



City of Manassas, Virginia  
Manassas Regional Airport Commission Meeting

AGENDA

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Manassas Regional Airport Commission Meeting  
Terminal Building - 1st Floor Conference Room  
10600 Harry Parrish Boulevard  
Manassas, VA 20110  
Thursday, February 19, 2026

Call to Order - 7:00 p.m.

Vote to allow virtual attendance (if necessary)

Roll Call

Pledge of Allegiance (Stand)

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.*

1. Approval of Minutes

1.1 **Airport Commission Meeting minutes for January 16, 2026**  
[Commission Minutes January 16, 2026.docx](#)

2. Airport Director's Report

- 2.1 **Airport Director's Report**  
[Airport Director's Report February 2026.docx](#)
- 2.2 **Revenue, Expenses, Aging and Bill Sheet**  
[Revenues as of 2-13-26.xlsx](#)  
[Expenses as of 2-13-26.xlsx](#)  
[Aging Report as of 2-13-26.xlsx](#)  
[Bill Sheet as of 2-13-26.xlsx](#)
- 2.3 **Tie-Down, Hangar Occupancy and Noise Report January**  
[January 2026 Tie-Down Occupancy.pdf](#)  
[January 2026 Hangar Occupancy.pdf](#)  
[January 2026 Noise.pdf](#)
- 2.4 **Airport Project Update (Mrs. Jolene Berry, Asst. Airport Director, 5 mins)**  
[Construction Projects 1\\_2026.pptx](#)
- 3. **Presentations**
  - 3.1 **Quarterly Security Report (Mr. Nick Carr, Security Officer, 5 minutes)**  
[Security Program Briefing 2-19-26.pptx](#)
  - 3.2 **Quarterly ARFF Report (Mr. Kevin Garber, ARFF Chief, 5 minutes)**  
[Manassas Regional Airport Feb 2026 meeting.pptx](#)
  - 3.3 **Snow Briefing (Richard Allabaugh, Operations Supervisor, 5 minutes)**  
[2026 Snow Event - Debrief.pptx](#)
- 4. **New Business**
  - 4.1 **Acknowledgement of Consent Agreement Between RW Pegasus Holding LLC and BC Flex Midco, LLC (Mr. Juan E Rivera, Director, 10 minutes)**  
[Project Flex - City of Manassas Consent Agreement.docx](#)
- 5. **Old Business**
  - 5.1 **FY 2027 Airport Operating and CIP Proposed Budget (Mr. Juan Rivera, Director, 10 minutes)**  
[Financial Report.pdf](#)
- 6. **Consent Agenda**
- 7. **Airport Commission Members Comments (If Available)**
- 8. **City Council Liaison Comments (Vice Mayor Mark Wolfe)**

9. Authorization of a Closed Meeting (Reserved)

10. Certification of a Closed Meeting

Adjournment



# Manassas Regional Airport Commission Agenda Item Report

Agenda Item No. 1.1  
Submitted by: Patty Bibber  
Submitting Department: Manassas Regional Airport  
Meeting Date: February 19, 2026

## Item Title

Airport Commission Meeting minutes for January 16, 2026

## Suggested Action and/or Recommendation

## Suggested Motion

<b>Item Type</b> Reports / Presentations	<b>Item ID</b> 2026-642
<b>Submitting Department</b> Manassas Regional Airport	<b>Drafter</b> Patty Bibber
<b>Meeting Body</b> Manassas Regional Airport Commission	<b>Meeting Date</b> February 19, 2026

## ATTACHMENTS

- [Commission Minutes January 16, 2026.docx](#)



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, January 16, 2026**

The Manassas Regional Airport Commission held its regular meeting in the Manassas Regional Airport, 1<sup>st</sup> Floor Conference Room on the above date, attended by Chairman Roderick Hall; Vice Chairman, Tony McGhee; Member Jakelin Melgar; Member Carla Cox; Member Alison Paylor; Member Phil Smith; Member Travis Nembhard; Member Bob Sweeney; Member William Sebesky and Member Eileen Preisser

Airport Personnel in attendance: Juan Rivera, Director; Jolene Berry, Asst. Airport Director; Alex Del Valle Mari, Airport Operations

**Chairman Roderick Hall called the meeting to order at 7:05 pm.**

**Pledge of Allegiance**

**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.*

**1. Approval of Minutes**

**Member Alison Paylor MOVED** to approve the meeting minutes from December 18, 2025, **SECONDED BY Vice Chairman Anthony McGhee MOVED** and **CARRIED UNANIMOUSLY**

## 2. Airport Director's Report

### 2.1 Airport Director's Report

- a. Submitted grant application for ATP funding. This would be a 95/5 grant. The grant application for construction of the new ATC Tower and the reimbursement of the cost that we have already incurred making the total amount of the request \$29,164,000. Our local share would be \$1,535,000 which is 5% of the total amount (\$30,700,000).
- b. Mrs. Liz Gossman will be assisting the airport staff in the update of the Airports Strategic plan starting the first of the year. Liz lowered the cost of the plan update to \$3,000. This was based on the change in the scope of work and she also does not anticipate as many meetings with the Airport commission. The original price was \$10,000.
- c. Appraisals for 2 Franchise holders (APP and Aurora Flight Sciences) are required to have an appraisal of the facilities in order to determine the fair market value (FMV). Provisions of the Franchise require that each party conduct an appraisal of the building and if they are within 10%, then the average of the two would determine the FMV. If the two appraisals are not within 10%, then a third appraisal would establish the FMV. The cost of the third appraisal is shared.
- d. Observation Road Project now called Aviator Avenue is now open. The project has been declared to be substantially complete and the contractor is working on completion of the stormwater management basin, site stabilization and contractor demobilization. A punch list of items will be created shortly. We are still approximately \$100K under budget at this point, but behind in regards to the scheduled completion date. The contractor estimates that they will have everything completed by the end of next week. Post-construction, RS&H will complete a LOMR for FEMA.
- e. Dewberry has completed the third-party review of the WPM Runway and Taxiway Bridge evaluation analysis. Dewberry's review comments were given to the WPM prior to the holiday for review, and to provide clarification. Overall, Dewberry's review comments were minor in nature and it appears that WPM's work used sound engineer principals and standard practices. Our hope is that we can get the \$850K from Congressional earmarks for the design of this project so we can get started this year.
- f. There is no change from last report for the new ATC Tower design. The 70% design development documents have been completed and RS&H. The Airport staff will be meeting with key stakeholders on December 11th to go over the 70% design documents. Meetings were held this week with members of the City's Utilities Department. The final design should be completed by March 24th of this year. Bid Advertisement is scheduled for May 4th.
- g. We had a 30% design meeting for the Runway 16L-34R rehabilitation (design) with the FAA, State, Airport Staff and RS&H. RS&H are moving forward with the design. The 60% design submission was received on Friday, January 9, 2025. 90% design submittal will be at the end of March.
- h. The ARFF station project is ongoing. The installation of the studs for the walls has been completed for both the first and second floors. The rough in

for the electrical and plumbing is nearing completion. The HVAC installation is also taking place. One of the three roll-up door frames have been installed as well. The completion of the renovation is expected to be in mid-February of 2026. We are planning to hold a ribbon cutting ceremony once we get closer to the completion date. City Council, Airport Commission and city staff will be invited.

- i. We are awaiting an estimate from Atlantic Emergency Solutions for fixing the extension cylinder on the boom on ARFF 1. ARFF 2 is at the shop (Finley) getting its PMs and is expected back today. ARFF 3 is out of service and must be towed to Finley to determine why it will not start. January 13th dispatchers from PWC will be visiting the airport to see airfield layout, and get an overview of the ARFF trucks and access points on the airfield. New dispatch protocols are being developed for Airport responses to helicopter/patient transport. City EMS Chief Fox is working with ARFF personnel to train them on EMS procedures. The end result would be that the city has additional trained EMS personnel and the airport meets FAA requirements. As of November of 2025, ARFF has responded to 17 incidents for accidents
- j. EA for the new airport ATC Tower version 5 of the draft EA was sent to the FAA for review and they approved it for advertising. The FAA indicated that the draft EA needed to include additional information regarding the site that the RTR was to be relocated to and that they needed to submit updated information to the VDHR for their comments. At this point, we are at a standstill with the EA until comments are received by the VDHR. There will be a public comment period of 30 days for the draft EA.
- k. The Airport Director has a meeting schedule with Frasca & Associates the Airport's new Financial Advisor. The Airport Director plans to start with Landing Fee Calculations, Rates and Charges, and Annual Reports.
- l. The airport staff is short one FT Maintenance Worker and one FT Airport Maintenance Supervisors. The Airport is actively working with HR to fill those positions. In addition, the Airport Director has requested an Airfield Electrician position in the FY 2027 Operating Budget, as well as an additional Airport Operations Officer. The Ops position would most likely not be hired until mid-year of FY 2027.
- m. Upcoming events: Possible CAF Tour July 2-6 (B-29, B-25, B-24, & P-51)

### **3. Presentations**

#### **3.1 Quarterly Operations/Fuel Reports (Mr. Alex Del Valle Mari, Airport Operations)**

#### **3.2 Expenditures (Mr. Juan E. Rivera, Director)**

4.

**New Business**

**4.1 Discussion on renaming the airport led by Member Robert Sweeney, Member Travis Nembhard and Member Alison Paylor.**

**Names to submit to City Council**

**Washington Manassas Airport**

**Washington Manassas National Airport**

**Washington Manassas Regional Airport**

**Vice Chairman Anthony McGhee MOVED to approve the Airport name change selections and submit to City Council for approval, **SECONDED BY Member Jakelin Melgar CARRIED 7-2 (Member Alison Paylor and Member Carla Cox against).****

5.

**Old Business**

**5.1 Update on NW Development Bids (Mr. Juan E. Rivera, Director)**

6.

**Consent Agenda**

**6.1 Approval of Manassas Aviation Maintenance Hangar Lease for 2026 (Mr. Juan Rivera, Director)**

**Member William Sebesky MOVED to approve the Lease renewal for Manassas Aviation Maintenance 2026, **SECONDED BY Member Bob Sweeney MOVED and CARRIED UNANIMOUSLY****

7.

**Airport Commission Members Comments**

8.

**City Council Liaison Comments**

9.

**Authorization of a Closed Meeting (Reserved)**

10.

**Certification of a Closed Meeting (Reserved)**

**Adjournment**

**Meeting adjourned at 8:48 PM**

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date



# Manassas Regional Airport Commission Agenda Item Report

Agenda Item No. 2.1

Submitted by: Patty Bibber

Submitting Department: Manassas Regional Airport

Meeting Date: February 19, 2026

## Item Title

Airport Director's Report

## Suggested Action and/or Recommendation

## Suggested Motion

**Item Type** Reports / Presentations

**Item ID** 2026-576

**Submitting Department** Manassas Regional Airport

**Drafter** Patty Bibber

**Meeting Body** Manassas Regional Airport  
Commission

**Meeting Date** February 19, 2026

## ATTACHMENTS

- [Airport Director's Report February 2026.docx](#)

# Airport Director's Office

## Juan E. Rivera

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### Memorandum

February 13, 2026

TO: Manassas Regional Airport Commission

FROM: Juan E. Rivera, Airport Director

**RE: AIRPORT DIRECTOR'S REPORT FOR FEBRUARY 2026**

#### UPDATE OF AIRPORT'S STRATEGIC PLAN

Mrs. Liz Via-Gossman will be assisting the airport staff in the update of the Airports Strategic Plan. The Airport Staff is working with Mrs. Via-Gossman on a date to have a work session on the update. The tentative date is May 14<sup>th</sup>.

#### HANGARS OCCUPANCY RATE (T-Hangar & Box)

East Hangars: 97 out of 97 Rented

100% Rented

West Hangars: 58 out of 59 Rented

98% Rented – No change.

East and West Hangars – 155 out of 156 – 99% Rented

#### Waiting List

East Side 174

West Side 144

Box Hangar 16

**Total on List 187 (Unique Names)**

#### TIE-DOWN OCCUPANCY RATE (East & West)

No change.

**106 out of 142 Rented – 75% Rented**

*Status:* Four (4) flight schools were permitted to remain on the east side with the stipulation that they will have to move to the west side given prior notice. This is expected Spring/Summer 2026.

#### Squatters/Issues

There are four (4) aircraft that still haven't been moved from the August auction. Deadline is February 2026 to have them titled and removed.

#### NOISE COMPLAINTS FOR JANUARY

# Airport Director's Office

## Juan E. Rivera

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There were 3 noise complaints recorded in January of 2026.

Breakout of Noise Complaints:

- 2 – Aircraft Overflight
- 0 – Jet
- 0 – Helicopter
- 1 – Unknow

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.

### OBSERVATION ROAD RELOCATION AND DRAINAGE IMPROVEMENTS

Now called Aviator Avenue. The new road is open. The project has been declared to be substantially complete and the contractor is working on completion of the stormwater management basin, site stabilization and contractor demobilization. A punch list of items will be created shortly after the snow has melted.

### RUNWAY AND TAXIWAY BRIDGE EVALUATION BY AVPORTS

Dewberry has completed the third-party review of the WPM Runway and Taxiway Bridge analysis. Dewberry's review comments were given to WPM prior to the holiday for review, and to provide clarification. Overall, Dewberry's review comments were minor in nature and it appears that WPM's work used sound engineer principals and standard practices. The Airport was notified that its request for \$850K from Congressional earmarks for the design of this project was granted.

### NEW ATC TOWER (DESIGN) No Change from Last Report

The final design should be completed by March 24<sup>th</sup> of this year. Bid Advertisement is scheduled for May 4<sup>th</sup>.

- 95% Construction Documents – February 26, 2026
- 100% Issue for Bid Documents – March 13, 2026
- Bid Advertisement – May 4, 2026
- Pre-Bid Meeting – May 12, 2026
- Construction Bid Opening – June 4, 2026
- Review Bids – June 5-30, 2026
- FAA BIL Grant Offer, Received and Executed – July 1, 2026

### RUNWAY 16L-34R REHABILITATION (DESIGN)

We had a 60% design meeting with the FAA, State, Airport Staff and RS&H. RS&H on Friday, January 9, 2025. The 90% design submittal will be at the end of March.

### ARFF STATION RENOVATION

# Airport Director's Office

## Juan E. Rivera

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The project is ongoing. The completion of the renovation is expected to be in mid-February of 2026. We are planning to hold a ribbon cutting ceremony once we get closer to the completion date. City Council, Airport Commission and city staff will be invited.

### EA FOR NEW AIRPORT ATC TOWER

The FAA approved the draft EA and has given the Airport permission to advertise the EA in the newspaper and to hold a public meeting.

### AIRPORT FINANCIAL CONSULTANTING PROPOSALS

The Airport Director has a meeting scheduled with Frasca & Associates, LLC, the Airport's new Financial Advisor. The Airport Director plans to start with Landing Fee Calculations, Rates and Charges, and Annual Reports.

### AIRPORT PERSONNEL

The airport staff is short one FT Grounds Technician and one FT Airport Maintenance Supervisors positions. The Airport made an offer to a candidate for the Grounds Technician position and he has accepted it. The Airport is actively working with HR to fill the Maintenance Supervisor position.

The Airport Director has requested an Airfield Electrician position in the FY 2027 Operating Budget, as well as an additional Airport Operations Officer. The Ops position would most likely not be hired until mid-year of FY 2027.

