

**LYNCHBURG REGIONAL AIRPORT COMMISSION**  
**Monday, June 12, 2023**  
**4:00 p.m.**

**AGENDA FOR THE COMMISSION**

1. Call to Order

**CONSENT AGENDA**

2. April 17, 2023 Commission Meeting Minutes
3. Lynchburg Regional Airport August 2023 Air Service Update
4. April 2023 Passenger Traffic Report

**Consent Agenda Recommended Action:** Receive and File

**REGULAR AGENDA**

5. Report of the Airport Director
  - A. An update on the airport's 3<sup>rd</sup> quarter FY 2023 financial report
  - B. A report regarding the outcome of our recent meeting with network planning officials at American Airlines
6. A presentation from Mark Courtney, retired LYH airport director and principal at Aviation Management Consulting, LLC regarding LYH's application and proposal for a federal grant under the USDOT Small Community Air Service Development Program
7. Miscellaneous business
  - A. Inquiries and/or comments by Commission members
8. Reports of airport businesses
9. Hearings of citizens upon Commission matters
10. Next Commission meeting: August 21, 2023
11. Adjournment

# LYNCHBURG REGIONAL AIRPORT

## COMMISSION MEMBER UPDATE

June 7, 2023

### REPORT

#### APRIL PASSENGER TRAFFIC RESULTS

With average fares up 22.5%, total passenger traffic in April declined for the month compared to the same period last year. In all, the airport handled a total of 11,539 total passengers on 17.7% more seats, resulting in a load factor of 79%. But considering ongoing monthly variations in LYH seat capacity that continue due to the pilot shortage and other staffing challenges, local air travel has remained steady despite an industry trend toward higher air fares.

#### AMERICAN AIRLINES' FALL SCHEDULE STABILIZES

As the regional airline industry continues to suffer reduced service levels due to ongoing flight crew shortages, LYH has begun to experience improved flight schedules through the summer and into the fall. In August, the airport will see the return of one dual-class CR-7 regional jet, and will once again be able to offer six daily departures to Charlotte most days. Looking ahead, we are being told that we can expect at least five daily departures on EMB-145 regional jets throughout the rest of the year. I'll have more details on our American service levels and future schedules at Monday's Commission meeting.

#### PASSENGER TERMINAL RESTROOM RENOVATION PROJECT CONTRACT AWARDED

**Restrooms** – WALL Construction, LLC has been selected for the remodeling of six restroom facilities in the main terminal. A pre-construction meeting was conducted on May 31, 2023 and construction will begin in the coming weeks. This project is expected to take approximately seven months. As you will recall, this project involves a complete remodeling of the original terminal restrooms with a new motif that incorporates features with a distinctive local flare and will include new touchless, high-efficiency fixtures, sinks and hand dryers. To ensure adequate passenger services are maintained throughout construction, air conditioned and heated portable restroom facilities will be available to the public.

**Terminal Security Checkpoint and Exit Lane Expansion** – Design services for the planned upgrade and expansion of the passenger security checkpoint to eliminate a major choke-point for both departing and arriving passengers is nearing 100% completion. The consultant has identified the need for additional pylons for weight distribution to accommodate the new-buildout. We are currently projecting to be at the final 100% design phase in late summer, with the project going out to bid sometime in the fall, with initial construction to commence in late winter. Funding is still expected to be provided through the use of state entitlement funds at 100%.

#### LYH OPPOSES CHANGES TO THE DCA PERIMETER RULE

New legislation expected to be included in this year's FAA Reauthorization Bill centers on certain congressional member efforts surrounding changes to the current High Density "Slot" and Perimeter rules that regulate airline flight operations at Ronald Reagan Washington National Airport (DCA). LYH feels this is a very serious concern that we share with other commercial service airports in Virginia. These operational restrictions were instituted as part of the creation of the Metropolitan Washington Airports Authority, which manages both DCA and Dulles International Airport (IAD) as a single complementary system. With United Airlines operating an important connecting hub at IAD, this diversion of flights from IAD will undoubtedly reduce the potential for other Virginia commercial service airports to initiate service there. In fact, since losing United regional service to IAD in 2002, LYH has been working continuously to reintroduce United service to our airport; however, it's clear any further diversion of flights away from IAD will virtually eliminate any such possibility. To help counter this legislative effort to expand the perimeter rule, a letter has been sent to our congressional delegation to ask their support in opposing any effort to expand the current DCA restrictions. A copy of the letters sent to our delegation have been attached in your packet.



