

**LYNCHBURG REGIONAL AIRPORT COMMISSION**

**Monday, November 18, 2024**

**4:00 p.m.**

**AGENDA FOR THE COMMISSION**

1. Call to Order

**CONSENT AGENDA**

2. August 26, 2024 Commission Meeting Minutes
3. Lynchburg Regional Airport Air Service Update
4. June 2024 Passenger Traffic Report

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

**REGULAR AGENDA**

5. Report of the Airport Director
  - A. An update on LYH airline performance metrics, regional air service environment as related to schedules, staffing and equipment availability
  - B. Parking revenue update
  - C. Airport project update
6. Miscellaneous business
  - A. Inquiries and/or comments by Commission members
7. Reports of airport businesses
8. Hearings of citizens upon Commission matters
9. Next Commission meeting: 2025
10. Adjournment

# LYNCHBURG REGIONAL AIRPORT

## COMMISSION MEMBER UPDATE

November 14, 2024

### REPORT

#### SUMMER PASSENGER TRAFFIC RESULTS

As we reflect on the summer travel season, we note that American Airlines followed typical seasonal patterns, resulting in a 10% decrease in available seats for September. This aligns with year-over-year seat availability trends. Despite this, our load factors for the month of September remained exceptionally strong, finishing at 82%. Year-to-date, our load factor stands at 82.6%, demonstrating consistent performance in line with our annual projections. This indicates continued demand for air service at Lynchburg Regional Airport, reflecting a solid foundation for future growth.

#### TAKEOFF CONFERENCE

In October, members of our staff, along with our Air Service Development Consultant, attended the Takeoff Conference in Green Bay, Wisconsin. This annual event provides an invaluable opportunity to connect with airline representatives and promote potential new routes for our airport. We held productive meetings with four major airlines, showcasing the unique advantages of Lynchburg Regional Airport and the surrounding region. These discussions were incredibly positive, and we are optimistic about potential future routes that could expand connectivity for our travelers.

#### RUNWAY 4/22 REHABILITATION PROJECT UPDATE

A major project for the coming year is the rehabilitation of our Primary Commercial Service Runway 4/22, which is scheduled to begin in June 2025. This critical infrastructure project was bid over the summer, and we are excited to announce that 95% of the funding will be covered by the FAA Reauthorization Act of 2024, an increase from the typical 90% funding on most airport projects. We are currently finalizing contracts with Lagan US, Inc., who will serve as the contractor for this essential work. The project will enhance runway safety and extend the operational life of our primary runway, reinforcing LYH's position as a key regional airport.

#### RESTROOM PROJECT COMPLETE

We are pleased to report the successful completion of the Restroom Modernization Project, which wrapped up in October following an extensive 18-month planning and construction phase. The project included the renovation and expansion of our six existing restrooms, as well as the addition of two family restrooms and two nursing mothers rooms. This upgrade significantly enhances the comfort and convenience of our passengers, ensuring a modern and welcoming experience for all travelers.

#### COMMUNITY ENGAGEMENT

Lynchburg Regional Airport has actively embraced opportunities to connect with and support our vibrant community. This fiscal year, we have proudly partnered with several local non-profits and charitable organizations, including the Academy Center for the Arts, Girls on the Run, the Lynchburg Symphony Orchestra and Youth Orchestra, the Virginia 10-Miler, CASA and the Superhero Run, The Old City Cemetery Candlelight Tours, United Way, and Wolfbane Productions. These partnerships reflect our commitment to enriching the cultural and philanthropic landscape of Lynchburg. Looking ahead, we are excited to engage with the community at the upcoming Lynchburg Christmas Parade and our Santa at the Airport events in December. We look forward to creating memorable experiences and further strengthening our connection with the people we serve.

**AGENDA FOR THE COMMISSION MEETING**

At Monday's regular Commission meeting, we will provide updates on airline performance metrics, the regional air service environment, and key topics such as schedule adjustments, staffing levels, and equipment availability. Should you have any questions or wish to discuss specific topics ahead of the meeting, please feel free to reach out to me directly at (434) 455-6088.