### UPCOMING EVENTS

Possible CAF Tour July 2-6 (B-29, B-25, B-24, & P-51)

*Juan E. Rivera*

Juan E. Rivera, Director  
Manassas Regional Airport

Attachments: Transition to Commercial Service Tasks, Noise Complaints & YTD Tie-Down and Hangar Occupancy Rates



# Manassas Regional Airport Commission Agenda Item Report

Agenda Item No. 2.2  
Submitted by: Patty Bibber  
Submitting Department: Manassas Regional Airport  
Meeting Date: February 19, 2026

## Item Title

Revenue, Expenses, Aging and Bill Sheet

## Suggested Action and/or Recommendation

## Suggested Motion

<b>Item Type</b> Reports / Presentations	<b>Item ID</b> 2026-577
<b>Submitting Department</b> Manassas Regional Airport	<b>Drafter</b> Patty Bibber
<b>Meeting Body</b> Manassas Regional Airport Commission	<b>Meeting Date</b> February 19, 2026

## ATTACHMENTS

- [Revenues as of 2-13-26.xlsx](#)
- [Expenses as of 2-13-26.xlsx](#)
- [Aging Report as of 2-13-26.xlsx](#)
- [Bill Sheet as of 2-13-26.xlsx](#)

**Revenues Year to Date**

<b>ORG</b>	<b>OBJ</b>	<b>ACCOUNT DESCRIPTION</b>	<b>ORIG APP</b>	<b>TRNS/ADJS</b>	<b>REV BUDGET</b>	<b>YTD EXP</b>	<b>AVAIL BUDGET</b>	<b>% USED</b>
57097400	315001	Interest on Pooled Cash	0	0	0	-139,098.87	139,099	100.00
57097400	315003	Interest on Investment	0	0	0	-800,843.93	800,844	100.00
57097400	315200	Leases and Rents	-3,629,200	0	-3,629,200	-2,068,909.60	-1,560,290	57.00
57097400	315204	Hangar Rentals	-998,800	0	-998,800	-599,494.77	-399,305	60.00
<b>57097400</b>		<b>Total 57097400 Use of Money &amp; Property</b>	<b>-4,628,000</b>	<b>0</b>	<b>-4,628,000</b>	<b>-3,608,347.17</b>	<b>-1,019,653</b>	<b>78.00</b>
57097600	317502	Remain Overnight Fees	-1,000	0	-1,000	0.00	-1,000	0.00
57097600	317510	Airport Tie-Down Fees	-142,000	0	-142,000	-78,742.82	-63,257	55.50
57097600	317520	Airport Fuel Flowage Fees	-255,000	0	-255,000	-188,020.72	-66,979	73.70
57097600	317530	Airport Security Surcharge	-55,000	0	-55,000	-41,728.76	-13,271	75.90
57097600	317531	Fingerprinting/Background Fees	-30,500	0	-30,500	0.00	-30,500	0.00
57097600	317532	Airport Security Fees	-3,500	0	-3,500	0.00	-3,500	0.00
57097600	317533	Airport ID Badge Fees	-19,500	0	-19,500	-1,464.00	-18,036	7.50
57097600	317534	Lost/Stolen Badge Replacement	-500	0	-500	-20.00	-480	4.00
57097600	317535	Airport Car Rental Revenue	-30,000	0	-30,000	-22,438.03	-7,562	74.80
<b>57097600</b>		<b>Total 57097600 Airport Charges</b>	<b>-537,000</b>	<b>0</b>	<b>-537,000</b>	<b>-332,414.33</b>	<b>-204,586</b>	<b>61.90</b>
57097700	318000	Miscellaneous Revenues	-2,500	0	-2,500	-1,792.45	-708	71.70
57097700	318070	Avports Reimb-ARFF Ops	-600,000	0	-600,000	0.00	-600,000	0.00
57097700	318071	Avports Reimb-Security Program	-650,000	0	-650,000	41,919.55	-691,920	-6.40
57097700	318072	Avports Reimb-AOC Part 139Cert	-510,000	0	-510,000	0.00	-510,000	0.00
57097700	318426	Card Replacement Fees	0	0	0	-100.00	100	100.00
57097700	318650	Airport Commercial Op Permit	-5,500	0	-5,500	-7,755.00	2,255	141.00
57097700	318710	Cash Over/Short-Airport	0	0	0	2.38	-2	100.00
<b>57097700</b>		<b>Total 57097700 Other Local Rev-Generated</b>	<b>-1,768,000</b>	<b>0</b>	<b>-1,768,000</b>	<b>32,274.48</b>	<b>-1,800,274</b>	<b>-1.80</b>
57098200	332010	FAA Tower Rent from Fed Govt	-16,000	0	-16,000	-10,384.00	-5,616	64.90
57098200	332011	FAA Tower Reimbursements	-34,000	0	-34,000	-17,880.59	-16,119	52.60
<b>57098200</b>		<b>Total 57098200 Federal Non-Categorize</b>	<b>-50,000</b>	<b>0</b>	<b>-50,000</b>	<b>-28,264.59</b>	<b>-21,735</b>	<b>56.50</b>
57099100	346400	Contr Surplus-Net Position	0	-985,456	-985,456	0.00	-985,456	0.00
57099100	346500	Contr Surplus-Encumbrances	0	-158,358	-158,358	0.00	-158,358	0.00
<b>57099100</b>		<b>Total 57099100 OFS-Contribution</b>	<b>0</b>	<b>-1,143,814</b>	<b>-1,143,814</b>	<b>0.00</b>	<b>-1,143,814</b>	<b>0.00</b>
		<b>Revenue Total</b>	<b>-6,983,000</b>	<b>-1,143,814</b>	<b>-8,126,814</b>	<b>-3,936,751.61</b>	<b>-4,190,062</b>	<b>48.40</b>

**Expenses as of 2/13/2026**

ORG	OBJ	ACCOUNT DESCRIPTION	ORIG APP	TRFRS/ADJ	REV BUDGET	YTD EXP	ENCUMB	AVAIL BUDGET	% USED
57003703	411000	Salaries and Wages	890,000	0	890,000	442,662.20	0.00	447,338	49.70
57003703	411075	S&W-Housing Stipend	3,500	0	3,500	0.00	0.00	3,500	0.00
57003703	412000	S&W-On-Call	30,000	0	30,000	14,910.74	0.00	15,089	49.70
57003703	416000	S&W-Overtime	30,000	0	30,000	11,578.38	0.00	18,422	38.60
57003703	416010	Hours Worked on a Holiday	5,000	0	5,000	0.00	0.00	5,000	0.00
57003703	416015	Call-Back Overtime	1,000	0	1,000	0.00	0.00	1,000	0.00
57003703	420000	Employee Benefits	355,000	0	355,000	0.00	0.00	355,000	0.00
57003703	420002	Deferred Compensation	0	0	0	4,032.69	0.00	-4,033	100.00
57003703	420004	FICA	0	0	0	33,052.74	0.00	-33,053	100.00
57003703	420006	Virginia Retirement System	0	0	0	70,310.44	0.00	-70,310	100.00
57003703	420008	Group Health	0	0	0	45,409.78	0.00	-45,410	100.00
57003703	420010	Worker's Compensation	0	0	0	3,249.05	0.00	-3,249	100.00
57003703	420012	Group Term Life Insurance	0	0	0	5,565.57	0.00	-5,566	100.00
57003703	420014	Long Term Disability	0	0	0	1,875.99	0.00	-1,876	100.00
57003703	420016	Unemployment	0	0	0	2.49	0.00	-2	100.00
57003703	420031	Car Allowance	6,100	0	6,100	3,438.47	0.00	2,662	56.40
57003703	431000	Professional Services	180,000	6,318	186,318	27,328.83	24,144.55	134,844	27.60
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	6,000	0	6,000	1,125.86	0.00	4,874	18.80
57003703	436000	Advertising Services	65,000	0	65,000	3,352.78	0.00	61,647	5.20
57003703	439000	Other Purchased Services	40,000	39,919	79,919	62,745.10	5,141.15	12,033	84.90
57003703	441000	Information Technology Charges	73,510	0	73,510	49,006.00	0.00	24,504	66.70
57003703	441005	Phones and Voicemail Charges	36,140	0	36,140	24,092.00	0.00	12,048	66.70
57003703	441045	GIS/Data Services Charges	17,370	0	17,370	11,578.00	0.00	5,792	66.70
57003703	441050	IT Purchases Mid-Year	8,000	0	8,000	1,055.54	0.00	6,944	13.20
57003703	442000	Motor Vehicle Charges	86,180	0	86,180	57,452.00	0.00	28,728	66.70
57003703	444000	Cost Allocation Charges	220,000	0	220,000	146,668.00	0.00	73,332	66.70
57003703	447000	Radio Charges	1,560	0	1,560	1,040.00	0.00	520	66.70
57003703	451001	Utilities	30,000	0	30,000	1,718.41	0.00	28,282	5.70
57003703	451002	City Utility Charges	145,000	0	145,000	77,324.31	0.00	67,676	53.30
57003703	452003	Cell Phone Charges	6,000	0	6,000	4,116.63	0.00	1,883	68.60
57003703	452007	Cable/Satellite TV Service	2,000	0	2,000	2,173.72	0.00	-174	108.70
57003703	452008	Telephone Service Charges	500	0	500	61.50	0.00	439	12.30
57003703	452009	Long Distance Charges	100	0	100	28.93	0.00	71	28.90

ORG	OBJ	ACCOUNT DESCRIPTION	ORIG APP	TRFRS/ADJ	REV BUDGET	YTD EXP	ENCUMB	AVAIL BUDGET	% USED
57003703	453000	Insurance	100,000	0	100,000	44,111.00	0.00	55,889	44.10
57003703	454001	Operating Leases	3,500	0	3,500	1,464.24	732.12	1,304	62.80
57003703	455001	Mileage	1,000	0	1,000	278.88	0.00	721	27.90
57003703	455002	Training and Travel	24,000	0	24,000	7,208.49	0.00	16,792	30.00
57003703	455005	Meeting / Business Expense	7,000	0	7,000	2,494.72	0.00	4,505	35.60
57003703	458000	Dues Memberships & Other Exp	7,000	0	7,000	2,729.00	0.00	4,271	39.00
57003703	458099	Miscellaneous Expense--Airport	50,000	0	50,000	0.00	0.00	50,000	0.00
57003703	461000	Office Supplies	4,000	0	4,000	1,868.40	844.26	1,287	67.80
57003703	462000	Other Supplies	19,000	0	19,000	3,782.44	0.00	15,218	19.90
57003703	463000	Books and Subscriptions	3,000	0	3,000	5,748.00	0.00	-2,748	191.60
57003703	464000	Uniforms and Safety Apparel	8,000	0	8,000	2,387.54	0.00	5,612	29.80
57003703		Total 57003703 Airport Operations	2,491,960	46,237	2,538,197	1,179,028.86	30,862.08	1,328,306	47.70
57003710	433000	Maintenance Services	65,000	0	65,000	14,912.12	0.00	50,088	22.90
57003710	433001	Refuse Collection Services	6,200	0	6,200	5,523.23	2,178.20	-1,501	124.20
57003710	433003	Janitorial Services	50,000	0	50,000	29,186.42	20,753.10	60	99.90
57003710	433006	Mowing Services	30,000	10,760	40,760	17,310.64	18,378.25	5,071	87.60
57003710	433008	HVAC	20,000	0	20,000	21,073.24	0.00	-1,073	105.40
57003710	433009	Elevator Services	8,000	0	8,000	0.00	0.00	8,000	0.00
57003710	433010	Snow Removal	30,000	0	30,000	59,450.00	0.00	-29,450	198.20
57003710	433012	Airfield Lighting Maintenance	45,000	0	45,000	4,212.15	0.00	40,788	9.40
57003710	433014	Elevator Inspections	2,500	0	2,500	1,798.75	0.00	701	72.00
57003710	433015	Vehicle/Apparatus Maintenance	50,000	0	50,000	20,677.11	210.05	29,113	41.80
57003710	439000	Other Purchased Services	45,000	0	45,000	17,186.20	0.00	27,814	38.20
57003710	439004	Paving Services	10,000	0	10,000	0.00	0.00	10,000	0.00
57003710	439008	Hazmat Disposal	18,000	0	18,000	0.00	0.00	18,000	0.00
57003710	439014	Security Services	104,590	0	104,590	66,760.97	18,465.01	19,364	81.50
57003710	454004	Miscellaneous Rentals	10,000	0	10,000	0.00	0.00	10,000	0.00
57003710	462000	Other Supplies	20,000	0	20,000	20,037.21	0.00	-37	100.20
57003710	462001	Tools	20,000	0	20,000	8,622.97	0.00	11,377	43.10
57003710	462044	Airfield Lighting Supplies	25,000	0	25,000	8,126.67	0.00	16,873	32.50
57003710	462046	Airport Hanger Supplies	15,000	0	15,000	2,641.14	0.00	12,359	17.60
57003710	462047	Airfield Supplies	50,000	0	50,000	8,041.72	2,409.00	39,549	20.90
57003710	462048	Security Supplies	35,000	0	35,000	13,174.92	0.00	21,825	37.60
57003710	462052	Terminal Grounds Supplies	5,000	0	5,000	0.00	0.00	5,000	0.00
57003710	462067	Maintenance Supplies	3,500	0	3,500	3,137.22	0.00	363	89.60
57003710	466000	Building and Repair Materials	45,000	0	45,000	1.00	0.00	44,999	0.00