## **RUNWAY 4 RUNUP PAD PROJECT**

LYH has completed our annual application for AIP funding for the above FAA planned airfield improvement project. With no bids received from contractor's during our initial RFP, we reposted the project and a contractor has bid the project. We are currently awaiting FAA final funding approval and will then give the contractor a notice-to-proceed. As you recall, the FAA AIP grant will be used to construct a new runup pad at the south end of Taxiway "B" in order to reduce congestion due to the high number of LU School of Aeronautics' training aircraft using Runway 4. The project involves construction of a dedicated pad that will match an existing pad serving the Runway 22 end of the airport's main runway. State entitlement will provide 10% matching funds for the 90% FAA grant. Construction is scheduled to begin in spring 2024.

## **HANGAR #2 UPDATE**

Bids for our corporate hangar development project at the mid-field ramp parking have been and received and were well above both the Engineer's estimate and our planned budget. Due to the current climate of supply chain shortages for materials, inflated steel prices, etc. bids came in at roughly \$7million for the project which was about 25% over budget and engineer estimates. As you will recall, this project involves the expansion of the apron ramp and site work for a new hangar facility. As a result of the higher bids, we have met with the proposed tenant and advised what other options are available.

## **SPORTS CHARTERS SET TO RESUME AGAIN IN FALL**

Freedom Aviation has notified airport officials that it will once again be coordinating flights and providing ground handling for a number of airline charter operations in support of various Liberty University sports programs. For the larger airline charters, Allegiant Air will once again be operating the charters, utilizing the larger Airbus A320 aircraft and seating from 177-183 passengers to accommodate the Liberty University football team.

## **LYH HOSTS THIRD ANNUAL UNITED WAY 5K AIRPORT RUNWAY RUN**

On April 30th, the Lynchburg Regional Airport once again partnered with United Way to sponsor an annual "5K on the Runway". The run was a huge success with around 400 participants. The event began at 8:00 a.m. and was completed by 10:00 a.m. This event is a great way to involve the community and raise awareness of LYH and the aviation services the airport provides, and typically attracts considerable local/regional media coverage.

## **LYH SPONSORS AVIATION NIGHT AT THE HILLCATS BASEBALL GAME**

On May 18th, the Lynchburg Regional Airport participated as a sponsor for the Aviation night at the Hillcats baseball game. As an employee appreciation, a number of airport employees were invited with their families to attend and enjoy the game together. The airport had significant advertising exposure, i.e. marketing promotional items were randomly "launched" into the crowd, our logo displayed on the speed pitch board and numerous other opportunities. The night also featured one of our own Commission members, Jones Stanley, throwing out the first pitch. This was a fantastic event and well received by our employees.

## **AGENDA FOR THE COMMISSION MEETING**

Monday's regular agenda will include reports on our FY 2023 3rd quarter finance report, outcome our recent meeting with AA network planning officials followed by a presentation on our USDOT grant proposal under the Small Community Air Service Development Program. In the meantime, if you have any questions, or would like to discuss anything prior to the meeting, please feel free to call me at 455-6089.

Respectfully yours,  
Andrew LaGala, A.A.E.  
Airport Director

**MINUTES OF THE  
LYNCHBURG REGIONAL AIRPORT COMMISSION MEETING  
April 17, 2023  
4:00 p.m.**

**PRESENT:**

Janice Crawford  
Frank Rogers  
Massie Ware  
Greg Patrick  
John Marcinik  
Jones Stanley

**ABSENT:**

Mark Elliott  
Dan Deter

**STAFF PRESENT:**

Andrew La Gala, Airport Director  
Cedric Simon, Assistant Airport Director Ops and Maint  
Cathy Vance, Assistant Airport Director Finance and Admin  
Wes Campbell, Finance Manager

**(1) CALL TO ORDER:**

The meeting was called to order at 4:00 p.m. by Mr. Massie Ware. It was noted that Mark Elliott and Dan Deter were not in attendance.

**(2) APPROVAL OF April 17, 2023 CONSENT AGENDA**

Mr. Massie Ware confirmed that everyone had received the items from the Consent Agenda; the Feb. 6, 2023 Commission Meeting Minutes and asked if there were any questions, comments or changes regarding the consent agenda items. There were no comments.

