



City of Manassas, Virginia
Manassas Regional Airport Commission Meeting

MINUTES

Manassas Regional Airport Commission Meeting
Terminal Building - 1st Floor Conference Room
10600 Harry Parrish Boulevard
Manassas, VA 20110
Thursday, April 21, 2022

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, Anthony McGhee, James L. Uzzle, Larry Pigeon, John Snider, Howard Goodie and Ross Snare..

Member Vanslyn Augustus and Council Member Theresa Coates Ellis were not present.

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

Chairman Lemmon called the meeting to order at 7:01 p.m.

Pledge of Allegiance

1. Approval of Meeting Minutes

Member Snider **MOVED** to approve the minutes for the March 17, 2022 meeting, **SECONDED** by Member Pigeon and **CARRIED UNANIMOUSLY**

2. Review of Expenses

Mr. Rivera suggested that the Bill Sheet be amended to include only the previous months 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 noted that staff had a meeting on April 1 with three school divisions regarding the CTE program. Career day will be sometime in the fall and will get back with dates. The schools will be here in June to give a presentation to the Commission regarding the regional aviation academy.

Mr. Rivera stated that a letter would be posted regarding Rising Phoenix being in default of their contract. He will also be sending the letter to those who have a stake in the property.

Mr. Rivera noted that a kick off meeting was held on May 5 with FAA to talk about the tower site analysis. He noted that the Airport's points of contact with Michael Baker are leaving and the staff is waiting to see who the new contact will be.

Mr. Rivera mentioned that the Runway run on Sunday April 24 has around 440 runners signed up.

Mr. Rivera noted that the Airport was select as Honorable Mention for the large general aviation category for the 2021-2022 Balchen/Post Award. This award recognizes airports that have demonstrated excellence in the performance of ice and snow removal.

Mr. Rivera stated that he had a conversation with company out of Norfolk interested in building a hangar here at the airport.

Mr. Rivera mentioned that Doug McCauley would be leaving the airport to go to the streets department, which is a part of Public Works, as a supervisor, he will be greatly missed here at the airport. He stated that Doug has been with the airport for 13 years and started out in Public Work and will be returning there.

Mr. Rivera briefed the Commission regarding the passing of Boiling DeSouza. Mr. DeSouza had a business on the airport since 2004. His wife and Son will be taking over the business. The funeral was held on April ⁸ along with a celebration of life at the hangar.

Mr. Rivera indicated that Mr. Berry and he have selected 3 Interns and they have been called to interview on Friday, April 29.

4.3 Aging, Revenue, and Expenditure Reports.

Mr. Rivera stated that the aging report is mostly from Rising Phoenix and less than 60-day late hangar rents.

5. **Presentations**

5.1 **Quarterly Fuel and Aircraft Operations Report (Mrs. Jolene Berry, 10 Minutes).**

5.2 **Quarterly Airport Maintenance Report (Mr. Doug McCauley, 10 Minutes).**

Mr. McCauley also thank Mr. Rivera for comments about his leaving the airport. Mr. McCauley expressed his goodbyes to the commission. Mr. Rivera expressed concern about the ability to replace him with the current job market.

6. **Old Business**

6.1 **Review and Approve project(s) for the use of BIL funding (Mr. Juan Rivera, 10 minutes)**

Mr. Rivera recommended using the BIL Funding for the renovations to the Observation Rd relocation and Drainage improvement to be addressed first, it is eligible for federal dollars and improves drainage. **Vice Chairman Seraydarian MOVED to approve the Observation Rd and Drainage renovations to move forward SECONDED by Member Pigeon and CARRIED UNANIMOUSLY**

7. **Consent Agenda**

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

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

Member Snider conceded to Member Goodie to give update because Member Snider was not present for Operations meeting. Member Goodie briefed the committee that they were impressed with the wide range of issue that have to be dealt with on a daily basis.

Mr. Goodie indicated that the two big takeaways are they are looking to get another security company and City of Manassas will start sweeping the runways.

9. **New Business**

9.1 **Review the updated Airport Wildlife Plan (Mrs. Jolene Berry, 10 minutes)**

Member Snider MOVED to approve Wildlife Plan, Vice Chairman Seraydarian SECONDED and CARRIED UNANIMOUSLY.

10. Information Items

11. Commission Comments

11.1 Chairman Lemmon reached out to his counterpart at Leesburg regarding Dulles Airport. Both FBO's went out to bid, but both FBO's have major renovations. They are ramping up to take on more Corporate traffic and more improvements are being done.

Chairman Lemmon noted that Leesburg had a situation with an individual being very belligerent and having to call Leesburg police, which led to discussion about security and the quality of security companies.

Member Uzzle MOVED to adjourn the meeting. SECONDED by Vice Chairman Seraydarian and CARRIED UNANIMOUSLY.

Meeting adjourned at 8:12PM.


Secretary


Chairman

5/19/2022
Date