

AIRPORT COMMISSION MINUTES

August 13, 2019

4:00 P.M.

Eastern Conference Room

The following were present at the Danville Regional Airport Commission Meeting on Tuesday, August 13, 2019.

Attendees:

Marc Adelman, Director	Daniel Farmer	Libby Rembold, General Aviation
Jessie Barksdale, Chairman	Philip Hall	Alan Spencer, Asst. City Atty.
Ken Carlson	Joseph Miller, Vice Chairman	Todd Pinekenstein, Bld. & Grounds Supt.
Stephen Daniel		Lisa Bivens, Administrative Assistant

Election of Officers

Alan Spencer opened the floor and asked for an update from the Nominating Committee, which included Airport Commission members Sid Allgood and Phil Hall. The members recommended keeping the current two Airport Commission officers in place for another year. Phil Hall nominated Jessie Barksdale to service as Chairman. All members in attendance were in favor of the nomination with Daniel Farmer abstaining from the vote. Phil Hall nominated Joe Miller to serve as Vice-Chairman. All members in attendance were in favor of the nomination with Daniel Farmer abstaining from the vote.

Approval of Agenda

A motion was made by Ken Carlson and seconded by Joe Miller to move the Nominating Committee Update agenda item to item A on the agenda. All members were in favor of the motion. The agenda for the August 13, 2019 meeting was approved and the motion passed.

Approval of Minutes

Phil Hall moved that the minutes of the June 11, 2019 meeting be accepted as presented and Joe Miller seconded the motion. All members in attendance were in favor and the motion passed.

Communications from Visitors

No communications.

Welcome New Airport Commission Member

Jessie Barksdale welcomed Daniel Farmer to the Commission.

Discussion of Time of Regular Meetings

Marc Adelman asked for input from Commission members regarding the possibility of modifying the meeting time and frequency of Airport Commission meetings to maintain the best opportunity to achieve a quorum. After discussion, it was decided to leave the scheduled meeting of the second Tuesday of each month at 4:00 pm and to call special meetings at other times as needed.

- Topic:** **Update on FY20 Capital Projects and the Airport Layout Plan Update (ALP)**
- Action:** The Virginia Department of Aviation recommended funding Danville's FY20 capital projects. Input was received regarding planning activities for the ALP update.
- Disposition:** The Virginia Aviation Board will consider approving funding for projects that were recommended by the Virginia Department of Aviation. The updated Airport Layout Plan must be submitted to the FAA for review by October 1, 2019.

The Virginia Department of Aviation has recommended funding Danville's FY20 capital projects and the Virginia Aviation Board will consider approving these projects for funding later this month. It is anticipated the city will be under grant with the Federal Aviation Administration (FAA) for the Terminal Apron Rehabilitation project later this month. Marc Adelman reviewed the construction phasing plan for this project with the Commission, which takes into consideration aircraft parking requirements for Virginia International Raceway (VIR) events. This year the last VIR racing event is scheduled for October 11-13, 2019. In addition, Averett University requested that the city delay the Apron Rehabilitation Project by approximately five days to allow the National Intercollegiate Flying Association (NIFA) competition to occur in Danville on October 16-19, 2019. APAC, Inc. was the low bidder for this project at \$3,753,072.

The Runway 2/20 Crack Seal and Underdrain project is also scheduled to begin this fall after the Virginia Aviation Board approves state funding. This project consists of completing crack sealing and remarking the primary runway as well as underdrain improvement work at certain sections of the runway. The low bidder for this project was REMAC at \$177,785. Marc Adelman said he asked Danville's airport engineering firm to check with REMAC to make sure there were no errors in their pricing for their bid since some line item costs identified were much less than other vendors' bids. REMAC indicated they accept the pricing they submitted. In addition, the airport is planning to seek Airport Maintenance grant funds and obtain quotes to remark Runway 13/31. Plans involve using Adult Detention crews to weed eat and clean the cracks on the runway to help reduce the cost of the project.

Marc Adelman updated the Commission on the importance of the Airport Layout Plan (ALP). He mentioned the ALP serves as a critical planning tool and the FAA must approve all planned improvements identified in the document. Presently, the city is working with the airport's engineering firm to include three projects as part of the 2020 Airport Layout Plan Update. Those projects involve the following; Widening of Taxiway H to support jet aircraft operations and hangar development, Extending the walking trail along Airport Drive to Highway 58 and possible modifications to Danville's crosswind runway (13/31) to reduce rehabilitation costs. All documentation for these projects must be submitted to the FAA by October 1, 2019 for review as part of the ALP update. Discussion continued.

