

AIRPORT COMMISSION MINUTES

April 12, 2022

3:00 P.M.

The following were present for the Danville Regional Airport Commission Meeting held on Tuesday, April 12, 2022.

Attendees:

Marc Adelman, Director	Phil Hall	Alan Spencer, Deputy City Attorney
William Allgood, Chairman	Gene Jackson	Todd Pinekenstein, Building & Grounds Superintendent
Stephen Daniel	Fred Shanks	Lisa Bivens, Sr. Admin. Assistant
Michael Duncan	Earl Reynolds, Deputy City Mgr.	
	John Earl, FBO Manager	

Approval of Agenda

Michael Duncan made a motion to approve the agenda for the April 12, 2022, Airport Commission meeting as presented. Phil Hall seconded the motion, all members in attendance were in favor and the motion passed.

Approval of Minutes

Michael Duncan moved that the minutes of the March 8, 2022, Airport Commission Meeting and March 23, 2022, Special 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 Airport Commission Members

No Communications.

Topic: Update on FY2023 Capital Projects

Action: Marc Adelman updated the Airport Commission on the status of FY2023 Capital Improvement Projects (CIP).

Disposition: City Council will consider approving local funding for capital projects in June through the FY23 budget process.

Marc Adelman updated the Airport Commission on the status of the FY2023 CIP Projects. The following projects and fee increases were recommended to be included in the city's budget for FY2023.

- Construct a 54' x 42' box hangar
- South Ramp rehabilitation project
- Aviation Fuel Facility expansion project
- Increased hangar rental fees and personal property tax rate increase on aircraft

Marc Adelman reiterated that development of the corporate aircraft parking ramp project was deferred for funding consideration to support the construction costs for the 54' x 42' box hangar in FY2023. He also mentioned that City Council will consider fee ordinances to increase hangar rental fees and the personal property tax rate on aircraft. A Public Hearing will be held on June 7, 2022, to consider the fee increases.

Topic: Update on FY2023 Capital Projects (Continued)

Airport tenants will be made aware in advance of the potential fee increases and the scheduled Public Hearing. If approved, tenants will be given a sixty-day prior notice before hangar rental fee increases will go into effect.

Brian Salyers of Talbert, Bright & Ellington participated during the meeting via a conference call to discuss cost estimates related to rehabilitating the south ramp. If federal and state aviation grant funds are approved to rehabilitate the south ramp, then the local cost will be 2% of the total project cost since the Federal Aviation Administration is expected to provide 90% aid and the Virginia Department of Aviation would provide 8% funding.

Certain areas of the south ramp project are not eligible for federal aid. As a result, state funding will be requested to finance 80% of the related cost and the city would be required to pay for 20% of the work. The FAA determines funding eligibility for airport infrastructure improvements relative to operational justification. For example, rehabilitating the entire intersection areas (Taxiway A and Taxiway D and E Connections) to the south ramp would not be considered eligible for federal aid since the pavement is wider than needed for the majority of jet aircraft that complete turning movements at Danville Regional. Consequently, state aid must be pursued to rehabilitate a portion of the intersection areas that are wider than needed according to FAA design standards.

The airport engineer's cost estimates were reviewed by the Commission. The original planned phasing of the project involved rubblizing the ramp and completing taxiway connection repairs for Phase 1 at an estimated project cost of \$1,190,765. The alternate bid for completing both phases of the project that would also involve milling and paving the taxiway connections and the entire south ramp through one grant award is estimated at \$5,208,275. Construction costs have increased significantly compared to the original project estimate provided by the engineering firm due to asphalt price increases that were originally \$190 per ton and are presently \$250 per ton.

To improve the probability that federal funding would be received for Phase 2, Marc Adelman suggested that the cost of Phase 2 could be reduced if the first phase also included milling and paving the taxiway connections. This proposal would serve to increase the cost to complete Phase 1 that is currently estimated to cost approximately \$1,200,000. However, FAA staff previously informed the airport that a \$2,000,000 allocation in federal aid was possible for Phase 1. Therefore, the proposed modification to increase the cost of Phase 1 could be supported if the anticipated federal funding allocation is approved. Discussion continued. Initial plans call for advertising the bid to rehabilitate the south ramp by the end of April 2022 since there is a June deadline for discretionary grant funding requests to be made to the FAA. Preliminary plans have been submitted to the FAA for review and comment. Brian Salyers discussed the FAA's requirements for rubblization with the Commission. Comments from the FAA to clarify the scope of this project should be defined soon.

The Runway 13/31 project is scheduled to begin in June 2022 and should last approximately three months. Marc Adelman also commented that due to increased prices for asphalt this project could potentially be over budget by \$300,000.

