

**TOWN OF LEESBURG
AIRPORT COMMISSION MEETING**

DATE/TIME: Wednesday, May 10, 2023 at 6:00pm

PLACE: Leesburg Executive Airport – Stanley Caulkins Terminal
George Hammerly Conference Room
1001 Sycolin Road SE, Leesburg

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES:

- a. April 12, 2023 Regular Meeting

PETITIONERS/PUBLIC COMMENT

- a. Petitioners and public Comment

NEW BUSINESS:

- a. Election of Officers
- b. Noise mitigation

OLD BUSINESS:

- a. Air Traffic Control Tower update

REPORTS:

- a. Airport Director
 - i. Capital Projects Report
 - ii. Grants Report
 - iii. Monthly Space/Vacancy Report
 - iv. Complaint Log
- b. FBO Comments
- c. Airport Business Association Comments
- d. Chairman
- e. Committees
 - a. Operations
 - b. Land Use Development
- f. Commission Member Comments
- g. Loudoun County Board of Supervisor Representative
- h. Councilmanic Comments

PETITIONERS/PUBLIC COMMENT

- a. Final Petitioners and Public Comment

NEXT MEETING DATE: Wednesday, June 14, 2023, at 6:00pm.

UPCOMING EVENTS: Air Show - September 30th.

ADJOURNMENT

MINUTES

Leesburg Airport Advisory Commission

April 12, 2023

Location: Leesburg Executive Airport Terminal – George Hammerly Conference Room

Commissioners Present: Dan Duenkel, Chairman
JC Silvey, Vice Chairman
Lindsay Arrington
Jose Marrero
Malvina Lekli
Hugh Forsythe
Tom Toth
Tim Fisher, ABA Representative
Jon Corcoran, Loudoun County BOS representative

Commissioner(s) Absent: none

Others Present: Zack Cummings, Leesburg Town Council
Mike Link, JYO ATCT
John Gallagher, tenant pilot
John, Kuhn Jet Center
Scott Coffman, Airport Director
Michael Shields, Airport Operations Manager

Call to Order: The Meeting was called to order by the Chairman at 6:00 p.m.

Approval of Minutes: Regular meeting minutes of March 8, 2023 were approved (7-0-1).

Petitioners and Public Input: none

Old Business:

- **Air Traffic Control Tower:** The airport director shared a presentation from this week's town council meeting. The presentation updated the Commission on efforts and communications with the FAA regarding the end of the remote tower program and extension of air traffic services. The FAA has agreed to bring a mobile air traffic control tower back and fund staffing through September 30, 2023. Funding opportunities for tower construction are available.
- **Apron Paving Projects:** The airport director updated the Commission that two paving projects will cause disruption to aircraft hangars and parking. The south apron project phasing plan has been revised to reduce overall impact to airport businesses and hangars. The project will still cause aircraft to be temporarily relocated as tie-down areas are paved.
- **Security Improvements:** The airport director shared information on security enhancements that are in progress. The major improvements include replacement of the airport's card-access control system. The new system will work with the town's system for consistency, reliability, and easier access for police officers. A CCTV system that will integrate cameras town-wide is under solicitation at this time.

New Business:

None.

Reports:

- Airport Director – The airport director provided updates on the monthly report. A significant number of residents from Evergreen Meadows are reporting increased noise. The airport staff will work on potential mitigations measures for discussion.
- FBO Comments – John with Kuhn Jet Center inquired about weight capacity for aircraft overflow parking at the new north-end apron.
- Airport Business Association Comments – Mr. Fisher did not have any new updates from the ABA.
- Chairman's Report: The Chairman discussed the tower issues and priorities.
- Committee Reports:
 - Operations: Mr. Forsythe noted the operations committee is working on outreach regarding the remote tower and will work on noise issues.
 - Land Use and Development: The airport director noted that there is a new land-development application for a data center or distribution center south of the airport.
- Commission Member Comments: Mr. Silvey discussed the town's strategy regarding the remote tower – particularly that the town should push the FAA harder to preserve the remote tower as it is currently operating. The airport director did not disagree that users or interest groups may still inquire with the FAA and Saab regarding decisions made to cancel the JYO remote tower system. However, the town lobbyist and staff are focused on working with the FAA to preserve air traffic control services at JYO, even if in traditional facilities.
- Board of Supervisors Representative Report: Mr. Corcoran did not have any new information to report.
- Councilmanic Comments.
- Final Petitioners and Public Comments: Mr. Gallagher appreciated the efforts to preserve air traffic control services.