ORG	OBJ	ACCOUNT DESCRIPTION	ORIG APP	TRFRS/ADJ	REV BUDGET	YTD EXP	ENCUMB	AVAIL BUDGET	% USED
57003710	467000	Fuels/Oils/Lubricants	13,000	0	13,000	8,226.12	0.00	4,774	63.30
57003710	468000	Vehicle/Equipment Parts/Supp	20,000	11,813	31,813	24,829.35	0.00	6,983	78.00
57003710	471000	Equipment & Machinery Purch	378,000	89,549	467,549	432,445.88	0.00	35,103	92.50
57003710		Total 57003710 Airport Maintenance	1,123,790	112,121	1,235,911	787,375.03	62,393.61	386,143	68.80
57003711	433000	Maintenance Services	10,000	0	10,000	10,568.00	0.00	-568	105.70
57003711	433008	HVAC	6,000	0	6,000	0.00	0.00	6,000	0.00
57003711	433009	Elevator Services	2,000	0	2,000	0.00	0.00	2,000	0.00
57003711	433014	Elevator Inspections	2,500	0	2,500	470.00	0.00	2,030	18.80
57003711	462000	Other Supplies	25,000	0	25,000	1,667.19	0.00	23,333	6.70
57003711		Total 57003711 FAA Tower Nonreimbur	45,500	0	45,500	12,705.19	0.00	32,795	27.90
57003712	433000	Maintenance Services	12,000	0	12,000	5,423.68	3,735.00	2,841	76.30
57003712	451002	City Utility Charges	21,000	0	21,000	11,217.54	0.00	9,782	53.40
57003712	451003	Heating Fuel Oil or Gas	1,000	0	1,000	173.78	0.00	826	17.40
57003712		Total 57003712 FAA Tower Reimbursab	34,000	0	34,000	16,815.00	3,735.00	13,450	60.40
57003713	416000	S&W-Overtime	1,000	0	1,000	0.00	0.00	1,000	0.00
57003713	431003	Marketing	600	0	600	0.00	0.00	600	0.00
57003713	433003	Janitorial Services	500	0	500	0.00	0.00	500	0.00
57003713	439000	Other Purchased Services	5,000	0	5,000	704.00	0.00	4,296	14.10
57003713	439014	Security Services	1,000	0	1,000	0.00	0.00	1,000	0.00
57003713	462000	Other Supplies	7,000	0	7,000	0.00	0.00	7,000	0.00
57003713		Total 57003713 Airport-Special Proj	15,100	0	15,100	704.00	0.00	14,396	4.70
57003717	439000	Other Purchased Services	770,000	0	770,000	417,778.08	2,251.80	349,970	54.50
57003717	462000	Other Supplies	20,000	0	20,000	9,077.58	0.00	10,922	45.40
57003717	467000	Fuels/Oils/Lubricants	5,000	0	5,000	48.12	0.00	4,952	1.00
57003717	473000	Motor Vehicle Purchases	15,000	0	15,000	5,552.07	0.00	9,448	37.00
57003717		Total 57003717 Airport-ARFF Operati	810,000	0	810,000	432,455.85	2,251.80	375,292	53.70
57003718	411000	Salaries and Wages	95,000	0	95,000	53,249.74	0.00	41,750	56.10
57003718	416000	S&W-Overtime	0	0	0	732.27	0.00	-732	100.00
57003718	420000	Employee Benefits	40,000	0	40,000	0.00	0.00	40,000	0.00
57003718	420002	Deferred Compensation	0	0	0	478.72	0.00	-479	100.00
57003718	420004	FICA	0	0	0	3,961.69	0.00	-3,962	100.00
57003718	420006	Virginia Retirement System	0	0	0	9,264.01	0.00	-9,264	100.00
57003718	420008	Group Health	0	0	0	9,651.88	0.00	-9,652	100.00
57003718	420010	Worker's Compensation	0	0	0	28.10	0.00	-28	100.00
57003718	420012	Group Term Life Insurance	0	0	0	671.01	0.00	-671	100.00
57003718	420014	Long Term Disability	0	0	0	315.79	0.00	-316	100.00

ORG	OBJ	ACCOUNT DESCRIPTION	ORIG APP	TRFRS/ADJ	REV BUDGET	YTD EXP	ENCUMB	AVAIL BUDGET	% USED
57003718	439014	Security Services	677,450	0	677,450	2,666.24	8,313.76	666,470	1.60
57003718	441050	IT Purchases Mid-Year	2,000	0	2,000	0.00	0.00	2,000	0.00
57003718	462039	Computer Software	17,000	0	17,000	0.00	0.00	17,000	0.00
57003718	462048	Security Supplies	31,000	0	31,000	2,836.00	0.00	28,164	9.10
57003718	Total 57003718 Airport-Security Pro		862,450	0	862,450	83,855.45	8,313.76	770,281	10.70
57003719	411000	Salaries and Wages	260,000	0	260,000	65,647.35	0.00	194,353	25.20
57003719	412000	S&W-On-Call	0	0	0	1,985.00	0.00	-1,985	100.00
57003719	416000	S&W-Overtime	0	0	0	4,430.44	0.00	-4,430	100.00
57003719	420000	Employee Benefits	100,000	0	100,000	0.00	0.00	100,000	0.00
57003719	420002	Deferred Compensation	0	0	0	1,346.20	0.00	-1,346	100.00
57003719	420004	FICA	0	0	0	5,485.84	0.00	-5,486	100.00
57003719	420006	Virginia Retirement System	0	0	0	10,763.21	0.00	-10,763	100.00
57003719	420008	Group Health	0	0	0	10,375.01	0.00	-10,375	100.00
57003719	420010	Worker's Compensation	0	0	0	211.28	0.00	-211	100.00
57003719	420012	Group Term Life Insurance	0	0	0	842.30	0.00	-842	100.00
57003719	420014	Long Term Disability	0	0	0	393.69	0.00	-394	100.00
57003719	420016	Unemployment	0	0	0	20.15	0.00	-20	100.00
57003719	441050	IT Purchases Mid-Year	2,000	0	2,000	1,055.54	0.00	944	52.80
57003719	455002	Training and Travel	15,000	0	15,000	0.00	0.00	15,000	0.00
57003719	Total 57003719 Airport-AOC Part 139		377,000	0	377,000	102,556.01	0.00	274,444	27.20
57003793	462000	Other Supplies	250,000	0	250,000	0.00	0.00	250,000	0.00
57003793	481001	Principal - Bonds Payable	205,000	0	205,000	205,000.00	0.00	0	100.00
57003793	481021	Interest - Bonds Payable	3,000	0	3,000	3,075.00	0.00	-75	102.50
57003793	492575	Transfer to Airport Capital	325,000	985,456	1,310,456	1,210,456.00	0.00	100,000	92.40
57003793	496004	Contrib to Net Position	440,200	0	440,200	0.00	0.00	440,200	0.00
57003793	Total 57003793 Airprt Capex-Finance		1,223,200	985,456	2,208,656	1,418,531.00	0.00	790,125	64.20
		Expense Total	6,983,000	1,143,814	8,126,814	4,034,026.39	107,556.25	3,985,231	51.00

**Aging Report as of 2/13/2026**

Cust #	Customer Name	Bill #	Bill Due	Unpaid Bal	Billed	Adjusted	Paid	1 to 30	30 to 60	61 to 90	91 to 120	Over 120	Int	Total Due
1989	ENCOMPASS INDUSTRIES INC	95907	01/31/2026	\$4,903.00	\$4,903.00	\$0.00	\$0.00	\$4,903.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,903.00
36589	REITER, SCOTT	107807	01/31/2026	\$428.40	\$428.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$428.40
133350	ABDUKAYUMOV, AHMADJON	3049601	01/31/2026	\$85.00	\$85.00	\$0.00	\$0.00	\$85.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$85.00
<b>TOTAL</b>				<b>\$5,416.40</b>	<b>\$5,416.40</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,988.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,416.40</b>

1989	ENCOMPASS INDUSTRIES INC	Emailed 2/4; emailed 2/9												
36589	REITER, SCOTT	Emailed 1/22; emailed 1/28 and called left SMS Message												
133350	ABDUKAYUMOV, AHMADJON	Emailed 2/4; emailed 2/9												

### Bankruptcy

Cust #	Customer Name	Bill #	Due Date	Billed	Adjusted	Paid		30 to 60	61 to 90	91 to 120	Over 120	Int Due		Due Now
42215	AMERICAN HELICOPTERS	112912	07/01/2024	\$1,854.45	\$0.00	\$1,005.93		\$0.00	\$0.00	\$0.00	\$848.52	\$0.00		\$848.52
42215	AMERICAN HELICOPTERS	112901	07/31/2024	\$1,854.45	\$30.00	\$0.00		\$0.00	\$0.00	\$0.00	\$1,884.45	\$0.00		\$1,884.45
42215	AMERICAN HELICOPTERS	112902	08/31/2024	\$1,854.45	\$30.00	\$0.00		\$0.00	\$0.00	\$0.00	\$1,884.45	\$0.00		\$1,884.45
42215	AMERICAN HELICOPTERS	112903	10/01/2024	\$1,854.45	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$1,854.45	\$0.00		\$1,854.45
42215	AMERICAN HELICOPTERS	112904	10/31/2024	\$1,854.45	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$1,854.45	\$0.00		\$1,854.45
42215	AMERICAN HELICOPTERS	112905	12/01/2024	\$1,854.45	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$1,854.45	\$0.00		\$1,854.45
42744	AMERICAN AVIATION SVCS	96412	07/01/2024	\$6,623.85	\$30.00	\$0.00		\$0.00	\$0.00	\$0.00	\$6,653.85	\$0.00		\$6,653.85
42744	AMERICAN AVIATION SVCS	113112	07/01/2024	\$1,130.00	\$10.00	\$0.00		\$0.00	\$0.00	\$0.00	\$1,140.00	\$0.00		\$1,140.00
42744	AMERICAN AVIATION SVCS	96401	07/31/2024	\$6,623.85	\$30.00	\$0.00		\$0.00	\$0.00	\$0.00	\$6,653.85	\$0.00		\$6,653.85
42744	AMERICAN AVIATION SVCS	96402	08/31/2024	\$6,623.85	\$30.00	\$0.00		\$0.00	\$0.00	\$0.00	\$6,653.85	\$0.00		\$6,653.85
42744	AMERICAN AVIATION SVCS	96403	10/01/2024	\$6,623.85	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$6,623.85	\$0.00		\$6,623.85
42744	AMERICAN AVIATION SVCS	96404	10/31/2024	\$6,623.85	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$6,623.85	\$0.00		\$6,623.85
42744	AMERICAN AVIATION SVCS	96405	12/01/2024	\$6,623.85	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$6,623.85	\$0.00		\$6,623.85
42744	AMERICAN AVIATION SVCS	113101	07/31/2024	\$1,130.00	\$10.00	\$0.00		\$0.00	\$0.00	\$0.00	\$1,140.00	\$0.00		\$1,140.00
42744	AMERICAN AVIATION SVCS	113102	08/31/2024	\$1,130.00	\$10.00	\$0.00		\$0.00	\$0.00	\$0.00	\$1,140.00	\$0.00		\$1,140.00
42744	AMERICAN AVIATION SVCS	113103	10/01/2024	\$1,130.00	\$10.00	\$0.00		\$0.00	\$0.00	\$0.00	\$1,140.00	\$0.00		\$1,140.00
42744	AMERICAN AVIATION SVCS	113104	10/31/2024	\$1,130.00	\$10.00	\$0.00		\$0.00	\$0.00	\$0.00	\$1,140.00	\$0.00		\$1,140.00
42744	AMERICAN AVIATION SVCS	113105	12/01/2024	\$1,130.00	\$10.00	\$0.00		\$0.00	\$0.00	\$0.00	\$1,140.00	\$0.00		\$1,140.00

**\$56,853.87**

**Bill Sheet From 1/15/2026 - Present**

<b>Vendor</b>	<b>Description</b>	<b>Net Amount</b>
A R C WATER TREATMENT	Water Treatment Service	\$ 214.00
A& ASSOCIATES INC	Dec Airport Security Services	\$ 9,603.80
ACME TECHNICAL GROUP	Access Control Lenel OnGuard	\$ 6,794.00
AMERICAN DISPOSAL SVCS, INC	Trash/Recycle Service Contract #23P001A	\$ 532.48
ASSOCIATED BUILDING MAINTENANCE	Janitorial Services	\$ 10,395.24
BOLAND TRANE SERVICES INC.	HVAC Repair	\$ 1,073.24
BRUCE W REYLE & CO INC	Appraisal of 9950 Wakeman building	\$ 4,500.00
CINTAS CORP. #145	Tower Mats/Terminal Mats/Misc	\$ 1,125.26
DEWBERRY ENGINEERS INC	11/28/25 Indep Structural Eval of Airport Bridges	\$ 17,827.00
EDWARDS BUSINESS MACHINES INC	02/01-02/28/2026 Airport Copier SN#ADXM013000647	\$ 210.53
FANNON PETROLEUM SERVICES INC	Off Rd Diesel	\$ 4,124.98
FINLAY FIRE APPA & EQUIP REPAIR LLC	ARFF Truck maintenance	\$ 30,179.49
INSPIRED ELECTRICAL SOLUTIONS INC	Extend electrical line for gates	\$ 10,960.16
IRIS GROUP HOLDINGS LLC	Panic Monitoring	\$ 35.11
JAMES RIVER EQUIPMENT VA LLC	Oshkosh Sweeper/Blower Repairs	\$ 19,827.11
JEFFREY D HEITHOFF	Independent Fee Estimate Widen Taxiway B	\$ 4,400.00
JOHN F HELTZEL AIA. A PROFESSIONAL CORP	12/19/25 - 1/16/26 Amendment #2 on call architectural ser	\$ 8,880.40
MANASSAS, CITY OF UTILITIES	UTILITY BILLING 1/1/26-1/31/26	\$ 18,327.04
MARK A WOODY	VRE ticket to NTSB class	\$ 21.00
MONTROSE ENVIRONMENTAL GROUP INC	Sample Disposal - Environmental Management	\$ 4,634.85
NACHURS ALPINE SOLUTIONS LLC	Potassium Acetate for Runway	\$ 7,480.00
NETMAKER COMMUNICATIONS LLC	Wireless-Internet Upgrade	\$ 11,750.00
ORACLE ELEVATOR HOLDCO INC	Jan Tower/Terminal Elevator Inspection	\$ 250.00
PRO-TEC FIRE SERVICES INC	Dec/Jan ARFF Month Service	\$ 122,326.68
RENT-A-JOHN OF VIRGINIA LLC	West Side Porta Potty	\$ 205.00
REYNOLDS SMITH & HILLS INC	1/2/26 Enviro Assessment for ATCT PO #2	\$ 12,000.00
REYNOLDS SMITH & HILLS INC	1/9/26 Construction Administration for Obser Rd	\$ 4,302.60
REYNOLDS SMITH & HILLS INC	12/26/25 Final Design & Bidding Phase Services	\$ 138,710.84
REYNOLDS SMITH & HILLS INC	1/23/26 Final Design & Bidding Phase Services	\$ 94,868.04
TOTAL ENVIRONMENTAL CONCEPTS INC	Roof asbestos sampling	\$ 3,900.00
TYS LAWN SERVICE LLC	Snow Removal	\$ 55,305.00
U S PLANTS INC	Plant Monthly Maintenance	\$ 126.00
USDA APHIS WS	Wildlife Hazard Assessment	\$ 4,581.38
VA AIRPORT OPERATORS COUNCIL	Dues Regional Business	\$ 150.00
VIRTOWER LLC	Virtual Tower Airport Operations Tracking	\$ 500.00
		\$ 610,121.23



## Manassas Regional Airport Commission Agenda Item Report

Agenda Item No. 2.3  
Submitted by: Patty Bibber  
Submitting Department: Manassas Regional Airport  
Meeting Date: February 19, 2026

