

# **New Kent County Airport Advisory Commission 17 May 2006**

## **Minutes**

The regular meeting of the New Kent Airport Advisory Commission was held on May 17, 2006 at the New Kent County Airport. Commission members present were:

Mr. Bill Jeffries  
Mr. Pat Wilson  
Mr. Bill Martin

Mr. Eugene Williams  
The Honorable Mr. Stran Trout  
Mr. Bill Simpson

## **Approval of Minutes**

There were no minutes from the March meeting. It was cancelled due to attendance.

## **Citizen Comment**

There were no citizen comments.

## **Staff Report**

Hangar Project Update The bond hearing for the VRA loan is May 12. At that point, all of the funding will be in place and we will be ready to issue Notice to Proceed to the contractor.

Landfill Update The developer for the proposed landfill on Rt. 106 withdrew their application just prior to the project going before the Board of Supervisors. The Airport Manager circulated a letter he had written to the Planning Department in response to a letter the developer sent trying to discount the airport as a concern.

CAP Building The Civil Air Patrol held a workday and made good progress towards repairing the leaky roof section over the lower floor of the old terminal building. Several airport tenants as well as the airport manager and Mr. Jeffries assisted the CAP in the project.

Weed Control Project Weed Control Inc. has just completed a vegetation control project. The project included spraying around the perimeter fence, all navoids, and most movement areas. The DOAV funded the project 90% so the local cost was only approximately \$300.00. The work is guaranteed for a year. Recent enforcement actions

by the DEQ have necessitated the hiring of commercial applicators to spray vegetation control.

ALP Update The last Airport Layout Plan Update was accomplished in the mid 90's. With the rapid changes taking place in the county, now would be an appropriate time to update the airport master plan to better allow the airport to meet coming challenges. All projects that are funded on the airport must be part the Airport Layout Plan. The update would better define the future role that the airport would play in the county and position it to best support the County's economic development goals. A scope of work is being developed for the project.

Young Eagles The Young Eagles Rally originally scheduled for April has been rescheduled for June 10<sup>th</sup>.

FBO Search Eagle Aviation of Orange, Virginia has expressed interest in relocating to New Kent. The type of operation that Eagle would base here would be a good fit with the type of operations currently conducted at the airport.

### **Unfinished Business**

There was no unfinished business discussed

### **New Business**

There was no new Business discussed

### **Adjournment**

The next meeting was scheduled for July 19, 2006 at 6:00pm. The meeting was adjourned.

# **New Kent County Airport Advisory Commission 19 July 2006**

## **Minutes**

The regular meeting of the New Kent Airport Advisory Commission was held on July 19, 2006 at the New Kent County Airport. Commission members present were:

The Honorable Mr. Marty Sparks	The Honorable Mr. Stran Trout
Mr. Bill Jeffries	Mr. Eugene Williams
Mr. Pat Wilson	Mr. Bill Simpson
Mr. Bill Martin	

## **Citizen Comment**

There were no citizen comments.

## **Staff Report**

Hangar Project Update The project is ready to move forward except that the contractor has not yet signed the contract. There are concerns expressed by the contractor that the bid prices do not adequately cover increases in fuel and asphalt prices. The engineer has been directed to re-evaluate the pavement area and thickness around the T-hangars to take into account that the jet pod has been dropped from the project.

ALP Update With the rapid expansion of the county and the emphasis shift towards attracting new business into the county, the airport manager recommended going through an ALP revision to better place the airport in a position to meet future needs and define the airports role in future county development. The ALP is a document approved by the BOS, The Virginia Department of Aviation, and the FAA that defines capital projects based on future projected needs of the County. FAA Entitlement funds are available to fund the study and an application has been made for Approval by the Virginia Aviation Board.

Young Eagles Young Eagles event held on June 10 was very successful introducing 94 children to Aviation.

Program Manual Review Committee The airport manager has been invited to sit on a committee tasked with reviewing and revising the funding manual for the Virginia Department of Aviation.

DOAV Legislation Development Committee The Airport Manager has been invited to sit on a committee to develop legislation to promote compatible land use around the state's airports and protect airports from "through the fence operations"

### **Unfinished Business**

FBO Search Mr. Lloyd Perkins withdrew his proposal for an FBO just before the BOS meeting during which contract negotiations were to be approved.

### **New Business**

A proposal has been received from an individual seeking to build a private hangar on airport property for his personal aircraft. The airport manager discussed with the applicant the possibility of waiting until the county hangar project was complete the location his hangar on the taxiway for the new hangars.

### **Adjournment**

The next meeting was scheduled for September 20, 2006 at 6:00pm. The meeting was adjourned.

# **New Kent County Airport Advisory Commission 20 September 2006**

## **Minutes**

The regular meeting of the New Kent Airport Advisory Commission was held on September 20, 2006 at the New Kent County Airport. Commission members present were:

Mr. Eugene Williams  
Mr. Bill Simpson

Mr. Bill Martin

## **Citizen Comment**

There were no citizen comments.

## **Staff Report**

Hangar Project Update The hangar project has been put back out to bid after Horizon Commercial backed out of the contract. Bids are due early October.

ALP Update The FAA and the Virginia Department of Aviation have concurred with the County's wishes to move the ALP Update forward in the capital improvement program for the airport. The planning study will identify short and long term capital projects to meet the growing needs of the county.

Economic Development Authority The airport manager met with members of the Economic Development Authority to discuss how the airport and the EDA can better coordinate development and planning efforts, in particular how the airport development might fit in with development potential of a county owned property.

Festival of Flight Regrettably, the Airport's annual Festival of Flight had to be cancelled due to a power outage resulting from the remnants of tropical storm Ernesto.

Fuel Computer Due to a glitch in the credit card reader at the fuel pump, several customers were charged for fuel purchases that they had not made. Those customers were refunded the erroneous purchase amounts. Unfortunately the airport lost approximately \$200 in revenue due to the glitch. A software update and installation of a new two line data reader on the computer should prevent similar incidents in the future.

### **Unfinished Business**

There was no unfinished business discussed

### **New Business**

The Airport Manager met with two individuals interested in leasing space for maintenance and light sport flight training. They expressed interest in submitting a proposal.

### **Adjournment**

The next meeting was scheduled for November 15, 2006 at 6:00pm. The meeting was adjourned.