**(3) REPORT OF THE AIRPORT DIRECTOR**

**A. 2024 Proposed Operating Budget**

1. Total Airport Projected Operating Budget: \$4,428,983
2. YE operating budget retained earnings: \$165,457 (w/o CARES)
3. 2024 Budget presented to and reviewed by CMO in January
4. CMO presented to Council (PH) in March
5. Council scheduled to vote in late April / early May

**B. Routes Americas Route Planners' Conference March 20-22, 2023**

1. Held meetings with AA and other (U)LCCs

**C. Air Service Strategic Plan Update**

1. Selected targeted ASD consultants
  - Mead and Hunt – AA specific for new route/ungauged equipment
  - Headquarters meeting with AA scheduled June 7th



- Crawford , Murphy & Tilly (CMT) for targeted (U)LCCs
- Completed leakage study and developing airline presentations

1. LYH Market Leakage 2022

- LYH Profile- Pre-pandemic
  - LYH currently captures an estimated 22% of its catchment’s traffic
  - RDU remains largest leakage airport at 22%
  - LYH currently generating 206 PDEW...the true market size is estimated at 954 PDEW
  - LYH leaks nearly 30% of its traffic to the DC area airports (DCA, IAD, BWI)

**(4) REPORT OF ASSISTANT AIRPORT DIRECTOR OF OPS & MAINTENANCE**

- A. FAA-proposed Airport Capital Improvement Plan (ACIP) for 2023-2028
  - 1. Capital Development Projects Overview
    - Recently Completed Airport Projects
    - Current Airport Projects
    - Upcoming Airport Projects
- B. Self-Service Avgas Tank
  - 1. 12,000 Gal. Avgas Capacity
  - 2. Sales approach based on “pricing leader” business model
  - 3. Target market: Based piston aircraft, transient overflights, etc.
  - 4. Creates value-added benefit for general aviation community
- C. Upcoming Projects
  - 1. Taxiway B Runup Pad 2023
  - 2. Runway 4-22 rehab 2024 and associated lighting upgrades \ MALSF
  - 3. Rehabilitate Taxiway B
  - 4. New ARFF truck
  - 5. Update Airport Master Plan

**(5) REPORTS OF AIRPORT BUSINESSES**

Mr. Massie Ware asked if there were any questions or comments from the citizens present. Andrew Wallace addressed the pilot shortage and process of certification and how flights are slowly coming back.

**(6) HEARINGS OF CITIZENS UPON COMMISSION MATTERS**

There were none.

**(7) Next Commission Meeting: August 21, 2023**

**(8) ADJOURNMENT**

There being no further business, the meeting was adjourned.

# Lynchburg Regional Airport Commission

**Effective August 2023**

**AIR SERVICE UPDATE**

**Summary** For the month of August we have 6 daily departures on most days. We have five ER4 aircraft and one CR7.

<b>Carrier Profile</b>	<u>Airline</u>	<u>Destination</u>	<u>Departures</u>	<u>Seats</u>	<u>Equipment</u>
	American Airlines	Charlotte	5	250	ER4
	American Airlines	Charlotte	1	65	CR7

**AIRPORT TOTAL: Monthly Seats: 9,315 Scheduled Flights: 183**

**American Airlines** In July we have 5 daily departures on most days, all are ER4 aircraft.

<b>Destinations Served</b>	<u>Non-Stop</u>	<u>Departures</u>	<u>Total</u>
	Charlotte	5 per day	152

<b>Aircraft Types</b>	<u>Aircraft</u>	<u>No. of Departures/Day</u>
	CR9 CRJ-900	0
	ER4 Embraer 145	5
	CR7 CRJ-700	1

