

MINUTES

Leesburg Airport Advisory Commission February 8, 2023

Location: Leesburg Executive Airport Terminal – George Hammerly Conference Room

Commissioners Present: Chairman Dan Duenkel
Vice Chairman JC Silvey
Lindsay Arrington
Jose Marrero (remote)
Malvina Lekli (remote)
Hugh Forsythe
Tom Toth
Jon Corcoran, Loudoun County BOS representative

Commissioner(s) Absent: Tim Fisher, ABA Representative

Others Present: Zack Cummins, Leesburg Town Council
Patrick Wilt, Leesburg Town Council
Representative of ProJet Aviation
Mike Link, JYO Tower
Scott Kuhn, Kuhn Jet Center
Scott Coffman, Airport Director
Michael Shields, Airport Operations Manager

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

Approval of Minutes: Regular meeting minutes of January 11, 2022 were approved (6-0-2).

Petitioners and Public Input: none

Old Business:

- **Committee Assignments:** The commission discussed appointments to committees. It was agreed that Mr. Forsythe and Mr. Marrero will run the Operations Committee. Mr. Silvey and Ms. Arrington will run the Land Use Committee.

New Business:

- **Paving Projects – Impacts and Phasing Plans:** Mr. Coffman presented the commission with updates on the design and impacts of two upcoming paving projects. The North Hangars A, B, C & D project will pave around the t-hangars in three phases. Each phase will prevent use of the hangars in that phased area. The phasing is scheduled that each area is only shut-down once. The project involves reclaiming the existing materials and re-introducing cement. As the cement requires time to cure, each phase is expected to last approximately 2 weeks. This project is anticipated to occur in June/July 2023.

The South Apron project will have a greater impact on aircraft operations. This project will also be completed in three phases. Each phase will have impacts to ProJet hangars, tie-down

positions, and the terminal transient parking positions. Each of these phases may last up to 30 days. Phase 3 has subphases A and B. Phase 3B will close the taxiway serving the southern tie-downs and t-hangars, but for a shorter time period.

Mr. Toth asked about where these planes will go during construction. The airport does not have sufficient apron space to relocate a 3rd of its tie-downs, although a number of aircraft can be accommodated in various areas around the airport, including temporary grass tie-downs. Some aircraft may need to temporarily relocate to other airports. Mr. Toth suggested that the airport reach out to Winchester and others to help coordinate alternative parking prior to construction.

This project is anticipated to occur in late winter or early spring of 2024 and the airport will ensure the engineering plans are coordinated such that alternative parking is in place.

Reports:

- Airport Director – The airport director provided updates on construction activity under the new business item.
- FBO Comments – ProJet noted that they are observing tenants speeding on the ramp and driving off while the vehicle gate remains open. The new airport access control system will be installed this summer with new training, printed ID cards, and other measures to educate and enforce procedures. Kuhn Jet Center noted that an asphalt patch on the apron is holding up and not generating FOD.
- Airport Business Association Comments – The ABA representative Mr. Fisher was not present.
- Chairman's Report: Chairman Duenkel noted that the commission should review its priority list at the March meeting.
- Committee Reports:
 - Operations: no report
 - Land Use and Development: Mr. Silvey discussed the housing project south of Heritage HS and AIOD decision by the County mainly effecting housing at Dulles.
- Commission Member Comments: No comments.
- Board of Supervisors Representative Report: Mr. Corcoran did not have any new information to report.
- Councilmanic Comments: Mr. Cummings provided some updates on the County coordination on property surrounding the airport.
- Final Petitioners and Public Comments: Mike Link from the JYO tower introduced himself and offered tours of the tower.

Next Meeting: Wednesday, March 8, 2023 at 6:00 p.m.

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Adjournment: Mr. Silvey adjourned the meeting at 6:49 p.m.