



City of Manassas, Virginia
Manassas Regional Airport Commission Meeting

AGENDA

Manassas Regional Airport Commission Meeting
10600 Harry Parrish Boulevard
Manassas, VA 20110
Terminal Building, 1st Floor Conference Room
Thursday, October 21, 2021

Call to Order and Roll Call - 7:00 p.m.

Roll call and determination of a quorum

1. Approval of Minutes

Consideration of approval of minutes of the regular Airport Commission meeting held on September 16, 2021.

1.1 Approval of Minutes from September 16, 2021 meeting
[SEPTEMBER MINUTES 21.pdf](#)

2. Review of Expenses

2.1 Review of Expenses
[Expense Bill Sheets FY 2022.pdf](#)

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 Directors Report**
[Directors Report - October 2021.pdf](#)
- 4.2 **Airport Director's Report: Tie-down and Hangar Occupancy Reports, and Citizen's Monthly Noise Concerns.**
[September 2021 Noise.pdf](#)
[September 2021 Hangar Occupancy.pdf](#)
[September 2021 Tie-Down Occupancy.pdf](#)
- 4.3 **Airport Director's Report: Aging, Revenue, and Expenditure Reports.**
[Aging Report Sept 2021.pdf](#)
[Expense Report Sept 2021.pdf](#)
[Revenue Report Sept 2021.pdf](#)

5. **Presentations**

- 5.1 **Update on I-66 Outside of the Beltway Project (15 minutes, Mr. Chris Doherty)**

[Agenda Statement - Update on I-66 Outside of the Beltway Project.pdf](#)
[Manassas Airport Briefing I-66 Project.pptx](#)
- 5.2 **Overview of the Airport's Capital Improvement Plan (CIP) Budget (20 minutes, Staff: Juan Rivera)**
[Agenda Statement CIP Budget.pdf](#)
- 5.3 **Update of Airport's Social Media and Marketing Efforts (10 minutes, Staff: Paige Kroner)**
[Agenda Statement - Oct 21 - Social Media & Marketing Efforts.pdf](#)

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.

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

- 7.1 **Airport Bylaws Committee (5 minutes, Committee Chair, Mr. Seraydarian)**
- 7.2 **Airport Operations Committee (5 minutes, Committee Chair, Mr. Snider)**

8. **Old Business**

9. New Business

- 9.1 Consideration and approval of the Airport's Budget Calendar (5 minutes, Staff: Juan Rivera)**

[Agenda Statement-Airports Budget Calendar.pdf](#)

- 9.2 Approve a Consent and Estoppel Agreement between the City and SJCO – Aurora Manassas, VA LLC and Recommend that the City Council approve the Agreement (5 minutes, Staff: Juan Rivera)**

[Agenda Statement Consent and Estoppel Agmt for SJCO.pdf](#)

- 9.3 Approve an update to the Airport Minimum Standards' Insurance Matrix that would require \$1 million in Environmental Insurance for airport businesses with Hangar Foam Suppression Systems. (5 minutes, Staff: Juan Rivera)**

[Agenda Statement - Approve and Update Airport Minimum Standards Insurance Matrix.pdf](#)

10. Information Items

Reserved for addition of any Information item

11. Authorized Closed Meeting

Reserved for meetings that are authorized to be closed to the public

12. 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.

13. Commission Time

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

Adjournment

**MANASSAS REGIONAL AIRPORT COMMISSION
REGULAR MEETING
MINUTES**

September 16, 2021

The Manassas Regional Airport Commission held its regular meeting in the Airport Conference Room on the above date, attended by Chairman Tom Lemmon, Juan Cabrera, Howard Goodie, James L. Uzzle, Ross Snare, John Snider, Anthony McGhee and Councilmember Coates Ellis.

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

Chairman Lemmon called the meeting to order at 7:05 p.m.

ITEM 1. **Member Goodie** made a **MOTION** to correct Item 26 from August Minutes. **SECONDED by Member Snare. CARRIED UNANIMOUSLY**

ITEM 2. Review of expenses.

COMMENTS FROM THE PUBLIC

ITEM 3. 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 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.

AIRPORT DIRECTOR’S REPORT

ITEM 4. Airport Director’s Report Juan Rivera
The Airport is hosting the Citizens Leadership Academy on Sept 30th.
Mr. Rivera recently spoke with a rep from Ultimate Air Shuttle, give the airport a green light for a possible spring start.
Council approved two FAA grants on 9/13/21 for RS&H – Master Plan update and for Delta Consultants – B widening/Yankee extension Projects.
Mr. Rivera is in discussions with Customs and Border Patrol for a long term lease renewal in the Terminal Building.
Mr. Rivera is proposing a work session on Nov 4th with briefing from NASA on electric aircraft and a discussion about the stake holder questionnaire.

PRESENTATIONS

ITEM 5. Presentation on Foam Suppression Discharge Incident Report by Jolene Berry

ITEM 6. Presentation on AOAP’s Aviator’s Showcase Event by Jolene Berry

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. None

COMMITTEE REPORTS IF AVAILABLE

ITEM 8. Mr. River received comments from Member Snider. He will sent updated draft to the City attorney for review. Approved draft will then come back to the commission for approval.

ITEM 9. Updated on Operations items. Updated on ramp maintenance.

OLD BUSINESS

ITEM 10. None

NEW BUSINESS

ITEM 11. **Member Snare Moved** that the Commission approval a year-to-year Lease Agreement with American Aviation and American Helicopters. **SECONDED by Member Goodie CARRIED UNANIMOUSLY.**

ITEM 12. **Member Snare Moved** that the Commission approval to the City Council a Consent and Estoppel Agreement for SJCO – Aurora Manassas VA LLC that will assign the Franchise to Credit Tenant Capital, LLC (CTC). **SECONDED by Member Goodie CARRIED UNANIMOUSLY.**

ITEM 13. **Member Snider Moved** that the Commission approval to the City Council a Consent and Estoppel Agreement for Chantilly Air, Inc. that will assign the Franchise to Bright Wings Hangars LLC. **SECONDED by Member Snare CARRIED UNANIMOUSLY.**

INFORMATION ITEMS

ITEM 14. None

AUTHORIZED CLOSED MEETING

ITEM 15. None

CITY COUNCIL's AIRPORT REPRESENTATIVE TIME

ITEM 16. Council member Coates Ellis spoke about the upcoming Town Hall meeting on Monday, September 20, 2021, 7pm at Hayden Elementary School. There will be a Work Session before the Town Hall meeting regarding the ball fields.

COMMISSION COMMENTS

ITEM 17. Member Snider reminded everyone that early voting starts tomorrow.

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

The meeting adjourned at 7:50 P.M.

Secretary

Chairman

Date Approved

REVIEW OF EXPENSES

MONTHLY EXPENSES			
Vendor	Description	Past 30 days	FY22 Gross Amount
ADT SECURITY	Security Monitoring	\$	63.00
AM ASSOC OF AIRPORT EXEC AAAE	Annual Membership	\$	275.00
AMERICAN DISPOSAL COMMERCIAL SVCS, INC	AMERICAN DISPOSAL SERVICES	\$	922.96
ATLANTIC SWEEPING SERVICES INC	Sweeping Services	\$	950.00
BRANSCOME PAVING	Access Road Paving/Tower Lot Sealcoat	\$	105,415.22
CINTAS CORP.	Medical Supplies	\$	48.39
CINTAS CORP.	Terminal Mats and Uniforms	\$	1,148.82
COMCAST	Cable Service	\$	353.09
EAGLE PROTECTION SERVICES INC	SECURITY SERVICES	\$	-
FINLAY FIRE	ARFF Truck Service	\$	-
G4S TECHNOLOGY HOLDINGS USA INC	Card reader near Gate WV-03.	\$	131.97
GENUINE PARTS COMPANY	Transmission fluid for the airport fire truck	\$	2,960.00
JOINER LAB LLC	outfall sampling diesel & gasoline	\$	888.21
M C W SOLUTIONS LLC	camera repair/replacement	\$	-
MOOR GREEN ESTATES HOMEOWNERS	MOA Fees	\$	-
MULLENS MARKINGS	Access Road/Tower Lot Striping	\$	5,758.50
NATIONAL ELEVATOR INSPEC SVX INC	Tower Elevator Inspection	\$	242.00
OLDE TOWNE LANDSCAPING	Mowing Services	\$	-
ORACLE ELEVATOR	Service Call/Inspections	\$	300.00
ORKIN EXTERMINATING CO INC	Orkin services	\$	-
SONNY INC.	Security Services	\$	6,545.00
TREAS OF VIRGINIA	Public Officials Liability Plan	\$	2,000.00
TRUGREEN CHEMLAWN	lawn service	\$	384.91
U S PLANTS INC	PLANTS	\$	523.20
USI INSURANCE SERVICES LLC	Storage Tank Liability Insurance	\$	12,531.42
VA BUSINESS SYSTEMS	KONICA COPIER LEASE	\$	267.51
VERIZON	703-060-1303	\$	10.25
VIRTOWER	Flight Tracking Service	\$	1,200.00
VSC FIRE & SECURITY INC	sprinkler inspection	\$	500.00
WALKERS CRPT CRE/JANTRL SVC	JANITORIAL SERVICES	\$	4,220.20
WASHINGTON GAS	10529 wakeman dr	\$	-
WASHINGTON GAS	10400 wakeman dr	\$	-
WEISCO INC	Nametags	\$	180.00
CITY OF MANASSAS UTILITIES			
Vendor	Description	Past 30 days	FY22 Gross Amount
MANASSAS, CITY OF UTILITIES	10531 TERMINAL	\$	11,588.44
MANASSAS, CITY OF UTILITIES	10600 HARRY J PARRISH		
MANASSAS, CITY OF UTILITIES	10601 OBSERVATION		
MANASSAS, CITY OF UTILITIES	9950 WAKEMAN		
MANASSAS, CITY OF UTILITIES	10481 OBSERVATION		
MANASSAS, CITY OF UTILITIES	10601 WAKEMAN		
MANASSAS, CITY OF UTILITIES	10661 OBSERVATION		
MANASSAS, CITY OF UTILITIES	10661 OBSERVATION		
MANASSAS, CITY OF UTILITIES	10600 OBSERVATION		
MANASSAS, CITY OF UTILITIES	10401 WAKEMAN		
MANASSAS, CITY OF UTILITIES	10557 WAKEMAN		
MANASSAS, CITY OF UTILITIES	10577 WAKEMAN		
MANASSAS, CITY OF UTILITIES	10567 WAKEMAN		
MANASSAS, CITY OF UTILITIES	10601 OBSERVATION		
MANASSAS, CITY OF UTILITIES	10451 WAKEMAN		
MANASSAS, CITY OF UTILITIES	10557 TERMINAL		
MANASSAS, CITY OF UTILITIES	10549 TERMINAL		
MANASSAS, CITY OF UTILITIES	10541 TERMINAL		
MANASSAS, CITY OF UTILITIES	10529 TERMINAL		
MANASSAS, CITY OF UTILITIES	10501 TERMINAL		
MANASSAS, CITY OF UTILITIES	10547 TERMINAL		
MANASSAS, CITY OF UTILITIES	10631 OBSERVATION		
MANASSAS, CITY OF UTILITIES	10600 HARRY J PARRISH		
MANASSAS, CITY OF UTILITIES	10509 WAKEMAN DR		
MANASSAS, CITY OF UTILITIES	10499 OBSERVATION RD		
MANASSAS, CITY OF UTILITIES	10501 OBSERVATION RD		
AIRPORT PROJECTS			
Vendor	Description	Past 30 Days	FY22 Gross Amount
DELTA AIRPORT CONSULTANTS INC	General Engineering	\$	-
DELTA AIRPORT CONSULTANTS INC	Contract Taxiway G/ Taxilane Y	\$	16,375.47
REYNOLDS SMITH & HILLS INC	Runway 16R/34L Rehab Design	\$	1,607.16
CHEMUNG	CONSTRUCTION	\$	-
REYNOLDS SMITH & HILLS INC	LOMR East Corp Expansion	\$	9,536.63
REYNOLDS SMITH & HILLS INC	Observation Road Relocation and Drainage Improv.	\$	2,688.30
REYNOLDS SMITH & HILLS INC	TAXIWAY A Rehab Design	\$	12,531.42
TOWER INVOICES			
Vendor	Description	Past 30 Days	FY22 Gross Amount
MANASSAS, CITY OF UTILITIES	10603 observation	\$	32.40
MANASSAS, CITY OF UTILITIES	10605 observation	\$	32.40
Cintas	Tower Mats	\$	58.32
WALKERS CRPT CRE/JANTRL SVC	JANITORIAL SERVICES	\$	32.40
WASHINGTON GAS	10603 Observation	\$	32.40



Airport Director's Office Juan E. Rivera

Memorandum

October 15, 2021

TO: Manassas Regional Airport Commission

FROM: Juan E. Rivera, Airport Director

RE: **AIRPORT DIRECTOR'S REPORT FOR OCTOBER 2021**

CITY COUNCIL ACTIONS IN REGARDS TO THE AIRPORT

1. The City Council took the following actions at their September 27, 2021 meeting:
 - a. Approved a Consent and Estoppel Agreement between the City of Manassas and Bright Wings Hangar LLC
 - b. Passed Resolution #R-2022-15: Updating Minimum Standards for Airport Aeronautical Services and Aeronautical Activities
 - c. Passed Resolution #2022-07, Authorizing the City Manager or Designee to sign Grant Agreements with the Federal Aviation Administration (FAA) and the Virginia Department of Aviation (VDOA)

HANGARS OCCUPANCY RATE

West T-Hangars: 57 out of 59 Rented
97% Rented – **2 new tenants.**

East T-Hangars: 97 out of 97 Rented
100% Rented – **No Change**

East and West Hangars – 154 out of 156 – 99% Rented

Waiting List Status

Breakdown below reflects all responses and those who have a deposit now on file. This was a reduction from 168 people on the list before the new policy was implemented.