Project: Update on the Terminal Building Renovation Project and Terminal Building Artwork Project

Action: A list of tourist venues was reviewed with the Commission to use images of the sites that would be displayed inside the terminal building as part of the terminal building renovation project.

Disposition: Images of various tourist sites will be requested from the Chambers of Commerce.

Marc Adelman said recently he sent a copy of the terminal building renovation floorplan to Connie Nyholm of the Virginia International Raceway to update her on the project. She responded that she would be glad to send some images of the raceway to display inside the terminal building if the airport was interested.

Based on Ms. Nyholm's suggestion, Marc Adelman informed the Commission that he thought it would be good to include images and renderings of various regional venues and tourist activities in the Danville area that could be positioned on the walls inside the terminal building. To support this project, the airport recruited the assistance of Dodie Hudson of Dewberry, who is completing the interior design work for the terminal renovation project. Ms. Hudson will select the images and frames that will be used for the project.

A meeting was held recently with the Tourism Director, Parks and Recreation Director, Economic Development staff, John Earl, and Todd Pinekenstein to consider a list of possible sites to obtain images. Marc Adelman asked the Commission to review the list of recommended sites and asked if there were any other suggestions for the artwork project. Michael Duncan said he thinks we should start with sites and not festivals. Fred Shanks suggested including images related to Wendell Scott and Gene Jackson suggested including Hyco Lake. Areas of the terminal building that will include the framed images were also discussed.

Marc Adelman informed members that at the end of the meeting he could complete a tour of the terminal building renovation work finished to date if any Commission members were interested.

Project: Aircraft Model Display Case Project

Action: The Commission discussed options for improvements to the aircraft model display case.

Disposition: After discussion it was decided that the models will be relocated to the Civil Air Patrol building.

Marc Adelman said that Adam Goebel of the Science Center recently looked at the aircraft model display case that is located inside the terminal building and said that it appeared cluttered, dated, and poorly lit and indicated that he was not interested in relocating the models to the Science Center. He made a few suggestions to improve its functionality and recommended a company that could offer input to construct a new display case. Options were discussed regarding the status of the aircraft model display case with the Commission. After discussion, *Michael Duncan made a motion for the Civil Air Patrol (CAP) to take responsibility for the move and reassignment of the contents of the model aircraft display case to the CAP building. Phil Hall seconded the motion; all members were in favor and the motion passed.*

Topic: FBO Management Update

Action: John Earl provided an update of FBO activities.

Disposition: Additional information will be provided next month by the FBO.

John Earl reviewed options and scenarios for parking various sized aircraft on Runway 13/31 with the Commission. He commented that use of the crosswind runway could be a viable option for parking aircraft until other areas of the field are available. John Earl also discussed regional fuel prices with the Commission. In addition, the National Air Transportation Association (NATA) Safety 1st Training was discussed, which is preferred training for Fixed Based Operator employees.

John Earl informed the Commission that AU Aviation Services was recently awarded a five-year aircraft maintenance contract to support Civil Air Patrol (CAP) aircraft. This contract covers the state of Virginia, which has approximately 22 aircraft in the fleet. He also mentioned that the contract services could potentially increase to other areas of the CAP. Gene Jackson discussed the impact of Danville being a designated mission base for the CAP.

Public Comment Period

No public comments.

Communications

Sid Allgood and Fred Shanks complimented Marc Adelman and Todd Pinekenstein for keeping the airport usable during the renovations and for everything that is being done. Stephen Daniel commented that Charles Ellis, a former Airport Commission chairman, was recently named Citizen of the Month in Danville. He also mentioned that he heard on the radio of several airports holding 5K runs and suggested that conducting a race at the airport is something that could be considered at some point in the future.

Michael Duncan said that the CAP Squadron's membership now includes 22 cadets. Of particular importance, one of the cadets completed 70 hours of flight training and is preparing to take the written exam to obtain her private pilot's certificate. He also stated there was a recent article in the *Chatham Star Tribune* regarding several cadets and CAP programs. Mr. Duncan mentioned that another cadet just received an appointment to the United States Naval Academy in Annapolis, Maryland. Phil Hall thanked John Earl and his staff for all that has been done. He commented that John Earl has been a real blessing not only to the FBO, AU Aviation Services, but also to Danville. Gene Jackson spoke about the Civil Air Patrol's training involvement with drones and tracking the location of aircraft.

Adjournment

The Commission meeting adjourned at 4:34 pm. The next regular Commission meeting is scheduled for **Tuesday, May 10, 2022, at 3:00 pm in the Airport's Southside Conference Room.**