



City of Manassas, Virginia  
Manassas Regional Airport Commission Meeting

AGENDA

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Manassas Regional Airport Commission Meeting  
Terminal Building - 1st Floor Conference Room  
10600 Harry Parrish Boulevard  
Manassas, VA 20110  
Thursday, February 16, 2023

Call to Order and Roll Call - 7:00 p.m.

Pledge of Allegiance

1. Approval of Minutes

- 1.1 Approval of Meeting Minutes for January 19, 2023  
[Commission Minutes January 19, 2023.docx](#)

2. Review of Expenses

- 2.1 Review of Bill Sheet  
[Bill Sheet.xlsx](#)

3. Comments from the Public

*The "Comments from the Public" agenda item is for members of the public to address the Airport Commission for less than three (3) minutes each. Please state your full name, your city/county and state of domicile, and your interest in, and/or affiliation with, the Airport prior to speaking. No prior notice is necessary to speak during this portion of the agenda. Members of the public may also address the Airport Commission for longer than three (3) minutes if they ask the Airport Director for a place on the agenda at least five (5) working days before the meeting or if a member of the public is specifically requested by a Commission Member to address the Commission.*

4. Airport Director's Report

- 4.1 **Airport Director's Report**  
[Airport Director's Report February 2023.docx](#)
- 4.2 **Tie-Down & Hangar Occupancy Report & Citizen's Monthly Noise**  
[January 2023 Tie-Down Occupancy.pdf](#)  
[January 2023 Hangar Occupancy.pdf](#)  
[January 2023 Noise.pdf](#)
- 4.3 **Revenue, Expenditure and Aging Report**  
[Revenue Report.xlsx](#)  
[Expense Report.xlsx](#)  
[Aging Report.xlsx](#)

5. **Presentations**

- 5.1 **Control Tower statistics (Mr. Richard Allabaugh, Operations, 5 minutes)**  
[Agenda Statement - February Presentation \(2023\) - Commission.docx](#)  
[Operations Update - February 2023.pptx](#)

6. **Old Business**

7. **Consent Agenda**

8. **Committee Reports (If Available)**

- 8.1 **Airport Operations Committee Report (Mr. John Snider, Chair, 5 minutes)**

9. **New Business**

- 9.1 **VRE 5 Year Plan Presentation, ( Mr. Rich Dalton, CEO VRE, 10 minutes)**

10. **Information Items**

11. **City Council's Representative Comments**

12. **Commission Comments**

## **Adjournment**



City of Manassas, Virginia  
Manassas Regional Airport Commission Meeting

MINUTES

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Manassas Regional Airport Commission Meeting  
Terminal Building - 1st Floor Conference Room  
10600 Harry Parrish Boulevard  
Manassas, VA 20110  
Thursday, January 19, 2023

The Manassas Regional Airport Commission held its regular meeting in the Airport Conference Room on the above date, attended by Chairman Seraydarian, Member Howard Goodie, Member John Snider, Member Lawrence Pigeon, Member David Farajollahi. Members not present were Vice Chairman Ross Snare; Member Juan Cabrera; Member Anthony McGhee, Member Vanslyn Augustus.

Airport Personnel in Attendance: Juan E. Rivera (Airport Director), Patty Bibber (Secretary) Jolene Berry (Sr Operations Manager).

Chairman Seraydarian called the meeting to order at 7:03 p.m.

1. Pledge of Allegiance
2. Approval of Meeting Minutes

Member Goodie MOVED to approve the minutes for the December 8, 2022 meeting, SECONDED by Member Snider and CARRIED UNANIMOUSLY

3. Review of Expenses  
No Comments

4. Comments from the Public

The "Comments from the Public" agenda item is for members of the public to address the Airport Commission for less than three (3) minutes each. Please state your full name, your city/county and state of domicile, and your interest in, and/or affiliation with, the Airport prior to speaking. No prior notice is necessary to speak during this portion of the agenda. Members of the public may also address the Airport Commission for longer than three (3) minutes if they ask the Airport Director for a place on the agenda at least five (5) working days before the meeting or if a member of the public is specifically requested by a Commission Member to address the Commission.

5.

Airport Director's Report

- 5.1 Flood update: Insurance company will pay for all the work that needed to be done as well as the Transfer switch and UPS battery back up approximate total is \$242,624.00.
- 5.2 Aviation Adventures was credited for the difference of square footage provided to them during the flood for days they were displaced. Credit was for November and December.
- 5.3 Our aircraft went up 4.1% from 413 to 430 haven't seen this much of an increase since 2007. We have 7 new jets, 11 new single engines, as well as multi-engine, 2 new turbo props, 2 less helicopters, 1 less other. Increase came from APP and Chantilly Air. City tie-downs increased.
- 5.4 We received an unsolicited proposal to purchase the two lots in Moor Green Estates. The original proposal was not based on an appraisal and the offer was \$125,000 per lot. The new offer is based on an appraisal and is \$155,000 for the 6.12 ac lot and \$150,000 for the 5.10 ac lot. Airport needs to get their own appraisal.
- 5.5 Making offer to a candidate for the Airport Maintenance Supervisor position. We also made an offer for the open Airport Operations position and it was declines. We are down two maintenance workers in the Maintenance Division, but we have had several new applications that recently came in and those candidates are experienced enough to bring in possibly at a higher grade level.
- 5.6 We have a pre-construction meeting for the Taxiway A project scheduled for tomorrow morning. We issued the Notice to Proceed (NTP) for the 90-day Administrative period as outlined in the contract.
- 5.7 Meeting with RS&H last week to discuss the Observation Road Relocation and drainage project. The goal is to bid this project by March 1<sup>st</sup>. We also found out that the duration of the project will be close to 230 days due to the utility relocations involved. The cost is projected to be \$3.8 million. We are working with RS&H to lower the RA services.
- 5.8 Reminder that the annual report to the City is on February 13, 2023.
- 5.9 We will be applying for Supplemental Discretionary Funding for a possible grant for the Taxilane Y portion of the Taxiway B and Taxilane Y Rehabilitation project. We will be requesting \$1.3 million in Federal Funding.
- 5.10 Received a call from a person that may be interested in building a 40K Sf hangar. I sent him the information on the process and a sample franchise and drone footage showing lots A&B.