**LYNCHBURG REGIONAL AIRPORT AIR TRAFFIC REPORT FOR APRIL 2023**

	AIRLINE PASSENGERS (REVENUE ONLY)			YTD TOTALS		PERCENTAGE CHANGES			PERCENT OF AIRPORT TOTAL		
	Apr-23	Mar-23	Apr-22	2023	2022	Apr-23 Mar-23	Apr-23 Apr-22	23 YTD 22 YTD	Apr-23	Mar-23	Apr-22
<b>ENPLANED</b>											
US Airways - Piedmont	5,684	5,445	6,275	21,067	20,977	4.4%	-9.4%	0.4%	100.0%	100.0%	100.0%
US Airways - PSA	-	-	-	-	1,917	-	-	-	-	-	-
Envoy	-	-	-	-	38	-	-	-	-	-	-
Charter	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL ENPLANED</b>	<b>5,684</b>	<b>5,445</b>	<b>6,275</b>	<b>21,067</b>	<b>22,932</b>	<b>4.4%</b>	<b>-9.4%</b>	<b>-8.1%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>
<b>DEPLANED</b>											
US Airways - Piedmont	5,675	5,392	6,494	20,723	19,798	5.2%	-12.6%	4.7%	100.0%	100.0%	100.0%
US Airways - PSA	-	-	-	-	3,174	-	-	-	-	-	-
Envoy	-	-	-	-	38	-	-	-	-	-	-
Charter	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL DEPLANED</b>	<b>5,675</b>	<b>5,392</b>	<b>6,494</b>	<b>20,723</b>	<b>23,010</b>	<b>5.2%</b>	<b>-12.6%</b>	<b>-9.9%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>
<b>TOTAL AIRLINE PASSENGERS</b>	<b>11,359</b>	<b>10,837</b>	<b>12,769</b>	<b>41,790</b>	<b>45,942</b>	<b>4.8%</b>	<b>-11.0%</b>	<b>-9.0%</b>			
<b>AIRLINE FLIGHTS</b>				<b>YTD TOTALS</b>		<b>PERCENTAGE CHANGES</b>					
<b>NUMBER OF DAILY SCHEDULED DEPARTURES</b>											
US Airways - Piedmont	5	4	6	2023	2022	Apr-23 Mar-23	Apr-23 Apr-22	23 YTD 22 YTD			
US Airways - PSA	0	0	0	-	-	-	-	-			
Envoy	-	-	-	-	-	-	-	-			
Total Daily Scheduled Departures	5	4	6	3	15						
<b>NUMBER OF CANCELLED DEPARTURES</b>											
US Airways - Piedmont	0	2	1	3	15						
US Airways - PSA	0	0	-	-	2						
Envoy	0	0	-	-	-						
Total Cancelled Departures	0	2	1	3	17						
<b>NUMBER OF ACTUAL DEPARTURES</b>											
US Airways - Piedmont	144	123	174	511	494	17.1%	-17.2%	3.4%			
US Airways - PSA	0	0	-	-	56	-	-	-			
Envoy	0	0	0	-	1	-	-	(1)			
<b>TOTAL ACTUAL DEPARTURES</b>	<b>144</b>	<b>123</b>	<b>174</b>	<b>511</b>	<b>551</b>	<b>17.1%</b>	<b>-17.2%</b>	<b>-7.3%</b>			
<b>AIRCRAFT OPERATIONS</b>											
<b>(Landings and Takeoffs)</b>											
Commercial Airline	437	425	442	1,620	1,523	2.8%	-1.1%	6.4%	4.5%	4.2%	4.9%
General Aviation	9,108	9,511	8,367	32,871	30,244	-4.2%	8.9%	8.7%	94.5%	94.7%	92.7%
Military	97	105	221	444	523	-7.6%	-56.1%	-15.1%	1.0%	1.0%	2.4%
<b>TOTAL AIRCRAFT OPERATIONS</b>	<b>9,642</b>	<b>10,041</b>	<b>9,030</b>	<b>34,935</b>	<b>32,290</b>	<b>-4.0%</b>	<b>6.8%</b>	<b>8.2%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>





## LYNCHBURG REGIONAL AIRPORT TRAFFIC STATISTICS FOR APRIL 2023

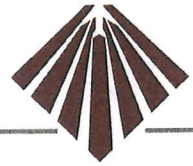
April	PIEDMONT				ENVOY				PSA				TOTALS			
	Departures	Available Seats	Passengers Enplaned	Load Factor	Departures	Available Seats	Passengers Enplaned	Load Factor	Departures	Available Seats	Passengers Enplaned	Load Factor	Departures	Available Seats	Passengers Enplaned	Load Factor
ERJ 140				0.0%				0.0%				0.0%	-	-	-	0.0%
ER4 - 50	144	7,200	5,684	78.9%				0.0%	144	7,200	5,684	78.9%	-	-	-	0.0%
CR7 - 65				0.0%				0.0%				0.0%	-	-	-	0.0%
CR9 - 76				0.0%				0.0%				0.0%	-	-	-	0.0%
<b>Total</b>	<b>144</b>	<b>7,200</b>	<b>5,684</b>	<b>78.9%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>144</b>	<b>7,200</b>	<b>5,684</b>	<b>78.9%</b>	<b>144</b>	<b>7,200</b>	<b>5,684</b>	<b>78.9%</b>