Breakdown

Total on List – 91

East Side – 81

West Side – 59

60x50 – 9

TIE-DOWN OCCUPANCY RATE

West Tie-Down: 37 out of 85 Rented
44% Rented – **No change.**

East Tie-Down: 82 out of 86 Rented
95% Rented – **3 new tenants**

East and West Tie-Down – 119 out of 171 Rented – 70% Rented

Squatters

None

NOISE COMPLAINTS

There were two (2) noise complaints recorded by Airport Operations in the month of September 2021.

1 – Aircraft Arrival

1 – Aircraft Departure

A noise complaint form is available on the Airport's website for citizens who have noise concerns. The form can be completed and submitted online, or a citizen can call the Noise Hotline 24/7 at (703) 257-2576. Staff is continuing to exercise contacts with operators in an effort to educate on Noise Program. A good percentage of the recent complaints are from operators outside of our based tenants, particularly military.

TAXIWAY G/TAXILANE Y (CONSTRUCTION)

The project is complete. There are some erosion issues that needed to be corrected by the contractor. There will need to be a more permanent solution to resolve the ongoing erosion issue. Originally, the area of erosion was supposed to be concrete, but it was taken out due to the overall cost of the project. The Engineer's Report has been completed and submitted to the FAA. The final FAA Request for Reimbursement (RFR) must be submitted.

RUNWAY 16R/34L REHABILITATION (Construction Phase)

The contractor has completed the painting of the runway and the grading of the shoulders. The runway is complete and open. There are a few punch-list items to be completed and the Engineer's final report needs to be completed and submitted to the FAA. The final RFR needs to be submitted as well. It is anticipated that this project can be closed by the end of the calendar year.



FAA ATC TOWER LEAK & ROOF REPLACEMENT

The contractor has started the project. The welds on the catwalk grate have been removed and a portion of the catwalk was removed. The week of October 18th the contractor will be back on site to remove the entire catwalk grate and seal the seam around the tower cab and tower. The contractor will then replace the catwalk with new grate and weld the grate permanently to the catwalk. The project is expected to be completed by the end of October. The fix is expected to prevent further leaks in the tower. The cost of the project is \$49,110.00 and is being paid for out of the Airport Fund.

MASTER PLAN UPDATE

The FAA grant has been accepted by the City and signed by the Mayor. The Purchase Order (P.O.) has been issued to RS&H. The total project cost is \$776,992.00. The grant is for a 100% of the total eligible cost. There is no State or local funding necessary. The Airport Staff and RS&H has started to collect data for the first phase of the Master Plan update.

OBSERVATION ROAD RELOCATION AND DRAINAGE IMPROVEMENTS

RS&H has started the Final Design for the cost of \$102,749.00. The anticipated design and bidding schedule: 1) Bid Documents Complete December 17, 2021 2) Bid Opening February 1, 2022 3) Construction June-August, 2022

TAXIWAY B REHABILITATION

The City Council has approved the acceptance of the FAA Grant and the Mayor has signed the grant. The Purchase Order (P.O.) has not been issued for this project, but it is expected to be issued the week of the 18th of October. A predesign meeting was held on 30th of September to kick off the project. The total project cost is \$530,000.00. This is a 100% federal funded project. There is no State or Local funds needed. Notice to proceed (NTP) should be given NLT than end of October.

TAXIWAY A DESIGN EFFORT

RS&H has finalized the design and incorporating comments they received from the FAA, State and Airport staff. RS&H is working on the comments that they received from the City as part of the project review. It is anticipated that the project would be bid in March of next year and the grant application would be submitted in May of 2022. Construction would begin in summer of 2022.

TERMINAL BOILER REPLACEMENT

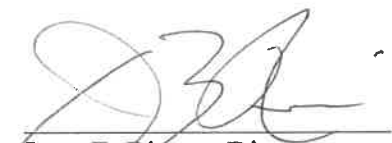
The Airport staff has issued a P.O. for the replacement of the terminal's aging boiler. The boiler has reached its useful life and needs replacement. Depending on the contractor's ability to get a boiler from the manufacture, the existing boiler will be replaced this year, or it may be in the spring if the weather turns cold before a boiler is made available. The pumps for the boiler were replaced two years ago. This project was approved as part of the current Capital Improvement Plan (CIP).

REPLACE TERMINAL REAR DOOR

The Airport Staff has issued a P.O. to replace the rear door of the terminal building. The old door has reached its useful life and we are seeing an increased in maintenance request to repair it. This project is in the CIP, but it was not scheduled for replacement until the FY 23 budget. This project has been accelerated due to the cost of repairing it. It does not make sense to make extensive repairs at this time, just to have it replace next year. The new door will be a sliding door like the front door.

UPCOMING EVENTS

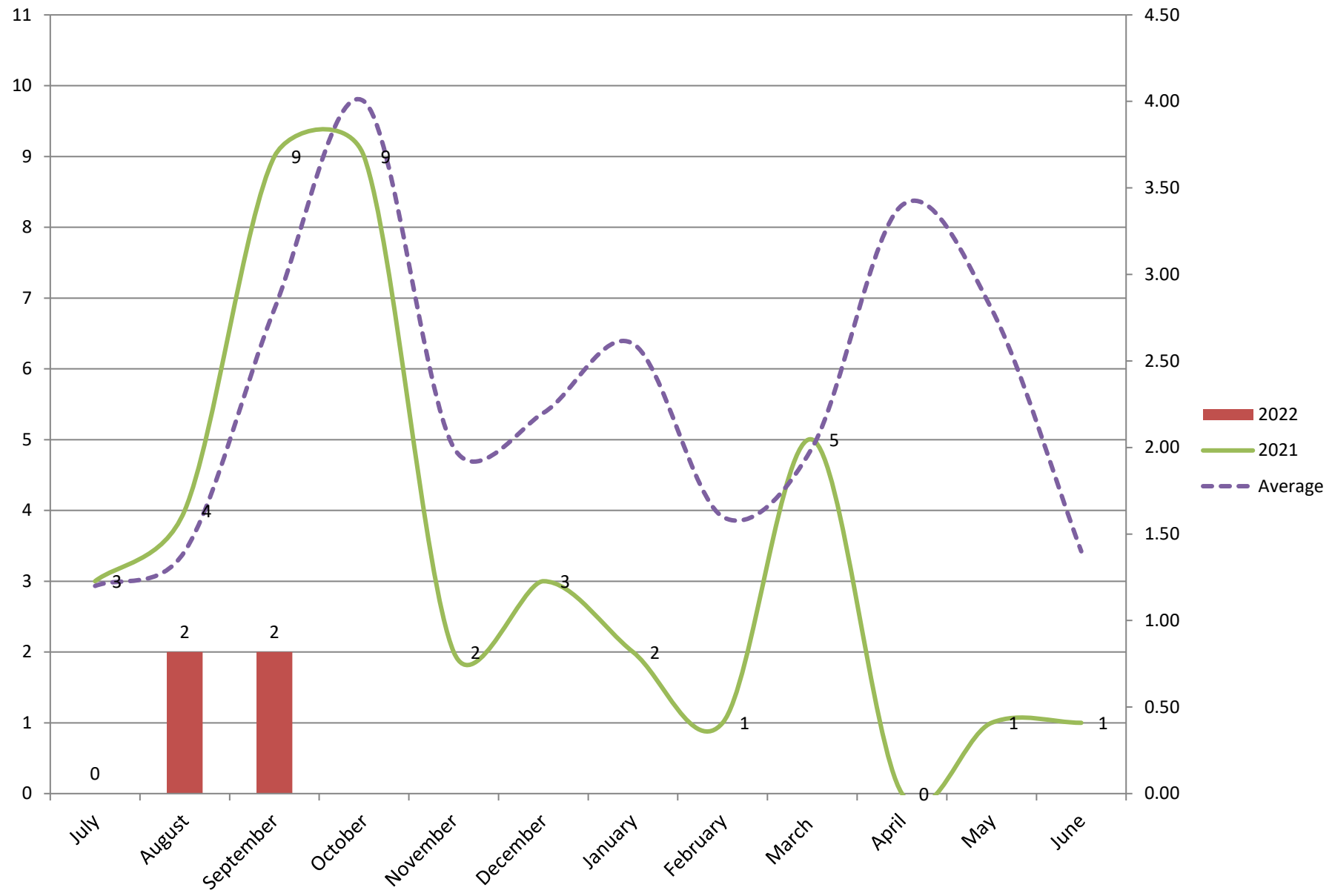
- a. October 24th Commission Retreat
- b. November 8th Annual Report to City Council



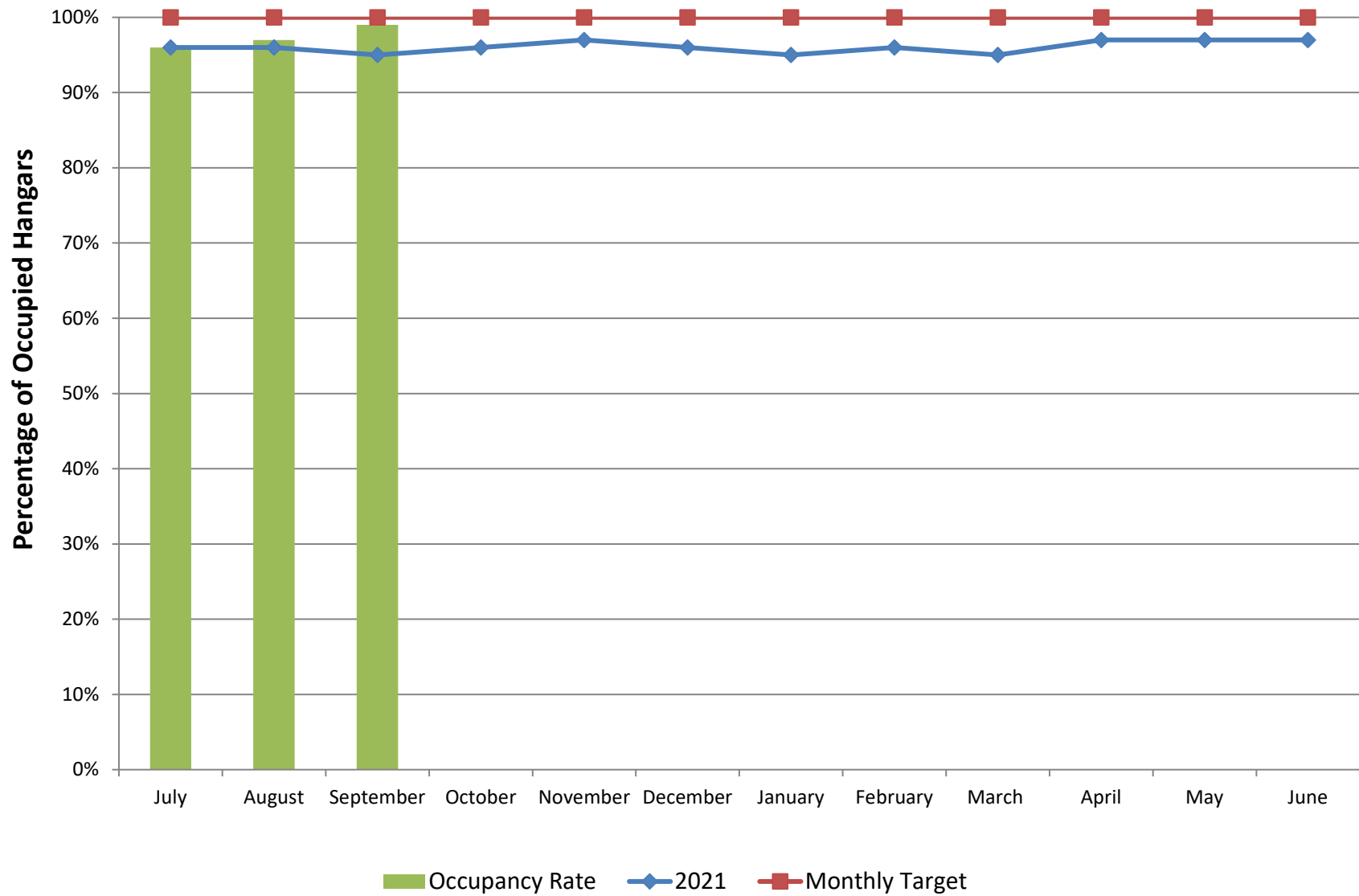
Juan E. Rivera, Director
Manassas Regional Airport