- 5.11 Sent an email to the Attorney for Executor of the Estate for Rising Phoenix Aviation indicating that we were going to take legal action to remove the items in the hangar. I reached out to the City Attorney to schedule some time to discuss our options.
- 5.12 If any one wants to volunteer for the Open House in the spring, please see Jolene Berry. We are asking the Commission members to man the Airport's tent providing information about the airport.

6. Presentations

- 6.1 Quarterly Reports on Airport Operations and Fuel Sales (Mrs. Jolene Berry, Sr. Operations)
- 6.2 Quarterly Maintenance Division Report (Mr. Brian Smith, Acting Maintenance Supervisor)
- 6.3 Airport 5K/10K Runway Run Update by Brian & Dan Radtke  
Brian and Dan Radtke said that they have received approval of their plan from Jolene and have now started marketing with Flyers and Sponsorship. Working towards a thousand runners.

7. Old Business

- 7.1 Approve the Airport's FY 2024 Operating Budget (Mr. Juan Rivera, Director)  
  
Member Goodie MOVED to approve the FY 2024 Operating Budget, SECONDED by Member Snider and CARRIED UNANIMOUSLY
- 7.2 Approve the Airports FY2024 Capital Improvement Plan Budget (CIP) (Mr. Juan Rivera, Director)  
  
Member Goodie MOVED to approve the FY 2024 Capital Improvement Plan Budget, SECONDED by Member Snider and CARRIED UNANIMOUSLY
- 7.3 Approve Airport Fee and Rent Schedule (Mr. Juan Rivera, Director)  
  
Member Goodie MOVED to approve the Airport Fee and Rent Schedule, SECONDED by Member Pigeon and CARRIED UNANIMOUSLY

8. Consent Agenda

All items listed under the consent agenda are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items. If separate discussion is desired, that item will be removed from the consent agenda and considered separately.

SUGGESTED MOTION: "I move that the Consent Agenda be approved".

SUGGESTED MOTION TO REMOVE AN ITEM: "I move that Item # be removed from the Consent Agenda and be added as Items # under New Business, and that the remaining Consent Agenda items be approved as it now appears".

- 8.1 Approve renewal of Manassas Aviation Maintenance Lease for one twelve (12) month term with an escalation of rent by 2.9%

Member Snider MOVED to approve the renewal of Manassas Aviation Lease for a period of twelve (12) months, SECONDED by Member Goodie and CARRIED UNANIMOUSLY

9. Committee Reports (If Available)

- 9.1 Airport Operations Committee Report (Mr. John Snider, 5 minutes)

Mr. Snider noted that they discussed all the agenda topics at the committee meeting.

10. New Business

11. Information Items (No Discussion Necessary)

12. Council Representative Comments

13. Commission Comments

Member Snider MOVED to adjourn the meeting. SECONDED by Member Pigeon and CARRIED UNANIMOUSLY.

Meeting adjourned at 8:53 PM.

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Secretary

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Chairman

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Date

### Bill Sheet 1/18/2023-Present

Vendor	Description	Net Amount
A R C WATER TREATMENT	Water Treatment Services	195.00
CINTAS CORP. #145	Mats/Misc/Uniforms	917.63
CINTAS FIRST AID & SAFETY	Medical Boxes	27.76
CINTAS FIRST AID & SAFETY	AED's complete kit/package	3,417.90
COMCAST COMMUNICATIONS	Cable TV	144.95
ORACLE ELEVATOR HOLDCO INC	Elevator Maintenance Fee	250.00
REYNOLDS SMITH & HILLS INC	Master Plan Update	58,496.40
SECURADYNE SYSTEMS INTERMEDIATE LLC	Terminal Roof Camera	2,143.25
SECURADYNE SYSTEMS INTERMEDIATE LLC	Replace Door Controllers & Repair Faulty Gate Read	2,825.20
SOUTHEAST CHAPTER / AAAE	Membership Dues SEC AAAE	35.00
THE ADT SECURITY CORPORATION	Panic Monitoring	34.08
U S PLANTS INC	Monthly Plant Maintenance	120.00
UNITED SECURITY FORCES LLC	Security	13,386.00
VA AIRPORT OPERATORS COUNCIL	Associate Membership Dues Jolene Berry	75.00
VA AIRPORT OPERATORS COUNCIL	Executive Membership Dues Juan Rivera	100.00
VIRTOWER LLC	Virtual Tower Monitoring	500.00
WALKERS CRPT CRE/JANTRL SVC	Janitorial Services	2,110.10
WASHINGTON GAS	10509 Wakeman Dr Gas	43.80
WASHINGTON GAS	Gas 10509 Wakeman	28.63
WASHINGTON GAS	Gas 10529 Wakeman	921.70
WASHINGTON GAS	Gas 10603 Observation	135.50
WASHINGTON GAS	Gas - 10400 Wakeman	3,541.91
	Total	89,449.81





## Airport Director's Office Juan E. Rivera

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### Memorandum

February 10, 2023

TO: Manassas Regional Airport Commission

FROM: Juan E. Rivera, Airport Director

**RE: AIRPORT DIRECTOR'S REPORT FOR FEBRUARY 2023**

#### CITY COUNCIL ACTIONS IN REGARDS TO THE AIRPORT

*No action was taken in regards to the Airport in January.*

#### HANGAR OCCUPANCY RATE

East T-Hangars: 97 out of 97 Rented

100% Rented – **No change.**

West T-Hangars: 58 out of 59 Rented

98% Rented - **1 new tenant**

#### **East and West Hangars – 155 out of 156 – 99% Rented**

Waiting List Status – We have one hangar that is vacant. A notification has been sent to the next person on the waiting list.

**Total on List – 126**

**East Side – 114**

**West Side – 85**

**60x50 – 13**

#### TIE-DOWN OCCUPANCY RATE

East Tie-Down: 86 out of 86 Rented

100% Rented – No change.

