

AIRPORT COMMISSION MINUTES

December 9, 2014

4:00 P.M.

Eastern Conference Room

The following were present at the Danville Regional Airport Commission Meeting on Tuesday, December 9, 2014.

Attendees:

Marc Adelman, Director
John Lippert, Chairman
Charles Ellis
Joseph Miller
Gene Jackson

Helm Dobbins
Stephen Daniel
Hampton Wilkins
Donna Benz

Alan Spencer, Asst. City Atty.
Libby Rembold, General Aviation
Bruce Newcomb, Maintenance Supt.
Lisa Bivens, Admin. Asst.

Approval of Minutes

Charles Ellis moved that the minutes of the October 14, 2014 meeting be accepted as presented and Joseph Miller seconded the motion. All were in favor and the motion passed.

Public Comment

No public comment received.

Topic: Runway 2/20 Rehabilitation Project

Action: Proposal submitted to the FAA to complete an airport layout plan update and obstruction survey analysis

Disposition: The FAA will offer comments on the proposal

Michael Baker International, the airport engineering firm has submitted a proposal to the Federal Aviation Administration (FAA) to complete an airport layout plan update and an obstruction survey analysis in conjunction with Runway 2/20 project requirements. The proposals are under review at this time. The final scope of work will be updated after comments are received from the FAA.

Topic: PAPIS Flight Check – Runway 20 and Runway 31

Action: New Reimbursable Agreement executed and payment sent to the FAA

Disposition: Waiting for a new flight check date to be scheduled by the FAA

Approval has been received from the FAA to complete a change order to the Runway 2/20 project to purchase and install new PAPIS for Runway 20 due to their age and condition. The bid documents have been received from Michael Baker International and they are currently under review by the FAA. A request for quotes for this project should be going out soon through the City's Purchasing Office.

To date, four flight checks have failed with respect to testing Runway 31's PAPIS. Michael Baker and Barnes and Powell have both reimbursed the city for related operating costs. As a result, a new reimbursable agreement with the FAA is required to complete additional flight checks, which has been executed. Currently, the airport is waiting for the FAA office to advise the airport of the scheduled date for the next flight check.

Topic: Review of Minimum Operating Standards

Action: Comments received regarding the airport's Minimum Operating Standards

Disposition: A public meeting will be scheduled to seek additional input

Written comments regarding proposed revisions to the current Minimum Operating Standards were received from Richard Bailey, Dr. Lippert and one t-hangar tenant. Adelman said that the comments received were helpful and informative. He also said that the timing is good to update the Minimum Operating Standards since State Fire Prevention Code regulations and federal aviation regulations have also been revised since the current standards were implemented. Discussion continued. After discussion it was decided to have a public meeting so all airport tenants and any interested parties could attend and offer recommendations regarding the standards. This meeting would be advertised as an open forum meeting to discuss and offer recommendations regarding the airport's Minimum Operating Standards. These recommendations would then be provided to the Airport Commission during a special supplemental meeting for further review.

Topic: Review of the Airport's Operating Budget

Action: Reviewed the FY2014 year-end, FY2015 quarterly financial data and the FY2016 proposed budget

Disposition: Proposed FY2016 budget to be reviewed by the City of Danville's budget office

Handouts were provided to Commission members that identified the airport's FY2014's actual operating expenses and budget, year-to-date actual airport operating expenses and budget for FY2015 through October 2014 and the airport's FY2016 draft operating budget. This information was discussed with the Commission. Specific questions were asked about the snow removal and maintenance service contract expense line items.

Topic: Review of proposed Airport Capital Improvement Projects

Action: Commission approved a program of projects for the City's consideration

Disposition: Projects will be submitted to the city's budget office for review

A PowerPoint presentation was completed to discuss proposed capital improvement projects for FY 2016. These projects are identified below.

Storage Building - FY2016 (State and locally funded)

The FAA recommended different locations adjacent to closed Runway 24 to locate an airport storage facility. These locations are identified on the current Airport Layout Plan. It was identified that the cost of the building should not exceed \$65,000 and the state would provide 80% funding for the project. After discussion regarding the possible locations it was decided to locate the storage building at location A4 as identified in the Airport Layout Plan.

Runway 13/31 Rehabilitation – FY2017 (Locally funded)

Adelman said that the project to rehabilitate Runway 13/31 is currently identified in the city's Capital Improvement Plan (CIP) and is programmed to be completed during FY16-17. Adelman updated the Commission on the current condition of Runway 13/31. He indicated there are multiple issues that will drive the potential cost of this project such as whether the runway shoulders would be impacted which include edge lighting and drainage inlets.

Runway 13/31 Rehabilitation – FY2017 (Locally funded) - *continued*

Adelman also identified that the construction cost to rehabilitate Runway 13/31 will vary greatly based on the level of effort applied to rehabilitating the pavement due to cracking and deterioration. Currently, the CIP identifies a cost of \$4,000,000 to rehabilitate only the runway. The reason why the estimated cost is so high is due to the proposed strategy or scope of work. A former Michael Baker engineer originally proposed to rehabilitate the runway by completing a four inch mill of the runway, crack seal repair, surface treatment (tar and gravel) and repaving using four inches of asphalt.

Adelman said that he recently asked the airport's current engineering firm, Talbert, Bright & Ellington for their ideas on this project. This company recommended leaving the shoulders of the runway alone, complete a one inch mill to remove the slurry seal surface from the runway, apply two applications of surface treatment (tar and gravel) and a pavement overlay using only two inches of asphalt. The engineer also recommended a similar process for Taxiway F. The estimated cost for this approach is much less at \$2,900,000 however it is also estimated that additional repair work will be needed in less time since reduced milling and paving work would be completed. After discussion it was decided to identify in the CIP an estimated cost of \$2,900,000 to rehabilitate Runway13/31.

Hangar Rehabilitation – FY2016 (Locally funded)

A project was proposed to recover the exterior and roof of t-hangar buildings 1-20 and the roof of the FBO maintenance hangar. In addition, as part of this rehabilitation effort the hangar doors for units 9-20 would be modified by removing existing ground tracks and asphalt and replace the asphalt with concrete and install new angle iron tracks. Presently, these doors operate primarily off of a ceiling track. By completing these adjustments the hangar doors would operate using both the ground and ceiling tracks. The estimated total project cost is \$250,000.

Hangar Expansion – Construction (locally funded) Site Prep (State and locally funded)

Adelman indicated that he believes the recent hangar occupancy rate supports the possibility of building additional hangar units. He recommended a project that would involve constructing a four-unit building that would include two t-hangars and two box hangars. The cost estimate for the proposed project is \$594,000. The site preparation work related to this project is estimated to cost \$117,000 which is eligible for eighty percent state funding.

A motion was made by Charles Ellis and seconded by Gene Jackson to move forward with the storage building project at the estimated cost of \$65,000. All were in favor and the motion passed.

A motion was made by Joe Miller and seconded by Helm Dobbins to move forward to submit the projects as discussed for consideration in the Capital Improvement Plan. All were in favor of the motion.

Closed Meeting

The meeting was recessed and reconvened into closed meeting at 5:00 p.m.

The meeting was reconvened from the closed meeting and adjourned at 5:30 p.m.

The next meeting is scheduled for **Tuesday, January 20, 2015 at 4:00 p.m. in the Danville Regional Airport's Eastern Conference Room.**