Attachments: Noise Complaints & YTD Tie-Down and Hangar Occupancy Rates

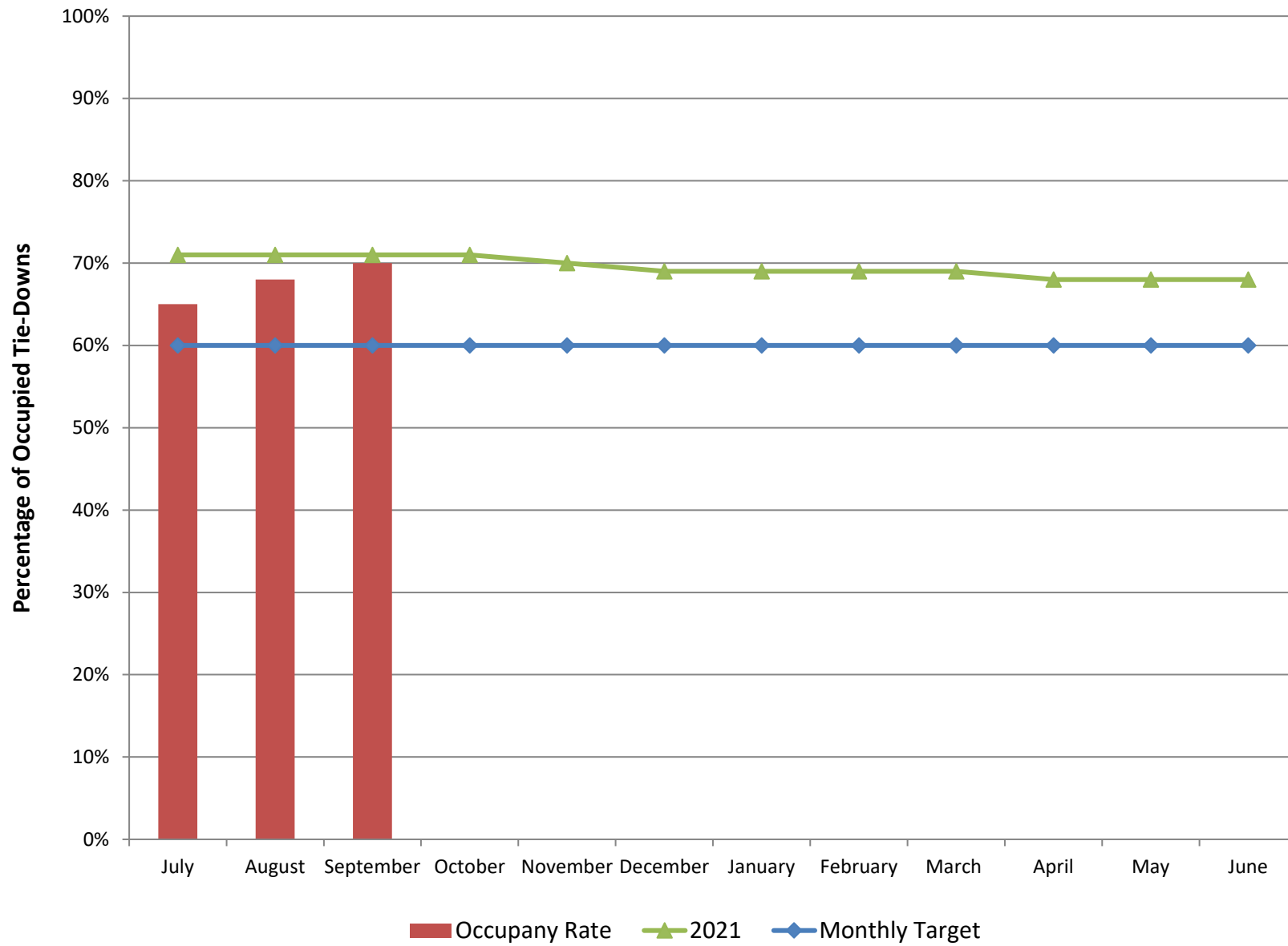
Noise Complaints FY 2021-2022



FY2022 Hangar Occupancy Rates



FY2022 Tie-Down Occupancy Rates



Customer Id	Customer Name	Bill Year	Bill Number	Bill Due Date	Unpaid Balance	Billed Amount	Adjusted Amount	Paid Amount	61 to 90 Days Past	91 to 120 Days Past	Over 120 Days Past	Interest Due	Total Due Now
36535	THOMPSON, LOREN	2021	80610	05/01/2021	\$335.00	\$335.00	\$0.00	\$0.00	\$0.00	\$0.00	\$335.00	\$0.00	\$335.00
36535	THOMPSON, LOREN	2021	80611	05/31/2021	\$335.00	\$335.00	\$0.00	\$0.00	\$0.00	\$335.00	\$0.00	\$0.00	\$335.00
36553	KEDDIS, MOHEB	2021	72312	07/01/2021	\$335.00	\$335.00	\$0.00	\$0.00	\$335.00	\$0.00	\$0.00	\$0.00	\$335.00
36864	COWAN GROUP	2021	68811	05/31/2021	\$3,000.00	\$3,088.00	\$0.00	\$88.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00
38602	DONBUSH, KEN	2021	84210	05/01/2021	\$80.00	\$80.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80.00	\$0.00	\$80.00
38602	DONBUSH, KEN	2021	84211	05/31/2021	\$80.00	\$80.00	\$0.00	\$0.00	\$0.00	\$80.00	\$0.00	\$0.00	\$80.00
38602	DONBUSH, KEN	2021	84212	07/01/2021	\$80.00	\$80.00	\$0.00	\$0.00	\$80.00	\$0.00	\$0.00	\$0.00	\$80.00
42130	CIVIL AIR PATROL	2021	3012712	07/01/2021	\$50.00	\$50.00	\$0.00	\$0.00	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00
42368	AEROSOLUTIONS GROUP INC	2021	88411	05/31/2021	\$1,344.27	\$1,344.27	\$0.00	\$0.00	\$0.00	\$1,344.27	\$0.00	\$0.00	\$1,344.27
42368	AEROSOLUTIONS GROUP INC	2021	88412	07/01/2021	\$1,344.27	\$1,344.27	\$0.00	\$0.00	\$1,344.27	\$0.00	\$0.00	\$0.00	\$1,344.27
306206	M J COLGAN ASSOCIATES	2021	87112	07/01/2021	\$102.32	\$3,075.85	\$0.00	\$2,973.53	\$102.32	\$0.00	\$0.00	\$0.00	\$102.32

EXPENSES

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANFRS/ADJ/SMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
57003703	411000	Salaries and Wages	607,700	0	607,700	111,752.57	0.00	495,947	18.40
57003703	411020	Board and Elections Stipends	10,000	0	10,000	4,700.00	0.00	5,300	47.00
57003703	412000	S&W-On-Call	23,300	0	23,300	4,642.97	0.00	18,657	19.90
57003703	416000	S&W-Overtime	25,000	0	25,000	2,826.90	0.00	22,173	11.30
57003703	416010	Hours Worked on a Holiday	800	0	800	24.19	0.00	776	3.00
57003703	420000	Employee Benefits	266,500	0	266,500	0.00	0.00	266,500	0.00
57003703	420002	Deferred Compensation	0	0	0	469.18	0.00	-469	100.00
57003703	420004	FICA	0	0	0	9,397.81	0.00	-9,398	100.00
57003703	420006	Virginia Retirement System	0	0	0	12,685.55	0.00	-12,686	100.00
57003703	420008	Group Health	0	0	0	11,613.13	0.00	-11,613	100.00
57003703	420010	Worker's Compensation	0	0	0	963.33	0.00	-963	100.00
57003703	420012	Group Term Life Insurance	0	0	0	1,216.33	0.00	-1,216	100.00
57003703	420014	Long Term Disability	0	0	0	378.57	0.00	-379	100.00
57003703	420031	Car Allowance	6,030	0	6,030	1,200.00	0.00	4,830	19.90
57003703	431000	Professional Services	75,000	0	75,000	0.00	4,025.00	70,975	5.40
57003703	431004	Legal Fees	25,000	0	25,000	0.00	0.00	25,000	0.00
57003703	432000	Temporary Help Services	2,500	0	2,500	0.00	0.00	2,500	0.00
57003703	435000	Print Bind Photo Services	1,500	0	1,500	0.00	0.00	1,500	0.00
57003703	436000	Advertising Services	60,000	0	60,000	5,043.29	0.00	54,957	8.40
57003703	439000	Other Purchased Services	18,000	192	18,192	2,765.94	5,191.66	10,234	43.70
57003703	441000	Information Technology Charges	57,830	0	57,830	14,459.00	0.00	43,371	25.00
57003703	441005	Phones and Voicemail Charges	18,170	0	18,170	4,544.00	0.00	13,626	25.00
57003703	441045	IT GIS Mapping Charges	8,020	0	8,020	2,008.00	0.00	6,012	25.00
57003703	441050	IT Purchases Mid-Year	1,000	0	1,000	0.00	0.00	1,000	0.00
57003703	442000	Motor Vehicle Charges	49,380	0	49,380	12,345.00	0.00	37,035	25.00
57003703	444000	Cost Allocation Charges	182,960	0	182,960	45,746.00	0.00	137,214	25.00
57003703	447000	Radio Charges	1,550	0	1,550	389.00	0.00	1,161	25.10
57003703	451001	Utilities	20,000	1,924	21,924	0.00	1,924.36	20,000	8.80
57003703	451002	City Utility Charges	127,000	0	127,000	16,394.93	0.00	110,605	12.90
57003703	452003	Cell Phone Charges	4,500	0	4,500	1,103.23	0.00	3,397	24.50
57003703	452007	Cable/Satellite TV Service	3,000	0	3,000	473.27	0.00	2,527	15.80
57003703	452008	Telephone Service Charges	500	61	561	15.50	60.50	485	13.60
57003703	453000	Insurance	55,500	0	55,500	10,169.00	0.00	45,331	18.30
57003703	454001	Operating Leases	3,500	1,407	4,907	267.51	1,407.37	3,232	34.10
57003703	455001	Mileage	1,000	0	1,000	264.82	0.00	735	26.50
57003703	455002	Training and Travel	12,500	0	12,500	1,013.27	0.00	11,487	8.10
57003703	455005	Meeting / Business Expense	8,000	0	8,000	61.10	0.00	7,939	0.80
57003703	458000	Dues Memberships & Other Exp	6,500	0	6,500	275.00	0.00	6,225	4.20
57003703	458099	Miscellaneous Expense--Airport	25,000	0	25,000	0.00	0.00	25,000	0.00
57003703	461000	Office Supplies	3,500	0	3,500	195.50	0.00	3,305	5.60
57003703	462000	Other Supplies	5,000	0	5,000	2,618.03	0.00	2,382	52.40
57003703	463000	Books and Subscriptions	500	0	500	0.00	0.00	500	0.00
57003703	464000	Uniforms and Safety Apparel	3,500	0	3,500	1,479.70	0.00	2,020	42.30
57003703	471000	Equipment & Machinery Purch	46,000	0	46,000	12,413.50	12,363.00	21,224	53.90
57003703		Total 57003703 Airport Operations	1,765,740	3,584	1,769,324	295,915.12	24,971.89	1,448,437	18.10
57003710	433000	Maintenance Services	55,000	810	55,810	2,215.31	810.34	52,785	5.40
57003710	433001	Refuse Collection Services	6,000	594	6,594	922.96	593.72	5,077	23.00
57003710	433003	Janitorial Services	25,000	1,709	26,709	3,819.54	1,709.44	21,180	20.70
57003710	433006	Mowing Services	17,200	0	17,200	0.00	0.00	17,200	0.00
57003710	433008	HVAC	8,000	0	8,000	545.00	0.00	7,455	6.80
57003710	433009	Elevator Services	6,000	0	6,000	0.00	0.00	6,000	0.00
57003710	433010	Snow Removal	25,000	0	25,000	0.00	0.00	25,000	0.00
57003710	433012	Airfield Lighting Maintenance	2,500	0	2,500	0.00	0.00	2,500	0.00
57003710	433014	Elevator Inspections	2,000	0	2,000	0.00	0.00	2,000	0.00
57003710	433015	Vehicle/Apparatus Maintenance	35,000	0	35,000	0.00	0.00	35,000	0.00
57003710	439000	Other Purchased Services	36,000	0	36,000	5,588.21	6,218.44	24,193	32.80
57003710	439004	Paving Services	65,000	0	65,000	0.00	0.00	65,000	0.00
57003710	439008	Hazmat Disposal	17,000	348	17,348	0.00	348.03	17,000	2.00
57003710	439014	Security Services	92,000	20,683	112,683	7,914.51	20,683.06	84,085	25.40
57003710	454004	Miscellaneous Rentals	2,000	0	2,000	0.00	0.00	2,000	0.00
57003710	462000	Other Supplies	26,000	0	26,000	653.26	0.00	25,347	2.50
57003710	462001	Tools	10,000	0	10,000	149.90	0.00	9,850	1.50
57003710	462044	Airfield Lighting Supplies	15,000	0	15,000	65.17	0.00	14,935	0.40
57003710	462046	Airport Hanger Supplies	20,000	0	20,000	126.25	0.00	19,874	0.60
57003710	462047	Airfield Supplies	11,000	0	11,000	3,227.07	0.00	7,773	29.30
57003710	462048	Security Supplies	20,000	5,875	25,875	6,504.29	0.00	19,371	25.10
57003710	462052	Terminal Grounds Supplies	5,000	0	5,000	0.00	0.00	5,000	0.00
57003710	462067	Maintenance Supplies	2,500	0	2,500	612.09	0.00	1,888	24.50
57003710	466000	Building and Repair Materials	35,000	0	35,000	174.98	0.00	34,825	0.50
57003710	467000	Fuels/Oils/Lubricants	11,500	0	11,500	3,091.97	0.00	8,408	26.90
57003710	468000	Vehicle/Equipment Parts/Supp	25,000	0	25,000	4,419.13	0.00	20,581	17.70
57003710	471000	Equipment & Machinery Purch	60,000	0	60,000	16,900.00	30,450.00	12,650	78.90
57003710		Total 57003710 Airport Maintenance	634,700	30,020	664,720	56,929.64	60,813.03	546,977	17.70
57003711	433000	Maintenance Services	14,000	0	14,000	0.00	0.00	14,000	0.00
57003711	433008	HVAC	2,500	0	2,500	0.00	0.00	2,500	0.00
57003711	433009	Elevator Services	3,000	0	3,000	450.00	0.00	2,550	15.00
57003711	433014	Elevator Inspections	1,000	0	1,000	242.00	0.00	758	24.20
57003711	462000	Other Supplies	3,000	0	3,000	0.00	0.00	3,000	0.00
57003711		Total 57003711 FAA Tower Nonreimbur	23,500	0	23,500	692.00	0.00	22,808	2.90
57003712	433000	Maintenance Services	14,000	401	14,401	2,608.10	400.66	11,392	20.90
57003712	451002	City Utility Charges	18,500	0	18,500	2,199.39	0.00	16,301	11.90
57003712	451003	Heating Fuel Oil or Gas	1,000	1,013	2,013	0.00	1,013.03	1,000	50.30
57003712		Total 57003712 FAA Tower Reimbursab	33,500	1,414	34,914	4,807.49	1,413.69	28,693	17.80
57003713	416000	S&W-Overtime	3,000	0	3,000	0.00	0.00	3,000	0.00
57003713	433003	Janitorial Services	2,500	0	2,500	0.00	0.00	2,500	0.00
57003713	439000	Other Purchased Services	15,000	0	15,000	0.00	0.00	15,000	0.00

