

Meeting Minutes – Snow & Ice Control Committee Season Closeout Meeting

Location: Richmond International Airport North Conference Room

Date: May 11, 2026

Time: 10:00

Attendance

→ Dereck Tingfah	Capital Region Airport Commission	Airport Operations Manager
→ Jeremy Niles	Capital Region Airport Commission	Supervisor Utilities & Grounds

Agenda Items

1. Review of 2025-2026 snow season
2. Winter season issues and recommendations for changes
3. SICP Discussion Topics

Notes

1. Review of 2025-2026 snow season
 - a. Snow fall total – 13” (Richmond average snowfall 11” – US average 28”)
 - i. DEC – 6”
 - ii. JAN – 3”
 - iii. FEB – 2”
 - iv. MAR – 2”
 - b. Declared snow events
 - i. Snow Alerts declared 12/5, 12/8, 1/24, 1/31
 - ii. Snow Watch declared 1/18, 2/3
 - iii. Storm #26-01
 1. Snow Desk opened at 04:00 on 12/5 and closed at 02:30 on 12/5.
 2. Total snowfall 2”.
 3. Significant deicing delays ranging from 1 to 2 hours.
 - iv. Storm #26-02
 1. Snow Desk opened at 07:00 on 12/8 and closed at 02:00 on 12/9.
 2. Total snowfall 4”
 3. Deice delays & aircraft damage (deice truck clipped aircraft wingtip)
 - v. Storm #26-03
 1. Snow Desk opened at 19:00 on 1/24 and closed at 05:00 on 1/26.
 2. Total snowfall 3” – ice accumulations up to 2”
 3. State of Emergency declared by Governor’s Office.
 4. Only two departures operated – all other flights cancelled.
 5. Learjet stuck in snow berm at intersection of TWYS A & R.
 6. Ice accumulations extended recovery operations.
 - vi. Storm #26-04 (Winter Storm Gianna)
 1. Snow Desk opened at 09:00 on 1/31 and closed at 22:00 on 1/31.

2. Total snowfall <1”.
3. High winds with potential for blizzard conditions forecast.
4. Lingering issues from ice storm previous week.

2. Issues and recommendations for changes

- a. Lack of, or inadequate snow clearing efforts in air carrier leaseholds.
 - i. Improve communication effort in beginning of season.
 - ii. Airport to develop gate/lease area snow & ice control contingency plan through use of contractor.
- b. Towbar-less pushback tugs struggled with snow accumulations.
 - i. Recommend air carriers assess equipment capabilities during significant winter events.
- c. Field Condition Reporting & NOTAMs – timeliness and accuracy
 - i. Expand pre-season training for Airport Operations staff, focused on winter ops condition reporting.
- d. Ramp conditions during significant ice events.
 - i. Prioritize use of sand around gate areas and in push back lanes.
 - ii. Snow & ice control contingency plan – contractor.
- e. Airline deicing operations
 - i. Expand approved deice locations to include East Ramp #1. Require pre-season stand-alone meeting with air carrier reps in SEP/OCT to discuss deice plans.

3. Airport clearing operations discussions topics

- a. Discussed changes to Priority 1, and Priority 2 routes with upcoming ARFF Station construction.
- b. Discussed impact of current and upcoming construction projects on 2026-2027 snow season.
- c. Discussed planned snow removal equipment additions to include dedicated airfield snow blower and multi-tasking equipment (MTE) to improve efficiency.
- d. Discussed Snow Team training.
 - i. U & G staff training – AAE Airport Winter Operations Specialist (AWOS) training
 1. 1 team member completed Basic AWOS course in April 2026.
 2. 1 team member completed Advanced AWOS course in April 2026.
- e. Discussed Snow Team readiness to ensure equipment is mobilized efficiently, to be in position to commence snow and ice control measures as accumulation rates dictate.
- f. Discussed recommendation from Landside Operations Manager to “right-size” equipment operating in the parking garages, to prevent damage to vehicles and parking equipment and technology.
- g. Discussed the landside snow removal contract that has expired. U & G Supervisor developing a new RFP for landside snow & ice control services to include air carrier ramp clearing.
- h. Discussed snow & ice control chemicals/materials inventories. 25,000 gallons of RF11 on hand. NAAC supplies are adequate to start next season. Re-supply of salt and airfield sand needed.
- i. Discussed snow dump locations and snow piles. Snow piles near PD Office (Gates B1 & A2) continue to be an issue. Snow piles on north and south end of Air Carrier Ramps encroached on taxi areas.
- j. Discussed establishment of a stand-alone pre-season meeting with landside, air carrier ramp, and cargo ramp snow removal contractors.

END OF MINUTES