Marc Adelman reviewed a recommended site plan option for the Widening of Taxiway H and Hangar Development project. He suggested to identify three (3) 10,000 square foot hangars and a six-unit t-hangar building adjacent to Taxiway H and indicated this arrangement should provide the most flexibility for different types of commercial development and hangar storage use.

Topic: FY20 Capital Projects Update and Airport Layout Plan Update (continued)

Marc Adelman also mentioned that if the hangar buildings are 10,000 square feet or smaller the buildings will not require a fire suppression system, which will serve to reduce construction cost. He added that the Walking Trail project could require the acquisition of airport property along Airport Drive or the need to obtain an easement dependent upon the location of the airport property line. As mentioned previously, the airport property line along Airport Drive is currently incorrect since it includes all of Airport Drive and will be surveyed to determine its appropriate location along Airport Drive. This issue became evident due to planning activities associated with the trail project.

The current ALP also indicates that Runway 13/31 has been deemed not eligible for future FAA funding or maintenance upgrades. The 2009 ALP states that Runway 13/31 is a non-primary runway and is therefore only eligible for ongoing maintenance and potential upgrades of navigational aids (NAVAIDS). No other improvements associated with this runway as shown on the ALP plan are eligible.

Marc Adelman also reported that the Virginia Department of Aviation Airport Program Manual indicates that capital projects for runways not supported by the FAA are ineligible for state participation. Therefore, any improvements completed to Runway 13/31 such as a milling and repaving would require all local funds. Marc Adelman provided recent pictures that reflected the poor condition of Runway 13/31. He said that he believes it is time to consider either closing the runway or options to reduce the length of the runway to decrease rehabilitation costs. He added that any changes to the runway length would need to be reflected on the ALP.

Marc Adelman said that he spoke with Travis Williams, Chief Flight Instructor for Averett University about the possibility of reducing the length of Runway 13/31. Mr. Williams indicated that it would be better to reduce the length than taking the chance that the runway would be closed. Marc Adelman also said that there are several aircraft such as a King Air 200 that currently frequent the field that could not use the runway if the runway was reduced in length. Other persons in attendance suggested turning the runway into a grass strip, which would allow for keeping the length of the runway. Discussion continued. It was the consensus of the Commission to go forward with considering the reduction of the runway length for Runway 13/31 during the ALP review process. A final decision regarding possible runway modifications could be made after input is received from the FAA regarding the ALP update.

Topic: Update on the Fixed Based Operator Lease

Action: The draft lease with Fly High, Inc. was approved. A public hearing notice was advertised on August 12, 2019.

Disposition: A public hearing will be held and City Council will consider the execution of the lease on August 20, 2019.

The draft lease with Fly High, Inc. was recently approved. A public hearing notice was advertised on August 12, 2019 for the hearing that will be held on August 20, 2019 at City Hall. At that time, Danville City Council will consider the execution of the lease with Fly High, Inc.

Topic: Discussion of the Airport Open House/Young Eagles Rally

Action: Consideration of possible improvements for the next event were discussed.

Disposition: The Apex, North Carolina Experimental Aircraft Association (EAA) Chapter will begin planning their 2020 Young Eagles Rally schedule in January.

Marc Adelman said that he spoke to Bob Cassell today of the Apex, North Carolina EAA Chapter regarding his opinion on the Danville Young Eagles Rally. Mr. Cassell commented that he would like to be able to park aircraft closer to the terminal to improve parent participation. Jessie Barksdale recommended the possibility of having a military static display. Other recommendations and input received regarding the rally are listed below:

- Offer a raffle for Free Discovery Flights to promote the event
- Include additional staff to assist with scheduling open house tour activities
- Offer additional parking opportunities and shuttle service if public participation increases
- Expand registration opportunities to offset possible no-show issues
- The EAA Apex, North Carolina Chapter will begin planning their 2020 schedule in January

Public Comment Period

Libby Rembold commented that the EAA chapter did a good job with the event however, if you park the aircraft closer to the terminal you would have to close the airport to do that. She also said she needs to talk to someone to address her questions regarding future FBO services.

Communications

Commission members offered thanks and appreciation to the airport staff for their efforts during the Airport Open House and Young Eagles Day event.

Adjournment

The Commission meeting adjourned at 5:30 pm.

The next meeting is scheduled for **Monday, September 16, 2019 at 4:00 pm in the Danville Regional Airport's Piedmont Conference Room.**