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Airport Director's Report for February  
Page Two

West Tie-Down: 50 out of 89 Rented  
56% Rented – 1 new tenant.  
East and West Tie-Down – 136 out of 175 Rented – 78% Rented

#### Squatters

There have been no squatters identified at this time on the public use tie-downs.

#### NOISE COMPLAINTS FOR JANUARY

There were no noise complaints recorded in January.

#### **November Total(s):**

- 0 – Helicopter
- 0 – Aircraft

A noise complaint form is available on the Airport's website for citizens who have noise concerns. The form can be completed and submitted online, or a citizen can call the Noise Hotline 24/7 at (703) 257-2576. Staff is continuing to exercise contacts with operators in an effort to educate on Noise Program. A good percentage of the recent complaints are from operators outside of our based tenants, particularly military.

#### MASTER PLAN UPDATE

The Airport Staff's next bi-monthly meeting with the staff of RS&H and the Airport Staff is scheduled for February 22, 2023. The TAC and Public meeting have been scheduled for March 23, 2023. The Waste and Recycle Plan has been completed along with the Existing Conditions ALP sheets. RS&H are developing the Alternatives chapter with the expectation of completing a draft by end of February. The Sustainability Initiatives will be underway once the Alternatives draft is completed.

#### OBSERVATION ROAD RELOCATION AND DRAINAGE IMPROVEMENTS

RS&H is finalizing the site plan drawings and will submit them to the City for final approval the week of February 13<sup>th</sup>. RS&H are preparing a construction administration/inspection Scope of Work (SOW) and independent fee review. The Airport will have to conduct the IFE for the CA and CM services. The plan is to advertise the project by March 1, 2023 with construction to follow in June of 2023. The estimated cost of the project is \$3.8 million.

#### TAXIWAY B REHABILITATION

The Airport Staff has submitted the modification to standards to the FAA. We are waiting for the FAA's decision. Delta Airport Consultants has updated the plans based on the latest funding. The plans include Taxiway Y and Taxiway B work as base bid. Taxiway B as alternate 1. Preliminary coordination with the City has been completed. Based on the change (no shoulders) work in the infield is no longer required.

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Airport Director's Report for February  
Page Three

SWM set is scheduled to be submitted to the City the week of February 13<sup>th</sup>. Based on latest FAA guidance advertisement should be late March early April.

#### TAXIWAY A CONSTRUCTION

The Pre-construction meeting was held on January 20, 2023. Chemung has been issued a notice-to-proceed (NTP) for the Administrative Phase. RS&H are reviewing submittals now from Chemung Contracting. The target construction NTP is sometime between July 10 and July 24. It is anticipated that the construction will be completed by November 1.

#### ATC TOWER FUNDING FROM BIL ATP

The Airport Director received the FAA's Notice of a Funding Opportunity and has applied for the 2<sup>nd</sup> round of funding for a new tower. It is expected that the FAA will make an announcement of what airports get funding in January or February of 2023. The Airport requested \$850,000 for the design and bid and award phase.

#### RUNWAY 16L- 34R REHABILITATION DESIGN AND BIDDING

RS&H are preparing SOW and fee estimate now and will send an IFE package to the Airport Staff for review. It is anticipated that a grant application will be sent to the FAA at the beginning of April. At the FAA's request, RS&H is preparing a rough order of magnitude cost estimate for the rehabilitation project.

#### UPCOMING EVENTS

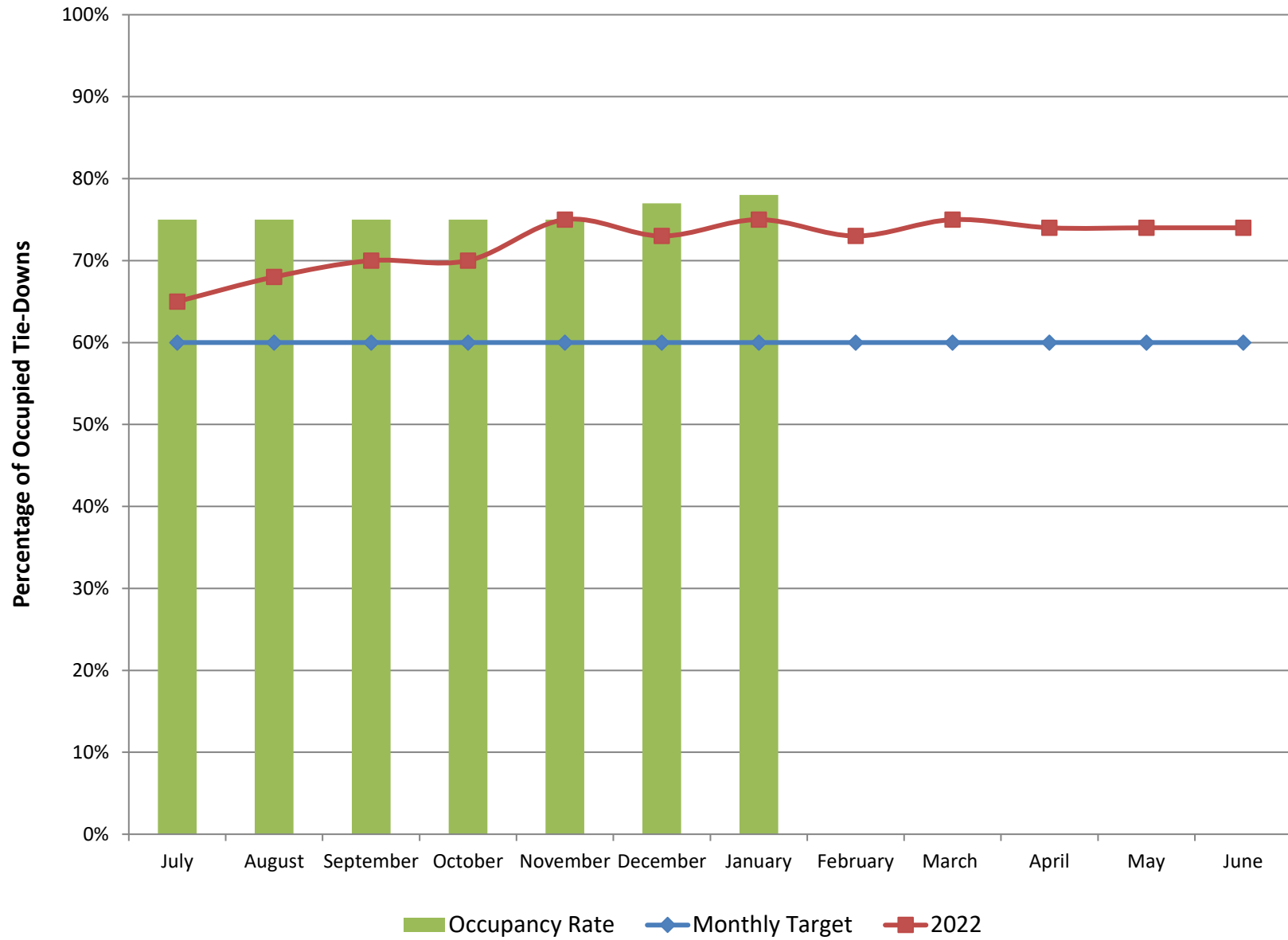
Annual Report to City Council – February 13, 2023  
May 2023 – Airport Open House

