### TOWN OF LEESBURG AIRPORT COMMISSION MEETING

**DATE/TIME:** Wednesday, July 10, 2024 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. May 8, 2024

#### **NEW BUSINESS:**

- a. Kuhn Jet Center Transition
- b. Oaklawn Development Ms. Novotny

### **OLD BUSINESS:**

- a. West-side Development & Joint Council Meeting recap
- b. Runway 35 Instrument Approach update Mr. Gunnells
- c. Tax on Hangar Leasehold Interest Mr. Wertz

#### **REPORTS:**

- a. Airport Director
- b. FBO Comments
- c. Airport Business Association Comments
- d. Air Traffic Manager Comments
- e. Committees
  - a. Operations
  - b. Land Use Development
- f. Commission Member Comments
- g. Loudoun County Board of Supervisor Representative Comments
- h. Councilmanic Comments

### PUBLIC COMMENTS FINAL COMMENTS

**NEXT MEETING DATE:** Wednesday, August 14, 2024, at 6:00pm **UPCOMING EVENTS:** Leesburg Air Show - September 28<sup>th</sup>

**ADJOURNMENT** 

## **MINUTES**

## Leesburg Airport Advisory Commission May 8, 2024

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

**Commissioners Present:** Hugh Forsythe, Chairman

JC Silvey, Vice Chairman

Timothy Baker John Dolan Ryan Goeller Travis Gunnells

Tim Fisher, ABA Representative

**Commissioner(s) Absent:** Lindsay Arrington

Others Present: Bruce Roberts, Board of Supervisors Representative

Bob Wertz, Loudoun County Commissioner of Revenue

Brian Williams, Loudoun County Commissioner of Revenue office

Scott Kuhn, Kuhn Jet Center

Dennis Boykin, tenant John Gallagher, tenant

David Reilly, Air Traffic Manager Scott Coffman, Airport Director

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

Approval of Minutes: April 17, 2024 minutes approved 7-0-1

**Petitioners and Public Input:** none.

#### **Old Business:**

- <u>Instrument Approach to Runway 35</u>: Mr. Gunnells said that suggested fix names had been sent to the FAA.
- <u>Aircraft Noise</u>: The Chairman provided a recap of the BOS decision regarding Village at Clear Springs. The Commission discussed signs at the runway ends depicting noise procedures in effect. The airport director agreed to install signs meeting FAA requirements and are installed outside of the runway safety area. KJC FBO discussed that they could include noise abatement information on their customer invoices.

Airport tenant Mr. Saxon inquired about the County's leasehold tax on hangars. He had concerns about how the tax was computed and that it wasn't fair because all t-hangars are grouped together, regardless of their monthly rental rate. The Chairman noted that Commissioner of Revenue expects to be at the May meeting to answer questions.

#### **New Business:**

• <u>Upcoming Council Joint Meeting:</u> The airport director updated that the joint meeting with Council is proposed to be moved to June 5<sup>th</sup>. The commissioners agreed on the suggested date. The meeting is to discuss airport development strategy and west-side land.

### **Reports:**

- <u>Airport Director</u> The airport director updated the monthly statistics and projects. The Tower Siting Study is progressing with a VR exercise (VISTA) scheduled for late summer. The south apron project will begin construction on June 10<sup>th</sup> and will be disruptive. A game plan of aircraft relocations is developed, and most aircraft can be accommodated on-airport in grass parking or other spaces. The taxilane to the south apron/T-hangars will close for 15 days and there is not space to accommodate those aircraft elsewhere on-airport if they wish to fly during work.
- FBO Comments —Scott Kuhn, with Kuhn Jet Center noted that an increasing number of IFR planes were not canceling flight plans afterhours. The FBO has used their cameras to verify landings but are concerned about the increasing trend.
- <u>Airport Business Association Comments</u> Mr. Fisher said that he and other schools are concerned about questions from Town Council about restricting flight training and pricing schools out of leases. He anticipates outreach to Council in opposition to any movement in that direction. He also said that the schools have done a lot to mitigate noise and outreach. Mr. Zerbe also said that the airport should coordinate with Council on the noise message.
- <u>Air Traffic Manager</u> –Traffic continues to be busy with one day exceeding 700 operations. He was questioned about the movement of aircraft in the run-up blocks. IFR traffic is sometimes blocked by VFR, so VFR aircraft are requested to remain in the block until ready to depart.
- Committee Reports:
  - o Operations: none
  - o Land Use and Development: none.
- <u>Commission Member Comments</u>: Mr. Gunnells asked about a donated painting and the commissioners were in consensus to receive the painting for the terminal.
- Board of Supervisors Representative Report: none.
- <u>Councilmanic Comments</u>: Not present. The chairman is meeting with councilmember Cummings on Friday.
- <u>Final Comments and Public Comments</u>: Mr. Saxon noted that the UAvionix system was recently awarded an FAA contract. He hopes that the JYO tower can use the system here since radar is no longer available.

