



Virginia Aviation Board Meeting Minutes

The Virginia Aviation Board held a virtual meeting on Thursday, February 20, 2025, due to the inclement weather. Holding a virtual meeting allowed for projects to move forward with existing bids. The meeting documents and presentation materials are available on the Virginia Department of Aviation's website, www.daov.virginia.gov.

MEMBERS

Randall P Burdette, Chairman	Present
Sophie Chafin Vance, Region 1	Present
Robert Bowen, Region 2	Present
Craig Parisot, Region 3	Present
Jackie Dankos, Region 4	Present
Cheryl P. McLeskey, Region 5	Present
Donald T. Robertson, Region 6	Absent
Vanessa Christie, Region 7	Present

OTHER ATTENDEES

Brian K. Stevens	Office of the Attorney General
Greg W. Campbell, Director	Virginia Department of Aviation

DOAV staff, state government representatives, federal government representatives, airport sponsors and managers, consultants, engineers, business owners, and city and county representatives were also present.

1. Call to Order Randy Burdette, Chairman

The chairman called the meeting to order at 10:00 a.m.

Mr. Burdette read the following notice regarding the meeting format.

This meeting of the Virginia Aviation Board is being conducted virtually, in accordance with Section 2.2-3708.2 of the Code of Virginia, which is permitted whenever the Governor has declared a State of Emergency in accordance with Section 44-146.17. The Governor has declared a State of Emergency due to a hazardous winter storm. Public Notice of this Virtual Meeting has been given as required by statute, by posting on the Department of Aviation website and on the Commonwealth's Town Hall site. Public access has been provided by the posting of a link to join the meeting on TEAMS. The TEAMS link will enable public comments at the appropriate time during the meeting set aside for that purpose.

Mr. Burdette requested Ms. Brown conduct a roll call to confirm board member attendance.

2. Review and approve November 21, 2024, minutes Randy Burdette, Chairman

Motion to approve: Parisot

Second: McLeskey

Vote: Aye: Vance, Bowen, Parisot, Dankos, McLeskey, Christie; Nay: none

3. DOAV Update Greg Campbell, Director,
DOAV

Director Campbell provided an update on department activities since the November meeting. He reported on the status of Airport Services Division initiatives, projects and studies, legislative activities, Advanced Air Mobility programs, and organizational updates. He announced Vernon Carter's retirement effective February 24, 2025.

4. VAOC Update Nick Sabo, President,
VAOC

Mr. Sabo provided an update on the activities of the VAOC including Sales Tax Exemption airport resolution call to action; letter to federal legislators regarding House and Senate transportation committee representation; a presentation to the Virginia General Assembly Aviation Caucus; sponsorship of the VABA Legislative Reception; legislation support; and participation in the VAOC Legislative Day, highlighting meetings with 28 legislators. He highlighted upcoming dates for the VAOC Workshop and Virginia Aviation Conference.

5. VABA Update Bud Oakey, President

Mr. Oakey provided an update on the activities of the VABA, focusing primarily on the Virginia Aviation Parts and Supplies Tax Exemption legislation. He also provided an update on aviation-related legislation.

6. Old Business

- A. Airport Licensing Issue - Bridgewater Airport John Hart, DOAV

Mr. Hart stated that the Bridgewater Airport public-use license minimum requirements issue was discussed at the November meeting. He noted that the land and the fence is not controlled by the airport. He added that a NOTAM has been issued to the flying public. He introduced Aaron Lorson, airport manager at Bridgewater Airport to provide an update on mitigation of the issue. Mr. Lorson noted the county is willing to help engage the landowner, but land issues around airports can be very slow and contentious issues. He requested an extension of the conditional license while they work through that process. They believe there is an acquisition pathway but noted the alternative is to remark and relight the runway slightly shorter on that end. Chairman Burdette inquired as to the time needed to successfully resolve the issue. He emphasized the importance of ensuring the safety of the flying public adding that while a NOTAM is in place, it is not foolproof insurance to prevent an accident. He added that this issue has been ongoing for a little while and needs closure to ensure the safety of the flying public. Mr. Hart stated that a conditional license is traditionally for a period of 180 days, although the airport had expressed the desire for a longer period of time. Chairman Burdette did not recommend that this extension be more than 180 days as it needed to be resolved.