#### Juan E. Rivera

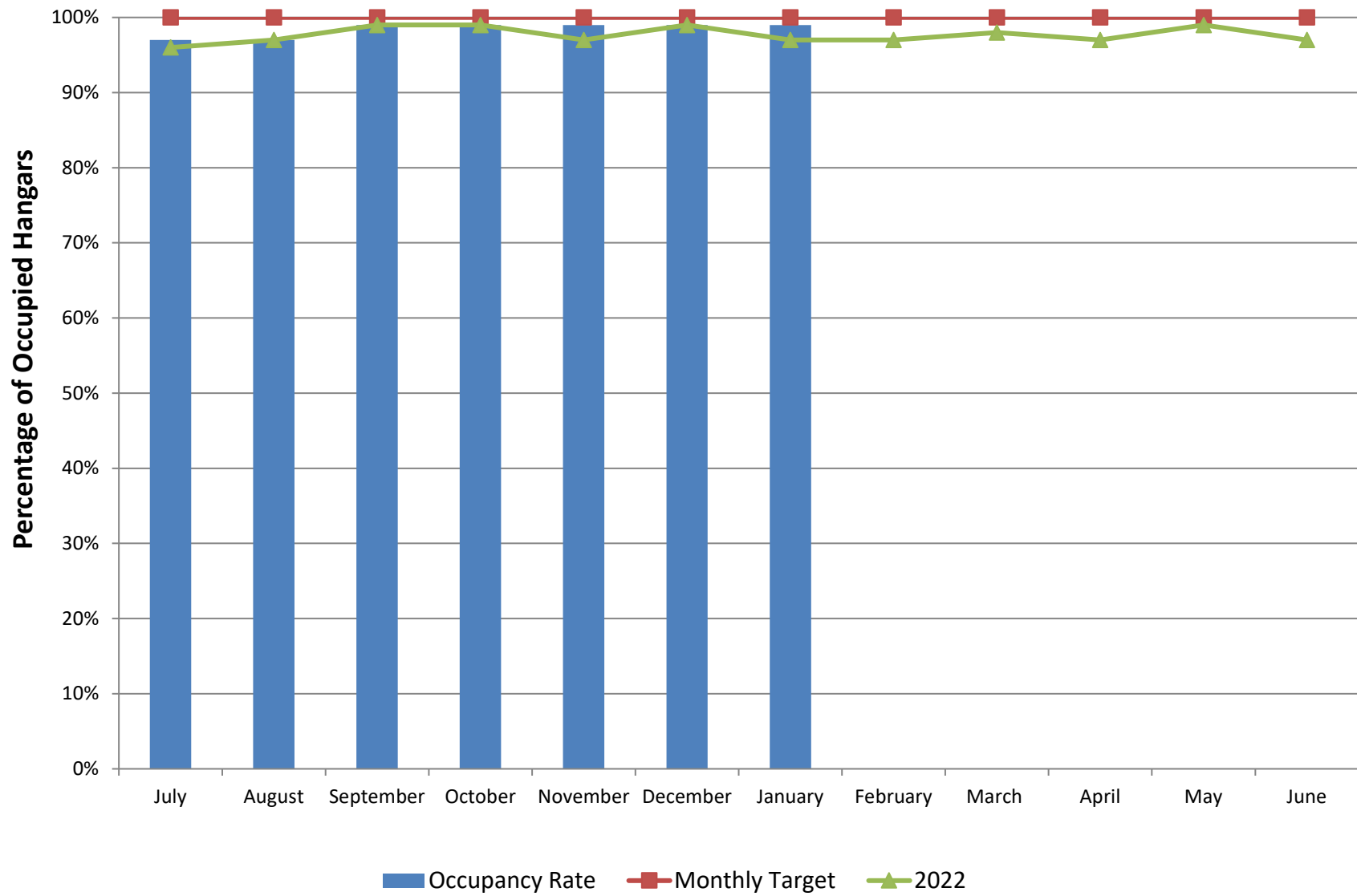
Juan E. Rivera, Director  
Manassas Regional Airport

Attachments: Airport Master Plan Status Update  
Noise Complaints & YTD Tie-Down and Hangar Occupancy Rates

