

**MANASSAS REGIONAL AIRPORT COMMISSION
REGULAR MEETING
MINUTES**

August 26, 2021

The Manassas Regional Airport Commission held its regular meeting in the Airport Conference Room on the above date, attended by Chairman Tom Lemmon, Howard Goodie, James L. Uzzle, John Snider, Juan Cabrera, Theresa Coates Ellis, Anthony McGhee, and Vanslyn Augustus.

Richard Seraydarian, Larry Pigeon, and Ross Snare were unable to attend.

Airport Personnel in Attendance: Juan E. Rivera (Airport Director), Richard Allabaugh (Airport Operations), Doug McCauley (Maintenance Supervisor) and Paige Kroner (Secretary).

Chairman Lemmon called the meeting to order at 7:06 p.m.

ITEM 1. Consideration of approval of minutes of the regular Airport Commission meeting held on July 15, 2021.

Member Goodie MOVED to approve the minutes of the regular Airport Commission meeting held on July 16, 2021. SECONDED by Member Snider and CARRIED UNANIMOUSLY

Chairman Lemmon moved to recognize ITEM 5. Up the items presented to allow for the Presentation of the Patrol Frank G. Brewer Memorial Aerospace Award in the Organization Category to the Airport and Commission. NO OBJECTIONS

Commission Members and staff recessed to the Terminal Lobby for the presentation award.

Reconvened at 7:23

ITEM 2. Review of expenses.

COMMENTS FROM THE PUBLIC

ITEM 3. 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 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.

AIRPORT DIRECTOR'S REPORT

ITEM 4. Airport Director's Report

Mr. Rivera gave the director's report and reminded the Commission about the retreat regarding Strategic Planning will be October 23rd.

Mr. Rivera gave a briefing on the Virginia Aviation Conference to include COVID 19 overall industry recovery. Aircraft sales up over 18% over last year. Cargo records exceeded tonnage. It is expected that there is a long way to go for airline recovery pre-pandemic. Fractional ownership and charter activity is up, but overall corporate is down. There is a worker shortage of pilots, mechanics, and FBO staff. The conference also focused on the hot topic of Advanced Air Mobility (AAM) and the future needs of infrastructure for airports including charging stations, standardization, vertiports, and guidelines. Per the suggestion of Mr. Rivera, a future presentation on AAM by NASA for the Commission may be arranged.

Mr. Rivera also briefed about future FAA funding of the 16L MALSR (Medium Intensity Approach Lighting System) and that the current Infrastructure Bill in Congress does include language that could positively impact our future funding for our tower.

Ms. Kroner was introduced as a new member to the airport team and gave a briefing about her background and future business development duties for the airport.

- a. Tie-down and Hangar Occupancy Reports, and Citizen's Monthly Noise Concerns.
- b. Aging, Revenue, and Expenditure Reports.

There was an error in the report format and that it will be corrected next meeting.

PRESENTATIONS

ITEM 5. Presentation of the Patrol Frank G. Brewer Memorial Aerospace Award in the Organization Category to the Airport and Commission from the Virginia Wing Commander, Colonel Elizabeth Sydow (15 minutes, Chairman)

ITEM 6. Quarterly Update of Statistical information regarding the total Aircraft Operations and total fuel sold. (10 minutes, Staff Mr. Richard Allabaugh)

Mr. Allabaugh provided an update on Airport Operations and Fuel Flowage

ITEM 7. Quarterly Airport Maintenance Division Update (10 minutes, Staff: Mr. Doug McCauley)

Mr. McCauley provided an update on Airport Maintenance.

CONSENT AGENDA

All items listed under the consent agenda are considered to be routine and will be enacted by one motion. If separate discussion is desired, that item will be removed from the consent agenda and considered separately.

ITEM 8. (Reserved for Consent Agenda Items)

COMMITTEE REPORTS IF AVAILABLE

ITEM 9. Airport Bylaws Committee Report (5 minutes, Committee Chair, Mr. John Snider)

Mr. Snider gave briefing about the Bylaws Committee meeting. They have submitted comments to Mr. Rivera who will send the comments to the City Attorney, who in turn will send comments back to the Bylaws Committee.

Mr. Snider also gave a briefing about the newly formed Operations Committee who had their first meeting. No action items from this committee at this time.

OLD BUSINESS

ITEM 10. Approve proposed changes to the Airport's Minimum Standards that would lower the current required minimum square footage from 600 square feet (sf) to 300 sf for Flight Schools (5 minutes, Staff: Richard Allabaugh)

Mr. Allabaugh noted that the public comment period of 30 days passed without any public comments on the proposed changes.

Member Cabrera MOVED to approve the proposed to the Airport's Minimum Standards that lower the square footage for Flight Schools to 300 square feet. SECONDED by Member Snider and CARRIED UNANIMOUSLY

NEW BUSINESS

ITEM 11. Recommend to City Council the pay-off of Series 2016 Bonds in the amount of \$359,148.55. (10 minutes, Staff: Juan E. Rivera)

Member Cabrera MOVED to approve the pay-off of the Series 2016 Bonds in the amount of \$359,148.55. SECONDED by Member Goodie and CARRIED UNANIMOUSLY

ITEM 12. Approve the request of the Bull Run Rotary Club to hold the annual Airport 5K/10K Run Event at the Airport on April 24, 2022. (5 minutes, Staff: Jolene Berry)

Member Goodie MOVED to approve the request of the Bull Run Rotary Club to hold the annual Airport 5K/10K Run Event at the Airport on April 24, 2022. SECONDED by Member Cabrera and CARRIED UNANIMOUSLY

ITEM 12.1A: Recommend the City Council that they accept FAA Grant Agreement AIP 3-51-003-051-2021 in the amount of \$791,992.00 for the update of the Airport's Master Plan. (3 minutes, Staff Juan Rivera)

Member Cabrera MOVED to accept FAA Grant Agreement AIP 3-51-003-051-2021 in the amount of \$791,992.00 for the update of the Airport's Master Plan approve the proposed changes. SECONDED by Member Snider and CARRIED UNANIMOUSLY

ITEM 12.2A: Recommend the City Council that they accept FAA Grant Agreement AIP 3-51-0030-52-2021 in the amount of \$530,000.00 for the Design and Bidding Services associated with the Rehabilitation and Widening of Taxiway B and Taxilane Y. (3 minutes, Staff: Juan Rivera)

Member Snider **MOVED** to approve the accept FAA Grant Agreement AIP 3-51-0030-52-2021 in the amount of \$530,000.00 for the Design and Bidding Services associated with the Rehabilitation and Widening of Taxiway B and Taxilane Y proposed changes. **SECONDED** by Member Cabrera and **CARRIED UNANIMOUSLY**

INFORMATION ITEMS

ITEM 13. (Reserved for addition of any Information item)

AUTHORIZED CLOSED MEETING

ITEM 14. (Reserved for meetings that are authorized to be closed to the public)

CITY COUNCIL'S AIRPORT REPRESENTATIVE TIME

ITEM 15. The City Council member assigned to the Airport Commission may make comments or raise questions to the Commission regarding issues that may impact the Airport.

COMMISSION TIME

ITEM 16. Commission Members may make comments, raise questions, or discuss matters of interest to the Commission.

ADJOURNMENT

Member Snider **MOVED** that the meeting adjourn. **SECONDED** by Member Uzzle and **CARRIED UNANIMOUSLY.**

The meeting adjourned at 9:01 P.M.



Secretary



Chairman

9/16/21

Date Approved