

MANASSAS REGIONAL AIRPORT COMMISSION REGULAR MEETING MINUTES

December 17th 2020

The Manassas Regional Airport Commission held its regular meeting in City Hall, Council Chambers on the above date, attended by Chairman Dan Radtke, Vice Chairman Tom Lemmon, Juan Cabrera, Harry Clark, Richard H. Seraydarian, Howard Goodie, Ross Snare, James L. Uzzle, John Snider, and Lawrence R. Pigeon.

Airport Personnel in Attendance: Juan E. Rivera (Airport Director), Jolene Berry (Airport Operations), and Rita Witte (Secretary)

Others present were

Chairman Radtke called the meeting to order at 7:00 p.m.

ITEM 1. **Airport Director's Report**

- a. Mr. Juan Rivera had a meeting with the city manager to discuss the CIP for the 2022 budget, which overall seemed to be a good conversation.

1.1 **Freedom Museum Update**

- a) **Tom Hueg- President of the Freedom Museum, gave an update on the status of the Freedom Museum. He explained the museum was closed from March 1st till September 1st, they received some donations but donations have been lower than normal. They have applied for grants and are seeking corporate sponsorships, though at present it does not look positive. The museum is seeking an extension of occupancy till September 2021. They will be added to the agenda in the next 60 days.**

ITEM 2. **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 a 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 #2: "I move that Items # and # be removed from the Consent Agenda and be added as Items # and #, respectively, and that the remaining Consent Agenda items be approved as it now appears".

- 2.1 Approval of Minutes: Regular Meeting of November 19th 2020. (Staff: Rita Witte)

Member Lemmon MOVED for the approval of all items on the Consent Agenda as written. **SECONDED** by Member Snare **CARRIED UNANIMOUSLY.**

ITEM 3. **Committee Reports**

- 3.1 Rules and Regulations. (Tom Lemon, Vice-Chair)

- a) Member Tom Lemon gave a brief description that the committee had received 3 comments so far.
- 3.2 Discuss consideration for 2 RFFP's (Member: Harry Clark)
- b) Member Harry Clark explained that neither RFFP meet the minimum qualifications for the bids to be considered.

ITEM 4. New Business

- 4.1 Review Projected Airport Expenses for FY 2022 Operating Budget. (Staff: Juan Rivera)

- 4.2 Consideration of approving the renewal of a hangar lease agreement with Bussmann Aviation beginning December 1, 2020. (Staff: Juan Rivera)

Member Seraydarian MOVED for the approval of the renewal of a hangar lease agreement with Bussmann Aviation beginning December 1, 2020, **SECONDED by Member Clark CARRIED UNANIMOUSLY.**

- 4.3 Consideration of approving the renewal of a hangar lease agreement with Rising Phoenix Aviation beginning December 1, 2020. (Staff: Juan Rivera)

Member Seraydarian MOVED for the approval of the renewal of a hangar lease agreement with Rising Phoenix Aviation beginning December 1, 2020, **SECONDED by Member Clark CARRIED UNANIMOUSLY.**

- 4.4 Consideration of approving the renewal of a hangar lease agreement with American Helicopters beginning December 1, 2020. (Staff: Juan Rivera)

- 4.5 Consideration of approving the renewal of a hangar lease agreement with American Aviation beginning December 1, 2020. (Staff: Juan Rivera)

Member Lemmon MOVED for the approval of Month to Month lease agreement for American Helicopters and American Aviation, with the following provisions: Airport staff work with the Treasurer's office to generate another Payment Agreement. That they make the \$7,000 payment on the 1st of each month. That they make their hangar and tie-down rent payments on the 1st and 15th of each month per their agreements. The Payment Plan would be made a part of the Lease Agreement.

Member Snider MOVED for An Amendment to current Motion Commission direct staff to work with tenant and treasurer to update the payment agreement made in August to better reflect reality in 2020. **SECONDED by Member Cabrera Amendment Carried with a Voted Count: "9 (Nine)" Yes, Radtke, Lemmon, Cabrera, Clark, Seraydarian, Goodie, Uzzle, Snider, and Pigeon. "1 (One) No, Snare.**

Member Clark SECONDED the motion to approve of Month to Month lease agreement for American Helicopters and American Aviation. **Motion: Carried with a Voted Count: "9 (Nine)" Yes, Radtke, Lemmon, Cabrera, Clark, Seraydarian, Goodie, Uzzle, Snider, and Pigeon. "1 (One) No, Snare.**

Item 2.1

ITEM 5. Old Business

- 5.1 Make a Recommendation to City Council regarding the proposal received by Pritt Investment Partners for Lot B. (Member: Harry Clark)
- 5.2 Make a recommendation to City Council regarding the proposal received by Chantilly Air for Parcels 5 & 6. (Member: Harry Clark)

Member Clark MOVED the Recommendation to City Council that RFFP Proposals for Parcel 5 and 6 and Parcel Lot A & B are rejected for being non-responsive. **SECONDED by Member Seraydarian. Motion: Carried with a Voted Count: 9 Yes, Radtke, Lemmon, Cabrera, Clark, Seraydarian, Goodie, Uzzle, Snider, and Pigeon 1 Obtained, Snare.**

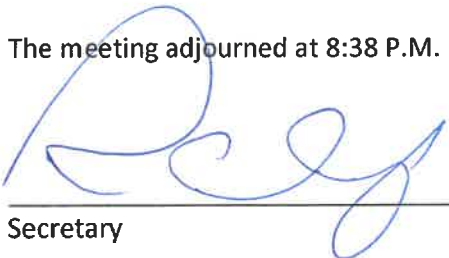
ITEM 6. Commission Members Comments

Commission Members may make comments or raise questions on matters of interest to the Commission.

ADJOURNMENT

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

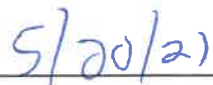
The meeting adjourned at 8:38 P.M.



Secretary



Chairman



Date Approved

