

**MANASSAS REGIONAL AIRPORT COMMISSION
REGULAR MEETING
MINUTES**

October 15th, 2020

The Manassas Regional Airport Commission held its regular meeting in the Airport Conference Room 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)

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

ITEM 1. Airport Director's Report

- 1.1** Upcoming Annual Report
 - A. Mr. Rivera mentioned the Commissions would be giving the Annual Report to City Council on November 9th at 5:30 pm
 - B. The airport has received a request from Aurora Flight Science to construct a structure for testing land side.
 - C. The LOMR for the North West Apron has been completed the airport will need to work with engineers to complete FEMA's comments.
 - D. Mr. Rivera gave an update on the evaluator; the contract has been signed and is currently planned for completion by December.

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 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 September. (Staff: Rita Witte)

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

ITEM 3. Committee Reports

- 3.1** Rules and Regulations. (Mr. Tom Lemon: Vice-Chair)

Vice-Chair Tom Lemon gave an update that the committee has met and submitted comments. The comments have been opened up to the public and will remain up until January 6th.

ITEM 4. New Business

- 4.1 Discuss the bids received for FAA Tower Roof and Cat Walk Replacement (Staff: Juan Rivera)
Mr. Rivera gave an update that bids received were higher than expected. The airport will adjust the scope of work and put the project out again.
- 4.2 Approve the FY 2021 Budget Calendar (Staff: Juan Rivera)

Member Snare MOVED for the approval of the FY 2021 Budget Calendar. **SECONDED by Member Clark CARRIED UNANIMOUSLY**

- 4.3 Approve requesting a surplus Sweeper from Norfolk International Airport (Staff: Juan Rivera)

Member Snare MOVED for the approval of requesting a surplus Sweeper from Norfolk International Airport. **SECONDED by Member Seraydarian CARRIED UNANIMOUSLY**

ITEM 5. Old Business

- 5.1 Discuss Virginia Railway Express request for either amending the existing agreement to extend the term by 12-months or to execute a new short-term agreement with the City, additionally VRE also asks that the City consider waiving escalation for the period of November 2020 to November 2021, which escalation has historically been at the rate of 3% annually. (Staff: Juan Rivera)

Member Snare MOVED for the approval of Extending the existing agreement to extend the term by 12-months with a 3% increase. **SECONDED by Member Lemmon CARRIED UNANIMOUSLY**

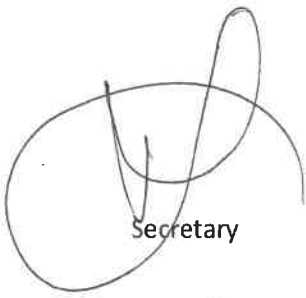
ITEM 6. Commission Members Comments

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 Cabrera and CARRIED UNANIMOUSLY.**

The meeting adjourned at 8:06 P.M.



Secretary



Chairman

11/2020
Date Approved