Staff recommended approving an extension of the conditional license for 180 days.

Motion to approve: Parisot

Second: Dankos

Vote: Aye: Vance, Bowen, Parisot, Dankos, McLeskey, Christie; Nay: none

7. New Business

A. Consideration of Amended FY2025 Entitlement Utilization Plans

Mike Swain, DOAV

Mr. Swain presented revisions to the following FY2025 Entitlement Utilization Plans and staff recommendation.

Airport	Recommendations for FY025 Entitlement Utilization Plans
Charlottesville-Albemarle Airport	Disapprove
Lynchburg Regional Airport	Approve
Newport News-Williamsburg International Airport	Approve
Shenandoah Valley Regional Airport	Disapprove

Motion to approve: Mr. Bowen made a motion to approve staff recommendations with the addition of the AED project at Shenandoah Valley Regional Airport and the escalator maintenance project at Charlottesville-Albemarle Airport.

Second: X

Vote: Aye: Vance, Bowen, Parisot, Dankos, McLeskey, Christie; Nay: none

B. Virginia Aviation Allocations Review

Mike Swain, DOAV

Tentative Allocations from the Commonwealth Aviation Fund

Mr. Swain presented the project requests and staff recommendations. The board actions are summarized below. These results are available at www.doav.virginia.gov.

For Region 1, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Mountain Empire Airport	Taxilane and Hangar Site Preparation (Design) (BIL) - INCREASE	Approved	\$1,233.68

Motion to approve: Vance

Second: McLeskey

Vote: Aye: Vance, Bowen, Parisot, Dankos, McLeskey, Christie; Nay: none

For Region 2, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Ingalls Field	Terminal Building (Construction)	Approved	\$2,865,351.73

Motion to approve: Bowen

Second: Dankos

Vote: Aye: Vance, Bowen, Parisot, Dankos, McLeskey, Christie; Nay: none

For Region 3, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Culpeper Regional Airport	Apron, Taxiway, and Runway Remarketing Project (Design/Construction)	Approved	\$150,215.79
Manassas Regional	Airfield Marking and Striping (Construction)	Approved	\$201,937.55

Airport	Manual Gate Removal with Fabric Replacement (Construction)	Approved	\$36,000.00
	Runway 16L-34R, East and West Ramp Crack Seal (Construction)	Approved	\$60,843.60
	West Pedestrian Gate Electronic Upgrade	Approved	\$16,145.10
Stafford Regional Airport	Fueling System Upgrade - Self-Service (Design) (BIL)	Approved	\$7,680.00
	Runway 15 Extension (Construction Overrun) (non-AIP) - INCREASE	Approved	\$42,077.00
	Stormwater Pollution Prevention Plan Update	Approved	\$13,500.00
Warrenton-Fauquier Airport	Fueling System Upgrade - Self Service (Bidding/Construction) (BIL)	Approved	\$19,706.32
Winchester Regional Airport	Taxiway A Rehabilitation Section 2 (Construction) & Section 3 (Design) (AIP)	Approved	\$343,157.90

Motion to approve: Parisot

Second: McLeskey

Vote: Aye: Vance, Bowen, Parisot, Dankos, McLeskey, Christie; Nay: none

For Region 4, staff recommended the following:

Airport	Project Description	VAB Action	Amount
New Kent County Airport	T-Hangar Site Preparation (Design) (BIL)	Approved	\$8,080.00
	T-Hangar Site Preparation (Design) (non-AIP)	Approved	\$40,500.00
Richmond Executive - Chesterfield County Airport	Extend Runway 15-33 (Design) - INCREASE	Approved	\$800.00
	Replacement Terminal Furniture	Approved	\$48,535.20
	Southeast Apron Expansion (Design) - INCREASE	Approved	\$30,008.00
	Southeast Box Hangars Site Preparation (Design) - INCREASE	Approved	\$9,625.00
Tappahannock-Essex County Airport	Box Hangar Site Preparation (Design/Construction)	Approved	\$796,500.00