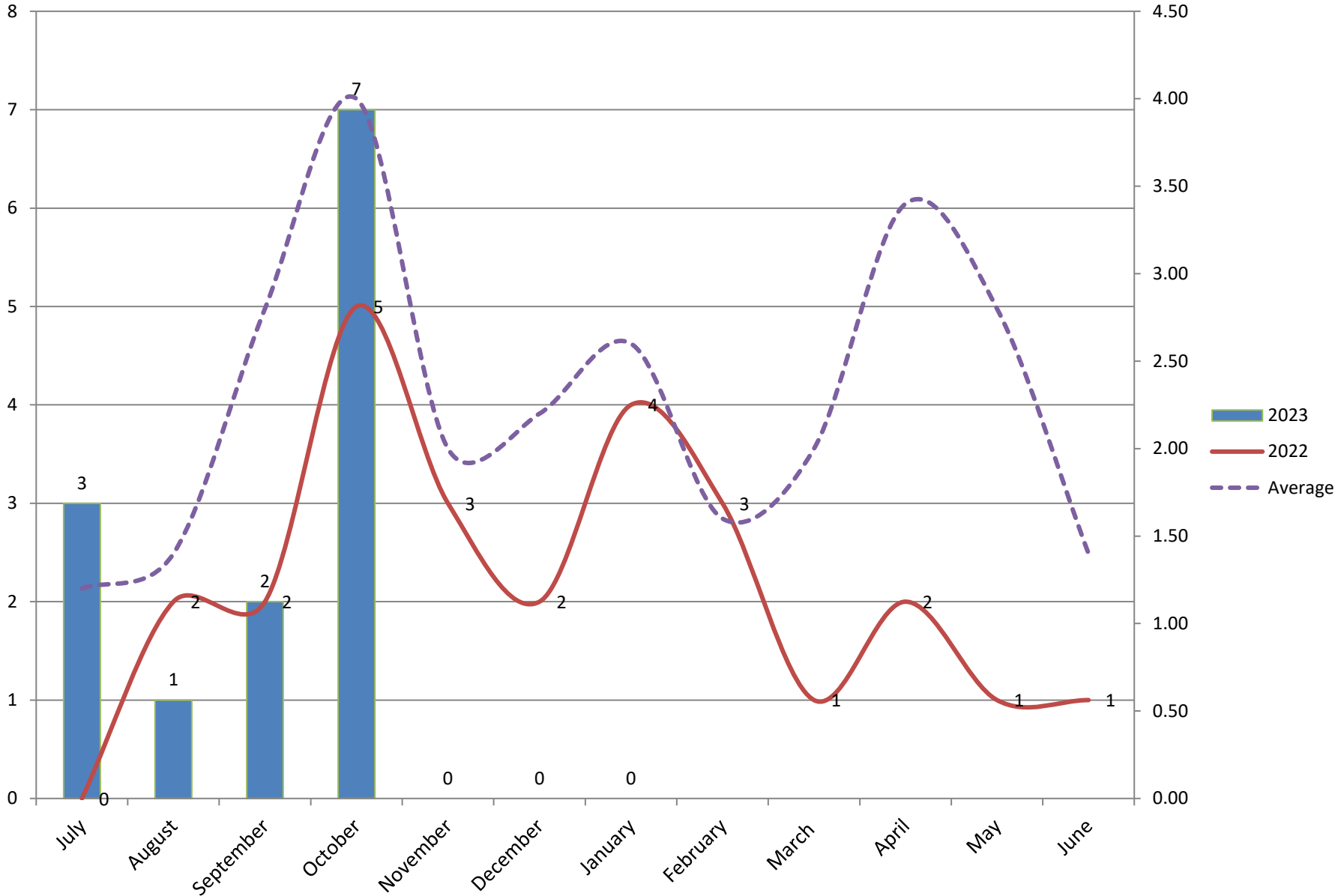
## FY2023 Tie-Down Occupancy Rates



## FY2023 Hangar Occupancy Rates



# Noise Complaints FY 2022-2023



Revenues Year to Date

ORG	OBJ	ACCOUNT DESCRIPTION	ORIG APPROP	TRANFRS/ADJS	REVISED BUDGET	YTD ACTUAL	AVAIL BUDGET	% USED
57097400	315001	Interest on Pooled Cash	0	0	0	-41,203.11	41,203	100.00
57097400	315200	Leases and Rents	-2,162,610	0	-2,162,610	-1,544,015.70	-618,594	71.40
57097400	315204	Hangar Rentals	-958,790	0	-958,790	-632,518.92	-326,271	66.00
57097400		Total 57097400 Use of Money & Prope	-3,121,400	0	-3,121,400	-2,217,737.73	-903,662	71.00
57097600	317510	Airport Tie-Down Fees	-95,000	0	-95,000	-88,260.71	-6,739	92.90
57097600	317520	Airport Fuel Flowage Fees	-238,000	0	-238,000	-157,898.29	-80,102	66.30
57097600	317530	Airport Security Surcharge	-55,000	0	-55,000	-38,141.00	-16,859	69.30
57097600	317535	Airport Car Rental Revenue	-15,000	0	-15,000	-24,868.39	9,868	165.80
57097600		Total 57097600 Sales & Connections	-403,000	0	-403,000	-309,168.39	-93,832	76.70
57097700	318000	Miscellaneous Revenues	-2,500	0	-2,500	-6,908.42	4,408	276.30
57097700	318426	Card Replacement Fees	-200	0	-200	-315.27	115	157.60
57097700	318650	Airport Commercial Op Permit	-6,600	0	-6,600	-830.00	-5,770	12.60
57097700	318710	Cash Over/Short-Airport	0	0	0	-0.01	0	100.00
57097700		Total 57097700 Other Local Rev-Gene	-9,300	0	-9,300	-8,053.70	-1,246	86.60
57097900	322071	VA State Reimbursements	-35,000	0	-35,000	-11,149.40	-23,851	31.90
57097900		Total 57097900 State Non-Categorica	-35,000	0	-35,000	-11,149.40	-23,851	31.90
57098200	332010	FAA Tower Rent from Fed Govt	-15,580	0	-15,580	-10,384.00	-5,196	66.60
57098200	332011	FAA Tower Reimbursements	-25,700	0	-25,700	-9,805.95	-15,894	38.20
57098200		Total 57098200 Federal Non-Categori	-41,280	0	-41,280	-20,189.95	-21,090	48.90
57099100	346500	Contr Surplus-Encumbrances	0	-6,690	-6,690	0.00	-6,690	0.00
57099100		Total 57099100 OFS-Contribution fro	0	-6,690	-6,690	0.00	-6,690	0.00
		Revenue Total	-3,609,980	-6,690	-3,616,670	-2,566,299.17	-1,050,371	71.00

