



City of Manassas, Virginia
Manassas Regional Airport Commission Meeting

MINUTES

Manassas Regional Airport Commission Meeting
Virtual - Please contact Richard Allabaugh at rallabaugh@manassasva.gov
Thursday, January 20, 2022

The Manassas Regional Airport Commission held its regular meeting via Zoom on the above date, attended by Chairman Tom Lemmon, Richard Seraydarian, James L. Uzzle, Larry Pigeon, John Snider, Howard Goodie, Theresa Coates Ellis, and Vanslyn Augustus.

Juan Cabrera, Ross Snare and Anthony McGhee were not present.

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

Chairman Lemmon called the meeting to order at 7:14 p.m.

1. Approval of Minutes

1.1 Approval of Meeting Minutes of December 16, 2021

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

2. Review of Expenses

2.1 Review of Expenses

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:

Juan mentioned that the Economic Development Breakfast will be at the airport in May. They are planning for the keynote speaker to be someone on the aviation industry.

The Tower crash phone did not work with the County Dispatch Center during an inbound incident. Aircraft ended up going to IAD. Staff is working through the problem with the FD, PD, and County to resolve the issue.

An appraiser was onsite last week to appraise all City owned buildings for insurance.

Staff will be meeting with Baker Engineering regarding building a new tower. Staff is waiting for a price and Scope of Work for their services. This will put the airport in a good position submit an application for funding from the FAA. The Airport has had a few snow events this season. Currently the airport is down a truck due to a blown engine and the tractor is down due to a hose issue. Staff will be looking for other snow equipment; Blower, Blower with front-end loader or with a ramp hog.

Staff put together a list of projects that can be completed with infrastructure money. Revenue are good. The Airport is not spending more that it is bring in. No update on Rising Phoenix. Staff met with Kevin Rychlik to discuss the snow/water issue he had going into his business as there was inside damage.

4.2 Tie-Down and Hangar Occupancy Reports, and Citizen's Monthly Noise Concerns

4.3 Aging, Revenue, and Expenditure Reports.

5. Presentations

5.1 Quarterly Fuel and Aircraft Operations Report (Mrs. Jolene Berry, 8 minutes)

~~5.2 Quarterly Airport Maintenance Report (Mr. Doug McCauley, 8 minutes).~~

5.3 Update of the VRE Expansion Plans (Mr. Juan Rivera, 5 minutes)

6. Old Business

6.1 Present the FY 2023 Operating and CIP Budget for Commission Approval and Forward to the City Council for Consideration (Mr. Juan Rivera, 5 minutes)

Member Snider MOVED to approve the CIP Budget and forward it to City Council for approval. **SECONDED** by Member Seraydarian and **CARRIED UNANIMOUSLY**.

6.2 Review and Approve the Mission Statement, Vision and Strategic Priorities for the Airport's Draft Strategic Plan (Mr. Juan Rivera, 15 minutes)

Member Goodie MOVED to approve the Mission Statement, Vision and Strategic Priorities for the Airport's Draft Strategic Plan **SECONDED** by Member Pigeon and **CARRIED UNANIMOUSLY**.

7. Consent Agenda

7.1 ~~Approve Renewal of Lease Agreement between the City and Manassas Aviation Maintenance.~~

8. Committee Reports (If Available)

8.1 Bylaws Update Committee Report (Mr. Richard Seraydarian, 5 minutes)

Juan states that the comments are back from the City Attorney. The Bylaws will be put on the Commission agenda for next month.

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

Member Snider stated they were unable to meet.

9. New Business

10. Information Items

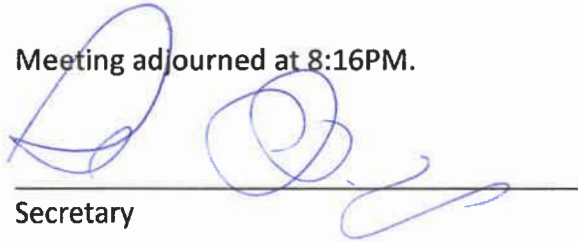
11. Commission Comments

Member Goodie ask if there is a replacement for the Director of Aviation, Mark Flynn, yet. Chairman Lemmon spoke about outreach ideas with youth. Involving the EAA, CAP and a number of other groups that included the schools robotic teams, Duncan Aviation and the FBO's Maybe Member McGhee can help putting this together. Work with School and County. Juan stated that there is something in the work with Dynamic Aviation.

11.1 Council Representative Comments

Member Uzzle MOVED to adjourn the meeting. SECONDED by MEMBER Seraydarian and CARRIED UNANIMOUSLY.

Meeting adjourned at 8:16PM.



Secretary



Chairman

2-18-22

Date