

# AIRPORT COMMISSION MINUTES

February 9, 2021

4:00 P.M.

The following were present for the Danville Regional Airport Commission Meeting on Tuesday, February 9, 2021.

## Attendees:

Marc Adelman, Director	Phil Hall, Vice-Chairman	Travis Williams, Averett University
Sid Allgood, Chairman	Gene Jackson	Alan Spencer, Asst. City Attorney
Jessie Barksdale	Robert Jiranek	Libby Rembold, General Aviation
Stephen Daniel	Joe Miller	Todd Pinekenstein, Bld. & Grounds Supt.
Michael Duncan	Earl Reynolds, Deputy City Mgr.	Lisa Bivens, Administrative Assistant

## Approval of Agenda

A motion was made by Michael Duncan to amend the agenda for the February 9, 2021 meeting to include as the first item a review of the draft airport promotional video. The motion to amend the agenda was seconded by Joe Miller, all members in attendance were in favor and the motion passed.

## Approval of Minutes

Jessie Barksdale moved that the minutes of the January 12, 2021 Commission meeting be accepted as presented. Stephen Daniel seconded the motion, all members in attendance were in favor and the motion passed.

## Communications from Visitors and Commission Members

There were no communications.

### **Topic: Review of Airport Promotional Video**

**Action:** Commission members offered input regarding the video.

**Disposition:** Additional edits and a change in the voice over will be completed.

Marc Adelman commented that the final version of the airport promotional video is not expected to be completed until the end of March. He also suggested that the subcommittee should get together as soon as possible to go over the draft video to make additional edits. In addition, it has been recommended that Dave Hutcheson should complete the voice over for the video instead of the voice that is currently used for the video. Robert Jiranek mentioned that he did not see anything in the video about the Institute for Advanced Learning and Research. Marc Adelman suggested replacing the stock construction footage shown in the video with clips of the Institute. Gene Jackson recommended that the titles of the persons interviewed in the video should be revised to identify their official titles. Discussion continued.

### **Topic: Airport Capital Improvement Program Review**

**Action:** Airport Capital Improvement Projects were reviewed and discussed.

**Disposition:** A conference call with the Federal Aviation Administration (FAA) and State will be held later this month to discuss the airport's Six-Year Capital Improvement Plan.

**Topic: Airport Capital Improvement Program Review (Continued)**

Marc Adelman informed the Commission that the funding review process for capital improvement projects starts this time every year and begins with a conference call with the Federal Aviation Administration, Virginia Department of Aviation, the airport's engineering firm and city staff. This year, Sid Allgood and possibly other Commission members will be participating in the call. He added that the Commission's recommendations made during the meeting today regarding capital projects will be discussed during the conference call.

**The following projects will be considered for FY21 funding by the state in March:**

- Complete architectural services to renovate the terminal building - \$86,035
- Re-submit request to Widen Taxiway H and construct new taxiway to support the development of a new t-hangar building and construct aircraft parking ramp - \$1,402,627 *(If this project is rejected by the state in March, the project could potentially receive federal funding so design work would be completed to meet FAA eligibility guidelines next fiscal year and construction work would be completed in FY2023).*

Marc Adelman noted that the FAA indicated they plan to provide funding next fiscal year to complete design work to widen Taxiway H. This project also includes the planned development of aircraft parking areas and was previously bid last summer based on state aviation funding guidelines. However, aircraft parking areas are not eligible for federal aviation funding. Therefore, the FAA is requesting that the Taxiway H widening project be re-designed so project activities are separated based on funding eligibility guidelines. If state funds are not approved for this project in March 2021 then it will be re-bid based on federal guidelines in 2022.

Marc Adelman said that the request to secure state funding to re-bid the rehabilitation of the taxiway connections to the south ramp was withdrawn. The State indicated they will not pay to re-bid the project unless a capital project is awarded to complete the work. As a result, this project will not be considered for capital assistance during the March 2021 Virginia Aviation Board meeting. To date, this rehabilitation project has been bid out four different times and rejected by the state for funding each time. He indicated that the Taxiway connection rehabilitation project does not rank well with the state's rating system because there is currently no facility development located adjacent to the south ramp.

Since the last meeting, Mr. Allgood has reviewed the bid documents regarding the recommended Taxiway Connection repairs. Danville's airport engineering firm estimated that the cost to rehabilitate the Taxiway D Connection to the South Ramp at \$311,385, which includes rebidding the project and completing construction work requirements by adding a concrete sleeper slab. Recently, there has been some discussion with contractors whether a sleeper slab is needed, which is a very expensive part of the planned rehabilitation effort. Discussion continued regarding this project.

Marc Adelman indicated the condition of the south ramp is presently in adequate condition to park aircraft, however one or both of the existing taxiway connections to the south ramp must be rehabilitated so aircraft can gain access to the ramp. This work is eligible for both state and federal funding and is currently programmed by the FAA for rehabilitation in FY2025/2026. The significance of this project will be discussed with FAA and state representatives during the upcoming conference call.