Motion to approve: Dankos

Second: McLeskey

Vote: Aye: Vance, Bowen, Parisot, Dankos, McLeskey, Christie; Nay: none

For Region 5, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Allan C. Perkinson Municipal Airport	Airport Entrance Sign (Construction)	Approved	\$15,638.76
Danville Regional Airport	Stormwater Basin Repair and Erosion Control Mitigation (Design)	Approved	\$71,744.07
Dinwiddie County Airport	Maintenance Equipment Storage Building (Construction)	Approved	\$480,171.80
	Terminal Apron Expansion (Design) (BIL)	Approved	\$12,000.00
Farmville Regional Airport	Runway 3-21 PAPI Replacement (Construction) (BIL)	Disapproved	n/a

Motion to approve: McLeskey

Second: Dankos

Vote: Aye: Vance, Bowen, Parisot, Dankos, McLeskey, Christie; Nay: none

For Region 6, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Emporia-Greenville Regional Airport	Fueling System Rehabilitation & Self-Fueling System (Construction) - INCREASE	Approved	\$9,406.80
	Runway and Taxiway Markings (Construction)	Approved	\$45,743.78
Franklin Regional Airport	Runway Re-Marking (Construction) (BIL)	Approved	\$10,000.00

Motion to approve: Christie

Second: Vance

Vote: Aye: Vance, Bowen, Parisot, Dankos, McLeskey, Christie; Nay: none

For Region 7, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Chesapeake Regional Airport	Stormwater Pollution Prevention Plan, Spill Prevention Control & Countermeasure Plan & Oil Discharge Contingency Plan Updates	Approved	\$25,200.00
Middle Peninsula Regional Airport	Access Road & Box Hangars Site Preparation (Construction)	Approved	\$1,306,800.00
Suffolk Executive Airport	T-Hangar 'G' Site Preparation (Construction)	Approved	\$1,161,000.00
Tangier Island Airport	Airfield Pavement Crackseal, Sealcoat, and Remarking (Design/Construction) (BIL)	Approved	\$14,640.00
Waltrip Williamsburg Executive Airport	Fueling System Upgrade - Self Serve (Construction)	Approved	\$74,733.07

Motion to approve: Ms. Christie made a motion to approve the addition to the Newport News-Williamsburg International Airport Entitlement Utilization Plan of the Phase 1 Design/Bid Clean Up Development Site Work project utilizing \$800,000 in state entitlement funds

Second: McLeskey

Vote: Aye: Vance, Bowen, Parisot, Dankos, McLeskey, Christie; Nay: none

Motion to approve: Ms. Christie made a motion to approve staff recommendations with the addition of the Middle Peninsula Regional Airport Access Road & Box Hangars Site Preparation (Construction) in the amount of \$1,306,800, for which obstructions must be mitigated prior to the offering of a grant, and the increase of funding for the Waltrip Williamsburg Executive Airport Fueling System Upgrade - Self Serve (Construction) from \$48,806.15 to \$74,733.07.

Second: Dankos

Vote: Aye: Vance, Bowen, Parisot, Dankos, McLeskey, Christie; Nay: none

8. Public Comment Period

Randy Burdette, Chairman

Bill Kelly thanked Vernon Carter for his years of service with the agency.

9. Board Member Comments and Reports

Randy Burdette, Chairman

Region 1: No comment.

Region 2: Mr. Bowen added his appreciation and well wishes to Vernon on his well-earned retirement. Every day is Saturday when you hit that point, and he noted that their careers have somewhat paralleled each other. He appreciated all the assistance that that Vernon gave to Norfolk International Airport.

Region 3: Mr. Parisot stated he had a few things he wanted to share this morning.

