

MINUTES

Leesburg Airport Advisory Commission February 14, 2024

Location: Leesburg Executive Airport Terminal – George Hammerly Conference Room

Commissioners Present: Hugh Forsythe, Chairman
Lindsay Arrington
Ryan Goeller
Travis Gunnells
Timothy Baker
Tim Fisher, ABA Representative

Commissioner(s) Absent: John Dolan
JC Silvey, Vice Chairman

Others Present: Bruce Roberts, Board of Supervisors Representative
Nathaniel, ProJet Aviation
Jon Rooney, Kuhn Jet Center
Gabe Muller, Smokehouse Pilots Club
Tom Saxon, tenant
Jim Thill, tenant
John Gallagher, tenant
David Reilly, Air Traffic Manager
Scott Coffman, Airport Director
Mike Shields, Airport Operations Manager

Call to Order: The Meeting was called to order by the Chairman at 6:00 p.m. Mr. Forsythe welcomed Mr. Bruce Roberts to the group as the new Board of Supervisors representative. He also welcomed Mr. Bob Wertz, Loudoun County Commissioner of Revenue.

Approval of Minutes: January 10, 2024 minutes approved 6-0-2

Petitioners and Public Input: none.

Old Business:

- Instrument Approach to Runway 35: Mr. Gunnells said that the FAA was moving up development of the runway 35 instrument approach. It could be ready by the 2025 – 2026 timeframe. He asked for suggestions on 5-letter fix names that could be passed onto the FAA.
- Noise Complaints: The airport director updated on airport noise complaints. A jet departure generated about 25 complaints from the Evergreen Meadows neighborhood on January 28th. The jet departed normally and climbed quickly, but low cloud cover could have reflected sound back to the ground. The airport director is working on inviting FAA representatives to speak to the commission about noise at a future meeting.

New Business:

- Leasehold Interest Property Tax: Mr. Bob Wertz spoke about the assessment of leasehold interests of hangars located on government property. Leasehold interest tax is required by state law, and the County is assessing hangar rentals. It was anticipated that because hangar rentals are month-to-month, the tax assessed would be minimal. Tax is assessed based on the yearly rental rate, decreased by 85%, then at the County property tax rate. The minimum billable tax is \$15 and some hangar lessees may not receive a tax bill. Mr. Wertz answered questions from the commission and attendees. Tax is assessed on who has the leasehold on January 1st each year.

Reports:

- Airport Director – The airport director provided updates on the monthly report, projects, and noise complaint log.
- FBO Comments – Mr. Rooney with Kuhn Jet Center noted snow removal went well but recommended more attention to parking lot. Nathaniel with ProJet discussed the recent presidential VIP visits. He noted that they often observe piggybacking through gate 2 and speeding despite new signs.
- Airport Business Association Comments – None.
- Air Traffic Manager – Mr. Reilly updated on communication efforts to install FAA data lines and reinstall the STARS display.
- Chairman’s Report: None.
- Committee Reports:
 - Operations: none
 - Land Use and Development: The commission was briefed on a letter from the Mayor continuing to oppose the Village at Clear Springs proposed under the downwind traffic pattern. The commission endorsed the letter 6-0-2.
- Commission Member Comments: Ms. Arrington inquired about the fire repairs. The airport director updated that cleaning is nearly complete and steel is anticipated to be delivered in March.
- Board of Supervisors Representative Report: Mr. Bruce Roberts did not have a report.
- Councilmanic Comments: Councilmember Cummings was not present.
- Final Comments and Public Comments: Mr. Saxon inquired about the fire repair.

Next Meeting: February 14th at 6:00 p.m.

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Adjournment: Mr. Forsythe adjourned the meeting at 6:54 p.m.