**Topic: Airport Capital Improvement Program Review (Continued)**

*After discussion, it was the consensus of the Commission to prioritize the South Ramp Rehabilitation (design and construction) projects as part of the Airport Capital Improvement Program. This recommendation will be shared during the call with the FAA and State to try and have the projects moved up in the funding process.*

Discussion regarding potential projects that would be completed from FY2023 through FY2027 were discussed with the Commission. The table identified below has been updated to reflect additional input received from the city’s budget team.

<b>UPDATED DRAFT AIRPORT CAPITAL IMPROVEMENT PROGRAM (CIP)</b>					
<b>FY</b>	<b>PROJECT NAME</b>	<b>FAA FUNDING</b>	<b>STATE FUNDING</b>	<b>LOCAL FUNDING</b>	<b>TOTAL COST</b>
2022	Runway 13/31 Rehab (Based on Bid Prices Received)	-	-	\$3,004,233	\$3,004,233
2022	Widen Taxiway H (Design Only)	\$100,000	\$8,889	\$2,222	\$111,111
2022	Terminal Building Renovations (Design & Const.) <i>State Funding eligible based on public vs private space</i>	-	?	\$632,660	\$632,660
2023	Design Services to Rehab Closed 24 and Construct Ramp Area <i>(Deferred for consideration Assigned to Econ. Dev.)</i>	-	\$128,000	\$32,000	\$160,000
2023	<b>Taxiway Connections to South Ramp – Rebid &amp; Const. (Deferred for consideration FY2023)</b>	-	<b>TBD –80%</b>	<b>TBD – 20%</b>	<b>\$400,000- \$750,000</b>
2023	Widen Taxiway H Construction – <i>Eligible for Federal Funding</i>	\$800,000	\$71,111	\$17,778	\$888,899
2023	Aircraft Parking Ramp Area (Related to Taxiway H project for Three (3) Corporate Hangar Bldgs. <i>Ineligible for Federal Funding</i>		\$256,530	\$64,132	\$320,662
2023	Site Prep Construction for Corporate Hangar Adjacent to Taxiway H – <i>Ineligible for Federal Funding</i>		\$120,000	\$30,000	\$150,000
2023	Site Prep Construction for T-Hangar Building and Aircraft Parking Area – <i>Ineligible for Federal Funding</i>		\$520,300	\$130,075	\$650,375
2024	Construction of Corporate Hangar(s)			100%	TBD
2025	Rehabilitate South Ramp (Design Services)	\$191,700	\$17,040	\$4,260	\$213,000
2026	Rehabilitate South Ramp and Taxiway Connections (Construction)	\$1,712,610	\$152,232	\$38,058	\$1,902,900
2027	Construct Taxilane at Closed Runway 24 and Develop Aircraft Parking Ramp – 15,000 square foot Hangars	\$1,980,000	\$176,000	\$44,000	\$2,200,000

*\*\* Northeast Hangar (Design and Construction) and Design Services to Rehabilitate Closed Runway 24 and Construction of Ramp Area have been deferred and assigned to the city’s Economic Development office. \*\**

**Topic:** General Aviation Inc. Fuel Report  
**Action:** Fuel pricing was reviewed by the Commission.  
**Disposition:** There were no questions regarding the fuel report.

Libby Rembold provided copies of the most recent fuel price information for the Commission's review. There were no questions regarding the fuel report.

### **Public Comment Period**

Libby Rembold mentioned that Averett University has been here a long time and consideration should be given towards building them a nice facility.

### **Communications**

John Lippert asked about the issues with the Automated Surface Observation System (ASOS) concerning it being out of service. Travis Williams commented that he is able to train the students using other ways to navigate when the ASOS is not operational and stated that its status did not affect his operation. Todd Pinekenstein said he was in contact with the National Weather Service today and they stated that they are trying to arrange for the installation of a backup generator system for the ASOS, which should help correct the issues with the frequency of outages that occurs.

### **Closed Meeting**

At 5:25 pm, the Airport Commission of the City of Danville, Virginia recessed and the Commission immediately reconvened in closed meeting for the following purpose:

*Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel as permitted by Subsection (A) (8) of Section 2.2-3711 of the Code of Virginia, 1950 as amended and more specifically to discuss: the FBO lease*

*Discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected as permitted by Subsection (A) (6) of Section 2.2-3711 of the Code of Virginia, 1950 as amended and more specifically to consider: the FBO lease*

At 5:56 pm, the Airport Commission for the City of Danville, Virginia immediately reconvened into open meeting.

### **Adjournment**

The Commission meeting adjourned at 6:01 pm.

The next regular Commission meeting is scheduled for **Tuesday, March 9, 2021 at 4:00 pm in the Airport's Eastern Conference Room. Social distancing will be accomplished.**