57003713	439014	Security Services	500	0	500	0.00	0.00	500	0.00
57003713	462000	Other Supplies	12,000	0	12,000	0.00	0.00	12,000	0.00
57003713		Total 57003713 Airport-Special Proj	33,000	0	33,000	0.00	0.00	33,000	0.00
57003793	462000	Other Supplies	100,000	0	100,000	0.00	0.00	100,000	0.00
57003793	481001	Principal - Bonds Payable	211,030	0	211,030	536,414.25	0.00	-325,384	254.20
57003793	481021	Interest - Bonds Payable	30,170	0	30,170	16,266.29	0.00	13,904	53.90
57003793	492575	Transfer to Airport Capital	1,682,000	0	1,682,000	1,582,000.00	0.00	100,000	94.10
57003793	496004	Contrib to Net Position	456,460	0	456,460	0.00	0.00	456,460	0.00
57003793		Total 57003793 Airprt Capex-Finance	2,479,660	0	2,479,660	2,134,680.54	0.00	344,979	86.10
Expense Total			4,970,100	35,017	5,005,117	2,493,024.79	87,198.61	2,424,894	51.60

REVENUE

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANSFRS/ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
57097400	315200	Leases and Rents	-2,179,340	0	-2,179,340	-532,339.86	0.00	-1,647,000	24.40
57097400	315204	Hangar Rentals	-958,790	0	-958,790	-243,560.74	0.00	-715,229	25.40
57097400		Total 57097400 Use of Money & Prope	-3,138,130	0	-3,138,130	-775,900.60	0.00	-2,362,229	24.70
57097600	317510	Airport Tie-Down Fees	-70,000	0	-70,000	-29,591.29	0.00	-40,409	42.30
57097600	317520	Airport Fuel Flowage Fees	-208,390	0	-208,390	-80,962.33	0.00	-127,428	38.90
57097600	317530	Airport Security Surcharge	-52,000	0	-52,000	-19,615.36	0.00	-32,385	37.70
57097600	317535	Airport Car Rental Revenue	-16,000	0	-16,000	-885.35	0.00	-15,115	5.50
57097600		Total 57097600 Sales & Connections	-346,390	0	-346,390	-131,054.33	0.00	-215,336	37.80
57097700	318000	Miscellaneous Revenues	-2,500	0	-2,500	-625.73	0.00	-1,874	25.00
57097700	318426	Card Replacement Fees	-200	0	-200	-106.02	0.00	-94	53.00
57097700	318650	Airport Commercial Op Permit	-6,600	0	-6,600	-705.00	0.00	-5,895	10.70
57097700		Total 57097700 Other Local Rev-Gene	-9,300	0	-9,300	-1,436.75	0.00	-7,863	15.40
57097900	322071	VA State Reimbursements	-35,000	0	-35,000	0.00	0.00	-35,000	0.00
57097900		Total 57097900 State Non-Categorica	-35,000	0	-35,000	0.00	0.00	-35,000	0.00
57098200	332010	FAA Tower Rent from Fed Govt	-15,580	0	-15,580	-3,894.00	0.00	-11,686	25.00
57098200	332011	FAA Tower Reimbursements	-25,700	0	-25,700	0.00	0.00	-25,700	0.00
57098200		Total 57098200 Federal Non-Categori	-41,280	0	-41,280	-3,894.00	0.00	-37,386	9.40
57099100	346400	Contr Surplus-Net Position	-1,400,000	0	-1,400,000	0.00	0.00	-1,400,000	0.00
57099100	346500	Contr Surplus-Encumbrances	0	-35,017	-35,017	0.00	0.00	-35,017	0.00
57099100		Total 57099100 OFS-Contribution fro	-1,400,000	-35,017	-1,435,017	0.00	0.00	-1,435,017	0.00
Revenue Total			-4,970,100	-35,017	-5,005,117	-912,285.68	0.00	-4,092,832	18.20



MANASSAS REGIONAL AIRPORT COMMISSION

MEETING DATE: October 21, 2021

TIME ESTIMATE: 15 Minutes

AGENDA TITLE: Update on I-66 Outside of the Beltway Project

RECOMMENDATION: N/A

MOTION:

DATE LAST CONSIDERED BY COMMISSION: November 2019 – Information Only

SUMMARY AND/OR COMMENTS: There has been a significant amount of progress made on the I-66 project, especially the segment in Prince William County. The Express Lanes are scheduled to open by December 2022. This will be a presentation providing an update on the project given by representatives for the I-66 project.

FISCAL IMPACT: N/A

STAFF CONTACT: Chris Doherty, Corporate Affairs, I-66 Express Mobility Partners

Airport Director



TRANSFORM 66
OUTSIDE the Beltway
VDOT | DRPT

Transform 66 Outside the Beltway

Manassas Airport Authority
Update
September 21, 2021



The Need to Transform I-66

- 8-10 hours of daily congestion
- Approximately 200,000 vehicles per day
- Overflow traffic on parallel and feeder roads
- Limited carpool culture
- Limited transit options



- Congestion relieved on all lanes
- Faster transit through Express Lanes (70 mph)
- Move 2,000 to 4,000 more people per hour
- New buses and transit routes
- 4,000 new park and ride spaces
- Improved safety





I-66 Outside the Beltway Project

Two Express Lanes in each direction from Route 29 Gainesville to I-495

- HOV-3+ and buses travel free
- Non-HOV tolled
- Congestion-based tolls

Three regular lanes in each direction

- Open to all traffic
- No tolls
- Ramp-to-ramp connections between interchanges (auxiliary lanes)
- Safety, interchange and operational improvements

New transit service and other multimodal improvements

- High-frequency, fast and reliable bus service during extended peak periods
- Park and ride facilities, including Gainesville and Balls Ford Road
- Transportation Demand Management (TDM) strategies
- Bicycle and pedestrian trail and improvements





Public-Private Partnership

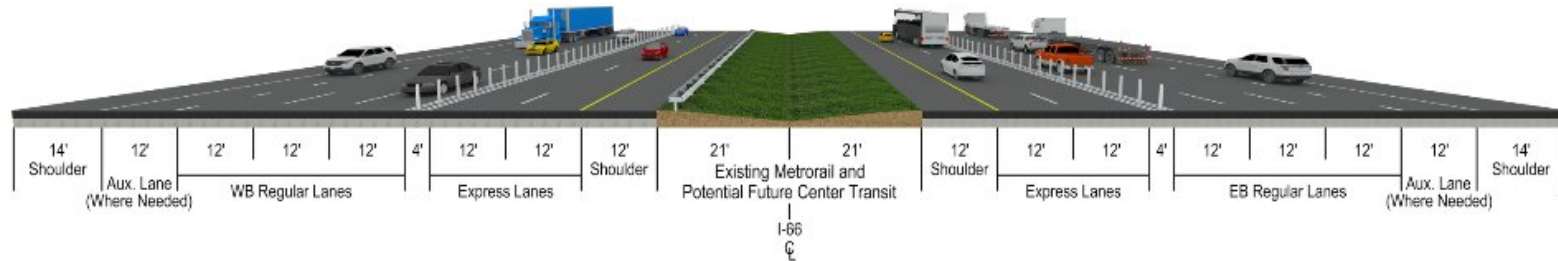
- I-66 Express Mobility Partners (EMP) is VDOT's partner
- Best value for Virginia: I-66 EMP providing \$3.5 billion for project:
 - \$2.3 billion for highway construction
 - \$850 million to expand transit and \$350 million for other projects over life of the contract
 - \$579 million for immediate transportation needs adjacent to I-66 corridor
 - \$284.7 million in Prince William: Balls Ford Road, VRE Expansion, PRTC Western Maintenance Facility
- EMP will operate roadway for 50 years; VDOT retains ownership





TRANSFORM 66
OUTSIDE the Beltway
VDOT | DRPT

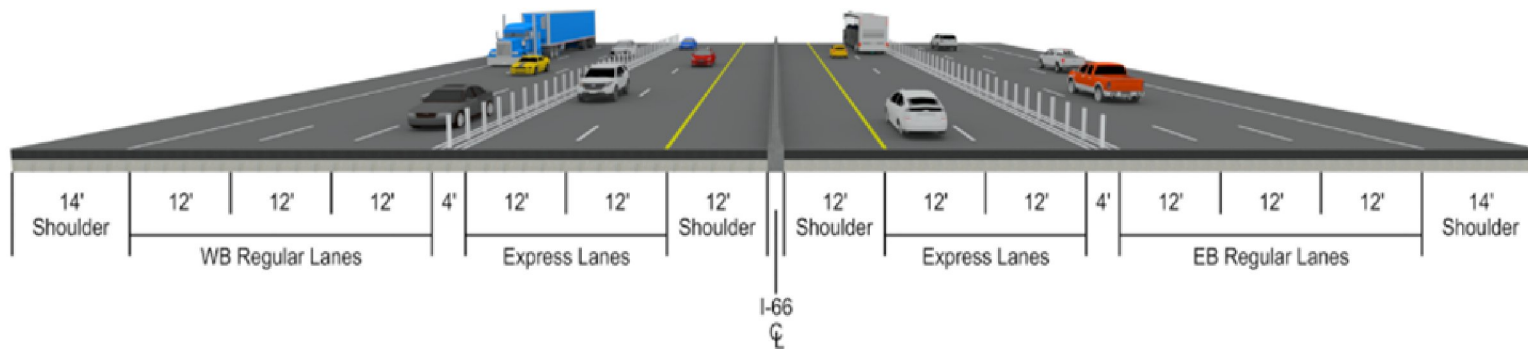
Typical Cross Section Gainesville to Manassas, Centreville to I-495