AA  
80%

Year-to-Date	PIEDMONT				ENVOY				PSA				TOTALS			
	Departures	Available Seats	Passengers Enplaned	Load Factor	Departures	Available Seats	Passengers Enplaned	Load Factor	Departures	Available Seats	Passengers Enplaned	Load Factor	Departures	Available Seats	Passengers Enplaned	Load Factor
ERJ 140				0.0%				0.0%				0.0%	-	-	-	0.0%
ER4 - 50	511	25,449	21,067	82.8%				0.0%	511	25,449	21,067	82.8%	-	-	-	0.0%
CR7 - 65				0.0%				0.0%				0.0%	-	-	-	0.0%
CR9 - 76				0.0%				0.0%				0.0%	-	-	-	0.0%
<b>Total</b>	<b>511</b>	<b>25,449</b>	<b>21,067</b>	<b>82.8%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>511</b>	<b>25,449</b>	<b>21,067</b>	<b>82.8%</b>	<b>511</b>	<b>25,449</b>	<b>21,067</b>	<b>82.8%</b>

# Lynchburg Regional Airport

A City of Lynchburg Enterprise Fund



350 Terminal Drive • Suite 100  
Lynchburg, Virginia 24502  
P 434-455-6090 • F 434-239-9027  
[www.lynchburgva.gov/airport](http://www.lynchburgva.gov/airport)

May 31, 2023

The Honorable Morgan Griffith  
U.S. House of Representatives  
2443 Rayburn House Office Building  
Washington, DC 20515

Dear Representative Griffith:

As the airport director for Lynchburg Regional Airport (LYH), I am writing to bring to your attention a very serious concern we share with other commercial service airports in Virginia regarding this year's FAA reauthorization bill. The issue surrounds certain Congressional member efforts aimed at changes to the current High Density "Slot" and Perimeter rules that regulate airline flight operations at Ronald Regan Washington National Airport (DCA).

These operational restrictions were first instituted in 1986 as part of the creation of the Metropolitan Washington Airports Authority (MWAA) which manages both DCA and Dulles International Airport (IAD) as a single complementary system. In order to better balance airline operations between the two airports, the perimeter rule and slot restrictions were created at DCA due to its smaller operational capabilities while allowing IAD's expansive facilities to grow into a long-haul domestic and international gateway.

Unfortunately, since that time Congress has reinserted itself numerous times in the management of this system by creating "exemptions" to the perimeter rule that resulted in some 10 cities being served from DCA located *outside* the required perimeter. In all, these exemptions have shifted over 7,000 flights per year, and more than 1 million passengers from IAD to DCA. As a consequence, between 2005 and 2019 the number of domestic passengers at IAD has declined by 28%.

With United Airlines operating an important connecting hub at IAD, this diversion of flights away from IAD will undoubtedly make significant air service improvements to other Virginia commercial service airports just that much more unlikely. In fact, since losing United regional service to IAD in 2002, LYH has been working continuously to reintroduce United service to our airport; however, it's clear any further diversion of flights away from IAD will virtually eliminate any such possibility.

To help counter this legislative effort to expand the perimeter rule, it has come to my attention that Rep. Don Beyer is coordinating a "Dear Colleague" letter to urge other Members to show their opposition to any effort to expand the current DCA restrictions. Based upon the above, therefore, I am requesting your consideration to sign on to this letter as well. Just have your staff contact either Grace Brightbill at [grace.brightbill@mail.house.gov](mailto:grace.brightbill@mail.house.gov) or Kate Schisler at [kate.schisler@mail.house.gov](mailto:kate.schisler@mail.house.gov) at Rep. Beyer's office to make the necessary arrangements.

The Honorable Morgan Griffith  
May 31, 2023  
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Without a doubt, a strong and growing Dulles hub is important to all Virginia commercial service airports, and vital to the economic growth and competitiveness of Virginia. On behalf of Lynchburg Regional Airport, I urge your support by opposing any changes to the current flight rules at DCA.

Very truly yours,

A handwritten signature in blue ink that reads "Andrew LaGala".