Respectfully yours,  
Cedric Simon, A.A.E.  
Acting Airport Director

**MINUTES OF THE  
LYNCHBURG REGIONAL AIRPORT COMMISSION MEETING  
August 26, 2024  
4:00 p.m.**

**PRESENT:**

Mark Elliott  
Massie Ware  
Kent White  
Dan Deter  
Jones Stanley

**ABSENT:**

Frank Rogers  
Janice Crawford

**STAFF PRESENT:**

Andrew La Gala, Airport Director  
Cedric Simon, Assistant Airport Director Ops and Maint  
Wes Campbell, Finance Manager  
Carmen Singh, Marketing Coordinator

**(1) CALL TO ORDER:**

The meeting was called to order at 4:00 p.m. by Mr. Massie Ware. It was noted that Frank Rogers and Janice Crawford were not in attendance.

**(2) APPROVAL OF AUGUST 26, 2024 CONSENT AGENDA**

Mr. Massie Ware confirmed that everyone had received the items from the Consent Agenda; the June 03, 2024 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. American Airlines Upcoming Flight Schedules**

- (1) AA's fall schedules reflect notable increases...
  - (a) Sept. and Oct. schedules increased to seven daily, most days – 9,350 and 9,900
  - (b) scheduled seats (respectively). Goal 12,000 (mixed aircraft)
- (2) Winter has scheduled six daily, most days (normal vs. last winter)
- (3) Jan. through Apr. AA has loaded six daily, most days

**B. Parking Revenues**

- (1) FY 2024 parking revenue ended at 86% of FY2019 high water mark
- (2) We are seeing considerable increases at the start of FY 2025 (July 1)
- (3) This increase is attributed to two items
  - (a) Increase in flights frequency – correlating into more passengers using the facility
  - (b) Planned nominal parking rate increases to regional levels
- (4) Although early to forecast, this rate of monthly increases on average will exceed our FY 2019 high water mark of \$885,709

**C. Gross Rental Car Revenues**

- (1) October 2023 = \$528,560 – previous high
- (2) May 2024 = \$592,268
- (3) July 2024 = \$569,887
- (4) The last three months exceeded our highest month on record
- (5) This increase is contributed to Hertz returning to the airport
- (6) Higher demand and higher rental car rates

**D. Recent Airport Involvement in the Community**

- (1) “The Sky is Not the Limit” at Riverviews Artspace
- (2) Aim High at Amazement Square
- (3) Aviation Night at Hillcats Stadium

**(4) REPORTS OF AIRPORT BUSINESSES**

Dan Deter asked about solar panels on the airfield. Andrew said we’ve found an area for solar panels, possibly 20-30 acres. We have not yet identified a company to work with for solar. It’s on the radar but hasn’t been pushed through as of yet. Massie asked about restroom renovations, Andrew replied that all 6 restrooms are complete and we are upgrading the electricity in the terminal. Dan Deter asked if there has been a change in security, due to a person or “TSA” offering to send a tool back to him through mail for \$30.00. Andrew replied that no we do not have a shipping service.

A special announcement from Andrew LaGala that he is joining an airport in North Carolina as airport director by October 1<sup>st</sup>. Cedric Simon is now named Interim Airport Director.

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

There were none.

**(6) Next Commission Meeting: Nov, 18 2024**

**(7) ADJOURNMENT**

There being no further business, the meeting was adjourned.

# Lynchburg Regional Airport Commission

**Effective November 2024**

**AIR SERVICE UPDATE**

**Summary** For the month of November we have 6 daily departures on most days. We have six ER4 aircraft.

<b>Carrier Profile</b>	<u>Airline</u>	<u>Destination</u>	<u>Departures</u>	<u>Seats</u>	<u>Equipment</u>
	American Airlines	Charlotte	6	300	ER4

**AIRPORT TOTAL: Monthly Seats: 7,650 Scheduled Flights: 153**

**American Airlines** In November we have 6 daily departures on most days, all are ER4 aircraft.

<b>Destinations Served</b>	<u>Non-Stop</u>	<u>Departures</u>	<u>Total</u>
	Charlotte	6 per day	153

<b>Aircraft Types</b>	<u>Aircraft</u>	<u>No. of Departures/Day</u>
	CR9 CRJ-900	0
	ER4 Embraer 145	6
	CR7 CRJ-700	0

