



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, July 20, 2023

The Manassas Regional Airport Commission held its regular meeting in the Airport Conference Room on the above date, attended by, Chairman Ross Snare, Vice Chairman John Snider; Member Jim Uzzle, Member Lawrence Pigeon, Member Tony McGhee; Member Vanslyn Augustus; Member David Farajollahi; Member Cyril Pierre; Member Jakelin Melgar.

Airport Personnel in Attendance: Juan E. Rivera (Airport Director); Richard Allabaugh (Sr. Airport Operations Officer); Patty Bibber (Secretary)

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

Pledge of Allegiance

1. Approval of Meeting Minutes

Vice Chairman Snider **MOVED** to approve the minutes for the June 15, 2023 meeting, **SECONDED** by Member Farajollahi and **CARRIED UNANIMOUSLY**

2. Review of Expenses

No Comments

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 Commission Member Comments

- 4.1 David Farajollahi thanked those who attended the City Council meeting, and will be speaking on the 24th council meeting.
- 4.2 Jakelin Melgar commented on the City Council meeting being very helpful and also encouraged members to voice their support
- 4.3 Jim Uzzle has mixed feelings about airport expansion
- 4.4 Ross Snare encouraged everyone to come out to the Monday Council meeting and express their support for the Airport Expansion. Discussed businesses on the airport hosting Commission meeting

5. City Council Representative Comments

- 5.1 Council Woman Theresa Ellis-Coates expressed major support for the Airport expansion. Encouraged everyone to come out and support the expansion at the Monday meeting.

6. Airport Director's Report

- 6.1 Informed Commission about electronic Commission Binder and asked for Commission input.
- 6.2 Had a meeting with TSA on 7/6 and having another one on 8/2.
- 6.3 Bids for the following projects were received. Taxiway B Construction, Taxiway Y Bid Alternate; Observation Road Relocation and Drainage and Building Demolition.
- 6.4 Pubic hearing for Airline Service is Monday July 24th. The 2nd Reading is Friday, July 28th.
- 6.5 New Operations office starts July 31st. Mr. Alex Del Valle Mari
- 6.6 Commission retreat planned for September 30th.

7. Presentations

- 7.1 **Quarterly Report of Fuel Sales and Aircraft Operations (Mr. Richard Allabaugh, Sr. Airport Operations, 5 mins)**
- 7.2

Quarterly Airport Maintenance Report (Mr. Gary Moore, Maintenance Supervisor, 5 minutes)

7.3

T-Hangar Paving Projects Brief (Mr. Richard Allabaugh, Sr. Airport Operations, 10 minutes)

8. Old Business

8.1 None

9. 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 TO REMOVE AN ITEM: "I move that Item # be removed from the Consent Agenda and be added as Items # under New Business, and that the remaining Consent Agenda items be approved as it now appears".

10. New Business

10.1 Appointment of Members of the Executive Committee for FY 2024 (Chairman Ross Snare, 5 minutes) – Action Required

Chairman Ross Snare
Vice Chairman John Snider
Member Juan "Bill" Cabrebra
Member David Farajollahi

Member McGhee MOVED to approve the appointment of Executive Committee Members for FY 2024, **SECONDED** by Member Pierre and **CARRIED UNANIMOUSLY**

10.2 Announcement of the members serving on the Operations Committee for FY 2024 (Chairman Ross Snare, 5 minutes) – No Action Required

Member Larry Pigeon
Member Jakelin Melgar
Member Cyril Pierre


11. Committee Reports (If Available)

11.1 Airport Operations Committee Report (Mr. Larry Pigeon, 5 minutes)

Nothing to report by Larry Pigeon, Chairman. Vice Chairman John Snider mentioned the Tuskegee Pilots being recognized here at Manassas in August. Vice Chairman Snider also gave recognition to the Airport staff for all they do in coordinating community events.

- 12. **Information Items**
 - 12.1 **Copy of FY 2024 Budget (Expenses and Revenues) - No Action Required**
- 13. **Authorize a Closed Meeting (Reserved)**
- 14. **Certify the Closed Meeting (Reserved)**

Meeting adjourned at 8:30 PM.



Secretary

9/21/2023
Date



Chairman