TRANSFORM 66
OUTSIDE the Beltway
VDOT | DRPT

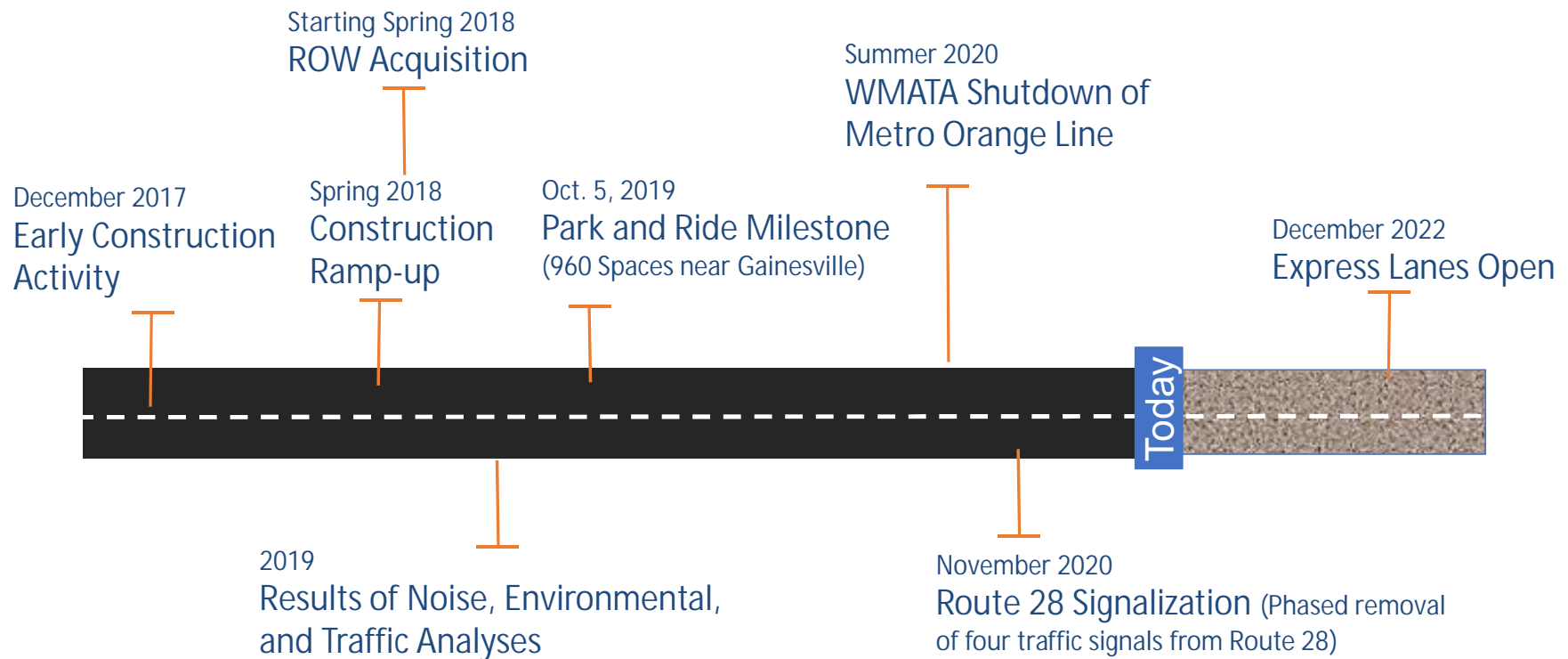
Typical Cross Section Manassas to Centreville





TRANSFORM 66
OUTSIDE the Beltway
VDOT | DRPT

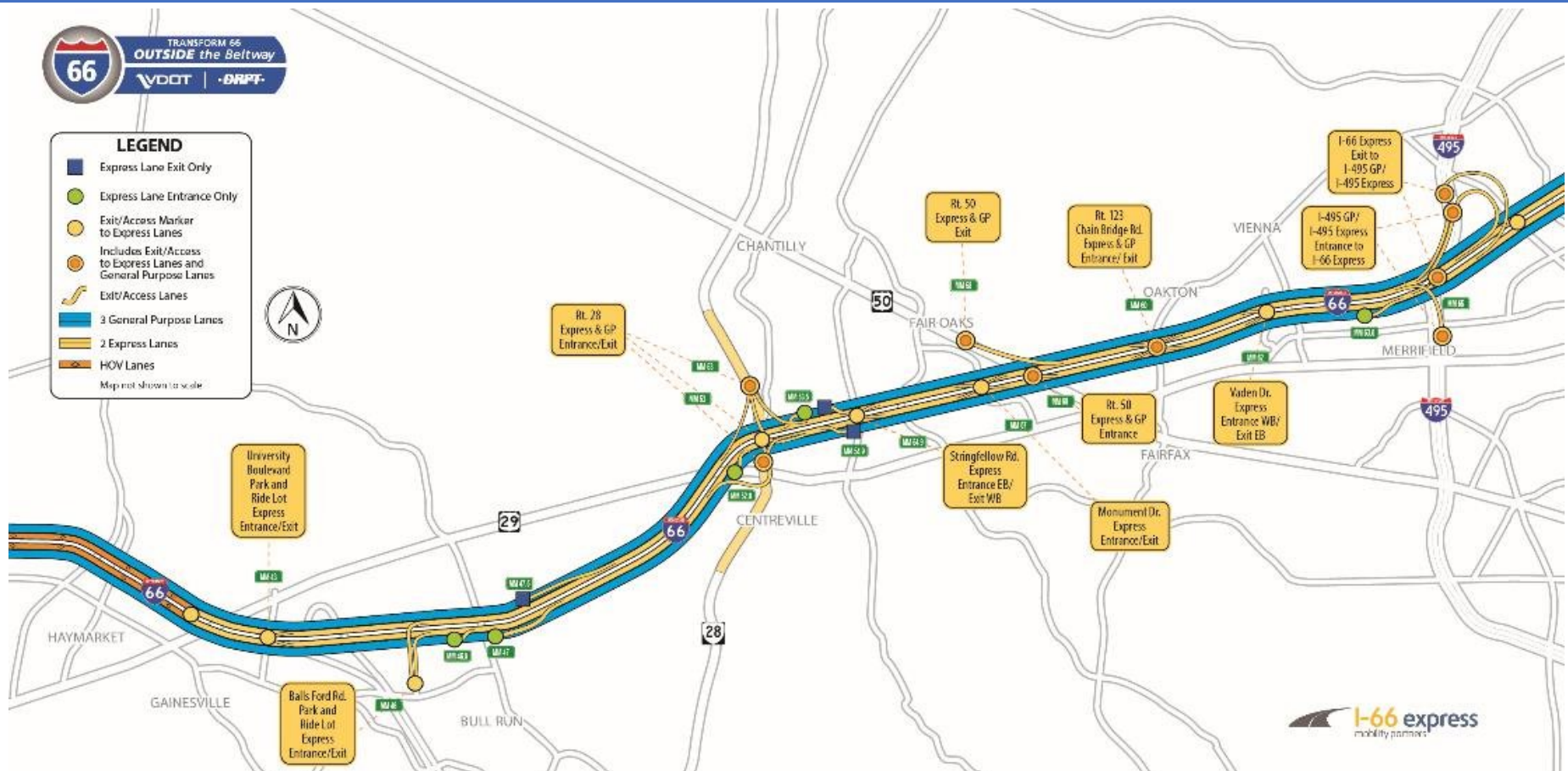
Project Roadmap





TRANSFORM 66
OUTSIDE the Beltway
VDOT | DRPT

Express Lanes Access Points Opening December 2022





TRANSFORM 66
OUTSIDE the Beltway

VDOT | DRPT

Express Lanes Access Point Western terminus on I-66 Over Route 29





University Blvd Park and Ride Lot What is Being Built

- 960 spaces opened on Oct. 7, 2019, to support carpool, vanpool, and OmniRide commuter bus service during construction
- 2,046 parking spaces by 2022 (with future build out space for additional 400 spaces)
- Four bus bays with covered waiting areas and real-time bus service information
- Designated locations with covered waiting areas for carpool/slugging, as well as a kiss-and-ride area
- Amenities such as real-time parking availability information, covered bicycle racks, lighting, and security cameras
- Direct access to and from the Express Lanes to and from the east, off University Blvd bridge over I-66 by 2022





University Blvd Park and Ride Lot Construction Progress

- Current access to park and ride lot is at University Blvd
 - Route 29 entrance will open after Route 29 widening work and traffic signal installation is complete – road widening work ongoing
- Revegetation at park and ride lot anticipated to be complete in Spring 2022
- Constructing Express Lane access ramps to and from the east, on east side of University Boulevard bridge over I-66 - ongoing
- Constructing Express Lanes - ongoing



August 2021



Balls Ford Park and Ride Lot What is Being Built

- 1,300 commuter parking spaces in 2022
- Direct access to the new Express Lanes to and from the east in 2022
- Three bus bays with covered waiting areas and real-time bus service information
- Designated locations with covered waiting areas for carpool and vanpool, as well as a kiss-and-ride area
- Amenities such as lighting and covered bicycle racks
- Accessed from Century Park Drive, which intersects Balls Ford Road in between Prince William Parkway (Route 234) and Sudley Road (Route 234 Business).





Balls Ford Park and Ride Lot Construction Progress

- Construction of Balls Ford/Century Park Drive connector bridge over I-66 - ongoing
- Construction of Express Lanes ramps to and from the east – ongoing
- Construction of Express Lanes – ongoing
- I-66 Express Mobility Partners Administration and Operations facility adjacent to Park and Ride – under construction





TRANSFORM 66
OUTSIDE the Beltway
VDOT | DRPT

Express Lanes Access Point Left-hand slip ramp on I-66 East west of Sudley Road





Sudley Road

- Constructed new collector-distributor exit lanes from I-66 West to Sudley Road South to allow for widening of I-66 and improve safety - opened December 2020
- Construction of Express Lanes flyover access ramps to and from the east, east of Sudley Road – Ongoing
 - Anticipate setting beams over I-66 for the ramps in January/February 2022
- Construction of Express Lanes - Ongoing





TRANSFORM 66
OUTSIDE the Beltway

VDOT | DRPT

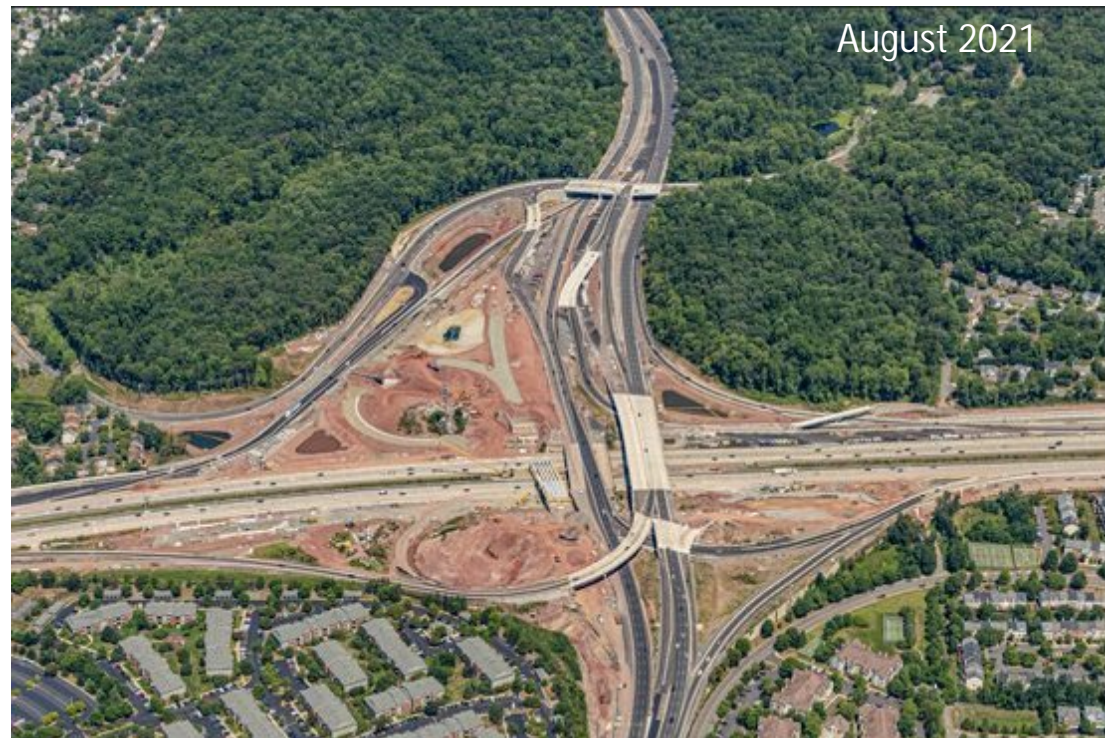
Express Lanes Access Point Sudley Road Access Ramps to the east and from the west