Next Meeting: Wednesday June 5th at 6:00 p.m. - Joint Council Work session

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

**Adjournment:** Mr. Forsythe adjourned the meeting at 7:06 p.m.



# Leesburg Airport Commission Report July 10, 2024

# Airport Commission Priorities

- 1. Control Tower Program & Construction
- 2. West-side Land Development Planning
- 3. Planning for Future for advanced aircraft and fuels
- 4. Leasing and Facility Planning
- 5. Capital Improvement Program Projects

# Airport Capital Improvement Program

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Fiscal Year	Project	FAA	State	Local	Total Project Cost	Status
FY2022-23	Airport South Apron Paving	\$3,658,000	\$490,000	\$223,000	\$4,371,000	Completion by November 2024
FY2024-29	Air Traffic Control Tower	\$17,815,000	\$1,585,000	\$815,000	\$20,215,000	Siting study in-progress
FY2025-30	Airport Parallel Taxiway Relocation	\$13,987,000	\$1,240,000	\$455,000	\$15,682,000	Environmental in FY25
FY2025-27	Airport Runway Pavement Rehab	\$7,283,000	\$646,000	\$231,000	\$8,160,000	Design Phase Grant Application
FY2025-26	Security Fence Replacement	\$0	\$380,000	\$105,000	\$485,000	DOAV CIP
FY2026-27	Terminal Parking Lot Expansion	\$0	\$1,575,000	\$420,000	\$1,995,000	DOAV CIP
FY2027-	Airport West Side Land Development—Phase 1 Taxiway	\$8,360,000	\$744,000	\$476,000	\$7,335,000	FAA, DOAV CIP
FY2027-30	Airport South End Site Preparation	\$0	\$3,330,000	\$1,100,000	\$4,430,000	DOAV CIP
FY2029-30	Airport FBO Hangar Purchase	\$0	\$0	\$2,395,000	\$2,395,000	Town CIP
FY2029- 30	Airport Apron Paving at South Hangars & North Ramp	\$0	\$5,270,000	\$1,390,000	\$6,660,000	DOAV CIP

# Department Operating Budget

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

FY 2024 Revenue*	Revised Budget	YTD Revenue	% Budget
	\$2,845,676	\$2,034,851	72%
FY 2024 Expenditures*	Revised Budget	YTD Expense	% Budget
-	\$1,885,640	\$1,091,876	58%

\*An pending FY24 transfer to/from capital projects of \$723,000.

Occupancy					
	<u>Total</u>	<u>Available</u>	Prior month	Wait List	
Tie-Downs	120	0	0	44	
T-Hangars	133	0	0	71 (on-hold)	
North Corporate Hangars	5	0	0	30	
South Corporate Hangars	6	0	0	24	

Grant Log						
DOAV Grant #	Project Name	Status	State Share	Local Share		
CS0027-46	North Hangars ABC&D Apron Rehab	Awarded	\$1,640,000	\$410,000		
CS0027-17	AWOS Maintenance	Awarded	<b>\$3,5</b> 00	\$184		
CS0027-48	Security Enhancements Terminal Doors	Awarded	\$14,828	\$1,648		
TBID	Taxiway A pavement repairs	Awarded				
AIP Grant #	Project Name	Status	FAA Share	State Share	Local Share	
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	
3-51-0027-049	Rehabilitate South Terminal Apron (const)	Awarded	\$4,018,500	\$357,200	\$89,300	
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 (daily 8am-6pm) **Annual Aircraft Operations (takeoffs +** Aircraft Change from Period landings) prior period **Operations** 100,000 80,000 June 2024 9,216 +21%60,000 40,000 Year-to +16% 48,138 Date 20,000 2023 total 89,810 +17% 2019 2020 2021 2022 2023 Fuel Volume Period 100LL Total % Change Jet A May 2024 92,697 121,770 +16% 29,073 Year-to-Date 120,735 409,527 530,262 -1%