### Item Title

Tie-Down, Hangar Occupancy and Noise Report January

### Suggested Action and/or Recommendation

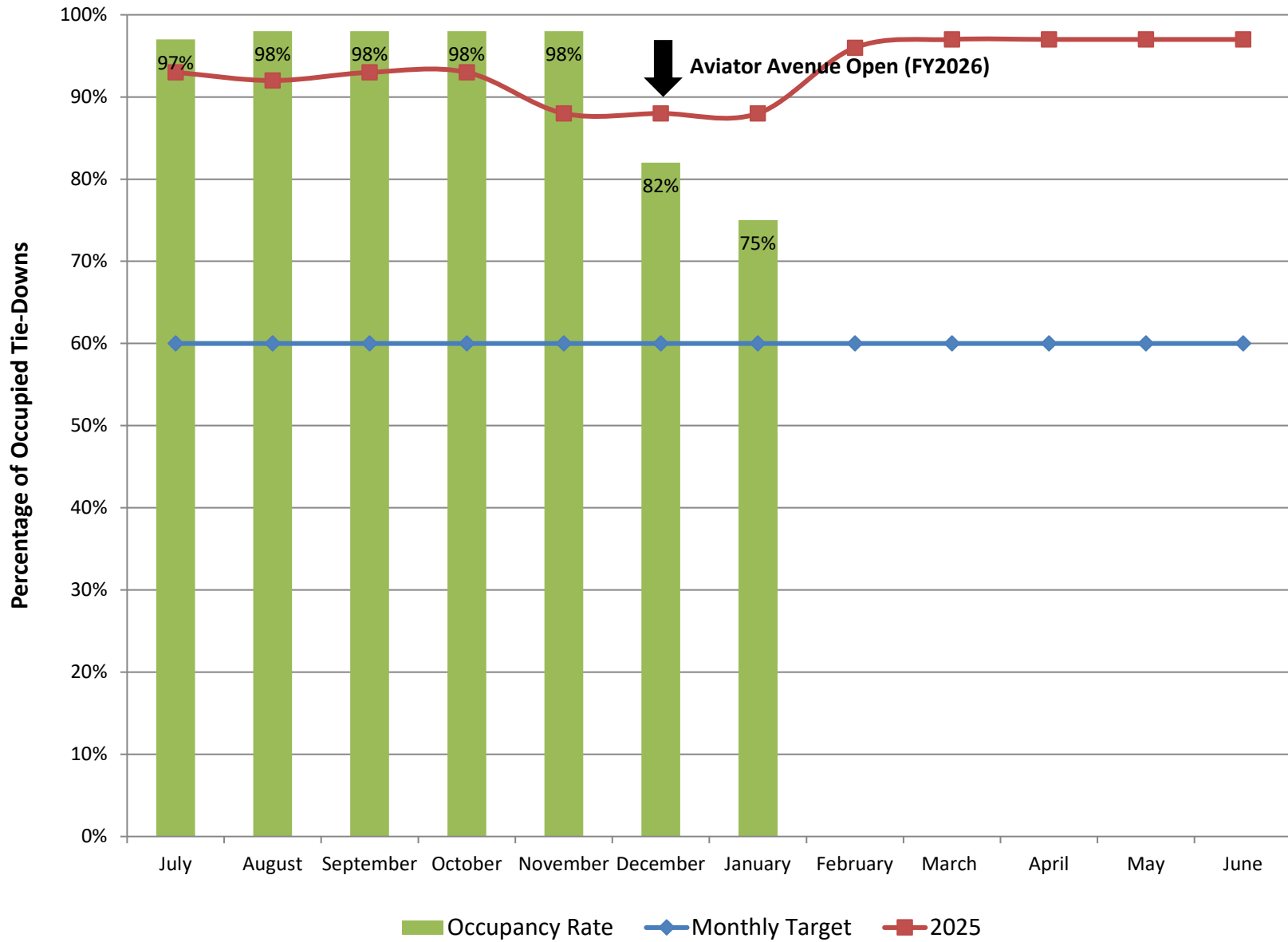
### Suggested Motion

<b>Item Type</b> Reports / Presentations	<b>Item ID</b> 2026-578
<b>Submitting Department</b> Manassas Regional Airport	<b>Drafter</b> Patty Bibber
<b>Meeting Body</b> Manassas Regional Airport Commission	<b>Meeting Date</b> February 19, 2026

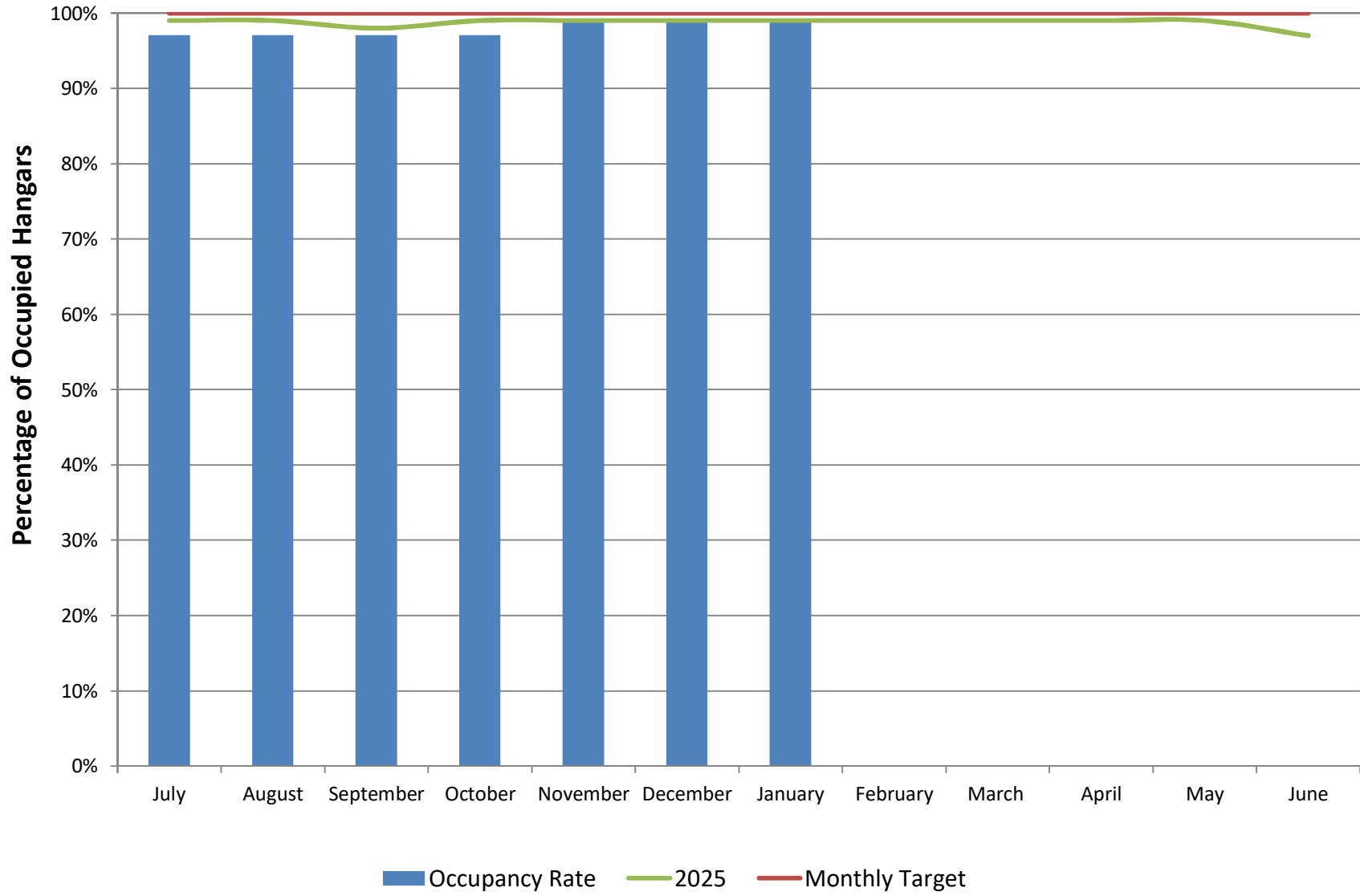
### ATTACHMENTS

- [January 2026 Tie-Down Occupancy.pdf](#)
- [January 2026 Hangar Occupancy.pdf](#)
- [January 2026 Noise.pdf](#)

## FY2026 Tie-Down Occupancy Rates

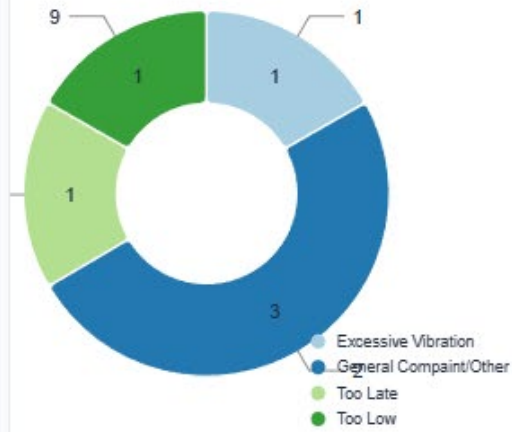


# FY2026 Hangar Occupancy Rates

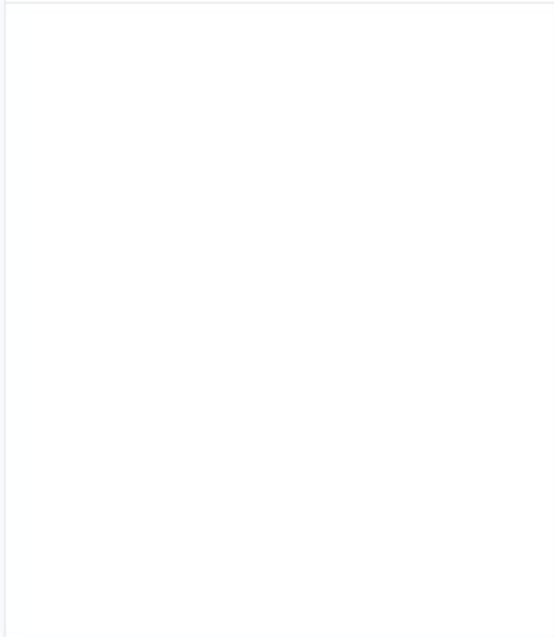


# January 2026 Noise Statistics

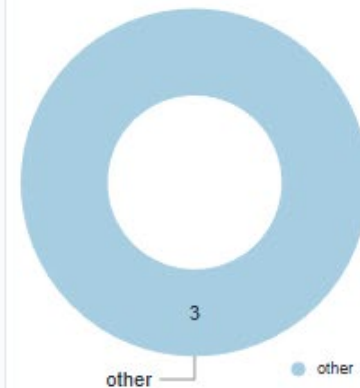
Event Type



City

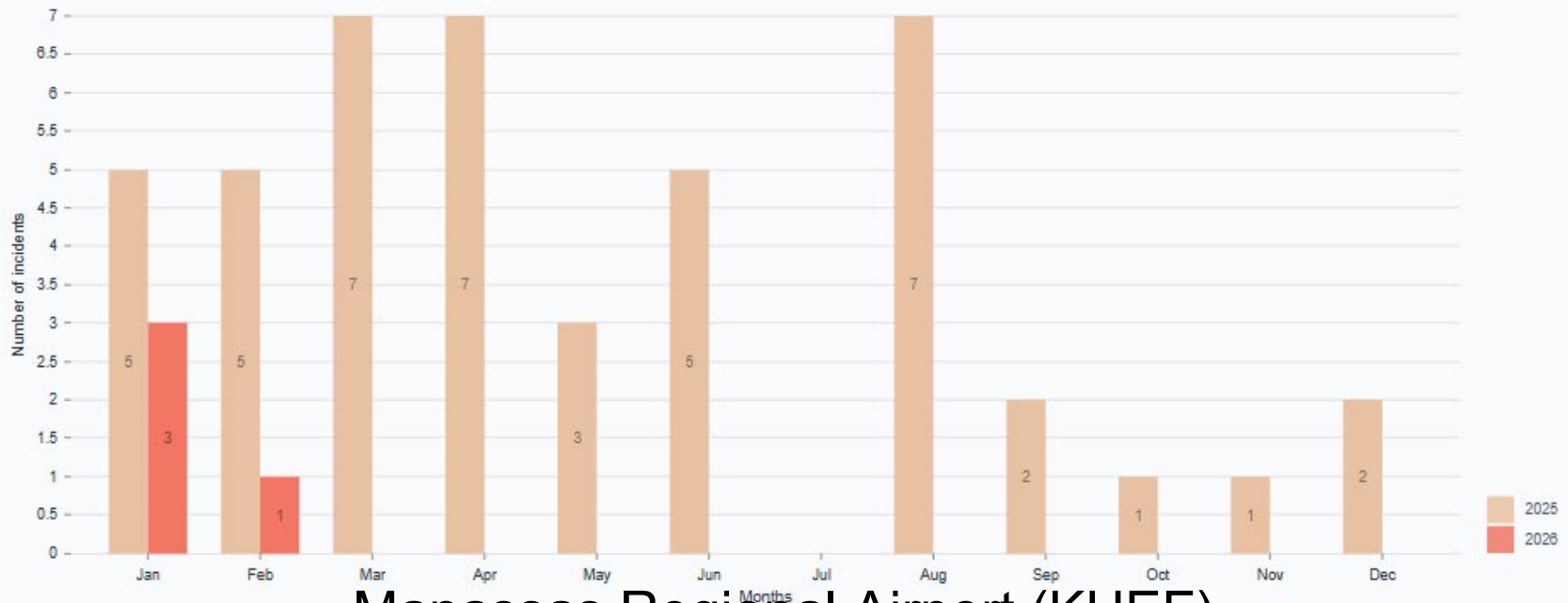


Outlined Surfaces



Total number of Noise Logs

2026 | v



## Manassas Regional Airport (KHEF)



## Manassas Regional Airport Commission Agenda Item Report

Agenda Item No. 2.4  
Submitted by: Patty Bibber  
Submitting Department: Manassas Regional Airport  
Meeting Date: February 19, 2026

### Item Title

Airport Project Update (Mrs. Jolene Berry, Asst. Airport Director, 5 mins)

### Suggested Action and/or Recommendation

### Suggested Motion

<b>Item Type</b> Reports / Presentations	<b>Item ID</b> 2026-579
<b>Submitting Department</b> Manassas Regional Airport	<b>Drafter</b> Patty Bibber
<b>Meeting Body</b> Manassas Regional Airport Commission	<b>Meeting Date</b> February 19, 2026

### ATTACHMENTS

- [Construction Projects 1\\_2026.pptx](#)

# CONSTRUCTION PROJECTS

FEBRUARY 2026 UPDATE

# ARFF HANGAR REMODEL

The objective of this project is to outfit the hangar as a ARFF hangar and office space.

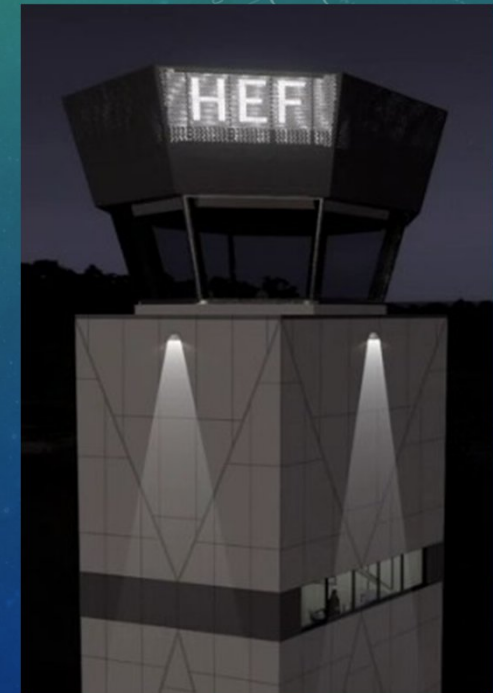
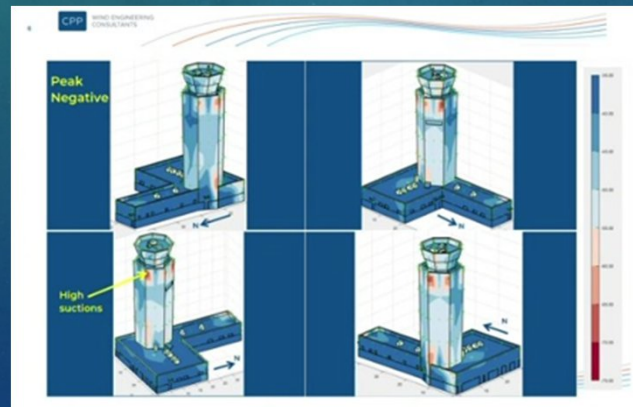
- Painting the bay floors and walls
  - Framing
  - Electrical Rough-in
  - Plumbing
  - Installing HVAC
- Cost to Date:
    - John Heltzel: \$104,064.13
    - Landivar: \$587,076.06
  - Completion: February 2026
  - Total Days of Project: 180 Days



# AIR TRAFFIC CONTROL TOWER DESIGN

The objective of this project is to design the Tower and package for bidding support services for a new Tower.