Bill #	Cust #	Customer Name	30 to 60	61 to 90	91 to 120	Over 120 Days	
3667	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$1,741.75	UTILITIES
78002	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$1,741.75	Owed to the City
78003	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$1,741.75	\$574.65
89102	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$420.00	
89103	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$420.00	Owed to Airport
105601	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$1,741.75	\$2,072.36
105602	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$1,741.75	
105603	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$1,741.75	Total Owed Utilities
105604	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$1,741.75	\$2,647.01
105605	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$1,741.75	
105606	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$1,741.75	
105607	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$1,741.75	City Taxes
105608	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$1,741.75	\$121.91
105701	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$420.00	
105702	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$420.00	
105703	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$340.00	
105704	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$340.00	
105705	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$340.00	
105706	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$340.00	
105707	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$340.00	
105708	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$340.00	
105709	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$340.00	
105601	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$1,741.75	
105602	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$1,741.75	
105603	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$1,741.75	
105604	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$1,741.75	\$0.00	
105605	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$1,711.75	\$0.00	\$0.00	
105606	36079	RISING PHOENIX AVIATION, INC.	\$1,681.75	\$0.00	\$0.00	\$0.00	Jan/Feb/Mar
105701	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$340.00	\$6,038.61
105702	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$340.00	
105703	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$0.00	\$340.00	
105704	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$0.00	\$340.00	\$0.00	
105705	36079	RISING PHOENIX AVIATION, INC.	\$0.00	\$330.00	\$0.00	\$0.00	
105706	36079	RISING PHOENIX AVIATION, INC.	\$320.00	\$0.00	\$0.00	\$0.00	
		Aging Totals	\$2,001.75	\$2,041.75	\$2,081.75	\$29,464.50	

Total Owed for Hangar and Tiedowns

\$41,628.36



Bill #	Cust #	Customer Name	30 to 60	61 to 90	91 to 120	Over 120 Days	Notes
101906	36510	KENNEDY, JOHN	\$332.00	\$0.00	\$0.00	\$0.00	Check mailed 2/6
99405	36866	FAA/MMAC	\$0.00	\$1,298.00	\$0.00	\$0.00	System is down having to
99406	36866	FAA/MMAC	\$1,298.00	\$0.00	\$0.00	\$0.00	process manually backlogged
109506	38012	GIORDANO, MIKE	\$470.00	\$0.00	\$0.00	\$0.00	Treas Ofc chkg missing pymt
110006	38602	DONBUSH, KEN	\$80.00	\$0.00	\$0.00	\$0.00	new owner emailed 2/6
112906	42215	AMERICAN HELICOPTERS INC	\$1,766.14	\$0.00	\$0.00	\$0.00	Ann emailed they are paying
96405	42744	AMERICAN AVIATION SERVICES LLC	\$0.00	\$197.06	\$0.00	\$0.00	by the 2/10 deadline
96406	42744	AMERICAN AVIATION SERVICES LLC	\$6,308.42	\$0.00	\$0.00	\$0.00	
113106	42744	AMERICAN AVIATION SERVICES LLC	\$1,130.00	\$0.00	\$0.00	\$0.00	
3941	47747	PISTON2JET	\$1,680.99	\$0.00	\$0.00	\$0.00	City is supposed to manually
3025101	47747	PISTON2JET	\$560.00	\$0.00	\$0.00	\$0.00	deduct will call Treas Office
3790	60528	FAA/MMAC	\$0.00	\$0.00	\$871.07	\$0.00	See above note
3021706	79494	CHADWICK, MICHAEL	\$385.00	\$0.00	\$0.00	\$0.00	email 2/6
3256	83168	HERNANDEZ, MARCO	\$0.00	\$0.00	\$0.00	\$267.74	Marco went to customer
3020901	83168	HERNANDEZ, MARCO	\$0.00	\$0.00	\$0.00	\$100.00	service ctr to pay but was using
3020902	83168	HERNANDEZ, MARCO	\$0.00	\$0.00	\$0.00	\$100.00	a chk/they told him he had to
3020903	83168	HERNANDEZ, MARCO	\$0.00	\$0.00	\$0.00	\$100.00	pay in cash or money order
3020901	83168	HERNANDEZ, MARCO	\$0.00	\$0.00	\$0.00	\$100.00	He left said he would be back
3020902	83168	HERNANDEZ, MARCO	\$0.00	\$0.00	\$0.00	\$100.00	not holding my breath on that
3020903	83168	HERNANDEZ, MARCO	\$0.00	\$0.00	\$0.00	\$100.00	one.
3020904	83168	HERNANDEZ, MARCO	\$0.00	\$0.00	\$100.00	\$0.00	Richard is still processing the
3020905	83168	HERNANDEZ, MARCO	\$0.00	\$90.00	\$0.00	\$0.00	lien on the plane until we see
3020906	83168	HERNANDEZ, MARCO	\$80.00	\$0.00	\$0.00	\$0.00	he has paid
1154	87078	STETTIN, EDWARD R	\$0.00	\$0.00	\$0.00	\$35.00	Still not working here
		Totals	\$14,090.55	\$1,585.06	\$971.07	\$902.74	



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**AIRPORT COMMISSION AGENDA STATEMENT**

**MEETING DATE:** February 16, 2023

**TIME ESTIMATE:** 5 minutes

**AGENDA ITEM TITLE:** Changes in Airport Operational Statistics

**DATE THIS ITEM WAS  
LAST CONSIDERED BY  
COMMISSION:** N/A

**SUMMARY OF ISSUE/  
TOPIC:** This will be a brief update on the Airport's operations numbers. Information will be presented on PowerPoint slides with an analysis on past statistics.