Route 28

- Addition of 4th lane from I-66 Interchange to Westfields Blvd.
- Removal of 4 traffic signals along Route 28 between E.C. Lawrence Park and Route 29 - completed November 2020
- Extension of Poplar Tree Road to connect with Stonecroft Blvd. - opened November 2020
- New E.C. Lawrence Park access road - opened November 2019
- Reconnection of Braddock Road and Walney Road with overpass over Route 28 - opened November 2020
- Redesign of Route 28 Interchange to accommodate new Express Lanes connections – ongoing bridge and roadway construction



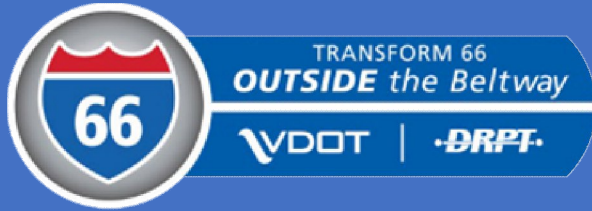


TRANSFORM 66
OUTSIDE the Beltway

VDOT | DRPT

Express Lanes Access Point Route 28 Interchange Connections





I-66 Mainline Lane Shifts to New General Purpose Lanes

Shifting I-66 East and West to new general purpose/outer lanes in various sections beginning mid-May 2021 through Fall 2021

Between Route 29 Gainesville and west of Route 29 Centreville

- Travel lanes shifted to new general purpose/outer lanes on I-66 East and West – completed June 30, 2021

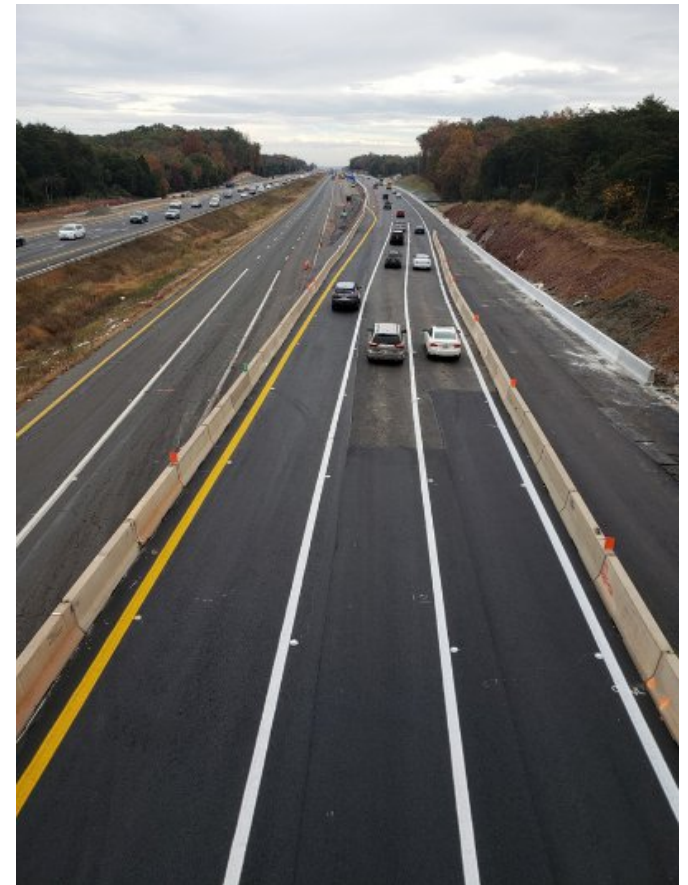
Between west of Stringfellow Road and Jermantown Road

- Travel lanes shifted to new general purpose/outer lanes on I-66 East and West between west of Stringfellow Road and Jermantown Road – completed by end of September 2021
- Some lanes shifts may include temporary traffic splits

Between Jermantown Road and I-495

- Travel lanes being shifted to new general purpose/outer lanes on I-66 East and West in various locations – beginning Summer 2021
- Some lane shifts may include temporary traffic splits

Once traffic is shifted in areas, crews will begin working on the inside/future Express Lanes

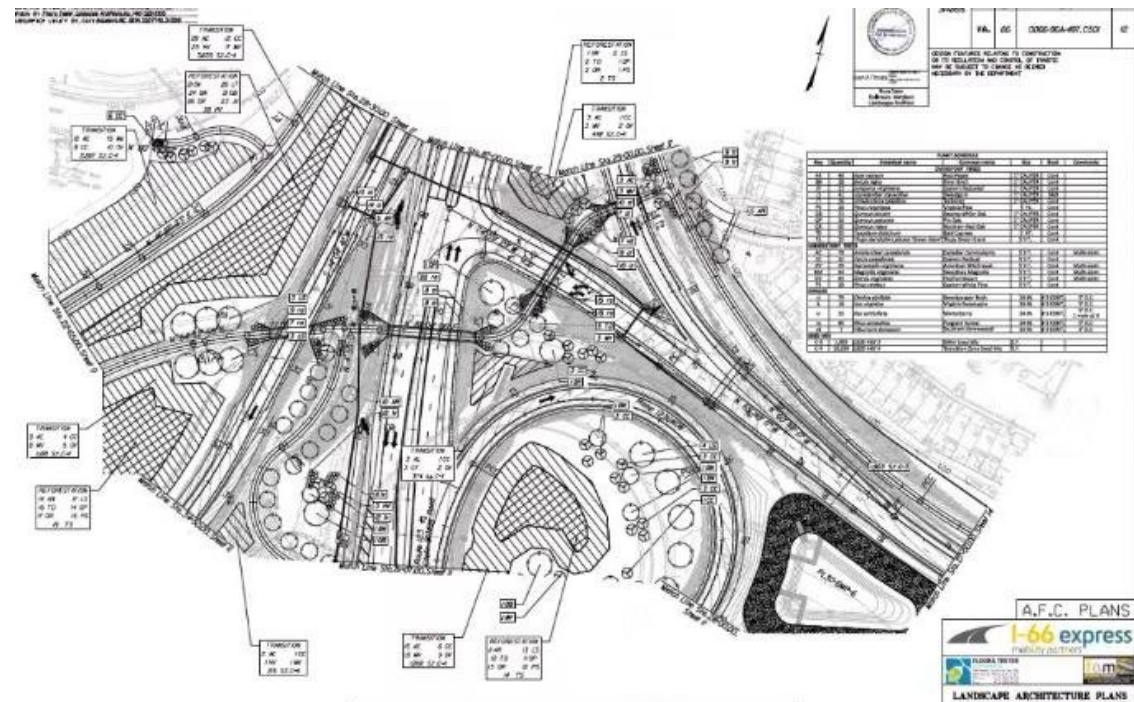




TRANSFORM 66
OUTSIDE the Beltway
VDOT | DRPT

Corridor Revegetation Plan

- Revegetation plans for the project corridor were developed by project construction sub-segment.
- The final, approved plans will be available on outside.transform66.org
- The plans include:
 - Indigenous and non-competitive species
 - Plants adept to roadside environment
 - Replanting of trees within VDOT right of way where space is available
- Revegetation will occur as a final construction item in a planting season



Sample revegetation architecture plan



I-66 Express Mobility Partners HQ, Administration and Operations Complex

- Under construction, opens in mid-2022
- 50 – 60 full time employees
- Administration, customer service, operations and maintenance
- Eco-friendly – designed to Virginia Energy Conservation and Environmental Standards (VEES)
 - Solar panels
 - EV charging stations
 - Bicycle racks for planned Balls Ford Road trail
- Direct access to I-66 for first responders via Balls Ford Road Park and Ride (next to Prince William County Fire Station #22)





Information and Tools for the Public

Transform66.org website

- Lane closure and traffic pattern change information
- Section pages for 19 interchanges, overpasses and features
- Project interactive map, and more

Eblasts (7,501 recipients)

- About five emails per week

Twitter (43.4k followers for @VaDOTNOVA)

- Advisories, reminders, updates, and incidents

Direct points of contact

- In-person outreach: HOA/community briefings, direct phone/email from project team to residents
- Phone: FAM Construction Hotline, VDOT Customer Service Center, direct to project staff
- Email: transform66@vdot.virginia.gov
outreach@fam66.us, direct to project staff



OVERNIGHT FULL CLOSURE OF I-66 EAST AND WEST AT ROUTE 123, MAY 7-8.

About the Project

Overview Project Sections Maps & Plans Environmental

Gallows Road

Gallows Road is being rebuilt where it crosses I-66. The new alignment will include improved bicycle and pedestrian facilities on the bridge over I-66 and access to the new shared-use path being built along I-66. The new design will:

- Straighten Gallows Road to improve sightlines for travelers
- Add bike lanes and wider sidewalks in each direction on the bridge over I-66
- Leave room for future widening of Gallows Road to the north toward Tysons
- Connect to the new shared-use path being built along I-66

VDOT Northern VA @VaDOTNOVA · May 3

Overnight full closure of I-66 EB and WB at Route 123 (Chain Bridge Road) planned this weekend, May 7-8, for bridge beam installation. More: bit.ly/3h0uUrc

Full Closure
I-66 East and West under Route 123
Detour
To Route 123 Ramps

1-495 Interchange
Gallows Road
Cedar Lane
Nutley Street Interchange
Vienna Metrolink Station Area
Route 123 Interchange
Jonestown Road
Wakes Mill Road
Route 50 Interchange
Monument Drive
Route 296
Springfield Road
Route 28 Interchange
Poplar Tree Road Bridge
E.C. Lawrence Park
Route 29 Interchange
Balks Ford Road Park and Ride
University Blvd. Park and Ride
Trails

TRAFFIC ALERT
VirginiaDOT.org
Twitter: @vaDOT

May 3, 2022

RELEASE: IMMEDIATE
CONTACT: Michelle Island
703-666-0487
Michelle.Island@vdot.virginia.gov

Overnight Full Closure of I-66 East and West at Route 123 (Chain Bridge Road) Planned This Weekend, May 7-8, for Bridge Beam Installation

FAIRFAX - All lanes of I-66 East and West approaching Route 123 (Chain Bridge Road) are scheduled to be closed during the overnight hours May 7-8 to allow for installation of bridge beams for the new Route 123 South Bridge over I-66 as part of the Transform 66 Outside the Beltway Project. I-66 traffic will be detoured around the closure using the ramps at the Route 123 Interchange. Route 123 will remain open during these operations, but drivers should expect possible delays crossing over I-66. Police will be on scene for traffic control.

SUBSCRIBE FOR EMAIL UPDATES



New law for 2021!

Handheld cell phone use while driving is illegal

THANK YOU!

STAY INFORMED – Sign Up for Alerts @ [Transform66.org](https://transform66.org)





MANASSAS REGIONAL AIRPORT COMMISSION

MEETING DATE: October 21, 2021

TIME ESTIMATE: 20 Minutes

AGENDA TITLE: Overview of the Airport's Capital Improvement Plan (CIP) Budget.

RECOMMENDATION: N/A

MOTION: N/A

DATE LAST CONSIDERED BY COMMISSION: N/A – Information Only

SUMMARY AND/OR COMMENTS: A presentation and discussion of the Airport's current CIP budget.

FISCAL IMPACT: N/A

STAFF CONTACT: Juan Rivera, 257-8261

A handwritten signature in black ink, appearing to be 'JR' or similar, written over a horizontal line.

Airport Director



MANASSAS REGIONAL AIRPORT COMMISSION

MEETING DATE: October 21, 2021

TIME ESTIMATE: 10 Minutes

AGENDA TITLE: Update of Airport's Social Media and Marketing Efforts

RECOMMENDATION: N/A

MOTION:

DATE LAST CONSIDERED BY COMMISSION: N/A – Information Only

SUMMARY AND/OR COMMENTS: This is a brief presentation on the update of Airport's Social Media and Marketing Efforts. Staff will report on current statistics and current and future efforts. Information will be presented on PowerPoint slides.

FISCAL IMPACT: N/A

STAFF CONTACT: Paige Kroner, 257-8271

Airport Director



MANASSAS REGIONAL AIRPORT COMMISSION

MEETING DATE: October 21, 2021

TIME ESTIMATE: 5 Minutes

AGENDA TITLE: Consideration and approval of the Airport's Budget Calendar.

RECOMMENDATION: Approve the Airport Commission's FY2023 Budget Calendar as presented.