- Working on the 95% design
- Cost to Date: \$1,464,090.42
- Completion: February - 90%, March 100%, Bidding in April



# RUNWAY 16L/34R REHABILITATION

The objective of this project will be to rehabilitate the existing runway asphalt pavement & overhaul the associated airfield electrical infrastructure. Grading the Runway Safety Area to be in compliance for FAA standards. Improve drainage along the runway and taxiway connectors.

- Reviewing 60% design comments
- Cost to Date: \$ 752,358.99
- Completion: 90% - Summer 2026



# REHABILITATE & WIDEN TAXIWAY BRAVO

The objective of this project will be to widen the taxiway 10 feet to accommodate Group III aircraft. The connector taxiways, B1, B2, B3, B4 to the Runway Safety Area will also be adjusted to handle Group III aircraft. New LED taxiway lights and signs will be installed. Improve drainage along the taxiway connectors.

- FAA has accepted the IFE.
- Delta is coordinating with RS&H on tie-ins
- Cost to Date: \$
- Completion: Summer 2026





**THANK YOU**

**QUESTIONS?**



## Manassas Regional Airport Commission Agenda Item Report

Agenda Item No. 3.1

Submitted by: Patty Bibber

Submitting Department: Manassas Regional Airport

Meeting Date: February 19, 2026

### Item Title

Quarterly Security Report (Mr. Nick Carr, Security Officer, 5 minutes)

### Suggested Action and/or Recommendation

### Suggested Motion

**Item Type** Reports / Presentations

**Item ID** 2026-580

**Submitting Department** Manassas Regional Airport

**Drafter** Patty Bibber

**Meeting Body** Manassas Regional Airport  
Commission

**Meeting Date** February 19, 2026

### ATTACHMENTS

- [Security Program Briefing 2-19-26.pptx](#)

# HEF Security Update

## February 19 2026





# Airport ID Badging

## December 1 2025 Modifications

- Changeover to the Aerosimple Badge Management System.
- Removal of public access drop box and implementation of in-person pickup.
- Institution of ID Badge application fee.
- Creation of online ID Badge payment portal.
- Authorized Signatory training classes



# Airport ID Badging

Aerosimple Badge Management System

flyhef.com

Manassas Regional Airport

Pilots • Tenants • About • Directions

Search

## Airport ID Badges

Application Process

Home / Tenants / Airport ID Badges

### Application Process

1. Complete the [Non-movement Training](#) and the [Non-Movement Area Training Test](#).
2. Request a link to the Aerosimple online application [here](#):

[Email For Application](#)

3. Once your application request has been processed you will receive an email from Aerosimple titled "Badging- Welcome Email". Open the email and select "Submit Application" (please check your spam/junk folder if you do not receive this email in your inbox)



# Airport ID Badging

## Aerosimple Badge Management System

**AEROSIMPLE**

**New Badge Application**  
(Powered by Aerosimple)

A new badge application has been sent to you by Merrimack Regional Airport. Please use the link below to complete and submit your application online.

[Submit Application](#)

©2020 AeroSimple LLC

### New Badge Application

**Personal Information**

\* First Name  \* Last Name  Suffix

Note: If you have a middle name, please make sure to include your full middle name (ie. J.M. Williams).

\* Email  \* Phone Number

\* Reason for Application

Pay Online  Pay In-Person

Pay \$25 ID (later fee payment with credit/debit card) Pay \$25 ID (later fee payment with credit/debit card)

\* Mailing Address (Number, Street, City, State)

\* Zip Code

\* ADA/CA Airport Affiliation

**AEROSIMPLE** | Badge Management | Merrimack Regional Airport | Mike Carr

Dashboard | Badges | Badge Scheduling | Settings

### Badges


Badges (66) | Last 30 days | Actions | Filter

14	2	3	1	0	1	45	0	0	0
NFW	SIGNATORY REVIEW	AIRPORT STAFF REVIEW	REJECTED	EXPIRED	IN PROGRESS	APPROVED	LOST/UNACCOUNTED	DAMAGED	RETURNED
<a href="#">View</a>	<a href="#">View</a>	<a href="#">View</a>	<a href="#">View</a>	<a href="#">View</a>	<a href="#">View</a>	<a href="#">View</a>	<a href="#">View</a>	<a href="#">View</a>	<a href="#">View</a>



# Airport ID Badging

## Aerosimple Badge Management System

 AEROSIMPLE

**Badge Approved**

Application Details	
Subject	HEF ID Badge Application

**AOA ID BADGE**



**12/31/2030**  
FIRST LAST NAME  
AIRPORT AFFILIATION

**123456**



# Airport ID Badging

In-person ID Badge pick up

HEF ID Badge Appointment Calendar

The screenshot shows the HEFSEC Airport ID Pickup appointment calendar. The interface includes the HEFSEC logo, the title "HEF Airport ID Pickup", and the location "Terminal Building, 2nd Floor, Airport Administration Office". It also lists the address: "10500 Harry J. Parnish Blvd, Manassas, VA 20108, USA". The calendar is for February 2026, showing the 2nd, 3rd, 4th, 5th, 6th, 7th, and 8th. Appointment times are listed for the 4th and 6th. A "Create your own appointment page" link is visible at the bottom.

**HEFSEC** HEF Airport ID Pickup Google Calendar

🕒 30 min appointments Terminal Building, 2nd Floor, Airport Administration Office

📍 10500 Harry J. Parnish Blvd, Manassas, VA 20108, USA

Select an appointment time (GMT-05:00) Eastern Time - New York

February 2026	TUE 3	WED 4	THU 5	FRI 6	SAT 7	SUN 8
1	—	10:30am	—	10:30am	—	—
2	—	11:00am	—	11:00am	—	—
3	—	11:30am	—	12:00pm	—	—
4	—	12:00pm	—	1:30pm	—	—
5	—	1:30pm	—	2:00pm	—	—
6	—	2:00pm	—	2:30pm	—	—
7	—	2:30pm	—	—	—	—
8	—	3:00pm	—	—	—	—
9	—	3:30pm	—	—	—	—
10	—	4:00pm	—	—	—	—

[Create your own appointment page](#) [Learn More](#)



# Airport ID Badging

ID Badge application fee

\$25 annual fee for an airport issued AOA ID Badge. Payable in-person or online.

December totals: \$600.00

January totals: \$875.00





# Airport ID Badging

ID Badge Payment Portal Website

<https://hefbadging.cloveronline.com/>

The screenshot displays the HEF Airport Badging Office website interface. At the top left is the logo and name "HEF AIRPORT BADGING OFFICE". Below it are "About" and "More" links. On the right, there is a user profile icon and a search icon. The main content area is titled "All items" and includes a sorting dropdown menu set to "Alphabetically (A-Z)". The items are listed in a grid format, each with a title, price, description, and a representative image.

Item Name	Price	Description	Image
AOA ID Badge	\$25.00	Badge application fee for new and renewal AOA ID Badges. INTERNAL USE ONLY	AOA ID Badge
Airfield Vehicle Fee (Per Vehicle)	\$18.00	24-hour vehicle registration fee. Vehicles left unattended on the FDN will be subject to towing and impound unless they are displaying a valid airfield vehicle registration...	Airfield Vehicle
LOST ID Badge Fee	\$18.00	For Lost ID Badge fee is \$18.00. For Lost ID Badge fee is \$18.00. For Lost ID Badge fee is \$18.00	LOST ID Badge
SOIA ID Badge (New and Renewal)	\$16.00	Badge application fee for new and renewal SOIA (Security Identification Display Area) ID Badges. AIR CARRIER/COMMERCIAL ONLY	SOIA ID Badge
NDAs (Background Checks)	\$68.00	TSR Security Threat Assessment & FBI Criminal History Records Check	NDAs (Background Checks)
SOIA+ Fingerprinting Fee	\$38.00	Fingerprinting fee for FBI criminal history background check	SOIA+ Fingerprinting Fee
STERILE Area ID Badge	\$38.00	Badge application fee for new and renewal Sterile Area ID Badges. TERMINAL CONCESSIONS EMPLOYEES ONLY	STERILE Area ID Badge
Security Violation (1st)	\$100.00	Violations of airport security plan, including ticket violations, trespassing, leaving an access point unattended, bypassing security, failure to challenge, failure to report...	Security Violation (1st)
Security Violation (2nd)	\$200.00	Second violation of airport security plan	Security Violation (2nd)
Security Violation (3rd and FINAL)	\$400.00	Third and final violation of airport security plan. Any subsequent violation will result in the revocation of airport access.	Security Violation (3rd and FINAL)
Unreturned Badge Fee	\$200.00	Previously issued ID Badges returned to Badging Office	Unreturned Badge Fee



# Airport ID Badging

## Authorized Signatory Classes

Each company/group/organization must provide at least one individual who will approve/deny ID Badge applications for their personnel.

Eliminates the need to provide a written letter of authorization and prevents duplication of letters.

Classes began on January 8 and will continue weekly through March 2<sup>nd</sup>. After March 2<sup>nd</sup> classes will be conducting on a quarterly basis or as needed.



# QUESTIONS



## Manassas Regional Airport Commission Agenda Item Report

Agenda Item No. 3.2  
Submitted by: Patty Bibber  
Submitting Department: Manassas Regional Airport  
Meeting Date: February 19, 2026

### Item Title

Quarterly ARFF Report (Mr. Kevin Garber, ARFF Chief, 5 minutes)

### Suggested Action and/or Recommendation

### Suggested Motion

<b>Item Type</b> Reports / Presentations	<b>Item ID</b> 2026-581
<b>Submitting Department</b> Manassas Regional Airport	<b>Drafter</b> Patty Bibber
<b>Meeting Body</b> Manassas Regional Airport Commission	<b>Meeting Date</b> February 19, 2026

### ATTACHMENTS

- [Manassas Regional Airport Feb 2026 meeting.pptx](#)

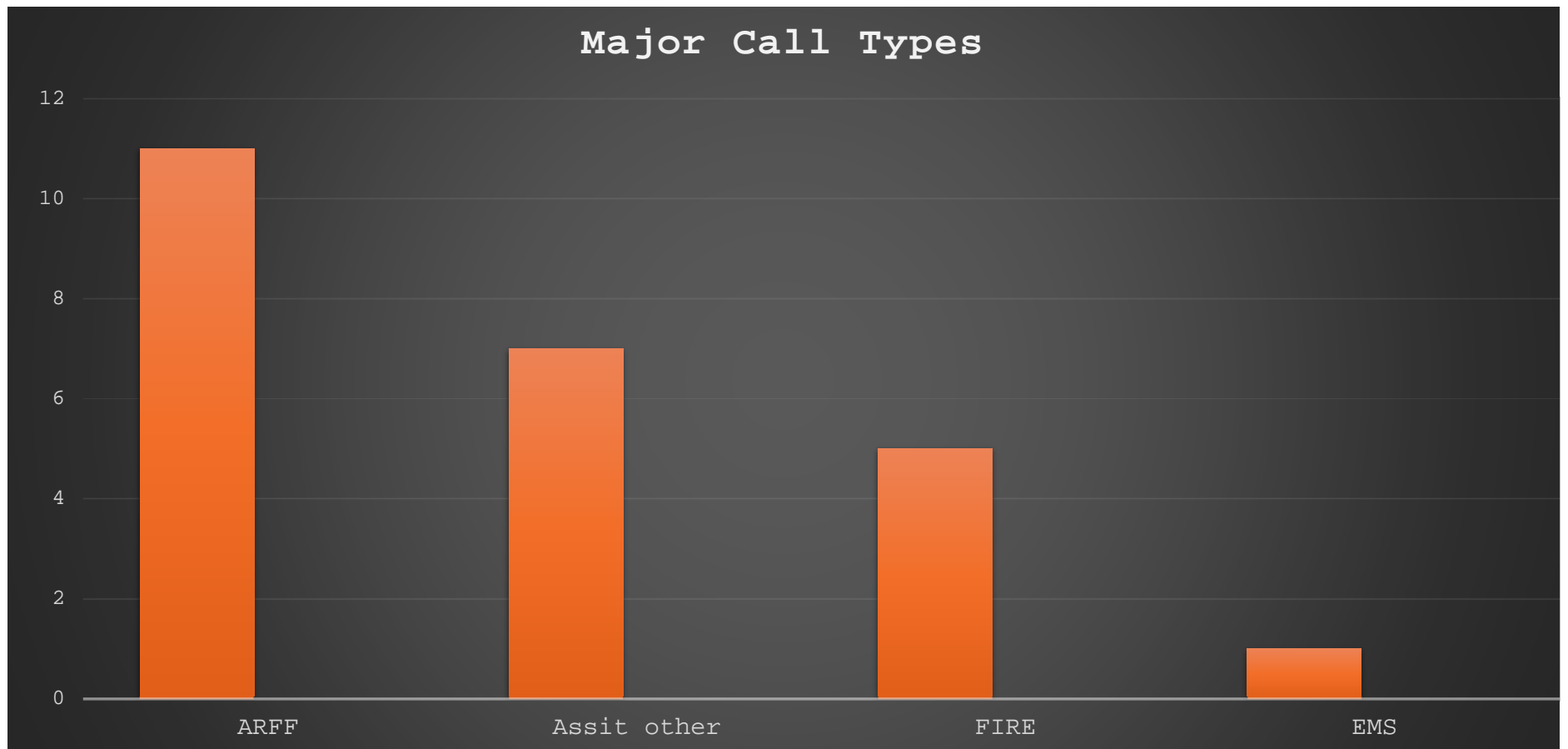
Manassas  
Regional  
Airport ARFF  
Division



# Call Statics of year 2025

- ARFF-
  - Describe as an incident dealing an aircraft, aircraft fuel or oils, and or Airfield related
- Assist other-
  - Described as an incident dealing with an outside agency: City of Manassas Fire/Rescue department, City of Manassas Public works, Prince William County Fire Rescue ( LZ Fire Protection with escort to Helicopter from the Gate)
- Fire-
  - Incidents related to an emergency response on the Airport Property, non aircraft related: (Fire Alarm, Power line on the ground, Natural Gas leak)
- EMS
  - Incidents described as person or people needing medical assistances (assisted a passenger boarding an aircraft that had hip replacement)

# Call Statics of year 2025





420 Gallons of  
Foam

460 Pounds of  
Halotron

50 Foot Snozzle  
1000gpm

**ARFF 2 (Foam 541B)**

1500 Gallons of  
Water

210 Gallons of  
Foam

450 Pounds of  
Purple K

**ARFF 3 (Attack 541)**

# Vehicle Maintenance Records and Agent Testing

- ARFF 1
  - PM Service May 2025
  - Snozzle has been repaired February 2026
  - No Foam Input based Test 4/6/2025 and 2/2025
    - Scheduled for March and September 2026
  - No approved method to test Halotron system
- ARFF 2
  - PM Service Jan 2026
  - No Foam Input based Test 4/9/2025 and 9/2/2025
    - Scheduled for March and September 2026
  - PKP Test 3/5/2025 and 9/2/2025
- ARFF 3
  - PM service Jan 2026
  - No Foam Input based Test 4/3/2025 and 9/2/2025
    - Scheduled for March and September 2026





Input Based Testing- using No  
Foam System



## Future of ARFF at Manassas Regional Airport

- Airlines will determine the ARFF Index
  - Current Airport - B-Index Aircraft no longer than 126 Feet
    - Requires a single 1500-gallon Vehicle
      - Meet with both ARFF Vehicles

If an airline decides they want to use Aircraft over 126 feet

- Would require a C-Index response
  - 2 or 3 vehicles with at least 3000 gallons of water
  - Current fleet with a single 3000-gallon vehicle, will be hard to maintain.
    - Can only meet with the single 3000 vehicle operating

# ARFF's added Benefits

## FAR Part 139 Fuel Inspections

- Must be done at least every 90 days
- Have completed 7 inspections
  - Completed February 9, 2026

## Monthly Fire Extinguisher Inspections (all airport owned fire extinguishers) about 75

## Annual Inspections (scheduled for March 2026)

- Fire extinguisher Inspection
- Fire Alarm Inspection
- Fire Sprinkler Inspection
- Elevator inspection

## Special Projects

- Diesel Fuel Inventory (current setup)
- Upgrade Fuel Tanks for Airport
  - (1000-gallon Gasoline and Diesel Tank) from 2-500-gallon tanks
  - 50- foot hoses, explosion proof switches, wired into onsite electrical system
- Provided a snow-plow operator when the Airport was closed during Snow event(1 for each shift)

Questions?

