

AIRPORT COMMISSION MINUTES
SPECIAL MEETING
Wednesday, March 23, 2022
4:00 P.M.

The following were present for the Danville Regional Airport Commission Special meeting held on Wednesday, March 23, 2022.

Attendees:

Marc Adelman, Director	Phil Hall	Alan Spencer, Deputy City Attorney
William Allgood, Chairman	Robert Jiranek	Lisa Bivens, Sr. Admin. Assistant
Jessie Barksdale	Fred Shanks	
Stephen Daniel	John Earl, FBO Manager	
Michael Duncan		

Approval of Agenda

Fred Shanks made a motion to approve the agenda for the March 23, 2022, Airport Commission meeting as presented. Michael Duncan seconded the motion, all members in attendance were in favor and the motion passed.

Approval of Minutes

Approval of minutes for the March 8, 2022 Airport Commission meeting did not occur during the special meeting held on March 23, 2022. As a result, these minutes will be considered for approval during the April 12, 2022 Airport Commission meeting.

Communications from Visitors and Airport Commission Members

No Communications.

Topic: Hangar rental fee for new box hangar

Action: Marc Adelman updated the Airport Commission on box hangar construction cost estimates and discussed hangar rental fee options for the new hangar.

Disposition: A motion was made by Phil Hall and seconded by Fred Shanks to complete construction of the box hangar during FY2023 and set the rental fee at \$1,000 per month.

Marc Adelman provided a handout that identified the cost estimate for building one box hangar and four (4) t-hangar units. It is estimated that the construction cost to build the entire hangar building including the t-hangar units will be approximately \$1,587,600 at \$200 per square foot. He indicated that based on a conversation with the City's budget team that it is preferred to build only the box hangar next fiscal year at a total estimated cost of \$455,000 due to budget constraints for FY23. Marc Adelman clarified that it would be necessary to delay completing the site prep construction for the aircraft parking ramp and parking lot project until the following fiscal year to support budget requirements for hangar construction.

Topic: Hangar rental fee for new box hangar (Continued)

Marc Adelman provided some background information on funding issues related to the possible construction of the box hangar. He indicated that in November 2021, a bond was issued for \$632,660 to complete terminal building renovations if state funds were not received for the renovation project. However, state funding was received for all requested FY2022 projects, and the \$632,660 bond issuance was used for the local match requirements for five airport projects. Surplus bond issuance funds are available to apply to the corporate ramp project or to construct a 54'x 42' box hangar. Marc Adelman recommended to defer plans to construct the corporate aircraft parking ramp since currently no prospects have expressed interest to rent or build a large box hangar up to 13,000 square feet and the airport only maintains a small waiting list for t-hangars or small box hangars.

The city's Finance Director recently informed the airport that the available bond surplus of \$240,000 could serve to reduce the bond issuance requirements for the new 54' x 42' box hangar. Therefore, the borrowing requirement for the box hangar during FY23 would be reduced to \$215,000 by using the bond surplus.

Discussion continued regarding rental fee recommendations regarding the new box hangar planned for construction during FY2023. *After discussion, a motion was made by Phil Hall and seconded by Fred Shanks to complete construction of the box hangar in FY2023 and set the rental fee at \$1,000 per month.* All members in attendance were in favor of the motion.

Public Comment Period

No public comments.

Closed Meeting

The Airport Commission convened in closed meeting at 4:57 pm to discuss Virginia Code Sec.15.2-1800 and T-Hangar lease changes. The Airport Commission re-convened in open meeting at 5:11 pm. *A motion was made by Michael Duncan and seconded by Robert Jiranek to approve the lease discussions that were had in the closed meeting as presented. All members present were in favor and the motion passed.*

Communications

No communications.

Adjournment

The Commission meeting adjourned at 5:17 pm. The next regular Commission meeting is scheduled for **Tuesday, April 12, 2022, at 3:00 pm** in the Airport's **Southside Conference Room**.