**LYNCHBURG REGIONAL AIRPORT AIR TRAFFIC REPORT FOR SEPTEMBER 2024**

	AIRLINE PASSENGERS (REVENUE ONLY)			YTD TOTALS		PERCENTAGE CHANGES			PERCENT OF AIRPORT TOTAL		
	Sep-24	Aug-24	Sep-23	2024	2023	Sep-24 Aug-24	Sep-24 Sep-23	24 YTD 23 YTD	Sep-24	Aug-24	Sep-23
<b>ENPLANED</b>											
US Airways - Piedmont	7,460	7,694	6,683	57,289	52,259	-3.0%	11.6%	9.6%	100.0%	100.0%	100.0%
US Airways - PSA	-	-	-	-	-	-	-	-	-	-	-
Envoy	-	-	-	-	-	-	-	-	-	-	-
Charter	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL ENPLANED</b>	<b>7,460</b>	<b>7,694</b>	<b>6,683</b>	<b>57,289</b>	<b>52,259</b>	<b>-3.0%</b>	<b>11.6%</b>	<b>9.6%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>
<b>DEPLANED</b>											
US Airways - Piedmont	7,271	7,736	6,597	56,666	51,049	-6.0%	10.2%	11.0%	100.0%	100.0%	100.0%
US Airways - PSA	-	-	-	-	-	-	-	-	-	-	-
Envoy	-	-	-	-	-	-	-	-	-	-	-
Charter	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL DEPLANED</b>	<b>7,271</b>	<b>7,736</b>	<b>6,597</b>	<b>56,666</b>	<b>51,049</b>	<b>-6.0%</b>	<b>10.2%</b>	<b>11.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>
<b>TOTAL AIRLINE PASSENGERS</b>	<b>14,731</b>	<b>15,430</b>	<b>13,280</b>	<b>113,955</b>	<b>103,308</b>	<b>-4.5%</b>	<b>10.9%</b>	<b>10.3%</b>			
<b>AIRLINE FLIGHTS</b>											
<b>NUMBER OF DAILY SCHEDULED DEPARTURES</b>											
US Airways - Piedmont	6	6	5	6	6	-	-	-			
US Airways - PSA	-	-	-	-	-	-	-	-			
Envoy	-	-	-	-	-	-	-	-			
<b>Total Daily Scheduled Departures</b>	<b>6</b>	<b>6</b>	<b>5</b>	<b>6</b>	<b>6</b>						
<b>NUMBER OF CANCELLED DEPARTURES</b>											
US Airways - Piedmont	2	2	0	10	7						
US Airways - PSA	0	0	0	-	-						
Envoy	0	0	0	-	-						
<b>Total Cancelled Departures</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>10</b>	<b>7</b>						
<b>NUMBER OF ACTUAL DEPARTURES</b>											
US Airways - Piedmont	182	208	159	1,393	1,240	-12.5%	14.5%	12.3%			
US Airways - PSA	0	0	0	-	-	-	-	-			
Envoy	0	0	0	-	-	-	-	-			
<b>TOTAL ACTUAL DEPARTURES</b>	<b>182</b>	<b>208</b>	<b>159</b>	<b>1,393</b>	<b>1,240</b>	<b>-12.5%</b>	<b>14.5%</b>	<b>12.3%</b>			
<b>AIRCRAFT OPERATIONS</b>											
<b>(Landings and Takeoffs)</b>											
Commercial Airline	511	531	554	3,735	3,962	-3.8%	-7.8%	-5.7%	6.2%	5.3%	5.0%
General Aviation	7,656	9,364	10,458	85,168	77,952	-18.2%	-26.8%	9.3%	92.6%	93.6%	94.1%
Military	104	106	107	793	1,065	-1.9%	-2.8%	-25.5%	1.3%	1.1%	1.0%
<b>TOTAL AIRCRAFT OPERATIONS</b>	<b>8,271</b>	<b>10,001</b>	<b>11,119</b>	<b>89,696</b>	<b>82,979</b>	<b>-17.3%</b>	<b>-25.6%</b>	<b>8.1%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>



