

# AIRPORT COMMISSION MINUTES

April 11, 2017

4:00 P.M.

Eastern Conference Room

The following were present at the Danville Regional Airport Commission Meeting on Tuesday, April 11, 2017.

## Attendees:

Marc Adelman, Director	Joseph Miller	Alan Spencer, Asst. City Attny.
Gene Jackson, Chairman	Steven Daniel	Libby Rembold, General Aviation
Charles Ellis	John Lippert	Bruce Newcomb, Maintenance Supt.
Michael Duncan	Clarke Whitfield, City Attorney	
Scott Brown	Earl Reynolds, Deputy City Mgr.	

## Approval of Minutes

The minutes were amended to add Michael Duncan to the attendees for the February meeting. Joe Miller moved that the minutes of the February 14, 2017 meeting be accepted as amended and Charles Ellis seconded the motion. All were in favor and the motion passed.

## Closed Session

Discussion or consideration of the disposition of real property for a public purpose where discussion in an open meeting would adversely impact the bargaining position of the City as permitted by Subsection (A) (3) of Section 2.2-3711 of the Code of Virginia, 1950, as amended.

The meeting was recessed and reconvened into closed meeting at 4:05 p.m. The meeting was reconvened from the closed meeting at 4:50 p.m.

*A motion was made by Michael Duncan and seconded by Stephen Daniel that the Airport Commission recommends that City Council enter into a lease for FBO space and operations with Averett University at the Danville Regional Airport effective July 1, 2017. All Commission members in attendance were in favor of the motion. Hampton Wilkins was not in attendance for the meeting.*

Adelman indicated that the Commission's recommendation will be discussed in open work session with Danville City Council on April 18, 2017.

## **Topic: Update on Taxiway A Rehabilitation Project**

**Action:** Marc Adelman provided an update on construction phasing activities for the Taxiway A project. Information was also provided concerning the Federal Aviation Administration's (FAA) interest to take the Instrument Landing System (ILS) out of service.

**Disposition:** The project is schedule to being on April 18<sup>th</sup>.

Adelman circulated a handout that identified the planned schedule for the Taxiway A project and also distributed an email from the FAA regarding their interest to take the ILS out of service during the initial two months of the project due to safety concerns.

**Topic: Update on Taxiway A Rehabilitation Project (continued)**

Adelman said that a mailing was completed to all tenants and Operations Tower staff this week to inform them of planned construction activities. The memo clarifies how pilots can gain access to the operations area during the different phases of the project. This project may require pilots to back-taxi extensively which will be supported through communications provided by the tower staff.

Adelman said that a meeting was held with FAA representatives from the Roanoke and Lynchburg offices who oversee the maintenance of the ILS. Their primary interest to meet was to discuss possible procedures for keeping the ILS operational as much as possible during the project. However, as identified in the email message that was provided to the Commission for review others at the FAA did not approve of the proposed arrangement that would have required FAA staff to activate and deactivate the ILS relative to daily construction activities. As a result, the FAA confirmed they plan to turn off the ILS for the first two months of the project. The project will begin on April 18<sup>th</sup>.

T-hangar tenants were informed via the recent mailing that during one phase of the project they will not be able to access the operations area for multiple weeks and will need to move their aircraft in advance if they plan to fly during that time. Adelman said that hangar rental fees will be adjusted for t-hangar tenants during this timeframe.

**Topic: Comparison of Hangar Rental Fees and Personal Property Tax Rate Information**

**Action:** Information was discussed with the Commission that compared Danville's t-hangar rental fees and personal property tax rate to other nearby airports.

**Disposition:** A formal recommendation concerning possible fee adjustments is intended to be made at the next meeting.

Adelman circulated information regarding t-hangar rental fees and personal property tax rate data that compared Danville's fees to fees of other nearby airports for the Commission's review. Adelman said at this point these statistics are for information purposes only unless the Commission is ready to make a recommendation. Gene Jackson commented that the handout materials can serve as information at this time with a possible motion being made at the next meeting. Adelman commented that in the early 2000's the personal property tax rate assessment process was changed to make Danville more competitive, however over the years other airports have increased their rates and now Danville's personal property tax rate on aircraft is much lower than other airports in our area.

Adelman said Danville's rental fees for corporate hangars are very consistent with other airports in the region. However, he added that while Danville's t-hangar rental fees are comparable to the Martinsville airport they are much lower in cost compared to the Shiloh airport in North Carolina. Currently, all hangars are filled and the airport maintains a waiting list.

**Public Comment**

No public comment.

**Communications**

No additional communications.

**Adjournment**

The Commission meeting adjourned at 5:10 pm.

The next meeting is scheduled for **Tuesday, May 9, 2017 at 4:00 p.m. in the Danville Regional Airport's Eastern Conference Room.**