

# AIRPORT COMMISSION MINUTES

December 10, 2019

4:00 P.M.

Eastern Conference Room

The following were present at the Danville Regional Airport Commission Meeting on Tuesday, December 10, 2019.

## Attendees:

Marc Adelman, Director	Michael Duncan	Brian Dunevant, Dir. PW Engineering
Sid Allgood	Phil Hall	Libby Rembold, General Aviation
Jessie Barksdale, Chairman	Joseph Miller, Vice Chairman	Alan Spencer, Asst. City Attorney
Stephen Daniel	Jim Westmoreland, Consultant	Lisa Bivens, Administrative Assistant

## Approval of Agenda

A motion was made by Michael Duncan and seconded by Joe Miller to approve the agenda for the December 10, 2019 meeting. All members in attendance were in favor and the motion passed.

## Approval of Minutes

Sid Allgood moved that the minutes of the November 12, 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.

**Topic:** Airport Layout Planning Issues – Overlap of Walking Trail and Runway 13's Runway Protection Zone

**Action:** Options for the proposed walking trail were discussed due to the overlap with the Runway Protection Zone for Runway 13.

**Disposition:** The Commission was in agreement that the best option for the walking trail would be for it to terminate at the Fire Station to improve opportunities for the project to be approved by the Federal Aviation Administration.

Brian Dunevant, Director of Public Works Engineering was present for the meeting to update the Commission on the planned walking trail. Marc Adelman said since the last meeting it is necessary to address issues with the overlap of the planned walking trail and the Runway Protection Zone (RPZ) area for Runway 13. Federal guidelines for RPZ areas are designed to protect persons on the ground in the event an aircraft accident occurs. The final phase of the planned walking trail path calls for it to extend along Airport Drive to Highway 58, which would cause the trail to overlap with the RPZ for Runway 13. An option was discussed to terminate the walking trail near the Fire Station to avoid encroaching the RPZ.

Marc Adelman described another option for consideration related to the trail. Per input received from the FAA, he stated that if the RPZ was narrowed due to the planned reduction in width of Runway 13/31 from 100' to 60' that the FAA may approve the walking trail to Highway 58 since the overlap of the trail and the RPZ would affect a smaller area. Discussion continued.

**Topic: Airport Layout Planning Issues – Walking Trail and Runway Protection Zone for Runway 13 (continued)**

*A motion was made by Sid Allgood and seconded by Michael Duncan to limit the path of the walking trail so it terminates at the Fire Station. All members present were in favor of the motion.*

Brian Dunevant updated the Commission on the process and research involved to correct the location of the property line that is presently shown in Danville's Airport Layout Plan (ALP) to support the development of the walking trail. He identified the following activities must be completed to address federal requirements associated with the Airport Drive Walking Trail project;

- Airport property line shown in the ALP must be revised to exclude Airport Drive
- Environmental Assessment of Airport Drive property
- Property must be released from the Airport to the City
- Property along Airport Drive must be appraised
- Review appraisal must be submitted to the FAA
- Survey plat must be prepared
- Right of way along Airport Drive must be dedicated to the City of Danville

Brian Dunevant said that he needs to communicate with the Virginia Department of Transportation to see if the scope of the project could be modified to terminate the walking trail at the Fire Station and whether a sidewalk could be considered instead of the original planned walking trail due to the RPZ overlap. The first phase of the project to extend the trail from Stinson Drive along Airport Drive will terminate across from General Aviation Inc.'s maintenance hangar. This project is currently being advertised with construction potentially beginning this spring and work completed during the summer of 2020.

**Topic: Project status update on the Apron Rehabilitation project**

**Action:** Phase 2A of the project has been rejected

**Disposition:** The remaining phases of the project including the seal coat work will be completed next spring and summer.

Marc Adelman summarized the status of the apron rehabilitation project. He indicated that the general contractor requested a winter shutdown and proposed that the apron area adjacent to the Averett's Flight Center building (Phase 2B) should be completed in the spring/summer along with expanding the apron (Phase 3), rehabilitating the tie-down area (Phase 4) and seal coating the apron. The airport, Averett University and General Aviation Inc. support the proposed modifications to the construction phasing plan.

Phase 2A of the project, which is located on the north side of the terminal apron was rejected by the airport engineering firm and the airport because the asphalt in that area did not meet air void testing parameters and as a result, the useful life of the pavement could be reduced. The airport's engineering firm was not notified by the quality acceptance sub-contractor who was located at the asphalt plant about the test results until after the asphalt was applied. Per the contract, it is ultimately the responsibility of the general contractor, who also received the testing results to decide whether to apply the asphalt. Discussion continued.

**Topic: Project status update on the Apron Rehabilitation project (Continued)**

Due to the poor condition of the pavement located in the north area of the terminal ramp, airport staff have detected ponding and large amounts of foreign object debris (FOD) that could damage aircraft. Currently, airport staff sweep the area daily using a pickup truck and cleaning device to remove the FOD. This section of pavement will be milled and repaved in the spring of 2020. Discussion continued.

**Topic: Update on Runway 13/31 Remarketing and T-Hangar Taxi-lane Project**

**Action:** Runway 13/31 remarketing project is complete. The identified repairs to the T-hangar Taxi-lane rehabilitation project have also recently been completed.

**Disposition:** Projects are complete.

Marc Adelman said that the remarketing of Runway 13/31 is now complete. Previously identified pavement deficiencies related to the T-hangar Taxi-lane rehabilitation project have also recently been completed. In addition, as recommended by the Commission, all the drives connected to the T-hangars and taxi-lanes have been marked to promote safe turning movements and facilitate access to the hangar units.

**Topic: Approval of FY21 Airport Budget**

**Action:** The FY2021 airport's operating budget was reviewed by the Commission.

**Disposition:** The Commission approved the FY2021 airport's operating budget as presented.

The FY2021 airport's operating budget was reviewed and discussed with the Commission. Marc Adelman commented that the proposed budget was basically a flat budget compared to the current budget. The airport is not in control of the few line items that increased such as maintenance services contracts, which are primarily overseen by the city's Public Works Department and the salary/wage account, which is handled by the budget office and driven by wage increases. *A motion was made by Michael Duncan and seconded by Joe Miller to approve the FY2021 operating budget as presented. All members in attendance were in favor of the motion.*

**Public Comment Period**

No public comments received.

**Communications**

No Communications

**Adjournment**

The Commission meeting adjourned at 5:05 pm.

The next meeting is scheduled for **Tuesday, January 14, 2019 at 4:00 pm in the Danville Regional Airport's Eastern Conference Room.**