



Virginia Aviation Board Meeting Minutes

The Virginia Aviation Board held a meeting on Thursday, November 20, 2025, at the Virginia Department of Aviation Hangar, 5702 Gulf Stream Road, Richmond, VA 23250-2422. 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
Mark Nelson 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	Present
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 Randall Burdette,
Chairman

The chairman called the meeting to order at [10:02](#) a.m.

2. Annual Approval of the Remote Participation Policy Randall Burdette,
Chairman

blah

Motion to approve: [Robertson](#)

Second: [McLeskey or Christie](#)

Vote: Aye: [Bowen, Dankos, McLeskey, Robertson, Christie](#); Nay: [none](#)

3. Virtual Participation - Consideration for Approval Randall Burdette,
Chairman

In accordance with VAB policy, [Mark Nelson and Craig Parisot](#) submitted [written requests](#) to participate remotely in the [November 20, 2025](#), meeting. [Each of the requesting members](#) lives more than 60 miles from the meeting location. Upon review of these written [requests](#) and polling the remaining [5](#) members to confirm their physical attendance, the chairman approved the [2 requests](#).

A motion was made to confirm the chairman's decision for [Mark Nelson and Craig Parisot](#) to participate remotely in the [November 20, 2025](#), in compliance with the Remote Participation Policy.

Motion to approve: [Robertson](#)

Second: [Dankos](#)

Vote: Aye: [Nelson, Bowen, Parisot, Dankos, McLeskey, Robertson, Christie](#); Nay: [none](#)

4. Review and approve August 15, 2025, minutes Randall Burdette,
Chairman

Motion to approve: [McLeskey](#)

Second: [Christie](#)

Vote: Aye: [Nelson, Bowen, Parisot, Dankos, McLeskey, Robertson, Christie](#); Nay: [none](#)

5. DOAV Update Greg Campbell, Director,
DOAV

6. VAOC Update Mike Stewart, President

7. VABA Update Bud Oakey, President

8. Old Business

- A. Reassessment of CAF Temporary Funding Program Greg Campbell, Director,
DOAV

[The latest extension of the Commonwealth Aviation Fund temporary funding program expires December 2025. This funding option has been working well, and all eligible requests have received funding allocations under the program. Staff recommends continuing the temporary funding program through the remainder of FY2026.](#)

Motion to approve staff recommendation: [Robertson](#)

Second: [Parisot](#)

Vote: Aye: [Nelson, Bowen, Parisot, Dankos, McLeskey, Robertson, Christie](#); Nay: [none](#)

- B. Airport Licensing Issue - Bridgewater Air Park John Hart, DOAV

- C. Veron Carter Service Resolution Presentation Greg Campbell, Director,
DOAV

D. John Mazza VAB Service Resolution Presentation

Randall Burdette,
Chairman

[description](#)

Motion to approve resolution: [Dankos](#)

Second: [McLeskey](#)

Vote: Aye: [Nelson, Bowen, Parisot, Dankos, McLeskey, Robertson, Christie](#); Nay: [none](#)

9. New Business

A. Minimum Operational Network Report

Alton Jordan, DOAV

[description of Alton's information](#)

B. Job Ordering Contracting

Mike Swain, DOAV

[Mr. Campbell shared that staff has been working on a recommendation for this contracting option. It is felt that the best course of action is to take the recommendation through the *Airport Program Manual* process in conjunction with the overall update slated to begin in early 2026.](#)

C. Richmond Executive-Chesterfield County Airport Presentation

Jeremy Wilkinson, Airport
Manager

D. Consideration of FY2025 Entitlement Utilization Reports and FY2026
Entitlement Utilization Plans

Mike Swain, DOAV

Mr. Swain presented revisions to the FY2025 Entitlement Utilization Report for [the Lynchburg Regional Airport](#). Staff recommended approval of the amended plan.

Motion to approve staff recommendation: [Robertson](#)

Second: [Bowen](#)

Vote: Aye: [Nelson, Bowen, Parisot, Dankos, McLeskey, Robertson, Christie](#); Nay: [none](#)

Mr. Swain presented revisions to the FY2026 Entitlement Utilization Plans for the following airports for which staff recommended approval:

- [Lynchburg Regional Airport](#)
- [Newport News-Williamsburg International Airport](#)
- [Shenandoah Valley Regional Airport](#)

Motion to approve staff recommendation: [Robertson](#)

Second: [Bowen](#)

Vote: Aye: [Nelson, Bowen, Parisot, Dankos, McLeskey, Robertson, Christie](#); Nay: [none](#)

E. 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.

For Region 1, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Blue Ridge Regional Airport	Runway 31 Threshold Relocation (Construction) - INCREASE	Approved	\$106,770.53
Lee County Airport	Airfield Lighting Rehabilitation (Design/Construction) (AIP) - INCREASE	Approved	\$1,699.90
Tazewell County Airport	Easement Acquisition Services & Easement Acquisitions (Parcels A, B, C, D & E)	Approved	\$3,240.00
	Stormwater Pollution Prevention Plan & Spill Prevention Control & Countermeasure Plan Updates	Approved	\$22,950.00
Twin County Airport	Stormwater Pollution Prevention Plan & Spill Prevention Control & Countermeasure Plan Updates	Approved	\$22,950.00
Virginia Highlands Airport	Hangar Site Preparation (Design/Construction) - INCREASE	Approved	\$149,634.09
	Terminal Building Renovations (Design)	Approved	\$84,137.66