- Please come visit us!!



## Manassas Regional Airport Commission Agenda Item Report

Agenda Item No. 3.3

Submitted by: Patty Bibber

Submitting Department: Manassas Regional Airport

Meeting Date: February 19, 2026

### Item Title

Snow Briefing (Richard Allabaugh, Operations Supervisor, 5 minutes)

### Suggested Action and/or Recommendation

### Suggested Motion

**Item Type** Reports / Presentations

**Item ID** 2026-667

**Submitting Department** Manassas Regional Airport

**Drafter** Patty Bibber

**Meeting Body** Manassas Regional Airport  
Commission

**Meeting Date** February 19, 2026

### ATTACHMENTS

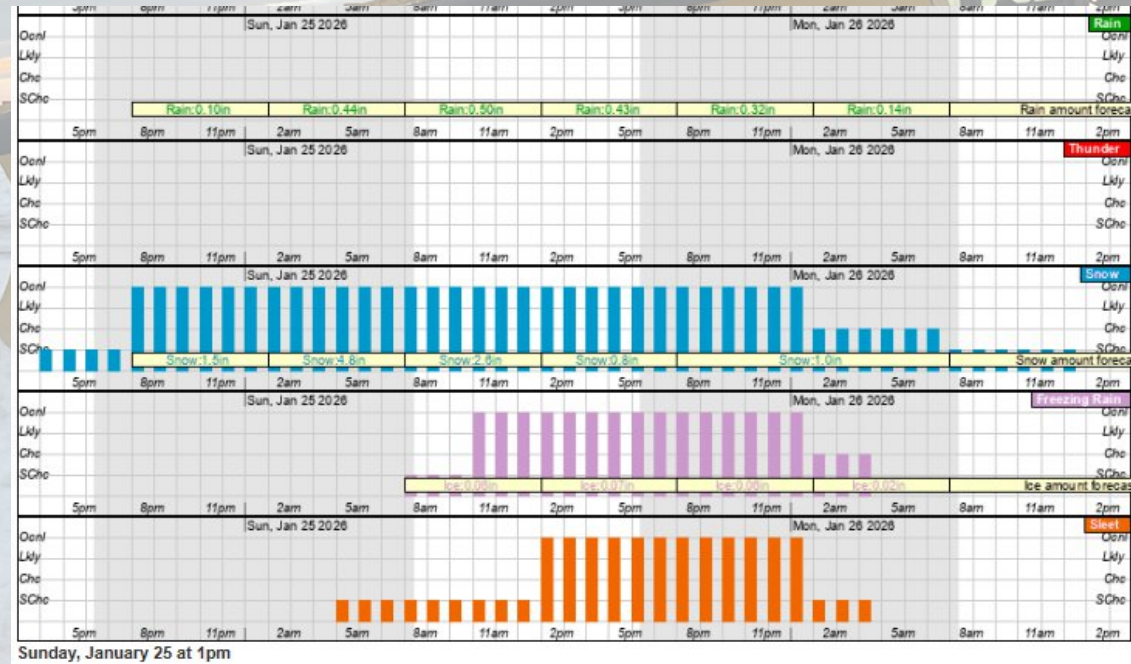
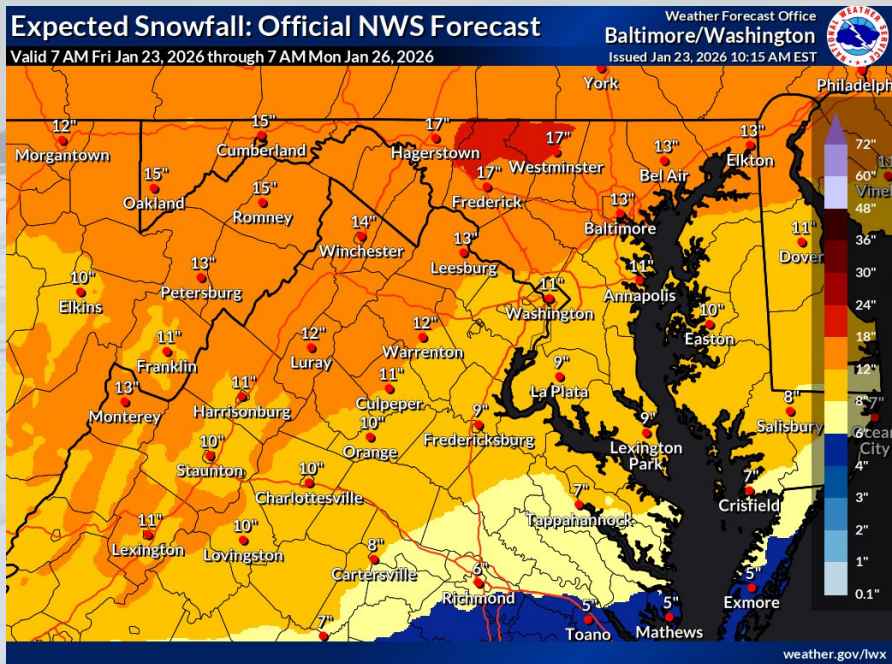
- [2026 Snow Event - Debrief.pptx](#)



Snow Event – Debrief  
Richard Allabaugh

# Weather Conditions

- Saturday, January 24, at 11:00PM to Monday, January 26 at 2:00AM
  - 27 Hour Storm – 3” Snow | 4.3” Sleet



# Equipment

- Friday, January 23
  - All equipment functional, operational, and ready
- Friday, January 30
  - Most equipment damaged or out of service.
- Key Pieces of Equipment
  - Front End Loader
  - Dump Truck Plow – 12 ft plow
  - Oshkosh Plow – 16 ft plow
  - Blower – 10 ft



# Personnel

## Snow Removal Contractors

- 380 Hours
  - 4 Plows (All Week)
  - 1 Skid Steer (All Week)
  - 1 Laborer (Monday)
  - 1 Front End Loader (Friday)
  - 2 Dump Trucks (Friday)

## Airport Staff

- 448 Hours
  - 8 Staff
  - 6 Plows
  - 2 Blower
  - 1 Broom
  - 2 Tractors
  - 1 Rubber Tire Loader
  - 1 Spray Rig

# What We Did Well?

- Made call early to close airport (6:30 AM on Sunday, January 25)
  - Held off opening for another day due to icing conditions
  - Opened Airport Tuesday, January 27 at Noon
- Equipment was all functioning before the storm

# What Needs Improvement?



# De-Icing Operations

- Fixed Based Operators (FBOs)
  - 62 Gallons – Type 1
  - 25 Gallons – Type 4
- Feedback
  - “Reduced opportunity for deicing services with a closed airport”
  - “Air was uncommonly dry for several days...aircraft would normally be frosted over requiring deicing”



# De-Icing Operations

## Standard

- Standard Anti-Ice (0.30 Gallon per 1,000 ft<sup>2</sup>)
  - 186 Gallons for Runway 16L-34R (620,000 ft<sup>2</sup>)
  - 81 Gallons for Taxiway Bravo (272,000 ft<sup>2</sup>)

**TOTAL 267 Gallons**

- Standard Deice (1.00 Gallon per 1,000 ft<sup>2</sup>)
  - 620 Gallons for Runway 16L-34R
  - 272 Gallons for Taxiway Bravo

**TOTAL 892 Gallons**

## Application

- Saturday, Jan 24 (0.30 Gallon per 1,000 ft<sup>2</sup>)
  - Applied 163 gallons – Runway 16L-34R (620,000 ft<sup>2</sup>)
  - Applied 81 gallons – Taxiway Bravo (272,000 ft<sup>2</sup>)

**TOTAL 244 Gallons**

- Deicing Operations
  - Did not conduct
- No Solid Application
  - Equipment Broken

Questions?





# Manassas Regional Airport Commission Agenda Item Report

Agenda Item No. 4.1

Submitted by: Patty Bibber

Submitting Department: Manassas Regional Airport

Meeting Date: February 19, 2026

## Item Title

Acknowledgement of Consent Agreement Between RW Pegasus Holding LLC and BC Flex Midco, LLC (Mr. Juan E Rivera, Director, 10 minutes)

## Suggested Action and/or Recommendation

### Suggested Motion

**Item Type** Reports / Presentations

**Item ID** 2026-668

**Submitting Department** Manassas Regional Airport

**Drafter** Patty Bibber

**Meeting Body** Manassas Regional Airport  
Commission

**Meeting Date** February 19, 2026

## ATTACHMENTS

- [Project Flex - City of Manassas Consent Agreement.docx](#)

## CONSENT

THIS CONSENT (this “Consent”), dated as of \_\_\_\_\_, 2026 (the “**Effective Date**”), is executed by THE CITY OF MANASSAS (“**Lessor**”).

WHEREAS, Lessor is the lessor under those certain Franchise Agreements listed below (collectively, the “**Franchise Agreements**”):

- (a) Franchise Agreement for Parcel 5, Lot 1 at the Manassas Regional Airport, dated October 23, 2002, by and between the Lessor and MANASSAS FBO LLC (“**MFBO Lessee**”), as successor in interest to the Colgan Group, LLC;
- (b) Franchise Agreement for Parcels E-3-H & E-3-I, dated January 1, 2004, by and between the Lessor and MFBO Lessee, as successor in interest to Zenith Properties, LLC, as successor in interest to Airport Development Group, LLC;
- (c) Franchise Agreement for Parcels N-5, E-1, E-2, E-3, E-1-1, E-1-2 & E-1-3 at the Manassas Regional Airport, dated May 16, 2007, by and between the Lessor and MFBO Lessee, as successor in interest to Volo Holdings Manassas LLC;
- (d) Franchise Agreement for Parcel 4 located at 10520 Wakeman Drive, Manassas, VA 20110 at the Manassas Regional Airport, dated September 1, 2019, by and between the Lessor and MFBO Lessee;
- (e) Franchise Agreement for Lot N-4 located at 10761 James Payne Court at the Manassas Regional Airport, dated November 1, 2005, by and between the Lessor and HEF JPC Hangar LLC (“**HEFJ Lessee**”), as successor of Chantilly Air, Inc., as amended by the First and Second Amendment to the Franchise, dated as of October 12, 2009 and July 10, 2023, respectively; and
- (f) Franchise Agreement for Parcel E-4-A at the Manassas Regional Airport, dated June 22, 2005, by and between Lessor and HEF Aviation Lane Hangars, LLC (“**HEFA Lessee**”), and together with MFBO Lessee and HEFJ Lessee, collectively, the “**Lessees**”), as successor in interest to the MJ Colgan Associates, LLC.

WHEREAS, RW Pegasus Holdings LLC (“**RW**”) owns 100% of the equity interests of RW Pegasus IntermediateCo, LLC (the “**Company**”). The Company indirectly owns 100% of the equity interests of MFBO Lessee and APP Properties Investments IntermediateCo, LLC, which is the sole member of HEFJ Lessee and HEFA Lessee. RW and BC Flex Midco, LLC, a Delaware limited liability company (“**Buyer**”), have entered into a Membership Interest Purchase Agreement (“**Purchase Agreement**”) pursuant to which, among other things, Buyer will acquire all of the equity interests of Company (the “**Transaction**”);

WHEREAS, Lessees have requested Lessor’s consent to the Transaction in accordance with each Franchise Agreement, and Lessor has agreed to provide such consent;

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 Transaction. Lessor agrees, in the event the Transaction is completed, to continue to recognize the relevant Lessee as the lessee under the Franchise Agreements.

2. **Amendments or Modifications.** Except provided by its terms, the Franchise Agreements shall not be modified, terminated, amended, altered or cancelled without a written agreement between Lessor and Lessees.

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

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

5. **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.

6. **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.

7. **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, Lessor has executed this Consent as of the Effective Date.

CITY OF MANASSAS

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

COMMONWEALTH OF VIRGINIA

CITY / COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_ day of \_\_\_\_\_, 2026, by \_\_\_\_\_, who is the \_\_\_\_\_ of the CITY OF MANASSAS, a Virginia municipal corporation.

\_\_\_\_\_  
Notary Public

My Commission expires the \_\_\_ day of \_\_\_\_\_, \_\_\_\_



## Manassas Regional Airport Commission Agenda Item Report

Agenda Item No. 5.1

Submitted by: Patty Bibber

Submitting Department: Manassas Regional Airport

Meeting Date: February 19, 2026

### Item Title

FY 2027 Airport Operating and CIP Proposed Budget (Mr. Juan Rivera, Director, 10 minutes)

### Suggested Action and/or Recommendation

### Suggested Motion

**Item Type** Reports / Presentations

**Item ID** 2026-664

**Submitting Department** Manassas Regional Airport

**Drafter** Patty Bibber

**Meeting Body** Manassas Regional Airport  
Commission

**Meeting Date** February 19, 2026

### ATTACHMENTS

- [Financial Report.pdf](#)

# Airport





## DEPARTMENT OVERVIEW

*Airport Fund  
Airport*

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### MISSION STATEMENT

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The Mission of the Manassas Regional Airport is to provide world class facilities and services to our customers and be a major driver of economic growth to our community.

### BUDGET HIGHLIGHTS

---

We are requesting an Airfield Electrician position in the FY 2027 budget. This position is necessary due to the complexity and inherent risks of working with a constant-current airfield lighting system. The airport has not been able to adequately train staff to safely troubleshoot the system or perform the required FAA inspections. During the most recent FAA Part 139 inspection, the Airport was found to have more airfield lighting deficiencies than any other category in the inspection process. The FAA continues to encourage airports to employ properly trained airfield electricians to maintain airfield lighting and navigational systems safely and in full compliance.

The Airport will need an additional Airport Operations Officer if the new airline operates seven days a week and their schedule require shifts exceeding ten hours per day. To ensure adequate coverage for up to sixteen hours daily, an additional Operations Officer is necessary to account for employee absences due to sick leave and annual leave.

