



City of Manassas, Virginia
Manassas Regional Airport Commission Meeting

MINUTES

**Manassas Regional Airport Commission Meeting
Terminal Building - 1st Floor Conference Room
10600 Harry Parrish Boulevard
Manassas, VA 20110
Thursday, March 17, 2022**

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

Juan Cabrera was not present.

Airport Personnel in Attendance: Juan E. Rivera (Airport Director), Patty Bibber (Admin Fiscal Coordinator) and Jolene Berry (Airport Operations).

Chairman Lemmon called the meeting to order at 7:07 p.m.

Pledge of Allegiance

Vice Chairman Seraydarian moved to give permission for Member Snider to participate in the Commission meeting via Zoom. **SECONDED by Member Goodie and CARRIED UNANIMOUSLY.**

1.

1.1 Approval of Meeting Minutes for February 17, 2022

Member Snider stated to change item 6.1 where it mentions “**Member Snider** moved to approve the Airport Commission’s Bylaws”, to strikeout Bylaws and replace with Strategic Plan.

Vice Chairman Seraydarian MOVED to approve the amended minutes of the regular Airport Commission meeting held on February 17, 2022. **SECONDED by Member Goodie and CARRIED UNANIMOUSLY.**

2. 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.

Dan Radtke from Manassas, VA gave a briefing on the Runway Run being held on April 24 at Manassas Regional Airport

4. Airport Director's Report

4.1 Airport Director's Report

Mr. Rivera briefed the Commission on a claim from Chemung Construction wanting an additional \$31,912.50. Chemung was informed that based on the supporting documentation that the additional claim was not justified. Mr. Rivera stated that the Airport was also hitting them with 9 days of delays, which totals \$27,000. RS&H, the airport engineers are going through the claim. The Airport could later be in mediation.

Mr. Rivera gave an update on the Rising Phoenix hangars. A letter has been composed and sent to the City Attorney and will be sent to the heirs informing them that the lease agreement has been terminated due to non-payment and a lien has been put on the aircraft.

Mr. Rivera met with George Mason regarding the Artwork on the elevator wall. He stated that he will have samples available at the next meeting. The project cost is looking like \$46,000. Staff will see if there are others who can do it as well.

Mr. Rivera had a budget meeting with the City Council. He talked about the Airport budget and it was well received.

Mr. Rivera stated that he spoke with S2R Architects regarding an addition to the Airport to have an event area and what the costs will be.

Mr. Rivera indicated that there will be an internship this year. He indicated that staff will be looking at resumes and sending out packets to various universities.

4.3 Aging, Revenue, and Expenditure Reports.

Mr. Rivera noted that the Aging report consists mostly of the monies owed from Rising Phoenix leaving, 7 others are in non-payment status. Revenues are about facing our expenditures; the Airport is ahead year to date.

5. Presentations

5.1 Discuss list of potential projects for BIL funding (Mr. Juan Rivera, 10 Minutes).

5.2 Update on efforts to get a new ATCT (Mr. Juan Rivera, 10 Minutes).

6. Old Business

7. Consent Agenda

8. Committee Reports (If Available)

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

Member Snider mentioned the committee continues to work through the security contract and hopes to have final results or comments in the Summer.

Member Snider also noted that the committee reviewed the wildlife plan.

9. New Business

9.1 Review and Approve an Assignment of Franchise for Buchanan Properties. (Mr. Juan Rivera, 10 minutes)

Vice Chairman Seraydarian MOVED to recommend approval of the Franchise for Buchanan Properties to City Council for their approval **SECONDED by Member Goodie and CARRIED UNANIMOUSLY**

9.2 Review the updated Airport Wildlife Plan (Mrs. Jolene Berry, 10 minutes)

Mrs. Berry stated that there will be a presentation next meeting.

9.3

Review and Approve a draft Airport Commission policy on Commercial Operations in hangars designated for commercial use, but without landside access. (Mr. Juan Rivera, 10 minutes)

Member Goodie MOVED to approve the Airport Commission's policy on Commercial Operations in hangars without landside access. SECONDED by Vice Chairman Seraydarian XXXX and CARRIED UNANIMOUSLY.

10. Information Items

11. Commission Comments

11.1 Council Representative Comments

Member Goodie MOVED to adjourn the meeting. SECONDED by Vice Chairman Seraydarian and CARRIED UNANIMOUSLY.

Meeting adjourned at 8:35PM.


Secretary


Chairman

4/21/2022
Date