MOTION: **I move that the Commission approve the FY 2023 Budget Calendar.**

DATE LAST CONSIDERED BY COMMISSION: N/A

SUMMARY AND/OR COMMENTS: The Airport Commission's establishing Resolution requires that the Airport Commission present the City Council with an annual airport operating and CIP budget. The Budget Calendar allows the Airport Commission to plan for the submission of the budget by setting aside dates and times to review and approve CIP projects, revenues and expenditures presented by the Airport Director and Staff.

FISCAL IMPACT: N/A

STAFF CONTACT: Juan Rivera, (703) 361-1882

A handwritten signature in black ink, appearing to be 'J. Rivera', written over a horizontal line.

Airport Director

MANASSAS REGIONAL AIRPORT

FY 2023 AIRPORT COMMISSION CAPITAL IMPROVEMENT PROGRAM (CIP) & OPERATING BUDGET CALENDAR

DATE	EVENT	MEETING TYPE	LOCATION	TIME
FIVE-YEAR CIP				
October 13, 2021	5 Year ACIP meeting with FAA and VDOA		Zoom	2:00 p.m.
October 21, 2021	Review Airport 5-Year CIP	Regular Meeting	Airport	7:00 p.m.
November 5, 2021	Airport Staff CIP Budget Due to Finance Director		City Hall	5:00 p.m.
December 15, 2021	Airport Director meeting with City Manager on CIP Budget		City Hall	11:00 a.m.
January 19, 2022	Planning Commission Review of Airport CIP		City Hall	TBD
OPERATING BUDGET				
November 18, 2021	Review & Discuss Estimated Revenues for FY 2023	Regular Meeting	Airport	7:00 p.m.
December 3, 2021	Airport Staff FY 2023 Draft Budget Due to Finance		City Hall	5:00 p.m.
December 16, 2021	Review & Discuss Proposed FY 2023 Expenditures	Regular Meeting	Airport	7:00 p.m.
January 18-21, 2022	City Manager Meets with Airport Director		TBD	TBD
January 20, 2022	Adopt CIP and Operating Budget	Regular Meeting	Airport	7:00 p.m.
January 27, 2022	Special Meeting to Discuss/Adopt Budget (Only if necessary)	Special Meeting	Airport	7:00 p.m.
January 31, 2022	Final Airport Commission Budgets Due to Finance		City Hall	8:30 a.m.
February 4, 2022	FY 2023 Fee Schedule Ordinances Due		City Hall	5:00 p.m.



MANASSAS REGIONAL AIRPORT COMMISSION

MEETING DATE: October 21, 2021

TIME ESTIMATE: 5 minutes

AGENDA TITLE: Review and consideration of recommending approval to the City Council a Consent and Estoppel Agreement from SJCO – Aurora Manassas VA LLC that would assign the Franchise to Eagle Canyon Capital LLC.

RECOMMENDATION: **Approve the Consent and Estoppel Agreement for SJCO- Aurora Manassas VA LLC and recommend that the City Council approve the agreement and assign the Franchise to Eagle Canyon Capital LLC.**

MOTION: I move that the Consent and Estoppel Agreement between SJCO – Aurora Manassas VA LLC and the City of Manassas that will assign the Franchise to CTC be approved and that the Airport Commission recommend that it be approved by the City Council.

DATE LAST CONSIDERED BY COMMISSION: N/A – New Business

SUMMARY AND/OR COMMENTS: The Airport Director was informed on October 4, 2021 that the principals of SJCO – Aurora Manassas VA, LLC wanted to sell (assign) the Franchise to Canyon Capital LLC. SJCO proposes to sell 100% of the members' ownership interest in and to SJCO to Eagle Canyon Capital LLC. This would be a total assignment of the Franchise. Article 12, section 12.1 of the Franchise give the Franchisee the right to assign the Franchise with the prior approval of the City Council. Although the name on the Franchise will remain the same, section 12.7 states that if the majority of the ownership of the non-public corporation results in a change of control of said corporation, it shall be deemed an assignment and subject to City Council approval.

FISCAL IMPACT: There is no fiscal impact to the Airport Fund. The assignee must abide by all provision of the existing Franchise which includes paying the rents outlined in the payment schedule of the Franchise.

STAFF CONTACT: Juan Rivera, (703) 361-1882
jrivera@manassasva.gov


Airport Director

SJCO-Aurora Manassas VA, L.L.C.

c/o Stan Johnson Company
6120 S. Yale Ave., Suite 300
Tulsa, OK 74136

October 4, 2021

VIA EMAIL

Juan E. Rivera, Director
Manassas Regional Airport
10600 Harry J Parrish Blvd
Manassas, VA 20110

RE: Assignment of Franchise Agreement, dated August 17, 2005, as amended by the "First Amendment of Franchise Agreement" dated March 10, 2014 (the "Franchise Agreement") between The City of Manassas as Lessor and SJCO-Aurora Manassas VA, LLC as Lessee

Mr. Rivera:

The members of SJCO-Aurora Manassas VA, LLC, a Delaware limited liability company ("SJCO") intend to sell one hundred percent (100%) of the members' ownership interests in and to SJCO to Eagle Canyon Capital LLC. Pursuant to Article 12.7 of the above-referenced Franchise Agreement, SJCO is seeking consent from The City of Manassas to assign the members interest under the Franchise Agreement.

SJCO-Aurora Manassas VA, L.L.C.



By: Stan L. Johnson
Title: Member

CONSENT AND ESTOPPEL AGREEMENT

THIS CONSENT AND ESTOPPEL AGREEMENT (this “Consent”), dated as of October ___, 2021, is executed by THE CITY OF MANASSAS (“Lessor”) and SJCO – AURORA MANASSAS VA, LLC (“Lessee”).

WHEREAS, SJCO – AURORA MANASSAS VA, LLC, a Delaware limited liability company (“SJCO”) is the lessee under that certain Franchise Agreement, dated August 17, 2005, as amended by the “First Amendment of Franchise Agreement” dated March 10, 2014 (the “Franchise Agreement”) originally made by and between Lessor and AURORA FLIGHT SCIENCES CORPORATION, a Delaware corporation (“AFSC”), pursuant to which Lessor granted to AFSC the non-exclusive privilege to construct, develop and equip a manufacturing facility of unmanned flight vehicles and perform certain services on those certain parcels of land consisting of a total of approximately 3.75376 acres located within the Manassas Regional Airport in the City of Manassas, as more particularly described in Exhibit A hereto (together with all improvements located thereon, the “Premises”);

WHEREAS, the interests of AFSC as lessee under the Franchise Agreement were assigned to 9950 Wakeman Drive, LLC, a Delaware limited liability company (“9950 Wakeman”), which in turn subleased the premises back to AFSC (the “Sublease”), which continues to occupy the same as sublessee;

WHEREAS, 9950 Wakeman subsequently assigned its rights under the Franchise Agreement and the Sublease to SJCO – AURORA MANASSAS VA, LLC, and AFSC continues to occupy the premises as sublessee under the Sublease;

WHEREAS SJCO proposes to sell one hundred percent (100%) of the members’ ownership interests in and to SJCO (the “Assignment”) to Eagle Canyon Capital LLC, a Delaware limited liability company (“ECC”), pursuant to a Contract of Sale dated September 30, 2021; AFSC will continue to occupy the premises as sublessee under the Sublease; and

WHEREAS, SJCO has requested Lessor’s consent to the Assignment in accordance with the Franchise Agreement, and Lessor has agreed to provide such consent on the conditions as hereinafter set forth;

NOW, THEREFORE, in consideration of the promises and the continuing obligations in force under the Franchise Agreement and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged:

1. **Consent.** Lessor consents to the Assignment to Eagle Canyon Capital LLC, a Delaware limited liability company. Lessor agrees, in the event the Assignment is completed, to continue to recognize SJCO as the lessee and will continue to recognize AFSC as the sublessee under the Franchise Agreement. Lessor will accept payment and performance under the Franchise Agreement directly from AFSC as the sublessee provided, however, that pursuant to Section 12.5 of the Franchise Agreement the recognition of AFSC as the sublessee shall not relieve SJCO as the lessee of any of its obligations to the City set forth in or arising from the Franchise Agreement.

2. **Non-Disturbance.** Lessor confirms that Lessor shall not, in the absence of an uncured default by SJCO under the Franchise Agreement, and then only in accordance with the terms of the Franchise Agreement, disturb the possession, interest or quiet enjoyment of SJCO or AFSC or any permitted successor to SJCO.

3. **Amendments or Modifications.** Except provided by its terms, the Franchise Agreement shall not be modified, terminated, amended, altered or cancelled without a written agreement between Lessor and the holder of the lessee's interest therein.

4. **Lessor's Representations and Warranties.** Lessor certifies to SJCO, ECC and AFSC as follows:

(a) The Franchise Agreement is in full force and effect, and a complete and correct copy of the Franchise Agreement is attached as Exhibit B hereto.

(b) To the best of Lessor's knowledge, no events of default by 9950 Wakeman, AFSC, SJCO or Lessor have occurred under the Franchise Agreement and Lessor knows of no act or omission by either 9950 Wakeman, AFSC, SJCO or Lessor that would become an event of default upon the giving of notice or the passage of time.

(c) SJCO and/or AFSC have performed the obligations listed in Article 6 of the Franchise Agreement.

(d) As of the date hereof, no rent is due from SJCO under the Franchise Agreement and SJCO has paid no rent more than 30 days in advance.

(e) As of the date hereof, SJCO has paid all additional rent due under Article 17 of the Franchise Agreement and SJCO has paid no additional rent more than 30 days in advance.

(f) The use by AFSC of the Premises complies with Article 3 of the Franchise Agreement, as amended by the First Amendment of Franchise Agreement" dated March 10, 2014.

(g) AFSC has properly and timely completed all improvements required under Article 4 and Appendix A of the Franchise Agreement and such improvements have been accepted by Lessor.

(h) To the best of Lessor's knowledge, SJCO and/or AFSC have properly and timely performed all of the maintenance and repairs required under Article 5 of the Franchise Agreement.

(i) To the best of Lessor's knowledge, SJCO and/or AFSC have properly and timely performed the non-discrimination requirements and affirmative action program requirements set forth in Article 14 of the Franchise Agreement.

(j) Lessor has received copies of all licenses and permits required under Article 15 of the Franchise Agreement.

(k) AFSC has provided the Lessor with satisfactory evidence that AFSC has obtained and is maintaining all of the insurance required under Article 29 of the Franchise Agreement.

(l) To the best of Lessor's knowledge, SJCO and AFSC are in compliance with all requirements of Article 30 of the Franchise Agreement related to hazardous materials and compliance with laws and environmental laws.

5. **Further Provisions.** (A) The general notice provision is Article 24 of the Franchise Agreement, as amended by the First Amendment of Franchise Agreement" dated March 10, 2014. (B) Lessor acknowledges that, upon the Assignment to ECC and the Sublease to AFSC, SJCO shall continue to be the lessee under the Franchise Agreement, so no bankruptcy by AFSC will be a default under Article 18 of the Franchise Agreement.

6. **Assignee's Covenants.** As evidenced by its authorized signature below, upon the execution of the Assignment SJCO, as Lessee and pursuant to Section 12.3 of the Franchise Agreement, accepts and agrees to all of the terms, conditions and provisions of the Franchise Agreement, and agrees to accept and discharge all of the covenants and obligations of the Lessee under the Franchise Agreement, including but not limited to the payment of all sums due and to become due by Lessee under the terms of the Franchise Agreement.

7. **Terms of the Franchise Agreement.** The foregoing provisions notwithstanding, the terms and conditions of the Franchise Agreement shall remain in full force and effect.

8. **Effectiveness.** This Consent shall be binding upon Lessor and its respective successors and assigns.

9. **Severability.** In the event that any one or more of the provisions contained in this Consent shall be determined to be invalid, illegal or unenforceable in any respect for any reason, the validity, legality and enforceability of any such provision or provisions in every other respect, and the remaining provisions contained herein, shall not be in any way affected or impaired.

10. **Headings.** The headings of the sections of this Consent are inserted for convenience only and shall not constitute a part hereof or affect in any way the meaning or interpretation of this Consent.

11. **Governing Law.** This Consent shall be governed and construed in accordance with the laws of the Commonwealth of Virginia.

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the parties have executed this Consent as of the day and year first before set forth.

CITY OF MANASSAS

By: _____

Name: _____

Title: _____

COMMONWEALTH OF VIRGINIA

CITY / COUNTY OF _____:

The foregoing instrument was acknowledged before me this ____ day of _____, 2021, by _____, who is the _____ of the CITY OF MANASSAS, a Virginia municipal corporation.

Notary Public

My Commission expires the ____ day of _____, _____

SJCO – AURORA MANASSAS VA, LLC

By: _____

Name: _____

Title: _____

COMMONWEALTH OF VIRGINIA

CITY / COUNTY OF _____:

The foregoing instrument was acknowledged before me this ____ day of _____, 2021, by _____, who is the _____ of the SJCO – AURORA MANASSAS VA, LLC, a Delaware limited liability company.

