



City of Manassas, Virginia  
Manassas Regional Airport Commission Meeting

MINUTES

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Manassas Regional Airport Commission Meeting  
Terminal Building - 1st Floor Conference Room  
10600 Harry Parrish Boulevard  
Manassas, VA 20110  
Thursday, June 16, 2022

The Manassas Regional Airport Commission held its regular meeting in the Airport Conference Room on the above date, attended by Chairman Tom Lemmon, Vice Chairman Richard Seraydarian, Member Juan Cabrera, Member Anthony McGhee, Member John Snider, Member Ross Snare, Member James Uzzle, Member Vanslyn Augustus, Member Howard Goodie, Mayor Michelle Davis-Younger and Council Member Theresa Coates Ellis.

Member Larry Pigeon was not present.

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

Chairman Lemmon called the meeting to order at 7:04 p.m.

**Pledge of Allegiance**

- 1. Approval of Meeting Minutes**  
Member Snider **MOVED** to approve the minutes for the May 19, 2022 meeting, **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.*

#### **4. Airport Director's Report**

##### **4.1 Airport Director's Report**

Mr. Rivera and Mrs. Jolene Berry attended the VAOC Spring workshop. They learned that the funding for VDOA will be much better this year. They will be eliminating the Bridge loan program and all was converted to a grant. Ms. Berry was a moderator for one of the sessions. All grants will now be done electronically.

Mr. Rivera introduced Matt LeCompte, the airport's new summer intern.

Mr. Rivera mentioned that in City Council meeting the budget was approved. The City and Airport will not be impacted by the Grocery Tax. Staff is instructed to hold off on hiring the new Operations employee.

Mr. Rivera indicated that there still no word on the Air Traffic Control Tower funding that we applied for probably won't hear anything till end of June.

Mr. Rivera noted that an agreement was made with Chemung we drop \$27k for liquidated damages and they drop \$31K claim.

Mr. Rivera noted that the ACIP to the VDOA Capital Improvement projects were submitted on time. One of the projects is to replace the old rotating beacon. Another project we will be replacing the control panel upstairs.

Regarding Rising Phoenix, Mr. Rivera noted that the Airport did submit the letter to the parties that we knew of and have given them till the end of the month to respond. If no response will seek legally disposing of property in the hangar.

Mr. Rivera and Jolene Berry will be attending the NBAA regional forum next week at Westchester airport; they are not setting up a booth, but will be walking around talking to people.

Mr. Rivera mentioned that bids for Taxiway A on out on the street. They are due next week. We have included a provision for fuel indexing as well.

Mr. Rivera noted that staff is still looking for a Maintenance Supervisor. People have applied but were not qualified. We are down to only 3 maintenance technicians.

Mr. Rivera reminded the Commission that the AAM meeting is on July 7<sup>th</sup>. Hoping for a good attendance. There will be several speakers and Mr. Rivera will be moderating.

5. **Presentations**

5.1 **Manassas Business & Career and Technical Education (CTE) Working Group Presentation (Mr. Nasr Ayoub Prince William County School and Lisa Wolf Manassas Park Schools, 20 Minutes).**

5.2 **Update of the Airport's Financial Plan(Mr. Ty Wellford Davenport, 30 Minutes).**

6. **Old Business**

7. **Consent Agenda**

8. **Committee Reports (If Available)**

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

The Airport is still waiting for Taxilane B markings looking like July possibly.

Member Snider discussed the Asbestos in the West side hangars.

Member Snider discussed challenges with the security issues that was brought up last meeting. We need to make sure that the airfield is secure, buildings, hangars Utilities secure and employees secure

Member Snider noted that once the new members are appointed to the Operations committee he suggested we look into what is the best strategy on security.

9. **New Business**

9.1 **Accept Nominations for Chairman and Vice-Chairman for FY2023 (Chairman Tom Lemmon, 5 Minutes)**

Motion to open nominations for Chairman by **Member Snider, SECONDED by Member Goodie and CARRIED UNANIMOUSLY**

**Member Uzzle** nominated Richard Seraydarian for Chairman and was **SECONDED by Member Cabrera**

Motion to close nominations for Chairman by **Member Snider, SECONDED by Member Cabrera**

Motion to elect Richard Seraydarian for Chairman by acclimation by **Member Snare, SECONDED by Member Goodie**

Motion to open for Vice Chairman by **Member Goodie, SECONDED by Member Cabrera**

Member McGhee nominated Ross Snare for Vice Chairman, **SECONDED by Member Goodie.**

Motion to close nominations for Vice Chairman by **Member Snider, SECONDED by Member Goodie**

Motion to elect Ross Snare for Vice Chairman by acclimation by **Member McGhee, SECONDED by Member Goodie**

**9.2 Voice Vote for Vice-Chair – Each Commission member has one vote (Member Lemmon, Chair, 5 minutes)**

By election Member Richard Seraydarian is the FY2023 Chairman and Member Ross Snare is the FY2023 Vice Chairman

**9.3 Approve an Airport Open House Event on May 6, 2023 (Mr. Juan Rivera, 5 minutes) Motion to approve Open House by Member Snare and SECONDED by Member Uzzle and CARRIED UNANIMOUSLY**

10. Information Items

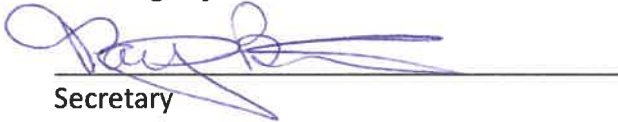
11. Commission Comments

11.1 All members thanked Chairman Lemmon for his service to the Commission. Councilwoman Theresa Coates-Ellis and Mayor Michelle Davis-Younger also expressed their appreciation for Chairman Lemmon's dedication to the Airport Commission

Mr. Rivera announced there will be a reception for Chairman Lemmon prior to the next Commission meeting July 21, 2022 at 5:30pm.

Member Uzzle **MOVED** to adjourn the meeting. **SECONDED** by Member Cabrera and **CARRIED UNANIMOUSLY.**

Meeting adjourned at 9:23 PM.



Secretary

7/21/2022  
Date



Chairman

Ross W. Snare II  
Vice - Chairman (Acting on 7/21/22)