Motion to approve staff recommendations: [Nelson](#)

Second: [Bowen](#)

Vote: Aye: [Nelson, Bowen, Parisot, Dankos, McLeskey, Robertson, Christie](#); Nay: none

For Region 2, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Front Royal-Warren County Airport	Stormwater Pollution Prevention Plan & Spill Prevention Control & Countermeasure Plan Updates	Approved	\$22,500.00

Motion to approve staff recommendation: [Bowen](#)

Second: [Dankos](#)

Vote: Aye: [Nelson, Bowen, Parisot, Dankos, McLeskey, Robertson, Christie](#); Nay: none

For Region 3, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Culpeper Regional Airport	3-Phase Power to Airport	Approved	\$161,975.00
	CATEX (Holding Bay, Wash Rack, and Maintenance Building (IIJA)	Approved	\$5,230.82
Leesburg Executive Airport	CATEX (South Corporate Apron and Hangar Site Preparation)	Approved	\$23,400.00
	East Side Perimeter Fencing Replacement (Construction)	Approved	\$157,500.00
Manassas Regional Airport	Taxiway 'B' Widening and Lighting Update (Design)	Approved	\$963,000.00

Motion to approve staff recommendations and an exception to board policy described in section 3.5.1 of the *Airport Program Manual* to allow the grant offer for the Northside Site Preparation - Phase 1 (Design) project at Winchester Regional Airport to be issued even though the sponsor is still waiting for FAA

approval of the required environmental document, which has not been completed due to circumstances beyond the control of the sponsor: Parisot

Second: Dankos

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

For Region 4, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Hanover County Municipal Airport	West Apron Rehabilitation & Drainage Improvement-Phase 2 (Construction) - INCREASE	Approved	\$134,979.30
Louisa County Airport	Airfield Lighting & Signage Replacements (Design) - INCREASE	Approved	\$37,410.24
	South Side Taxiway (Construction) (IIJA)	Approved	\$11,536.84
	Stormwater Pollution Prevention Plan & Spill Prevention Control & Countermeasure Plan Updates	Approved	\$22,500.00
Richmond Executive - Chesterfield County Airport	Runway Extension Land Acquisition (Parcels 1, 58, 63, 64, 65, 66, 67 and 69)	Approved	\$77,708.00
Tappahannock-Essex County Airport	Fueling System Upgrade (Construction) - INCREASE - MISSED OPPORTUNITY	Approved	\$24,777.71

Motion to approve staff recommendations: Dankos

Second: Bowen

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

For Region 5, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Dinwiddie County Airport	Terminal Building Survey & Renovation Study	Approved	\$32,236.85

Motion to approve staff recommendation: McLeskey

Second: Dankos

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

For Region 6, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Emporia-Greenville Regional Airport	Stormwater Pollution Prevention Plan & Spill Prevention Control & Countermeasure Plan Updates	Approved	\$22,500.00

Motion to approve staff recommendation: Robertson

Second: McLeskey

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

For Region 7, staff recommended the following:

Airport	Project Description	VAB Action	Amount
Accomack County Airport	Stormwater Pollution Prevention Plan & Spill Prevention Control & Countermeasure Plan Updates	Approved	\$22,950.00
Hampton Roads Executive Airport	Fuel Farm Equipment (Construction) (IIJA) - INCREASE	Approved	\$15,000.00
Hummel Field	Airport Terminal Furniture	Approved	\$38,031.12
Middle Peninsula Regional Airport	Stormwater Pollution Prevention Plan & Spill Prevention Control & Countermeasure Plan Updates	Approved	\$22,500.00
Suffolk Executive Airport	Master Plan Update - INCREASE	Approved	\$1,600.00
	Stormwater Pollution Prevention Plan & Spill Prevention Control & Countermeasure Plan Updates	Approved	\$22,500.00
Waltrip Williamsburg Executive Airport	Runway Lighting Rehabilitation (Design)	Approved	\$117,000.00

Motion to approve staff recommendation: [Christie](#)

Second: [Robertson](#)

Vote: Aye: [Nelson, Bowen, Parisot, Dankos, McLeskey, Robertson, Christie](#); Nay: none

[discussion on consent agenda. Mr. Burdette asked staff to bring forward a consent agenda item when applicable.](#)

10. Public Comment Period

Randall Burdette,
Chairman

[No public comments were offered.](#)

11. Board Member Comments and Reports

Randall Burdette,
Chairman

Region 1:
Region 2:
Region 3:
Region 4:
Region 5:
Region 6:
Region 7:
Director:
Chairman:

12. Adjournment

Randall Burdette,
Chairman

The meeting adjourned at [11:44 a.](#)

Motion to approve: [McLeskey](#)

Second: [Christie](#)

Vote: Aye: [Nelson, Bowen, Parisot, Dankos, McLeskey, Robertson, Christie](#); Nay: none