

AIRPORT COMMISSION MINUTES

February 14, 2023

3:00 P.M.

Danville Regional Airport – Eastern Conference Room

The following were present for the Danville Regional Airport Commission Meeting held on Tuesday, February 14, 2023.

Attendees:

Marc Adelman, Director	Robert Jiranek	Alan Spencer, Deputy City
Sid Allgood	Fred Shanks	Attorney
Stephen Daniel, Vice-Chairman	Earl Reynolds, Deputy City	Lisa Bivens, Administrative
Phil Hall, Chairman	Manager	Assistant
Gene Jackson	John Earl, AU Aviation	Todd Pinekenstein, Transportation
		Bld. Grounds Superintendent

Guests:

Chris Albrecht, Sr. VP and General Mgr. Caesars Virginia

Steven Gould, Founder of SoVa Legal and Legal Counsel for Caesars Virginia

Welcome Guests

Phil Hall recognized the guests in attendance for the meeting and welcomed them.

Approval of Agenda

Sid Allgood made a motion to approve the agenda for the February 14, 2023, meeting. Fred Shanks seconded the motion; all members in attendance were in favor and the motion passed.

Approval of Minutes

Fred Shanks moved that the minutes of the January 10, 2023, Airport Commission meeting be accepted as presented. Sid Allgood seconded the motion; all members in attendance were in favor and the motion passed.

Communications from visitors and Airport Commission Members

Gene Jackson informed the Commission of NORAD (The North American Aerospace Defense Command) exercises that recently took place with the assistance of the Civil Air Patrol.

Topic: Update on Airport Capital Improvement Projects

Action: Marc Adelman completed a presentation and provided background information concerning Airport Capital Improvement Projects.

Disposition: A conference call will be completed with the FAA and the Virginia Department of Aviation prior to the March 2023 Airport Commission meeting to discuss Danville Regional's Airport Capital Improvement Plan.

Marc Adelman completed a PowerPoint presentation that identified completed projects and those that are underway to support increased air traffic related to the opening of the casino resort. Marc Adelman also provided background information concerning airport access and security improvements, fuel sale history and identified primary users of the airfield. A list of the capital improvement projects discussed during the presentation is identified on the following page.

FY23 and FY24 Capital Projects to support anticipated increased air traffic:

- Renovate the terminal building to improve functionality and customer service, passenger amenities and security.
- Replace an automatic gate that provides access to the terminal ramp with a wider gate to support bus traffic.
- Rehabilitate shorter, crosswind runway to expand aircraft parking opportunities if needed.
- Rehabilitate south ramp (510' x 425') to support surplus aircraft parking needs.
- Construct service road to provide reliable ground transportation access to the south ramp.
- Expand aviation fuel facility to accommodate spikes in air traffic due to the overlap of Virginia International Raceway (VIR) events and Caesars Casino air traffic by adding a 20,000-gallon jet fuel tank.

Marc Adelman explained that most of the fuel sold at the airport is Jet A. He mentioned that Averett University's Aeronautics Program is the primary user of the airfield, and they currently have 108 students, fifteen flight instructors and twelve aircraft in their fleet. He mentioned that approximately 450 to 500 jet aircraft operations are completed annually at the airport. The primary jet aircraft users are NETJETS, FLEXJET, and Wheels Up. The Virginia International Raceway is currently the primary generator of jet aircraft operations. During one of VIR's major races up to 23,000 gallons of jet fuel were sold over one weekend. This situation prompted the need to expand the airport's aviation fuel facility to accommodate significant spikes in fuel sales that may occur in the future. Marc Adelman reviewed the terminal building modifications aimed at supporting increased air traffic related to the opening of the casino. Discussion continued.

Phil Hall welcomed Chris Albrecht, General Manager for Caesars Virginia. Mr. Albrecht said he appreciated the opportunity to attend the meeting. He mentioned that Caesars is heavily involved with completing construction activities for the casino resort and stated they still maintain a target opening of late 2024. Construction work is currently underway to open the temporary casino in the not so distant future and they are currently in the hiring process. He added that other company team members and their marketing team will be on board soon. Mr. Albrecht mentioned that he has been with Caesars for 18 years and had the opportunity to open another casino in Cincinnati, Ohio in 2013. Discussion continued.

Topic: Input from the Virginia Department of Aviation concerning Capital Grant Requests

Action: Marc Adelman updated the Commission on the status of state grant requests.

Disposition: Grant requests that are approved by the Virginia Aviation Board will be appropriated locally.

Recently, the Virginia Department of Aviation recommended for funding the Terminal Building roof replacement project and Design Services to bid Phase 2 of the South Ramp Rehabilitation project. The request for funds to complete an obstruction analysis for Runway 31 was not approved. This funding request was considered ineligible because Runway 13/31 is a crosswind runway, and the Virginia Department of Aviation will only provide maintenance funds for crosswind runways. The state considers an obstruction analysis an improvement. The city will provide funding to complete the obstruction analysis.

Topic: FBO Management Update

Action: John Earl, FBO manager provided an update concerning activities related to Averett University and the FBO.

Disposition: Additional information will be provided next month by the FBO.

John Earl said that he communicated with Dr. Johnson of the Danville Community College and asked if he could provide an update on the Aviation Mechanic Training Program. Dr. Johnson asked him to inform the Commission that an interview was scheduled for the Lead Instructor position however the individual accepted another position and as a result, did not complete the interview. The Lead Instructor position is now being advertised on several aviation sites and another interview is scheduled for later this week. John Earl also informed the Commission that Averett University's Aviation program will be hosting their Annual Aviation Day on March 17, 2023. They are expecting two Osprey helicopters and two vintage aircraft from Dynamic Aviation on that day. Typically, there are military and various airline representatives in attendance for the students to meet during the event. Discussion continued.

Communications

Phil Hall thanked Chris Albrecht for attending the meeting and told him to feel free to reach out to the Commission at any time.

Marc Adelman suggested to the Airport Commission to start thinking about plans for a ribbon cutting ceremony for the terminal building. He also mentioned that the Young Eagles coordinator will be at the airport tomorrow to look at the terminal building renovations, meet John Earl and discuss the event.

Sid Allgood mentioned that he would like for Commission members to attend the Aviation Board meetings on a regular basis and have an expense account to cover the costs. It was suggested that this be discussed with Mr. Larking.

Adjournment

The Commission meeting adjourned at 4:03 pm. The next regular Commission meeting is scheduled for **Tuesday, March 14, 2023, at 3:00 pm in the airport's Eastern Conference Room.**