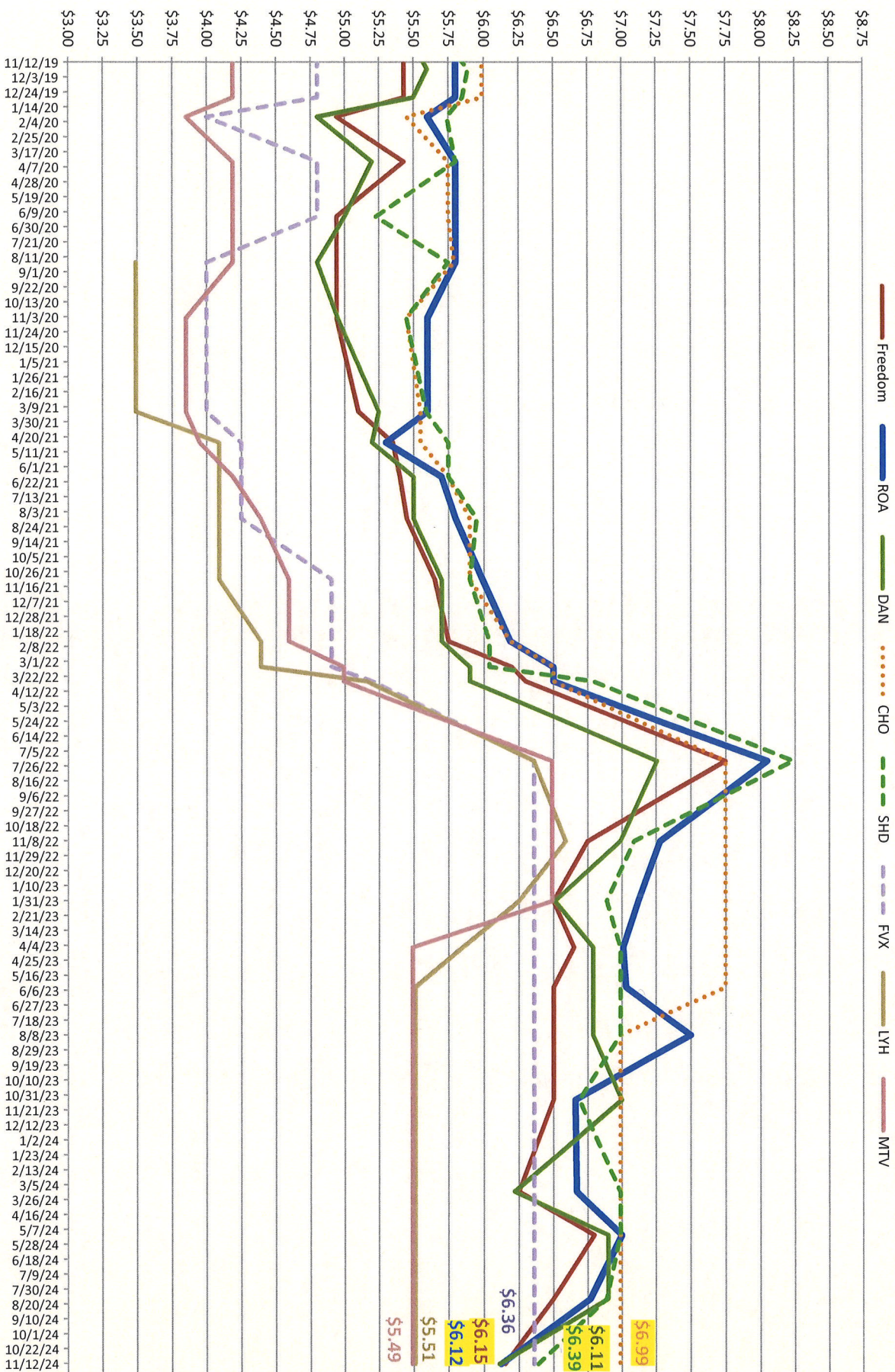
## LYNCHBURG REGIONAL AIRPORT TRAFFIC STATISTICS FOR SEPTEMBER 2024

SEPTEMBER	PIEDMONT				ENVOY				PSA				TOTALS			
	Aircraft Type	Departures	Available Seats	Passengers Enplaned	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%
ER4 - 50	182	9,100	7,460	82.0%				0.0%					182	9,100	7,460	82.0%
CR7 - 65				0.0%				0.0%					-	-	-	0.0%
CR9 - 76				0.0%				0.0%					-	-	-	0.0%
Total	182	9,100	7,460	82.0%	-	-	-	0.0%	-	-	-	0.0%	182	9,100	7,460	82.0%