Unfortunately, the airline's schedule is not yet known. It is recommended that this requested position be reevaluated at mid-year to determine whether it will be necessary for the FY 2027 budget or if it could be deferred to the FY 2028 budget cycle.

The Airport's budget has a larger than normal share of local funding for capital projects that have been moved forward to support Commercial Service and FAA funding is not available. The Airport Director proposes to use funding from the Capital Account to pay for these projects and will seek PFCs and Federal and State Entitlements to reimburse the fund. These funding sources would not be available for about three years after airline services begins and we reach 10,000 enplanements.

### PRIOR YEAR ACCOMPLISHMENTS

---

- Created a balanced Airport Budget that was adopted by City Council
- Passed the FAA Part-139 Compliance Inspection that moved us closer to receiving our Airport Operating Certificate
- Installed new airfield signs and lighting fixtures
- Completed the Observation Road relocation and drainage project
- Installed new security gates, cameras, and card readers
- Planned and held the 4th Annual Aviation Career Fair that was attended by over 600 students
- Purchased new card reader and camera software to enhance airport security
- Negotiated two new airport franchise agreements that were approved by Council, which will increase airport revenues by \$221,000 in the first year and generate more than \$15 million in new infrastructure investments.
- Hired three new employees to prepare for Commercial Airline Service
- Attracted five new aviation related businesses to the Airport
- Increased Airport Rescue & Firefighting (ARFF) services to seven days a week and 12 hours a day



## DIVISION SUMMARY

*Airport Fund*

*Airport*

*Operations*

### FUNCTIONS / ACTIVITIES

The Administration Division oversees development, operations, safety, maintenance, and all other functions of the Manassas Regional Airport—the busiest general aviation airport in Virginia and soon to offer commercial airline service. It also ensures compliance with all federal and state aviation regulations; initiates and manages airport improvement projects totaling \$30.8 million funded by federal and state grants in accordance with the Airport Master Plan, Airport Layout Plan (ALP), and State Six-Year Plan; and negotiates, drafts, and monitors the performance of fourteen franchises, as well as multiple leases and contracts.

OBJECTIVES	CITY COUNCIL PRIORITY & GOAL
1 Continue to provide a safe and secure airport environment for aircraft operations and the flying public	Advancing Mobility AM-1
2 Manage the Airport resources and expenditures to maintain a totally self-supporting budget, a healthy fund balance, and that does not rely on the General Fund	Advancing Mobility AM-1
3 Completing the projects in the Airport's Master Plan to enhance the quality of facilities and advanced technologies	Advancing Mobility AM-3
4 Develop the north west airport corridor in order to attract new business to the airport	Economic Prosperity EP-3
5 Maintain the highest quality of facilities, safety service levels to the aviation community	Sustaining Excellence SE-4
6 Comply with the FAA requirements to be able to provide the initial emergency response to aircraft incidents with appropriate ARRF capability	Sustaining Excellence SE-4

SERVICE EFFORTS AND MEASURES	FY 2024 Actual	FY 2025 Actual	FY 2026 Budget	FY 2026 Proj.	FY 2027 Budget
<b>Efficiency (Workload)</b>					
1 # of incidents / accidents	11 / 3	26 / 1	10 / 0	25 / 0	20 / 0
<b>Efficiency (Workload)</b>					
2 # of noise complaints / # of operations	50 / 102,777	62 / 97,437	40 / 100,000	40 / 100,000	40 / 100,000
<b>Input (Workload)</b>					
3 # of enplaned passengers	0	0	0	10,000	32,000
<b>Efficiency (Workload)</b>					
4 % of airport expenditures covered by airport revenues	100%	100%	100%	100%	100%
<b>Outcome (Effectiveness)</b>					
5 # of non-stop flights destinations	0	0	0	0	4

**DIVISION SUMMARY**

*Airport Fund*

*Airport*

*Operations*

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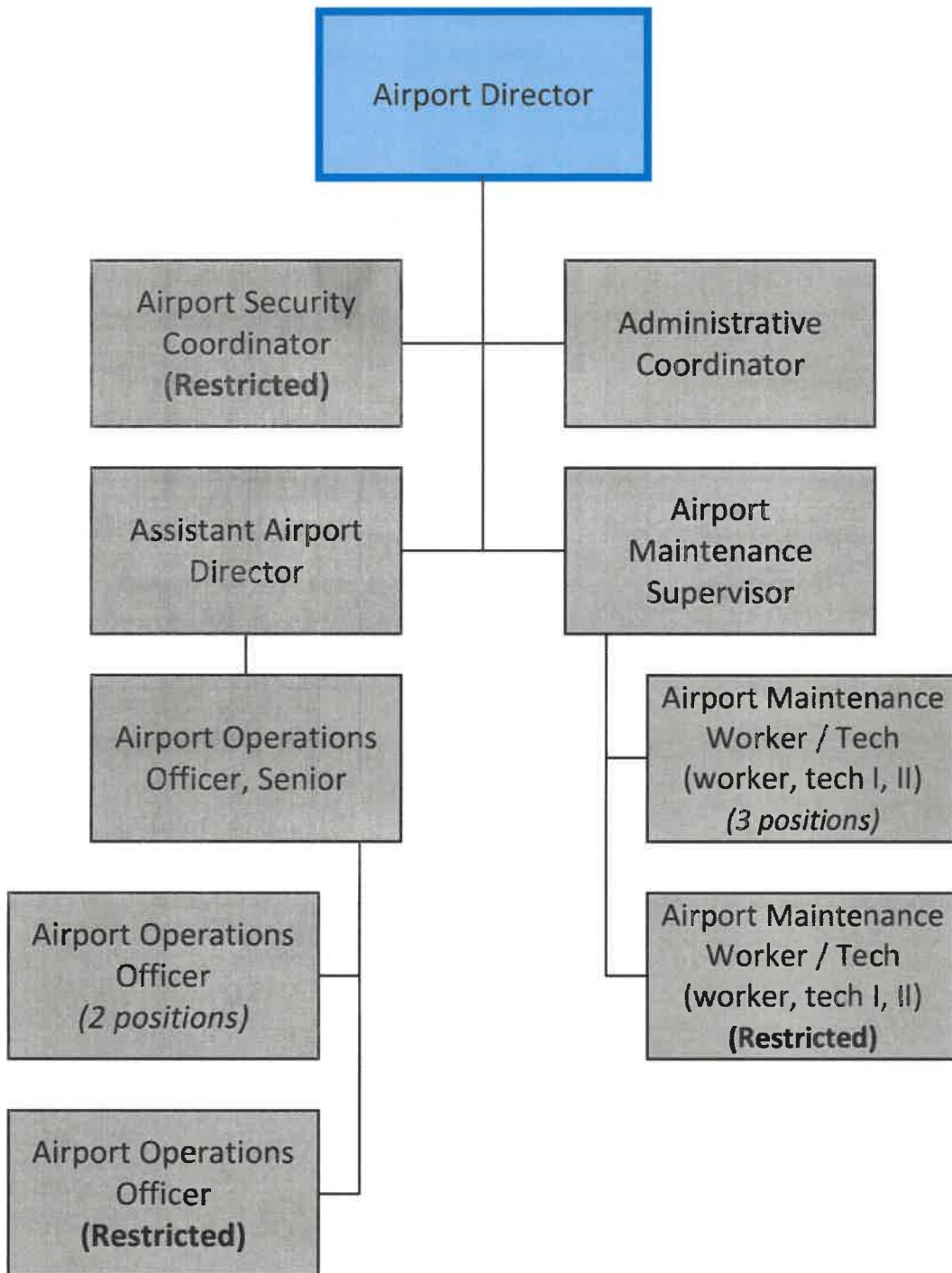
	<b>Efficiency (Workload)</b>					
<b>6</b>	<b># of runway incursions</b>	0	3	0	0	0

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**STAFFING**  
as of 12/31/2025

	FY 2026						FY 2027			
	Adopted		Amended		Amended		Budget		Budget	
	Over (Under)		Over (Under)		Over (Under)		Over (Under)		Over (Under)	
	#	FTE	#	FTE	#	FTE	#	FTE	#	FTE
<b>AIRPORT</b>										
Airport Director	1	1.00	1	1.00	-	-	1	1.00	-	-
Assistant Director, Airport	1	1.00	1	1.00	-	-	1	1.00	-	-
Airport Operations Officer, Senior	1	1.00	1	1.00	-	-	1	1.00	-	-
Airport Operations Officer	1	1.00	1	1.00	-	-	1	1.00	-	-
Airport Operations Officer Restricted	2	2.00	2	2.00	-	-	2	2.00	-	-
Airport Maintenance Supervisor	1	1.00	1	1.00	-	-	1	1.00	-	-
Airport Maintenance (worker, tech I, II)	3	3.00	3	3.00	-	-	3	3.00	-	-
Airport Maintenance (worker, tech I, II) Restricted	1	1.00	1	1.00	-	-	1	1.00	-	-
Airport Security Coordinator Restricted	1	1.00	1	1.00	-	-	1	1.00	-	-
Administrative Coordinator	1	1.00	1	1.00	-	-	1	1.00	-	-
<b>DEPARTMENT TOTAL</b>	<b>13</b>	<b>13.00</b>	<b>13</b>	<b>13.00</b>	<b>-</b>	<b>-</b>	<b>13</b>	<b>13.00</b>	<b>-</b>	<b>-</b>

FY 2027 Org Chart as of 12/31/2025



**ORDINANCE #O-202-XX**

**First Reading:**  
**Second Reading:**  
**Enacted:**  
**Effective:**

**AN UNCODIFIED ORDINANCE ESTABLISHING THE MANASSAS REGIONAL AIRPORT ~~FEE FEES, -RATES AND RENTCHARGES~~ SCHEDULE EFFECTIVE July 1, 2025**

**WHEREAS**, the Manassas Regional Airport (“Airport”) has been designated by the Federal Aviation Administration (FAA) as a Commercial Service Airport; and

**WHEREAS**, the FAA has issued the Airport its Airport Operating Certificate; and

~~**WHEREAS, Passenger**~~**WHEREAS, Passenger** Facility Charges (PFC), and Remain Overnight (RON) ramp fees will be determined in accordance with FAA policies and regulations, and to cover the operating expenses of the airport; and

**WHEREAS**, the FAA requires that the Airport maintain a fee and rental structure for the facilities and services at the Airport that will make the airport as self-sustaining as possible; and

**WHEREAS**, the Airport Commission has reviewed and recommends approval of the following rates and charges .

**BE IT ORDAINED** that, by the City Council of the City of Manassas, Virginia, meeting in regular session this ~~XXXXXXXXXXXX~~, Ordinance #O-202 is repealed effective July 1, 2026 and that the following fee schedule is established effective July 1, 2026.

<b>Airport I.D. Badge Fees</b>	
New & Renewal AOA Badge	\$25.00
New & Renewal SIDA Badge	\$35.00
Unreturned Badge Fee	\$200.00
<b>1<sup>st</sup> Lost or Stolen Badge Replacement</b>	<b>\$100.00</b>
<b>2<sup>nd</sup> Lost or Stolen Badge Replacement</b>	<b>\$150.00</b>
<b>3<sup>rd</sup> Lost or Stolen Badge Replacement</b>	<b>\$200.00</b>
<b>Commercial Operating Permit Fees</b>	
Annual Non-Franchise Operator	\$25.00
<b>Annual Non-Tenant Operator</b>	<b>\$850.00</b>
Conference Room Cleaning Fee	\$150.00
Crop Dusting Permit fee (per day)	\$25.00

<b>Fuel Flowage Fees</b>	
Non-Commercial Fuel Flowage Fee (per gallon)	\$0.15
Public Safety Security Surcharge (per gallon)	\$0.35
<b>Hangar Rent – East Side</b>	
Monthly Storage Unit	\$220.50
Monthly 40’ Unit	\$378.00
Monthly 42’ Unit	\$428.40
Monthly 42’ End Unit	\$530.25
Monthly 45’ Unit	\$456.75
Monthly 48’ Unit	\$530.25
Monthly 48’ End Unit	\$588.00
<b>Hangar Rent – Box Hangars</b>	
Monthly 50’ by 60’ Unit	\$1575.00
Monthly 60’ by 60’ Unit	\$2,100.00
<b>Hangar Rent - West Side</b>	
Monthly End Unit	\$404.25
Monthly Regular Unit	\$351.75
<b>Landing Fees<sup>1</sup> (Per 1,000 lbs. of MLW)</b>	TBD
<b>Late Fees</b>	
East and West T-Hangars (non-commercial)	\$30.00
Tie-Downs (Single and Twin Engine)	\$10.00
Hangar Lockout	\$100.00
Key Replacement Fee	\$50.00
Callout Fee	\$50.00
<b>Nightly Blimp Tie-Down Fee</b>	\$75.00
<b>Passenger Facility Charge<sup>3</sup> (PFC)</b>	TBD
<b>Remain Overnight (RON) Ramp<sup>2</sup> Fee</b>	TBD
<b>Special Event Fee (per day)</b>	
Full Day	\$800.00
Half Day	\$400.00
Hourly	\$125.00
<b>Special Events – Late Application</b>	
Full Day	\$100.00
Half Day	\$50.00
Hourly	\$25.00
<b>Special Media Permit Fee</b>	
Photo (per day)	\$250.00
Movie (per day)	\$500.00
<b>Security Fees</b>	
Fingerprinting & Background Fee (per applicant) SIDA Only	\$60.00
Background Check (per applicant) AOA only	\$30.00
Airfield Vehicle Sticker (AOA)	\$10.00
<b>Safety and Security Violation Charges</b>	

<u>1<sup>st</sup> Offense</u>	<u>\$50.00</u>
<u>2<sup>nd</sup> Offense</u>	<u>\$100.00</u>
<u>3<sup>rd</sup> Offense</u>	<u>\$150.00</u>
<b><u>Terminal Office Space (per sq. ft.)</u></b>	<b><u>\$36.58</u></b>
<b>Tie-Down Rent</b>	
Monthly Single Engine	\$84.00
Monthly Twin Engine	\$94.50.00
<b>Vehicle/Pedestrian Deviation Charges</b>	
<del>Vehicle/Pedestrian Deviation—1<sup>st</sup> Offense</del>	<del>\$250.00</del>
<del>Vehicle/Pedestrian Deviation—2<sup>nd</sup> Offense</del>	<del>\$500.00</del>
<del>Vehicle/Pedestrian Deviation—3<sup>rd</sup> Offense</del>	<del>\$1,000.00</del>

**<sup>1</sup>Landing Fee Exemptions.**

1. Aircraft under 12,500 lbs.
2. Based Aircraft
3. An aircraft that departs from the airport for another destination and is forced to return and land at the airport because of meteorological conditions, mechanical or operating causes or for any similar emergency or precautionary reason.
4. Any aircraft owned and operated by the United States government and its agencies, non-commercial aircraft owned and operated by foreign governments on a flight authorized by the Department of State, or commercial aircraft on a flight dedicated to carrying foreign heads of state and not operating as a commercial flight.
5. Non-revenue, test flights approved by the Airport Director that may be required to meet operational safety or Federal Aviation Administration (FAA) certification requirements.
6. The Airport Director may waive landing fee payments, in his or her discretion, for medical, charity or non-profit events, on an infrequent basis.