**STAFF  
RECOMMENDATION:** N/A

**DISCUSSION  
(IF NECESSARY):** No Discussion

**BUDGET/FISCAL  
IMPACT:** N/A

**STAFF:** Richard Allabaugh, 257-8402

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Airport Director

Attachment



# Changes in Airport Operational Statistics

February 16, 2023



# Peak Days and Hours

- Historically
  - Peak Days (Week) – Monday, Tuesdays and Thursdays
    - Overall Peak – Saturday and Sundays
  - Peak Hours – 8AM, 11AM and 12PM with small push in evening
- Currently
  - Peak Days (Week) – Wednesdays and Fridays
    - Still some peak times over the weekends.
  - Peak Hours – 10AM, 11AM, 1PM with small push in evening

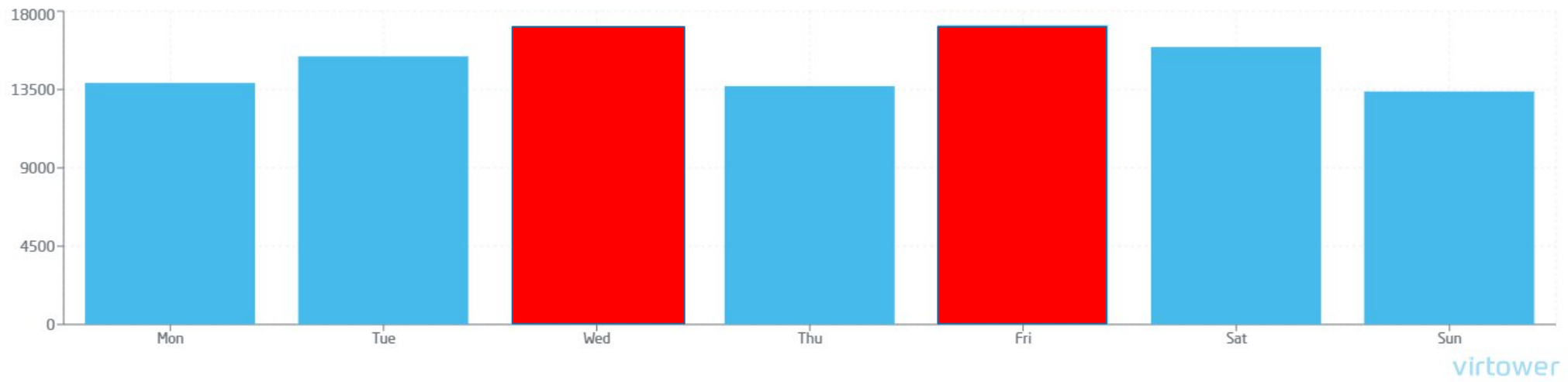
Date	Sun	Mon	Tue	Wed	Thu	Fri	Sat	LEGEND
2017	3324	2379	2218	2958	2583	2724	3179	First
2018	2956	2260	2303	2651	2585	2742	2931	Second
2019	2675	2386	2996	2808	2797	2622	3454	Third
2020	2882	1888	2207	2547	2443	2388	2760	
2021	3425	3055	3525	3478	3439	3417	4005	
2022	2664	3465	3745	4199	3351	3902	3748	

Average Daily Operations									
Date	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Weekdays	Weekends
Dec-11	238	233	141	89	244	244	275	192	238
Jan-12	238	149	191	153	302	195	195	195	195
Feb-12	154	223	225	139	176	258	217	197	197
Mar-12	201	201	256	189	199	210	264	212	212
Apr-12	302	176	202	173	249	285	285	218	218
May-12	348	150	197	235	283	305	326	235	235
Jun-12	340	204	254	302	326	265	265	271	271
Jul-12	298	206	287	204	253	200	204	204	230
Aug-12	207	237	287	249	285	285	285	205	205
Sep-12	300	220	200	239	214	191	214	214	214
Oct-12	181	171	129	226	222	244	244	196	211
Nov-12	159	239	175	208	211	244	283	283	335
Dec-12	159	132	213	214	200	214	226	194	226
Jan-13	253	127	157	139	159	153	119	194	286
Feb-13	301	254	203	170	260	148	126	210	194
Mar-13	208	84	184	157	140	268	103	170	194
Apr-13	264	183	198	240	268	195	240	240	339
May-13	223	181	235	202	252	254	173	244	194
Jun-13	204	160	237	382	140	196	131	224	111
Jul-13	290	204	208	205	259	295	144	231	111
Aug-13	273	194	254	165	225	321	244	230	230
Sep-13	301	194	189	166	228	264	214	241	279
Oct-13	132	152	250	202	183	184	128	198	198
Nov-13	188	140	164	164	189	253	140	194	230
Dec-13	151	140	164	160	182	253	204	172	172
Jan-14	181	150	67	132	173	173	164	142	173
Feb-14	285	202	184	82	100	168	108	147	285
Mar-14	284	143	143	136	143	271	185	185	258
Apr-14	314	156	142	155	147	272	362	172	362
May-14	291	301	303	147	204	218	248	233	321



### Operations by Day of Week

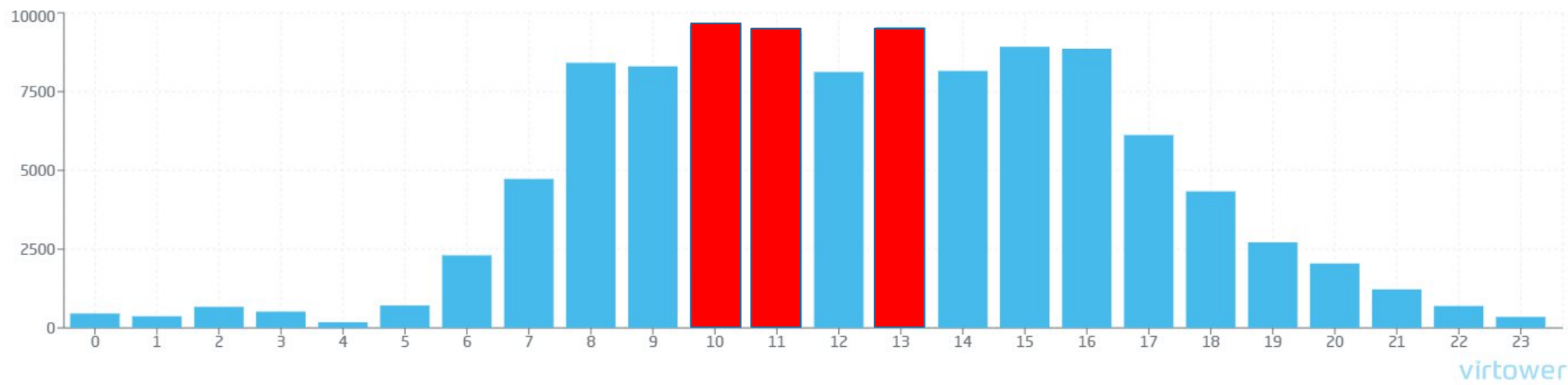
KHEF 01/01/2022 5:01 > 12/31/2022 4:59 UTC