Next Meeting: Wednesday, May 10, 2023 at 6:00 p.m.

Location: Leesburg Executive Airport Terminal – George Hammerly Conference Room.

Adjournment: Mr. Duenkel adjourned the meeting at 6:58 p.m.



Leesburg Airport Commission Report

May 10, 2023

Airport Commission Priorities

- | | |
|---------------------------------------|--------------------------------|
| 1. Remote Control Tower & FCT Program | 6. Apron Parking & Utilization |
| 2. Land Development | 7. Runway Extension |
| 3. Continuity Plan & Facilities | 8. FBO Contract Planning |
| 4. Operations Management Support | 9. Hangar Enterprise Fund |
| 5. Security Enhancements | |

Airport Capital Improvement Program

Fiscal Year	Project	FAA	State	Local	Total Project Cost	Status
FY2019-2022	Airport North Hangars	\$5,524,000	\$266,030	\$4,466,100	\$10,266,130	Final Completion June 2023
FY2022-2023	Airport South Apron Paving	\$3,658,000	\$490,000	\$223,000	\$4,371,000	Bid June 2023 for construction in early 2024
FY2023-2024	Airport North Apron Paving Hangar A, B, C, & D	\$0	\$2,119,000	\$561,000	\$2,680,000	Contract award pending DOAV grant
FY2024-2028	Airport Parallel Taxiway Relocation	\$13,099,000	\$1,192,000	\$439,000	\$14,730,000	FAA, DOAV CIP
FY2025-2027	Airport Runway Pavement Rehab	\$11,378,000	\$1,012,000	\$360,000	\$12,738,000	FAA, DOAV CIP
FY2025-2027	Airport RPZ Land Acquisition	Tbd	Tbd	Tbd	\$3,265,000	FAA programing limited
FY2026—	Airport West Side Land Development—Phase 1 Taxiway	\$6,378,000	\$567,000	\$390,000	\$7,335,000	FAA, DOAV CIP
FY2027-2030	Airport South End Site Preparation	\$0	\$2,727,000	\$935,000	\$3,160,000	DOAV CIP
FY2028	Airport FBO Hangar Purchase	\$0	\$0	\$3,010,000	\$3,400,000	Town CIP only
FY2029-	Airport Apron Paving - South Hangars and North Terminal	\$0	4,422,000	\$1,218,000	\$5,640,000	DOAV CIP

Department Operating Budget

Excludes airport debt service, indirect expenses, and capital projects.

FY 2022 Revenue - as of 5/5/2023	Revised Budget \$1,649,900	YTD Revenue \$1,645,741	% Budget 99.7%
FY 2022 Expenditures - as of 5/5/2023	Revised Budget \$1,121,391	YTD Expense \$800,324	% Budget 71%