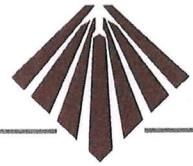
Andrew LaGala, A.A.E.  
Airport Director  
Lynchburg Regional Airport

cc: Virginia Airport Operators Council



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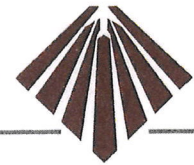


Andrew LaGala, A.A.E.  
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Lynchburg Regional Airport

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May 31, 2023  
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Without a doubt, a strong and growing Dulles hub is important to all Virginia commercial service airports, and vital to the economic growth and competitiveness of Virginia. On behalf of Lynchburg Regional Airport, I urge your support by opposing any changes to the current flight rules at DCA.

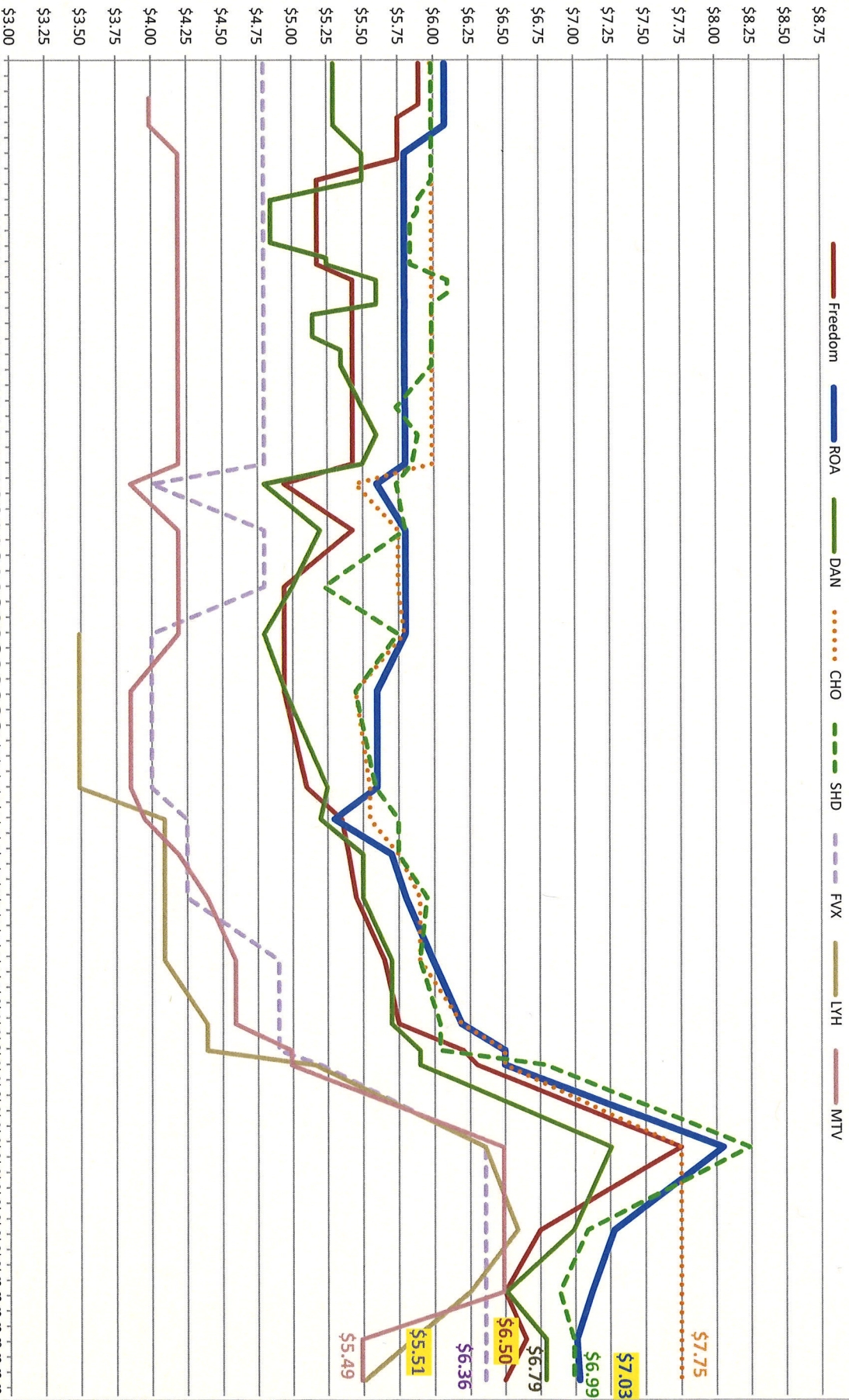
Very truly yours,

A handwritten signature in blue ink that reads "Andrew LaGala". The signature is written in a cursive style.

