for 90 days to coincide with the expected completion of the site prep construction project by the end of January.
- A detailed cost estimate of the 80' x 80' hangar was provided to meet FAA's administrative requirements in the amount of \$523,875. If this estimate is correct, a significant surplus of the allocated Bipartisan Infrastructure Funds for this project could be available to construct a large hangar in the t-hangar building area during the fall of 2025.
- Danville Utilities provided a cost estimate for water, gas and electric utility connections for the aviation training facility building and the 80' x 80' hangar in the amount of \$79,275. The cost estimated for sewer connections is \$84,962. The estimated total cost for the utility connections is \$164,237.
- Current plans call for appropriating the Economic Development Administration grant funds in January 2025.

Topic: FBO Management Update

Action: Garrett Haskins and Travis Williams were present for the meeting and updated the Commission on the VIR event statistics and other issues.

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

Garrett Haskins was present for the meeting and updated the Airport Commission concerning the recent VIR event and the SVRA Speed Tour that was held this past weekend. During the event, a total of 6,100 gallons of Jet A fuel was sold for aircraft that accessed the field due to the race. There were 15 to 20 turbo prop and jet aircraft on the field during the event and 13 rental cars provided to the transients. Garrett Haskins commented that no complaints were received regarding the rental cars during that time. In addition, FBO staffing was discussed with the Airport Commission. Travis Williams commented that two additional part-time staff were recently hired to fully staff the front desk and provide customer service.

Public Comment

No public comment.

Communications

Sid Allgood commented that he had an opportunity to visit several locations in Virginia recently. He visited Hummel Airport in Topping, Virginia during an event in which they had an airplane/car/boat show event with vendors. He suggested that we may want to look at doing something similar.

Gene Jackson commented that he continues to hear exceptional things about the Averett Aviation program.

Bob Jiranek expressed concerned about the importance of this airport to the economic development of the area and not having more county involvement.

Hampton Wilkins also complimented the Averett Aviation program and said that it looks like his niece will be joining the program.

Closed Session

The Airport Commission meeting convened into closed meeting at 3:41 pm. The Airport Commission reconvened into open meeting at 5:43 pm.

Adjournment

The Airport Commission meeting adjourned at 5:44 pm. The next regular Airport Commission meeting is scheduled for **Tuesday, November 12, 2024, at 3:00 pm in the airport's Eastern Conference Room.**