### Operations Per Hour (Landings & Takeoffs)

KHEF 01/01/2022 5:01 > 01/01/2023 4:59 LT

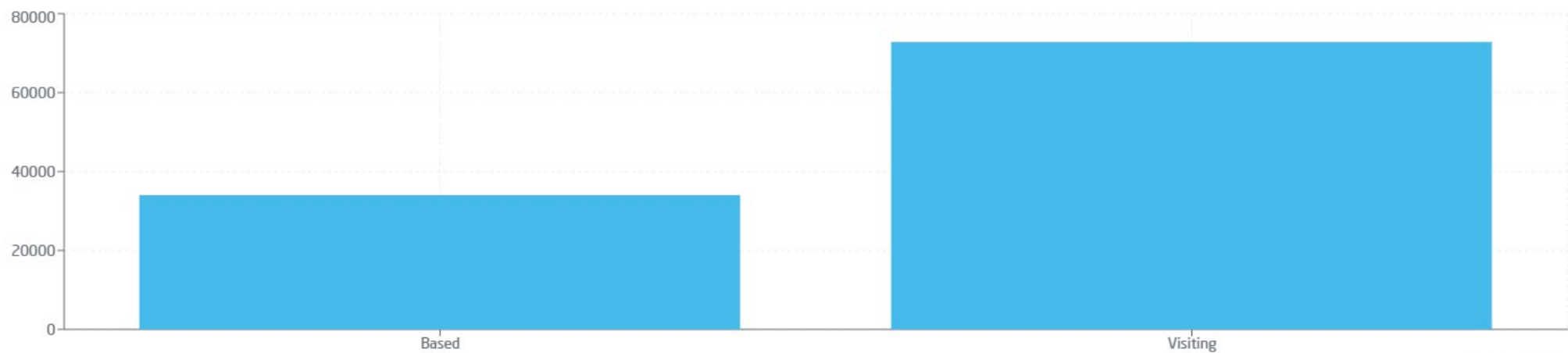






### Operations Based vs Visiting

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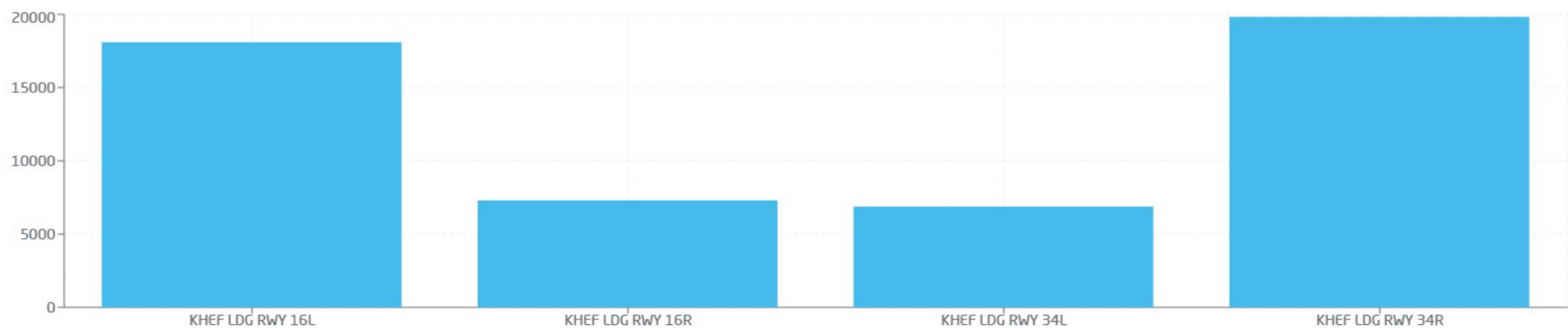


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### Landings per Runway

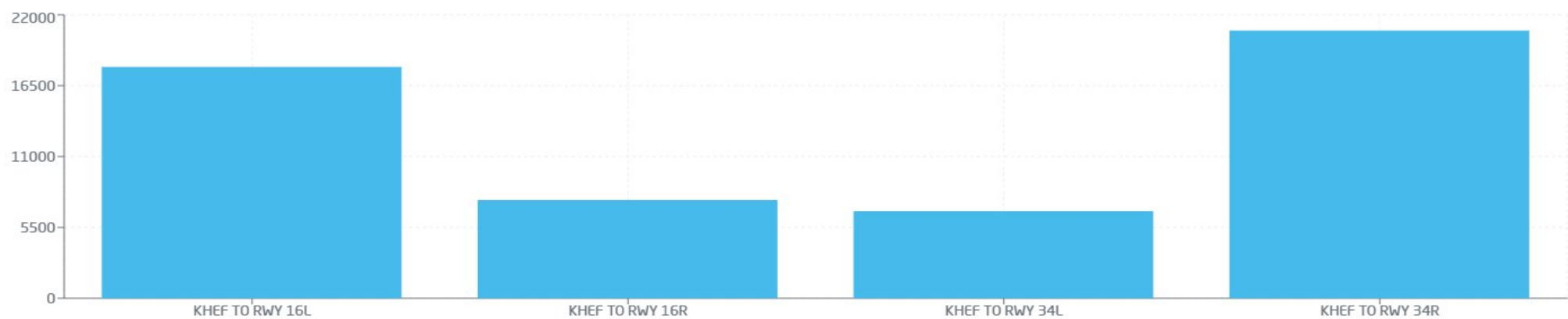
KHEF 01/01/2022 5:01 > 01/01/2023 4:59 LT



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### Takeoffs per Runway

KHEF 01/01/2022 5:01 > 01/01/2023 4:59 LT



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