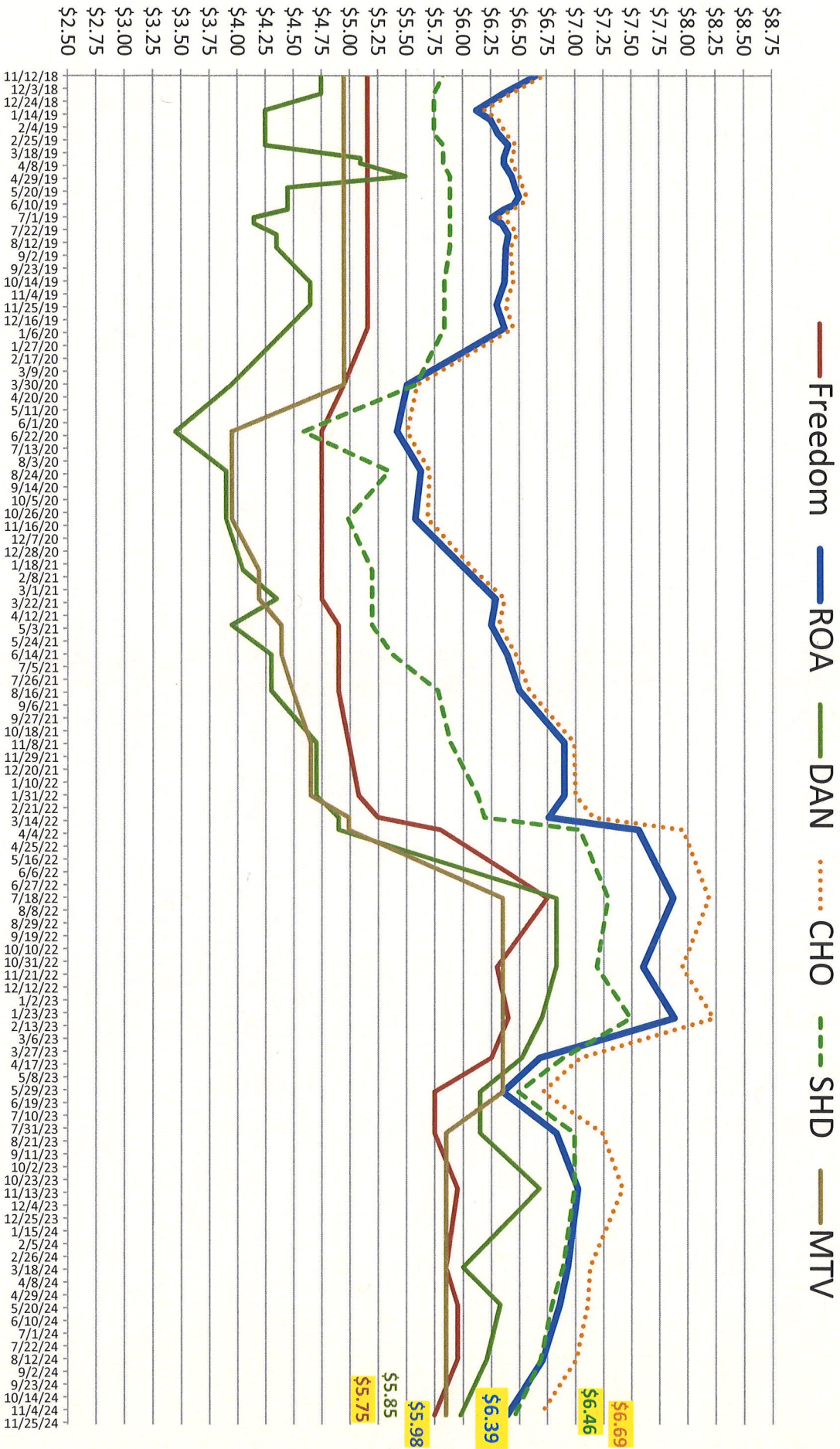
Year-to-Date	PIEDMONT				ENVOY				PSA				TOTALS			
	Departures	Available Seats	Passengers Enplaned	Load Factor	Departures	Available Seats	Passengers Enplaned	Load Factor	Departures	Available Seats	Passengers Enplaned	Load Factor	Departures	Available Seats	Passengers Enplaned	Load Factor
ERJ 140				0.0%				0.0%					-	-	-	0.0%
ER4 - 50	1,393	69,350	57,289	82.6%				0.0%					1,393	69,350	57,289	82.6%
CR7 - 65				0.0%				0.0%					-	-	-	0.0%
CR9 - 76				0.0%				0.0%					-	-	-	0.0%
Total	1,393	69,350	57,289	82.6%	-	-	-	0.0%	-	-	-	0.0%	1,393	69,350	57,289	82.6%



# 100LL Fuel (Nov. 12, 2019 – Nov. 12, 2024)



# Jet A Fuel (Nov. 12, 2019– Nov. 12, 2024)



← Indicates change from last report