# Noise Summary

## May Noise Complaints



Distinct households filed aircraft noise complaints



Noise complaints received from those households

### June Noise Complaints



Distinct households filed aircraft noise complaints



Noise complaints received from those households

# Noise Complaint Log—May 2024

5/2/2024	all morning	Stratford	Repetitive Overflights in Traffic Pattern
5/1/2024	2218-2233	Evergreen Meadows	Helicopter Operations
5/1/2024	2218-2233	Evergreen Meadows	Helicopter Operations
5/1/2024	2218-2245	Evergreen Meadows	Helicopter Operations
5/2/2024	1319-1815	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/2/2024	1754-1900	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/2/2024	841-1040	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/2/2024	841-1040	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/2/2024	924-1008	Evergreen Meadows	Early Left Turn from RWY35
5/2/2024	morning	Evergreen Meadows	Too Loud
5/3/2024	647	Evergreen Meadows	Departing flight early AM
5/3/2024	647	Evergreen Meadows	Departing flight early AM
5/3/2024	654	Evergreen Meadows	Departing flight early AM
5/3/2024	720	Country Club	Overflight
5/3/2024	735	Country Club	Overflight
5/3/2024	744	Country Club	Overflight
5/3/2024	747	Country Club	Overflight
5/3/2024	756	Country Club	Overflight
5/6/2024	1722	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/6/2024	1649-1748	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/6/2024	1649-1752	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/6/2024	1711-1751	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/6/2024	1711-1757	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/6/2024	1717-1753	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/6/2024	1717-1753	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/6/2024	1741-1841	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/6/2024	1741-1902	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/6/2024	1742-1755	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/6/2024	1835-1930	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/7/2024	1842	Evergreen Meadows	Flight Too Early / Too Late
5/7/2024	2148-2225	Evergreen Meadows	Flight Too Early / Too Late
5/8/2024	608	Evergreen Meadows	Too Loud
5/8/2024	608	Evergreen Meadows	Flight Too Early / Too Late
5/8/2024	608	Evergreen Meadows	Flight Too Early / Too Late
5/8/2024	1340	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/8/2024	1345	Evergreen Meadows	Too Loud

# Noise Complaint Log—May 2024

5/9/2024	644	Evergreen Meadows	Flight Too Early / Too Late
5/9/2024	644	Evergreen Meadows	Flight Too Early / Too Late
5/9/2024	647	Evergreen Meadows	Flight Too Early / Too Late
5/13/2024	705	Evergreen Meadows	Flight Too Early / Too Late
5/15/2024	1028	Evergreen Meadows	Flight Too Early / Too Late
5/15/2024	1923	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/16/2024	805	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/16/2024	2230	Evergreen Meadows	Flight Too Early / Too Late
5/17/2024	638	Evergreen Meadows	Flight Too Early / Too Late
5/17/2024	638	Evergreen Meadows	Flight Too Early / Too Late
5/17/2024	749	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/17/2024	751	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/17/2024	1630	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/17/2024	656-745	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/17/2024	702-730	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/23/2024	824	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/23/2024	905	Evergreen Meadows	Early Left Turn from RWY35
5/23/2024	1328	Evergreen Meadows	Early Left Turn from RWY35
5/24/2024	1249	Evergreen Meadows	Early Left Turn from RWY35
5/24/2024	1249	Evergreen Meadows	Early Left Turn from RWY35
5/24/2024	1250	Evergreen Meadows	Early Left Turn from RWY35
5/24/2024	1259	Evergreen Meadows	Early Left Turn from RWY35
5/24/2024	1752	Evergreen Meadows	Lead Pollution
5/24/2024	1822	Evergreen Meadows	Too Loud
5/24/2024	1822	Evergreen Meadows	Too Low
5/24/2024	1823	Evergreen Meadows	Early Left Turn from RWY35
5/24/2024	1826	Evergreen Meadows	Early Left Turn from RWY35
5/24/2024	1842	Evergreen Meadows	Early Left Turn from RWY35
5/24/2024	1842	Evergreen Meadows	Early Left Turn from RWY35
5/25/2024	1018	Evergreen Meadows	Too Low
5/26/2024	1049	Evergreen Meadows	Early Left Turn from RWY35
5/27/2024	400	Evergreen Meadows	Flight Too Early / Too Late
5/28/2024	1503	Evergreen Meadows	Lead Pollution
5/28/2024	1710	Evergreen Meadows	Too Loud
5/29/2024	1115		low flying aircraft very fast
5/30/2024	639	Evergreen Meadows	Flight Too Early / Too Late
5/30/2024	644	Evergreen Meadows	Flight Too Early / Too Late
5/30/2024	1550	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
5/30/2024	2110	Somerset Park Apartments	Repetitive Overflights in Traffic Pattern
5/30/2024	740-1011	Evergreen Meadows	Early Left Turn from RWY35
5/31/2024	1654	Evergreen Meadows	Repetitive Overflights in Traffic Pattern