Notary Public

My Commission expires the ____ day of _____, _____

EXHIBIT “A”

LEGAL DESCRIPTION

[Attached]



Sam Hirbod
CEO
Tel: 925.336.6440
Fax: 888.959.4129
Email: shirbod@eaglecanyoncapital.com

September 30, 2021

BALANCE SHEET CERTIFICATION

The undersigned certifies that the balance sheet of Eagle Canyon Holdings LLC included in this form are true and complete in all material respects.

Sam Hirbod
CEO

EAGLE CANYON CAPITAL
For the Six Months Ending Wednesday, June 30, 2021

	Q2 2021
Cash	\$10,953,264
A/R & Other Receivables	753,111
Inventory	661,690
Land & Improvements	66,155,973
Buildings & Improvements	446,008,500
All Other Assets	17,668,387
Total Fixed Assets - PPE	529,832,860
Accum Dep	(107,176,862)
Net Fixed Assets - PPE	422,655,998
Other current assets	2,043,078
Due From Related Parties, Net	8,104,529
Investments	2,618,731
Environmental Escrow	1,188,381
Total Assets	448,978,782
A/P	1,102,520
Other Current Liabilities	40,651,489
ARC - CPLTD	1,874,514
Hyslip - CPLTD	1,702,427
BOA Sleepy Hollow - CPLTD	900,000
BOA Revolver	9,000,000
Loan Debt - PPP	8,233,328
Total Current Liabilities	63,464,278
Workers Comp Reserve	278,275
Environmental Reserve	297,119
Asset Retirement Obligation	202,325
Due to Related Parties, Net	7,413,628
LT - 467 Lease	4,535,674
LT - Note ARC	41,196,770
LT - Note Hyslip	23,693,743
LT - BOA Loan	67,090,000
LT - Colony Northstar & Loan Costs	172,582,470
Total Long-Term Liabilities	317,290,004
Total Liabilities	380,754,282
Total Equity	68,224,500
Total Liab & Equity	448,978,782

Internal - For Discussion Purposes Only



MANASSAS REGIONAL AIRPORT COMMISSION

MEETING DATE: October 21, 2021

TIME ESTIMATE: 5 Minutes

AGENDA TITLE: Approve and update to the Airport Minimum Standards' Insurance Matrix that would require \$1 million in Environmental Insurance for airport businesses with Hangar Foam Fire Suppression Systems.

RECOMMENDATION: Approve the updated Insurance Matrix.

MOTION: **I move that the Commission approve the updated Insurance Matrix that requires businesses with Hangar Foam Fire Suppression Systems to have \$1 million in Environmental Insurance.**

DATE LAST CONSIDERED BY COMMISSION: N/A

SUMMARY AND/OR COMMENTS: The staff is recommending that companies that have Hangar Foam Fire Suppression System obtain a minimum of \$1 million in Environmental Insurance to help with the cleanup of any foam discharge. There have been two inadvertent foam discharges of a Foam Fire Suppression System at the Airport in the last two years and the staff feels that the Airport should have some assurance that the company that has such a system has the means to cleanup a spill or discharge. It has become clear that AFFF found in these systems can contaminate water sources. AFFF contains perfluorooalkyl substances (PFAS) which are commonly known as "a forever chemical". PFAS do not break down in the environment.

FISCAL IMPACT: N/A

STAFF CONTACT: Juan Rivera, (703) 361-1882

A handwritten signature in black ink, appearing to be 'J. Rivera', written over a horizontal line.

Airport Director

Minimum Standards Insurance Requirements

Insurance Matrix

Disclaimer: The Manassas Regional Airport Minimum Insurance Requirements are established solely for the purpose of protecting the interests of the City of Manassas under this contract, and should not be relied upon or used for any particular purpose. Specifically, each operator should exercise its own independent judgment and discretion in determining the insurance coverages and amounts necessary to fully protect its interests. The City of Manassas shall not be held responsible in any way for, and specifically disclaims any liability arising out of or in any way connected to, reliance on or use of any of the information contained or referenced on this Matrix or Minimum Standards for Airport Aeronautical Service and Aeronautical Activity Providers. The information contained or referenced in this Matrix is not intended to constitute and should not be considered legal or professional advice, nor shall it serve as a substitute for the recipient obtaining such advice.

Annual Review

This Insurance Matrix will be reviewed annually and the Airport Director or Risk Management may require additional limits of liability or other insurance coverage based upon the type of business operation or change in the entity's risk exposure.

Additional Requirements

Additional Insured - The City of Manassas shall be named as an Additional Insured on ALL policies. A separate endorsement must be provided.

Insurance Rating - Each policy of insurance required should be issued by an "A" rated-Class VI or better (according to the A.M. Best's Rating Organization) insurance company authorized by the Commonwealth of Virginia to issue such policy in this State

Minimum Requirements

Section/Activity	Workers' Compensation and Employers Liability	Comprehensive Airport Liability**	Hangar Keepers Liability	Aircraft Liability	Environmental Liability	Commercial Automobile Liability	Flight Instructor Professional Liability
Article 6 Aircraft Fuels and Oil Sales and Service	Statutory Limits	Premises/Operations (if applicable) Products/Completed Operations (if applicable) Contractual Liability (if applicable) Fire Legal Liability (if leasing space from Airport) Environmental (if applicable)	Coverage required is based on the type of aircraft under custody of the business.		Contractor's Pollution Insurance Policy \$1,000,000 per occurrence Storage Tank Liability \$1,000,000 per occurrence	Coverage required if licensed vehicles are driven on the ramp, taxiways or runways. \$1,000,000 per occurrence	
		\$1,000,000 / \$3,000,000 per occurrence / aggregate If services are provided to Airlines \$5,000,000 per occurrence					

**All ancillary coverages must be listed under the policy

Appendix A

Insurance Matrix

Section/Activity	Workers'						Flight Instructor Professional Liability
	Compensation and Employers Liability	Comprehensive Airport Liability**	Hangar Keepers Liability	Aircraft Liability	Environmental Liability	Commercial Automobile Liability	
Article 8 Airframe and Power plant Repair	Statutory Limits	Premises/Operations Products/Completed Operations (if applicable) Contractual Liability (if applicable) Fire Legal Liability (if leasing space from Airport) Environmental (if applicable) \$1,000,000 per occurrence	Coverage required is based on the type of aircraft under custody of the business.			Coverage required if licensed vehicles are driven on the ramp, taxiways or runways. \$1,000,000 per occurrence	
Article 9 Aircraft Component Repair	Statutory Limits	Premises/Operations Products/Completed Operations (if applicable) Contractual Liability (if applicable) Fire Legal Liability (if leasing space from Airport) Environmental (if applicable) \$1,000,000 per occurrence	Coverage required is based on the type of aircraft under custody of the business.			Coverage required if licensed vehicles are driven on the ramp, taxiways or runways. \$1,000,000 per occurrence	

**All ancillary coverages must be listed under the policy.
The City of Manassas shall be named as an Additional Insured on ALL policies. A separate endorsement must be provided.

Appendix A

Insurance Matrix

Section/Activity	Workers'						Flight Instructor Professional Liability
	Compensation and Employers Liability	Comprehensive Airport Liability**	Hangar Keepers Liability	Aircraft Liability	Environmental Liability	Commercial Automobile Liability	
Article 10 Aircraft Rental	Statutory Limits	Premises/Operations Products/Completed Operations (if applicable) Contractual Liability (if applicable) Fire Legal Liability (if leasing space from Airport) Environmental (if applicable)	Coverage required if Aircraft are being serviced by Entity or owned by an Entity other than the rental company	Piston/Turbine/Helicopter \$1,000,000 Combined Single Limit		Coverage required if licensed vehicles are driven on the ramp, taxiways or runways. \$1,000,000 per occurrence	
Article 11 Flight Training	Statutory Limits	Premises/Operations Products/Completed Operations (if applicable) Contractual Liability (if applicable) Fire Legal Liability (if leasing space from Airport) Environmental (if applicable) \$1,000,000 per occurrence	Coverage required if Aircraft are being serviced by Entity or owned by an Entity other than the flight training operator.	Piston/Turbine/Helicopter \$1,000,000 Combined Single Limit		Coverage required if licensed vehicles are driven on the ramp, taxiways or runways. \$1,000,000 per occurrence	\$1,000,000 per occurrence

**All ancillary coverages must be listed under the policy.
The City of Manassas shall be named as an Additional Insured on ALL policies. A separate endorsement must be provided.

Appendix A

Insurance Matrix

Section/Activity	Workers' Compensation and Employers Liability	Comprehensive Airport Liability**	Hangar Keepers Liability	Aircraft Liability	Environmental Liability	Commercial Automobile Liability	Flight Instructor Professional Liability
Article 12 Aircraft Sales	Statutory Limits	Premises/Operations Products/Completed Operations (if applicable) Contractual Liability (if applicable) Fire Legal Liability (if leasing space from Airport) Environmental (if applicable) \$1,000,000 per occurrence	Coverage required if is based on the type of aircraft under custody of the business.	Piston/Turbine/Helicopter \$1,000,000 Combined Single Limit		Coverage required if licensed vehicles are driven on the ramp, taxiways or runways. \$1,000,000 per occurrence	
Article 13 Air Charter Operations or Aircraft Management Operator	Statutory Limits	Premises/Operations Products/Completed Operations (if applicable) Contractual Liability (if applicable) Fire Legal Liability (if leasing space from Airport) Environmental (if applicable) \$1,000,000 per occurrence	Coverage required if Aircraft are being serviced by Entity or owned by an Entity other than the Charter or Management Operator.	Piston/Turbine/Helicopter \$1,000,000 Combined Single Limit		Coverage required if licensed vehicles are driven on the ramp, taxiways or runways. \$1,000,000 per occurrence	

**All ancillary coverages must be listed under the policy.
The City of Manassas shall be named as an Additional Insured on ALL policies. A separate endorsement must be provided.

Appendix A

Insurance Matrix

Section/Activity	Workers'					
	Compensation and Employers Liability	Comprehensive Airport Liability**	Hangar Keepers Liability	Aircraft Liability	Environmental Liability	Commercial Automobile Liability
Article 14 Non-Tenant Operator	See Airport Director for insurance requirements to be based on the type of business operation. The most stringent requirements will be applied for applicable Comprehensive Airport Liability, Aircraft Liability, Commercial Automobile, Hangar keepers and Environmental Impairment.					
Article 15 Rental Car Business (Non-Franchise Tenant)	Statutory Limits	Premises/Operations Products/Completed Operations (if applicable) Contractual Liability (if applicable) Fire Legal Liability (if leasing space from Airport) Environmental (if applicable)				Coverage required if licensed vehicles are driven on the ramp, taxiways or runways. \$1,000,000 per occurrence
Article 19 Specialized Commercial Operations	See Airport Director for insurance requirements to be based on the type of business operation. The most stringent requirements will be applied for applicable Comprehensive Airport Liability, Aircraft Liability, Commercial Automobile, Hangar keepers and Environmental Impairment. Any company that is conducting business on the Airport and has an operating Fire Foam Suppression system shall carry a Contractor's Pollution Insurance Policy and or an Environmental Cleanup Policy in the amount of \$1,000,000 per occurrence. The policy must specifically cover the clean-up of AFFF and any other hazardous substance used in the Foam Suppression System, and the policy must be approved by the City's Risk Management Department. This insurance requirement is above and beyond what may be required for businesses conducting fueling operations.					
Article 21 Flying Clubs	General Liability \$1,000,000 per occurrence Property Damage \$100,000	Coverage required if Aircraft are being serviced by an Entity or other than the flying club	Piston/Turbine/Helicopter \$1,000,000 Combined Single Limit	Proof of coverage		

**All ancillary coverages must be listed under the policy.
The City of Manassas shall be named as an Additional Insured on ALL policies. A separate endorsement must be provided.

Section/Activity	Workers' Compensation and Employers Liability	Comprehensive Airport Liability**	Hangar Keepers Liability	Aircraft Liability	Environmental Liability	Commercial Automobile Liability	Flight Instructor Professional Liability
Rules & Regulations Non-Commercial Self-Fueling Over 12,000 Gallons Annually	Statutory Limits	Premises/Operations Products/Completed Operations (if applicable) Contractual Liability (if applicable) Fire Legal Liability (if leasing space from Airport) Environmental (if applicable)	Not Applicable	Not Applicable	Contractor's Pollution Insurance Policy \$1,000,000 per occurrence Storage Tank Liability \$1,000,000 per occurrence	Coverage required if licensed vehicles are driven on the ramp, taxiways or runways. \$1,000,000 per occurrence	
		\$1,000,000 / \$3,000,000 per occurrence / aggregate If services provided to Airlines \$5,000,000 per occurrence					

**All ancillary coverages must be listed under the policy.

The City of Manassas shall be named as an Additional Insured on ALL policies. A separate endorsement must be provided.