

**STAFFORD REGIONAL AIRPORT AUTHORITY**  
**February 11, 2025**  
**Meeting Minutes**

**CALL TO ORDER:**

The monthly meeting of the Stafford Regional Airport Authority (SRAA) was called to order at 8:30 a.m. by Mr. Chris Hornung in the Edward G. Wallis Conference Room, 95 Aviation Way, Fredericksburg, Virginia 22406.

**The Invocation:** Mr. Kirkland conducted the Invocation, which was followed by the Pledge of Allegiance.

**Members Present:** Mr. Hornung, Mr. Scharpenberg, Mr. Kirkland, Mr. Dreeke, Mr. Shalaby

**Members Absent:** Mr. Ellis

**Staff Present:** Mr. James Stover, Airport Director

**Engineers Present:** Mr. Steve Peterson and Mr. Jeff Tarkington, Talbert and Bright.

**Public Present:** Mr. Brian Geouge, Stafford County Department of Planning and Zoning, Mr. Phil Hornung representing the Langly Flight Foundation, Mr. Andrew Gordon representing ACE Flight Academy and Ms. Isa Conn as an extern.

**Additions/Deletions/Modifications to the Agenda:**

Changes Discussed: Request from Aviation Adventures for public comment.

**Public Presentations:**

Items Discussed:

Mr. Andrew Gordon was recognized and briefed the SRAA members that ACE Flight Academy would be submitting the required documentation requesting that a trailer located adjacent to the entrance to the apron gate be used as the training location.

**Meeting Minutes:** No corrections were offered for the December minutes. Mr. Scharpenberg moved to accept the minutes Mr. Shalaby seconded the motion. The minutes passed by a vote of 5-0.

**CHAIRMAN'S REPORT:**

Items Discussed: Nothing Significant to Report

**TREASURER'S REPORT:** Mr. Kirkland reported.

Items Discussed:

1. Mr. Kirkland reported that the Net Operating Income for the airport in December showed a positive balance.
  - a. The Treasurer reported that revenue from fuel sales was up substantially due to increase Jet-A sales to aircraft visiting Stafford Regional Airport as a flight destination for attending the presidential inauguration.

**LANGLEY AERODROME REPORT – LANGLEY FLIGHT FOUNDATION (LFF):**

Items Discussed: Mr. Phil Hornung presented. Mr. Hornung advised the SRAA that he would meet with Dr. Smith and Mr. Bolling of the Stafford County Public Schools in a rescheduled meeting sometime soon. The previously scheduled meeting was cancelled due to the threat of inclement weather.

**QUANTICO REPORT:**

Items Discussed: Nothing to Report

**PLANNING AND ZONING REPORT:**

Items Discussed:

1. Mr. Geouge reported that there are about 100 acres of land located adjacent to and south of the Stafford Tech Campus that are up for rezoning.

**ENGINEERS' REPORTS:**

**Talbert & Bright, Inc. (TBI):** Mr. Stover reported.

Items Discussed:

1. Runway Extension Phase II Construction. The close-out of the extension is still awaiting the final invoice from Chemung.
2. Site Survey Major Site Alteration Plan for building sites 6, 7 & 8 has been resubmitted to Stafford County with some changes requested by the County.
3. The Self-Serve Fuel Farm's CatEx is approved and TBI is moving forward with a proposed statement of work for the design phase of the project. Funding from the Virginia Department of Aviation (DOAV) has been requested and should be approved during the next Virginia Aviation Board meeting scheduled for February 2025.
4. Runway 15/33 Rehabilitation (Design) Project. TBI is working on the design portion of the project. The funding stream from both the Federal Aviation Administration (FAA) and DOAV has been responsive to requests for reimbursement. Surveyors from H&B Surveying and Mapping, LLC were working at the airport the week of February 3 and plan to work the week of February 10, weather permitting.
5. An updated airport environmental permit has been issued and TBI is planning to update the airport Storm Water Pollution Prevention Program (SWPPP). TBI has submitted a work authorization and will begin work upon receipt of funding from DOAV.

**AIRPORT DIRECTOR'S REPORT:** Mr. Stover reported.

Items Discussed:

1. Total fuel sales for the month exceeded expectations. Based on a 7-year average of fuel, total fuel sales were +40% for the month. January was also the best month for Jet-A corporate fuel sales since the airport began offering Jet-A as fuel separate from contract fuel in November 2008.

2. The airport received 30 different jet and turbine aircraft from 17-21 January due to the inauguration. Total Jet-A consumption supporting the inauguration was about 8,000 gallons.
3. Total fuel sales for the year to date are 12K gallons above forecast amount.
4. There are four active maintenance projects that are partially funded using DOAV grant funds. The total amount of grant funds received from DOAV this fiscal year (July 24 – June 25) is over \$18K to date.
5. The Self-Serve Fuel Facility, Site Preparation is complete and reimbursed. The next milestone will be the design phase.
6. The Runway 15/33 Rehabilitation (Design) Project continues with the survey work needed before the final design can begin.
7. The SWPPP rewrite is eligible for a state grant and will be submitted soon.
8. The Director asked the Authority for a recorded vote to accept a grant from the Department of Aviation for the Runway 15 Extension (Cost Overrun) (non-AIO) project, identified as CS 0069-37. A copy of the grant was previously provided to the Authority for review. Mr. Scharpenberg made the motion to accept the grant, and Mr. Shalaby seconded the motion. The motion passed by a vote of 5-0.

**OLD BUSINESS:**

**Items Discussed:**

1. Strategic Plan. The strategic planning committee met to review the plan for 2025-2030. They have asked for an Authority meeting to allow input from all members before finalizing the plan. Mr. Scharpenberg suggested that the strategic planning committee meet after the next scheduled SRAA meeting on March 11. The ground agreed and asked Mr. Stover to prepare the revised plan, responses to Dr. Jones' recommendations and, if possible, the Director's plan to meet the objectives.

**NEW BUSINESS:**

**Items Discussed:** The Director provided an information paper to the Authority regarding the cost of hangars and need to consider an increase to these costs. The Authority agreed that the Director's plan to reach a decision was acceptable. The plan in summary includes the following.

1. Brief the Authority on the financial analysis of the existing hangar lease prices.
2. Solicit tenant input during the March 22 tenant meeting. Collect the comments and concerns of the tenants about a possible rent increase. Present this information to the Authority during the April 8 SRAA meeting.

If the Authority votes to increase the rents, that increase would become effective July 1, 2025.

**ADJOURNMENT:** Mr. Scharpenberg moved to adjourn, Mr. Shalaby seconded, and the motion passed unanimously. The meeting was adjourned at 9:15 am.

**NEXT MEETING:** The Stafford Regional Airport Authority's next regularly scheduled meeting will be held Tuesday, March 11, 2025, at 8:30 a.m. in the Edward G. Wallis Conference Room, Stafford Regional Airport.