# Noise Complaint Log—June 2024

6/2/2024	38	Evergreen Meadows	Unspecified
6/3/2024	832	Country Club	Too Loud
6/3/2024	832	Country Club	Too Loud
6/3/2024	900	Country Club	Too Loud
6/3/2024	1530-1730	Leesburg Farm	low flying aircraft; scaring horses
6/4/2024	801	Country Club	Too Loud
6/4/2024	845	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/4/2024	910	Country Club	Too Loud
6/7/2024	722	Country Club	Too Loud
6/7/2024	1224	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/7/2024	1542	Evergreen Meadows	Early Left Turn from RWY35
6/8/2024	825	Evergreen Meadows	Too Loud
6/8/2024	838	Country Club	Too Loud
6/8/2024	849	Evergreen Meadows	Too Loud
6/8/2024	910	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/8/2024	954	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/9/2024	1312	Evergreen Meadows	Too Loud
6/9/2024	1323	Evergreen Meadows	Early Left Turn from RWY35
6/9/2024	1736	Evergreen Meadows	Early Left Turn from RWY35
6/9/2024	1750	Evergreen Meadows	Early Left Turn from RWY35
6/9/2024	1800	Evergreen Meadows	Early Left Turn from RWY35
6/9/2024	1840	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/10/2024	1036	Evergreen Meadows	Early Left Turn from RWY35
6/10/2024	1044	Evergreen Meadows	Disturbed Rest/Sleep/Work
6/10/2024	1044	Evergreen Meadows	Early Left Turn from RWY35
6/10/2024	1150	Evergreen Meadows	Early Left Turn from RWY35
6/10/2024	1151	Evergreen Meadows	Early Left Turn from RWY35
6/10/2024	1427	Evergreen Meadows	Early Left Turn from RWY35
6/10/2024	1428	Evergreen Meadows	Early Left Turn from RWY35
6/10/2024	1520	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/10/2024	1603	Evergreen Meadows	Unspecified
6/10/2024	1925	Evergreen Meadows	Too Loud
6/10/2024	1940	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/11/2024	602	Evergreen Meadows	Flight Too Early / Too Late
6/11/2024	630	Evergreen Meadows	Flight Too Early / Too Late
6/11/2024	630	Evergreen Meadows	Disturbed Rest/Sleep/Work
6/11/2024	630	Country Club	Too Loud

# Noise Complaint Log—June 2024

6/11/2024	1640	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/12/2024	1609	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/12/2024	1644	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/12/2024	1701	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/12/2024	1715	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/12/2024	1548-1700	Evergreen Meadows	Lead Pollution
6/12/2024	1613-1632	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/12/2024	1648-1805	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/13/2024	1000	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/14/2024	833	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/14/2024	852	Evergreen Meadows	Too Loud
6/21/2024	unk	Purcellville	Many aircraft flying today
6/24/2024	540	Evergreen Meadows	Flight Too Early / Too Late
6/24/2024	600	Evergreen Meadows	Flight Too Early / Too Late
6/24/2024	630	Evergreen Meadows	Flight Too Early / Too Late
6/24/2024	715	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/24/2024	745	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/27/2024	744	Evergreen Meadows	Too Low
6/27/2024	805	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/27/2024	815	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/27/2024	1005	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/27/2024	1840	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/27/2024	1950	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/27/2024	2013	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/28/2024	815	Country Club	Too Loud
6/28/2024	845	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/28/2024	904	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/28/2024	1031	Evergreen Meadows	Repetitive Overflights in Traffic Pattern
6/30/2024	1330	West Virginia	Too Low