

**MANASSAS REGIONAL AIRPORT COMMISSION
REGULAR MEETING
MINUTES**

September 17th, 2020

The Manassas Regional Airport Commission held its regular meeting at council chambers at City 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), Richard Allabaugh (Airport Operations), and Rita Witte (Secretary), Doug McCauley (Maintenance).

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

Member Cabrera MOVED to AMEND the agenda adding Items:

**ADDITION:
NEW BUSINESS**

ITEM 4.2: Accept the Virginia Department of Aviation Promotion and Marketing Grant for Grant (# PR0030-03) \$10,000 at a 50% match.

ITEM 4.3: Chantilly Air Fuel

SECONDED BY Member Snare and CARRIED UNANIMOUSLY.

ITEM 1. Airport Director's Report

- a. Mr. Rivera added to his report that the APP jet center has revised the current hanger plan to reduce the office space but add more hanger space.
- b. The airport has issued the PO for RS&H for the LOMR \$26,883.
- c. Richard Allabaugh gave an update on the airfield camera, that was struck by lightning. Stating that all equipment has been purchased \$8,500. The entire system is in full working order. All new equipment will have lighting arrestors.
 - a. Member Cabrera asked how many cameras do not have lighting protection. And what a light lime would be to protect all of the cameras.
 - b. Mr. Rivera agreed to have a lighting arrestor added to all airfield cameras.
- d. Doug McCauley gave a presentation on airport maintenance depart, giving an overview of equipment and projects.
 - a. Member Cabrera asked about the use of overtime and how it is controlled.
 - b. Mr. McCauley stated overtime is avoid by using staggered schedules and adjusting hours during the week.

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 August. (Staff: Rita Witte)

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

ITEM 3. Committee Reports

ITEM 4. New Business

4.1 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)

a. Member Sn asked about a prior resolution the commission had made regarding the name change of the VRE station.

Member Seraydarian MOVED to table the motion until the airport director can speak to the VRE director regarding the name change of VRE station. **SECONDED** by Member Clark **CARRIED UNANIMOUSLY**.

4.2 Consideration for moving the due date for two RFFP's to November 9th, 2020 (Staff: Juan Rivera)

Member Seraydarian MOVED for moving the due date for two RFFP's to November 9th, 2020. **SECONDED** by Member Clark **CARRIED UNANIMOUSLY**.

4.3 Approve Chantilly Air FBO to start fueling operations at the airport before their facility opening in December.

Member Snider MOVED for the approval of Chantilly Air FBO to start fueling operations on the airport before their facility opening in December, upon meeting the insurance requirements. The approval expires on January 1st 2020. **SECONDED** by Member Clark **CARRIED UNANIMOUSLY**.

4.4 Accept the Virginia Department of Aviation Promotion and Marketing Grant for (Grant # PR0030-03) \$10,000 at a 50% match.

Member Snare MOVED to accept the Virginia Department of Aviation Promotion and Marketing Grant for (Grant # PR0030-03) \$10,000 at a 50% match. **SECONDED** by Member Uzzle **CARRIED UNANIMOUSLY**.

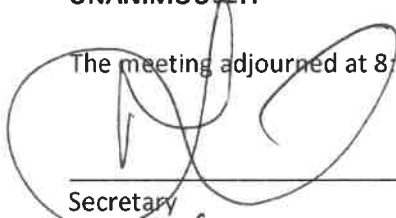
ITEM 5. Commission Members Comments

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

ADJOURNMENT

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

The meeting adjourned at 8:04 P.M.



Secretary



Chairman

10/20/20

Date Approved