Andrew LaGala, A.A.E.  
Airport Director  
Lynchburg Regional Airport

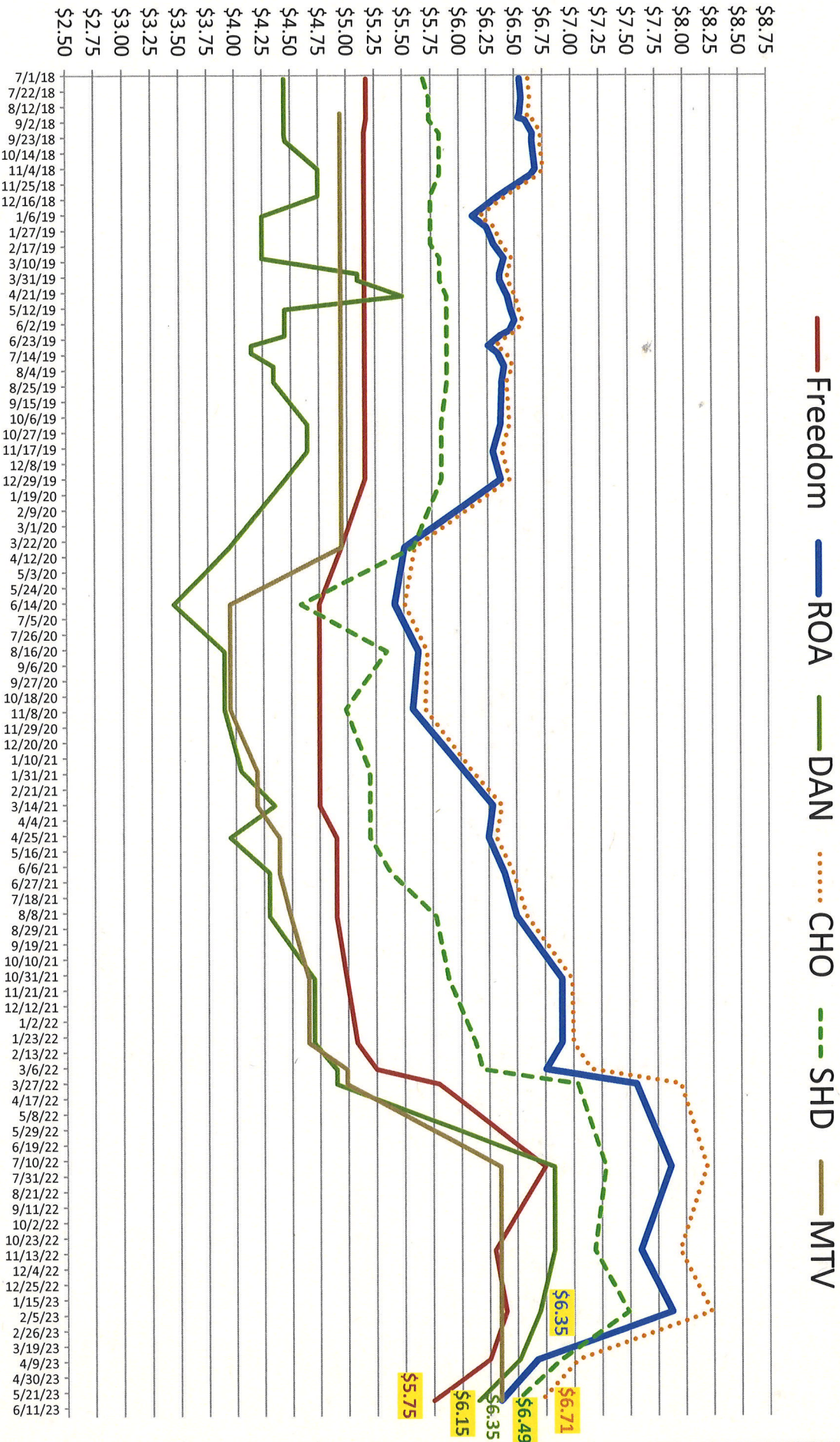
cc: Virginia Airport Operators Council

# 100LL Fuel (Jul 1, 2018 – Jun 1, 2023)





# Jet A Fuel (Jul 1, 2018–Jun 1, 2023)



6/1/2023

Shared, Fuel Farm, Fuel Price Charts + spreadsheet, Fuel Price Charts – Two slides Only

← Indicates change from last report