



South of Airport (SoA) Project
Staff Kick-off Meeting
May 17, 2023

MINUTES

The meeting began at 11:00am EDT. The City of Alexandria, Fairfax County, and Prince George's County were represented.

Presentation

- Vianair presented a project overview and general timeline for the project. (Attached)

Discussion

- CWG Letter concerning objection to additional waivers to the Perimeter Rule was discussed.
- The group requested that Vianair provide a glossary of aviation terminology. (Attached)
- The group requested that Vianair provide details of the metrics used in noise calculations. – **(Action)** – Vianair – **(Open)**
- Discussed the existence of environmental justice issues in Fairfax and Prince George's Counties.
- Staff will meet internally to discuss project requirements further. - **(Action)** – SoA Staff – **(Open)**

Community Engagement

- Ensure ADA compliance for accessibility to the project website. - **(Action)** – Vianair – **(Open)**
- Mt. Vernon District Newsletter
- Flyer explaining project goals for the public.
- Provide Scope for the Public Kick-off Meeting. - **(Action)** – Vianair – **(Open)**
- Provide an Outreach Plan (Officials, Public, Schedule, etc.) – **(Action)** – Vianair – **(Open)**

Vianair, Inc.



Design Team

- Filipe provided Vianair with a list of people selected for the Design Team from the various city/county staffs. Vianair has reviewed the team and we believe that there is balanced representation from each jurisdiction. However, the group should consider having a community representative from each jurisdiction on the design team. – **(Action)** – SoA Staff Representatives – **(Open)**
- Schedule first meeting of the Design Team – **(Action)** – Filipe/Vianair – **(Open)**

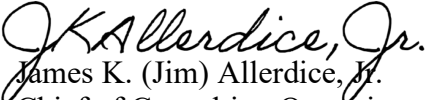
Budget & Payments

- Vianair will provide a Monthly Status Report outlining actions taken during the billing period. Vianair will bill Alexandria monthly and provide copies of the bill to the designated point of contact within each jurisdiction.
- Monthly invoices will be in equal amounts to spread the payments over the entire period of the project. This will result in invoices being \$10K per month.
- Vianair will advise the SoA Group of any additional data requirements as soon as possible.
- **(Action)** – Vianair – **(Open)**

Miscellaneous

- Next Meeting – Staff/Vianair – June 7, 2023, at 1:00pm

The meeting was adjourned at 12:05pm.


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