First, as we reflect on the tragic midair collision near Reagan National Airport, which is one of Region 3's airports and a critical member of our Commonwealth aviation system, our hearts go out to the families and loved ones of all those affected. This devastating event underscores the critical importance of aviation safety and the dedicated professionals who work tirelessly to uphold it. We are deeply grateful for the first responders, investigators and aviation professionals who have worked around the clock to provide answers and support during this difficult time. Their commitment to safety, accountability and continuous improvement is vital as we strive to prevent future tragedies. In light of this incident, we reaffirm our dedication to strengthening air traffic control systems, enhancing training, ensuring that all necessary resources are available to protect those who fly collaboration across agencies, industry leaders and policy makers remain essential to maintaining the highest standards of aviation safety. He expressed appreciation for the collaborative nature of this board with staff and with industry and remain in awe of the Virginia aviation system and its professionals as a whole. He recognized and commended the department for the continued leadership in the area of emerging technology and advanced air mobility, not just here in the Commonwealth, but nationally. He encouraged everyone to read the state's AAM strategy that Greg provided earlier. He congratulated Winchester Regional on the grand opening of the Terminal of the Future. He noted it was really a terrific event that showed wide community support. Director Campbell and our Secretary of Transportation attended the event. He wished the best to all their going forward, it's a very, very exciting time for everybody in that community. He also acknowledged the upcoming Aerospace States Association Conference taking place in Virginia Beach July 27th to July 31st. The agenda will highlight Virginia's aerospace and aviation assets, resources and initiatives, with the hope of encouraging substantial participation by the private sector. There is also an interest in featuring a discussion regarding sustainable aviation fuel. The ASA Conference is being chaired by our Lieutenant Governor, Winsome Earl Sears, and he encouraged those interested to either contact ASA leadership or the Office of the Lieutenant Governor if you want to get more involved there. Also, in the interest of long-term workforce development, which also came up today and rightfully comes up in each one of our board meetings, he recently became aware of plans by the Fairfax County Public Schools to create a new aviation focused magnet high school, expected to open in the 2026-2027 academic year. They're looking for broad based engagement across the Commonwealth Aviation ecosystem. He offered to help make connections with the FCPS project manager for anyone who is interested. He thanked all the staff for all who made the adjustments to allow our meeting to go forward today and hoped everyone stays safe and warm as Virginia weathers this current storm. Thank you.

Region 4: No comment.

Region 5: Ms. McLeskey congratulated Vernon on his retirement and public service of 38 years. She noted that he will be really missed and they will have to compare fish. She stated she planned to visit the airports in her region April 1st and 2nd. She noted that after having served on the Aviation Board since 2010 under three different governors, today we've made history as using the Internet for the first time as an all-remote board meeting. She thought the meeting was well done and didn't hamper the quality of the discussion, although she does favor in-person meetings. She thanked Director Campbell, Chairman Burdette, Laurie Brown, the IT team and staff for making it possible to conduct business in the midst of a snowstorm in a state of emergency.

Region 6: Absent

Region 7: Ms. Christie thanked her fellow members for working through the Region 7 challenges and transitions. She acknowledged the efforts of staff, VAOC and VABA on this session's legislation. She acknowledged that a lot of people have been involved in a lot of different ways and commended

everyone involved. She thanked Vernon Carter for an amazing 38 years She stated that she really enjoyed working with him and wished him all the very best.

Director: Mr. Campbell extended compliments to the Chair and members of the board on a successful virtual meeting. He thanked everyone for a great meeting and for continued support of the staff. He noted they are doing great things for the Commonwealth. He stated that he thought they are on track for another record year of investment in the aviation system in Virginia and doing it in a responsible way. He thanked them for all for their time and all they do.

Chairman: Mr. Burdette added his thanks to Vernon and noted that he enjoyed working with him, He hoped that Vernon enjoys his retirement; he deserved it He commended Laurie and John for coordinating the virtual meeting. He acknowledged the challenge when determining whether to delay or conduct a virtual meeting. He stated that some of the airports were on tight schedule with the quotes they had, so it was important to move forward with the meeting. Once the decision was made, there was a very short time to coordinate the virtual meeting. He thanked John and Laurie for their professionalism and noted it was a job well done.

10. Adjournment

Randy Burdette, Chairman

The meeting adjourned at 11:44 am.

Motion to approve: Bowen

Second: McLeskey

Vote: Aye: Vance, Bowen, Parisot, Dankos, McLeskey, Christie; Nay: none