



City of Manassas, Virginia  
Manassas Regional Airport Commission Meeting

MINUTES  
November 18, 2021

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, James L. Uzzle, John Snider(zoom), Howard Goodie, Juan Cabrera, Theresa Coates Ellis, and Anthony McGhee.

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

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

**ITEM 1.** Member Seraydarian MOVED to approve the minutes of the regular Airport Commission meeting held on September 16, 2021. SECONDED by Member Cabrera and CARRIED UNANIMOUSLY.

**ITEM 2.** Review of Expenses

**ITEM 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.*

**ITEM 4.** Airport Director's Report by Juan Rivera  
Reviewed the tie-down, hangar occupancy reports and citizen's monthly noise concerns.  
Reviewed the Aging, Revenue and Expenditure Reports.  
Meeting December 10<sup>th</sup> with the Manassas City Schools and Dynamic Aviation to discuss how the airport can help with an aviation partnership.

**ITEM 5.** Presentations

5.1 Overview of the Airport's Proposed Operating Revenues for FY2023 Operating Budget

5.2 Quarterly Aircraft Operations and Fuel Sales Report

### 5.3 Airport Maintenance Quarterly Report

#### **ITEM 6. 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 7. Committee Reports (If Available)**

**7.1 Airport Bylaws Committee – The Bylaws are being reviewed by the City Attorney.**

**7.2 Airport Operations Committee – No report as committee did not meet.**

#### **ITEM 8. Old Business**

**8.1 Discuss the Draft Strategic Plan’s Mission and Priorities  
Member Goodie recommend that ‘Prince William’ should be referenced as ‘Prince William County’.**

#### **ITEM 9. New Business**

**9.1 Approve multiple Consent and Estoppel Agreements between the City and Manassas FBO for the assignment of several Franchises to RW Pegasus Holding, LLC and Recommend that the City Council approve the Agreements  
Member Cabrera MOVED to approve the motion. SECONDED by Member Uzzle.  
Chairman Lemmon asked for a roll call vote.**

- Charles T. Lemmon, Jr., Chairman - YES
- Lawrence Pigeon - absent
- Howard W. Goodie -YES
- Richard H. Seraydarian - YES
- James L. Uzzle -YES
- Juan E. Cabrera - YES
- Ross Snare – absent
- John Snider - YES
- Vanslyn Augustus - absent
- Anthony McGhee – YES

**The motion CARRIED UNANIMOUSLY.**

**9.2 Consideration of Renewal of the Land Lease for the Virginia Railway Express  
(Staff: Jolene Berry)**

**Member Seraydarian MOVED to approve the motion. SECONDED by Member Cabrera.  
Chairman Lemmon asked for a roll call vote.**

- Charles T. Lemmon, Jr., Chairman - YES
- Lawrence Pigeon - absent
- Howard W. Goodie -YES
- Richard H. Seraydarian - YES
- James L. Uzzle -YES
- Juan E. Cabrera - YES
- Ross Snare – absent
- John Snider - YES
- Vanslyn Augustus - absent
- Anthony McGhee – YES

**The motion CARRIED UNANIMOUSLY.**

**9.3 Consideration of renewing Aviation Adventures terminal leases for Suite 105,  
109, and 110 at 10600 Harry J Parrish Blvd in the City of Manassas, VA (Staff:  
Jolene Berry)**

**Member Goodie MOVED to approve the motion. SECONDED by Member Uzzle.  
Chairman Lemmon asked for a roll call vote.**

- Charles T. Lemmon, Jr., Chairman - YES
- Lawrence Pigeon - absent
- Howard W. Goodie -YES
- Richard H. Seraydarian - YES
- James L. Uzzle -YES
- Juan E. Cabrera - YES
- Ross Snare – absent
- John Snider - YES
- Vanslyn Augustus – absent
- Anthony McGhee – YES

**The motion CARRIED UNANIMOUSLY.**

**ITEM 10. Information Items**

**10.1 Update Airport Commission Calendar for 2022.**

**ITEM 11. City Council's Airport Representative Time**

*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.*

**Council member Coates Ellis spoke about the upcoming Work Session.**

**ITEM 12. Commission Comments**

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

**Member Goodie saw the Bombardier exhibit at Chantilly Air Jet Center.**

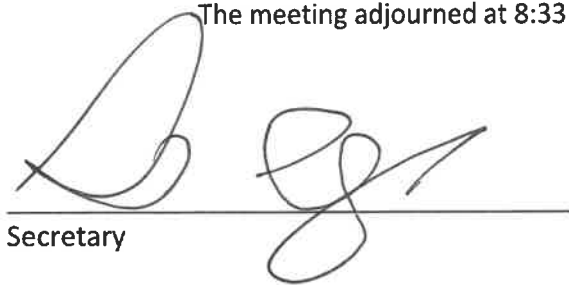
**Member Cabrera commented on the new tablet the commission is using and that they are a wonderful tool.**

**Chairmen Lemmon commented on the airport's use of Virtower and the other flight following site that can be used, i.e. Flight Aware and Flight Radar.**

**Member Snider gave congratulations to Juan and Tom on their presentation to Council.**

**Member Uzzle MOVED that the meeting adjourn. SECONDED by Member Cabrera and carried UNANIMOUSLY.**

The meeting adjourned at 8:33 P.M.



Secretary



Chairman