Occupancy

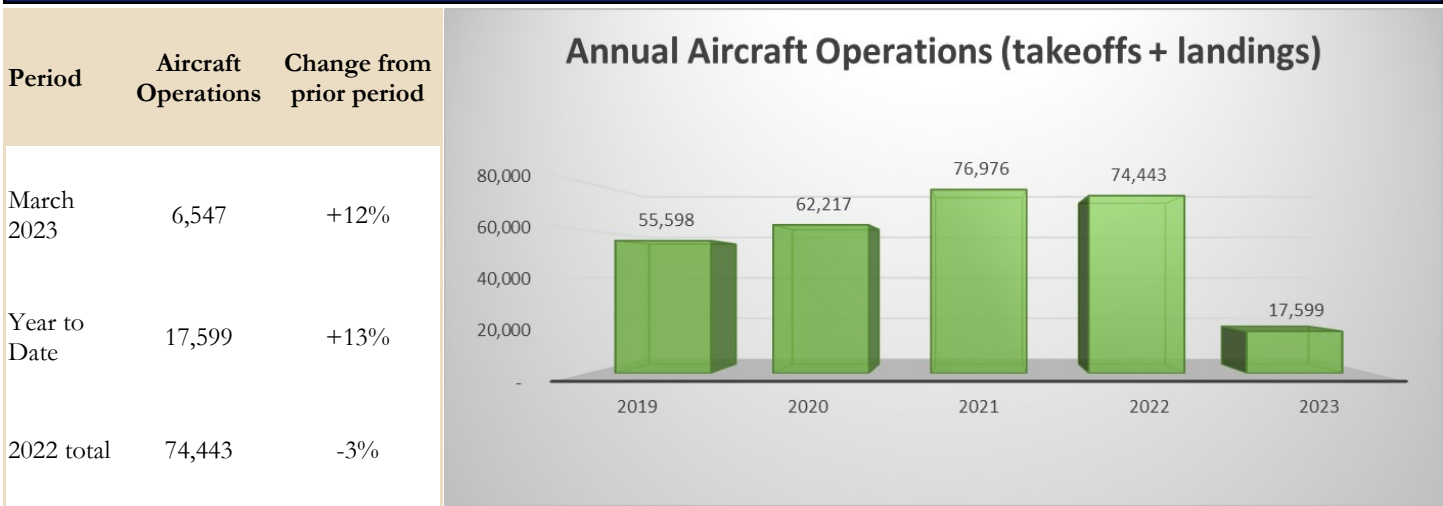
	<u>Total</u>	<u>Available</u>	<u>Prior month</u>	<u>Wait List</u>
Tie-Downs	120	0	0	6
T-Hangars	107	0	0	95 (on-hold)
North Corporate Hangars	5	0	0	29 (on-hold)
South Corporate Hangars	6	0	0	24 (on-hold)

FY 2023 Grants

DOAV Grant #	Project Name	Status	State Share	Local Share
CS0027-41	Maintenance Equipment Storage Building	Closed	\$44,092	\$263,429
CS0027-44	North Apron Crack Sealing & Seal Coat	Closed	\$40,406	\$10,101
CS0027-TBD	Hangar A, B, C, & D Rehab (design)	Awarded	\$104,000	\$26,000
MT0027- 11	Herbicide Treatment	Closed	\$2,688	\$672
MT0027-13	AWOS Troubleshoot and repair	Closed	\$1,140	\$57
FE0027-45	AWOS Present Weather Sensor replacement	Closed	\$23,680	\$1,246
PR0027-04	2022 Air Show Promotions	Closed	\$10,000	\$10,000

AIP Grant #	Project Name	Status	FAA Share	State Share	Local Share
3-51-0027-042	North End Development (design)	Awarded	\$205,000	\$18,222	\$8,483
3-51-0027-044	South Apron Rehabilitation (design)	Awarded	\$195,000	\$0	\$0
3-51-0027-046	North Hangar Site Development AIP (const)	Awarded	\$3,990,000	\$231,133	\$4,583,764
3-51-0027-048	North Hangar Site Development BIL (const)	Awarded	\$1,305,798	\$116,071	\$29,017
FAA ACRGP	Coronavirus Response Grant Program	Awarded	\$57,000	\$0	\$0
FAA ARPA	American Rescue Plan Act	Awarded	\$148,000	\$0	\$0

Aircraft Operations—As Reported by Tower (8am-6pm)



Noise Complaints (54 from 3 households)

49 complaints from Balch Spring Circle (noreply@gmail.com) - most reporting multiple touch & go traffic over Evergreen Meadows. For example “N6128E is now performing stop and go's, starting at 9:19pm and continuing until now (9:35pm; ongoing). Having multiple overlapping planes performing touch and go's / stop and go's while the air traffic control tower is not operating is an unacceptable risk, in addition to producing an unreasonable noise disturbance late in the evening over residential neighborhoods. From both a safety and noise/disturbance perspective, this is not unreasonable. Touch and go's should be banned at JYO.”

4 complaints from 105 Balch Spring Circle opposed to multiple touch and go's and environmental pollution. Represents HOA and seeking alternative flight paths/mitigation. Late night touch & go (addressed with school).

1 complaint from 1205 Athena Dr. in Meadowbrook due to 11:43pm touch and go—addressed with school operator.