**<sup>2</sup>Remain Over Night (RON) for airlines is defined as the period of 8:00 PM to 6:00 AM.**

**<sup>3</sup>Per Enplaned Passenger; PFC based on FAA approved projects only.**

Michelle Davis-Younger                      Mayor  
On behalf of the City Council  
Of Manassas, Virginia

**Ordinance #O-2024-XX**

**Page 2**

ATTEST:

| ~~Lee Ann Henderson~~Eric Smith City Clerk

**MOTION:**

**SECOND:**

**RE:**

**ACTION:**

**Votes:**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**

FY: 2027

## SUPPLEMENTAL REQUEST

570 Airport Fund

037 Airport

03710 Maintenance

Priority: 1

Type: E

Enhancement # 503

**TITLE** FT 1.00 FTE - B12/Airfield Electrician

### DESCRIPTION

Due to the complexity and risks, an qualified airfield electrician is needed to conduct maintenance, troubleshooting, and inspections of the Airport's airfield constant current lighting and navigational systems.

### OBJECTIVE SERVED

To hire a qualified electrician that knows how to perform maintenance and daily inspections of the Airport's airfield lighting and navigational systems. We are currently unable to meet the FAA requirements for conducting routine maintenance and to complete the necessary checklist and logs. The FAA continues to encourage airports to employ properly trained airfield electrician to maintain the airfield lights, signs, and other electrical systems.

### CITY COUNCIL STRATEGY SE-4

### SERVICE LEVEL IMPACT

Meet the FAA Part-139 inspection requirements for airline service at the Airport.

### OFFSETTING REDUCTION

The airport will save money since it will not have to pay an outside contractor to conduct routine maintenance, inspections, and emergency repairs. The airport will also save time since the only qualified airfield lighting contractor is located in southwest Virginia.

### IMPLEMENTATION STRATEGY

Advertise, conduct interview, conduct due diligence and background checks, and hire the most qualified person.

### BEST PRACTICES

Preventive and Planned Maintenance and Inspections.

**CIP OPERATING IMPACT**

**RECURRING COST?**

### RECURRING COST ANALYSIS

A Salary Analysis was conducted by HR.

### REVENUE IMPACT

None.

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<b>PERSONNEL REQUEST</b>	<b>FY 2027</b>	<b>FY 2028</b>	<b>FY 2029</b>	<b>FY 2030</b>
Personnel (FTE)	1.00	1.00	1.00	1.00
<b>FINANCIAL SUPPLEMENT</b>				
10 Salary	\$83,000	\$85,500	\$88,065	\$90,707
20 Benefits	\$34,000	\$37,400	\$37,775	\$38,153
30 Purchase Services	\$0	\$0	\$0	\$0
40 Internal Services	\$0	\$0	\$0	\$0
50 Other Charges	\$0	\$0	\$0	\$0
60 Supplies	\$0	\$0	\$0	\$0
70 Capital	\$75,000	\$0	\$0	\$0
80 Debt Service	\$0	\$0	\$0	\$0
90 Other Uses of Funds	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$192,000</b>	<b>\$122,900</b>	<b>\$125,840</b>	<b>\$128,860</b>
REVENUE GENERATED	\$0	\$0	\$0	\$0
<b>NET COSTS</b>	<b>\$192,000</b>	<b>\$122,900</b>	<b>\$125,840</b>	<b>\$128,860</b>

1/5/2026 4:05:12 PM

FY: 2027

## SUPPLEMENTAL REQUEST

570 Airport Fund

037 Airport

00003 Operations

Priority: 2

Type: E

Enhancement # 504

**TITLE** FT 1.00 FTE - B15/Airport Operations Officer I

**DESCRIPTION**

In order to have sufficient Operations Staff on duty during Airline Operations, and to cover for employee absences due to sick leave and annual leave, an additional Airport Operations Officer would be needed to cover 16-hour days, 7-days a week.

**OBJECTIVE SERVED**

The Airport will need an additional Airport Operations Officer if the new airline operates seven days a week and their schedule require shifts exceeding ten hours per day. To ensure adequate coverage for up to sixteen hours daily, an additional Operations Officer is necessary to account for employee absences due to sick leave and annual leave.

**CITY COUNCIL STRATEGY** AM-1

**SERVICE LEVEL IMPACT**

Meet the FAA Part-139 regulations that require that the airport have sufficient qualified personnel to comply with the requirements of its ACM.

**OFFSETTING REDUCTION**

None

**IMPLEMENTATION STRATEGY**

Advertise, conduct interviews, conduct due diligence and background checks, and hire the most qualified person.

**BEST PRACTICES**

To have airport representation at the airport during airline operations to handle Airport Irregular Operations (IROPS).

**CIP OPERATING IMPACT**

**RECURRING COST?**

**RECURRING COST ANALYSIS**

Ongoing cost will be City Council approved merit and COLA salary increases and the increased cost of benefits.

**REVENUE IMPACT**

None

1/5/2026 4:06:32 PM

<b>PERSONNEL REQUEST</b>		<b>FY 2027</b>	<b>FY 2028</b>	<b>FY 2029</b>	<b>FY 2030</b>
Personnel (FTE)		1.00	0.00	0.00	0.00
<b>FINANCIAL SUPPLEMENT</b>					
10	Salary	\$75,000	\$77,250	\$79,568	\$81,955
20	Benefits	\$25,000	\$27,500	\$28,325	\$31,158
30	Purchase Services	\$0	\$0	\$0	\$0
40	Internal Services	\$0	\$0	\$0	\$0
50	Other Charges	\$0	\$0	\$0	\$0
60	Supplies	\$0	\$0	\$0	\$0
70	Capital	\$0	\$0	\$0	\$0
80	Debt Service	\$0	\$0	\$0	\$0
90	Other Uses of Funds	\$0	\$0	\$0	\$0
<b>TOTAL</b>		<b>\$100,000</b>	<b>\$104,750</b>	<b>\$107,893</b>	<b>\$113,113</b>
<b>EXPENDITURES</b>					
REVENUE GENERATED		\$0	\$0	\$0	\$0
<b>NET COSTS</b>		<b>\$100,000</b>	<b>\$104,750</b>	<b>\$107,893</b>	<b>\$113,113</b>

1/5/2026 4:06:32 PM

Airport - Operations		Object	Account Description	2024 Actuals	2025 Actuals	2026 Original Budget	2026 Revised Budget	2027 Department Budget	Change from Adopted
Expense	57003703	411000	Salaries and Wages	\$745,637.56	\$769,678.83	\$890,000.00	\$890,000.00	\$890,000.00	\$0.00
Expense	57003703	411020	Board and Elections Stipends	\$5,650.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense	57003703	411075	S&W-Housing Stipend	\$1,693.27	\$1,352.58	\$3,500.00	\$3,500.00	\$3,500.00	\$0.00
Expense	57003703	412000	S&W-On-Call	\$20,646.18	\$32,123.01	\$30,000.00	\$30,000.00	\$30,000.00	\$0.00
Expense	57003703	416000	S&W-Overtime	\$11,826.33	\$27,204.52	\$30,000.00	\$30,000.00	\$30,000.00	\$0.00
Expense	57003703	416010	Hours Worked on a Holiday	\$1,149.32	\$1,013.63	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00
Expense	57003703	416015	Call-Back Overtime	\$146.13	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00
Expense	57003703	420000	Employee Benefits	\$0.00	\$0.00	\$355,000.00	\$355,000.00	\$355,000.00	\$0.00
Expense	57003703	420002	Deferred Compensation	\$5,707.82	\$6,998.59	\$0.00	\$0.00	\$0.00	\$0.00
Expense	57003703	420004	FICA	\$58,360.43	\$60,846.34	\$0.00	\$0.00	\$0.00	\$0.00
Expense	57003703	420006	Virginia Retirement System	\$103,564.48	\$120,018.44	\$0.00	\$0.00	\$0.00	\$0.00
Expense	57003703	420008	Group Health	\$59,474.60	\$74,505.95	\$0.00	\$0.00	\$0.00	\$0.00
Expense	57003703	420010	Worker's Compensation	\$4,914.41	\$4,952.24	\$0.00	\$0.00	\$0.00	\$0.00
Expense	57003703	420012	Group Term Life Insurance	\$9,151.14	\$9,523.06	\$0.00	\$0.00	\$0.00	\$0.00
Expense	57003703	420014	Long Term Disability	\$3,256.65	\$3,217.97	\$0.00	\$0.00	\$0.00	\$0.00
Expense	57003703	420016	Unemployment	\$100.57	\$75.31	\$0.00	\$0.00	\$0.00	\$0.00
Expense	57003703	420031	Car Allowance	\$6,000.02	\$6,023.10	\$6,100.00	\$6,100.00	\$6,100.00	\$0.00
Expense	57003703	431000	Professional Services	\$87,150.87	\$21,627.56	\$180,000.00	\$186,317.55	\$225,000.00	\$45,000.00
Expense	57003703	431004	Legal Fees	\$0.00	\$0.00	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00
Expense	57003703	432000	Temporary Help Services	\$0.00	\$0.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Expense	57003703	433000	Maintenance Services	\$0.00	\$32.28	\$0.00	\$0.00	\$0.00	\$0.00
Expense	57003703	435000	Print Bind Photo Services	\$705.26	\$714.00	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00
Expense	57003703	436000	Advertising Services	\$1,245.40	\$3,125.99	\$65,000.00	\$65,000.00	\$65,000.00	\$0.00
Expense	57003703	439000	Other Purchased Services	\$23,683.68	\$30,664.36	\$40,000.00	\$79,919.00	\$60,000.00	\$20,000.00
Expense	57003703	441000	Information Technology Charges	\$84,750.00	\$95,490.00	\$73,510.00	\$73,510.00	\$116,840.00	\$43,330.00
Expense	57003703	441005	Phones and Voicemail Charges	\$21,140.00	\$29,390.00	\$36,140.00	\$36,140.00	\$38,300.00	\$2,160.00
Expense	57003703	441045	GIS/Data Services Charges	\$8,930.00	\$12,110.00	\$17,370.00	\$17,370.00	\$18,400.00	\$1,030.00
Expense	57003703	441050	IT Purchases Mid-Year	\$7,202.30	\$727.38	\$8,000.00	\$8,000.00	\$8,480.00	\$480.00
Expense	57003703	442000	Motor Vehicle Charges	\$66,970.00	\$83,670.00	\$86,180.00	\$86,180.00	\$91,350.00	\$5,170.00
Expense	57003703	444000	Cost Allocation Charges	\$182,960.00	\$200,000.00	\$220,000.00	\$220,000.00	\$233,200.00	\$13,200.00
Expense	57003703	447000	Radio Charges	\$1,560.00	\$1,560.00	\$1,560.00	\$1,560.00	\$1,650.00	\$90.00
Expense	57003703	451001	Utilities	\$13,419.69	\$16,113.30	\$30,000.00	\$30,000.00	\$30,000.00	\$0.00
Expense	57003703	451002	City Utility Charges	\$117,285.17	\$121,311.12	\$145,000.00	\$145,000.00	\$145,000.00	\$0.00
Expense	57003703	452003	Cell Phone Charges	\$4,499.69	\$5,921.59	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00
Expense	57003703	452007	Cable/Satellite TV Service	\$1,761.04	\$2,756.42	\$2,000.00	\$2,000.00	\$5,000.00	\$3,000.00
Expense	57003703	452008	Telephone Service Charges	\$123.00	\$153.00	\$500.00	\$500.00	\$500.00	\$0.00
Expense	57003703	452009	Long Distance Charges	\$53.43	\$51.47	\$100.00	\$100.00	\$100.00	\$0.00
Expense	57003703	453000	Insurance	\$41,630.00	\$43,871.00	\$100,000.00	\$100,000.00	\$120,000.00	\$20,000.00
Expense	57003703	454001	Operating Leases	\$2,089.80	\$2,361.63	\$3,500.00	\$3,500.00	\$3,500.00	\$0.00
Expense	57003703	455001	Mileage	\$48.24	\$97.02	\$1,000.00	\$1,000.00	\$2,000.00	\$1,000.00

Expense	57003703	455002	Training and Travel		\$9,331.71	\$7,367.11	\$24,000.00	\$24,000.00	\$25,000.00	\$1,000.00
Expense	57003703	455005	Meeting / Business Expense		\$1,848.21	\$1,320.79	\$7,000.00	\$7,000.00	\$7,000.00	\$0.00
Expense	57003703	458000	Dues Memberships & Other Exp		\$6,803.00	\$6,360.00	\$7,000.00	\$7,000.00	\$7,500.00	\$500.00
Expense	57003703	458099	Miscellaneous Expense--Airport		\$0.00	\$0.00	\$50,000.00	\$50,000.00	\$50,000.00	\$0.00
Expense	57003703	461000	Office Supplies		\$20,813.01	\$7,057.13	\$4,000.00	\$4,000.00	\$10,000.00	\$6,000.00
Expense	57003703	462000	Other Supplies		\$12,558.88	\$8,097.53	\$19,000.00	\$19,000.00	\$19,000.00	\$0.00
Expense	57003703	463000	Books and Subscriptions		\$240.39	\$25,921.30	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00
Expense	57003703	464000	Uniforms and Safety Apparel		\$5,498.91	\$3,494.50	\$8,000.00	\$8,000.00	\$10,000.00	\$2,000.00
Expense	57003703	495002	Salary and Wage Contingency		\$0.00	\$0.00	\$0.00	\$0.00	\$66,000.00	\$66,000.00
			<b>Total</b>		<b>\$1,761,580.59</b>	<b>\$1,848,900.05</b>	<b>\$2,491,960.00</b>	<b>\$2,538,196.55</b>	<b>\$2,721,920.00</b>	<b>\$229,960.00</b>
<b>Airport - Maintenance</b>										
Expense	57003710	433000	Maintenance Services		\$42,132.22	\$21,594.87	\$65,000.00	\$65,000.00	\$65,000.00	\$0.00
Expense	57003710	433001	Refuse Collection Services		\$5,235.60	\$8,771.64	\$6,200.00	\$6,200.00	\$6,200.00	\$0.00
Expense	57003710	433003	Janitorial Services		\$46,897.93	\$48,259.76	\$50,000.00	\$50,000.00	\$50,000.00	\$0.00
Expense	57003710	433006	Mowing Services		\$28,835.34	\$27,599.24	\$30,000.00	\$40,760.09	\$35,000.00	\$5,000.00
Expense	57003710	433008	HVAC		\$16,445.61	\$4,502.11	\$20,000.00	\$20,000.00	\$20,000.00	\$0.00
Expense	57003710	433009	Elevator Services		\$0.00	\$0.00	\$8,000.00	\$8,000.00	\$8,000.00	\$0.00
Expense	57003710	433010	Snow Removal		\$12,810.17	\$49,507.50	\$30,000.00	\$30,000.00	\$40,000.00	\$10,000.00
Expense	57003710	433012	Airfield Lighting Maintenance		\$5,451.62	\$6,217.69	\$45,000.00	\$45,000.00	\$45,000.00	\$0.00
Expense	57003710	433014	Elevator Inspections		\$655.00	\$2,250.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Expense	57003710	433015	Vehicle/Apparatus Maintenance		\$12,331.66	\$15,165.57	\$50,000.00	\$50,000.00	\$65,000.00	\$15,000.00
Expense	57003710	439000	Other Purchased Services		\$30,905.15	\$35,009.12	\$45,000.00	\$45,000.00	\$45,000.00	\$0.00
Expense	57003710	439004	Paving Services		\$0.00	\$0.00	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00
Expense	57003710	439008	Hazmat Disposal		\$12,183.00	\$10,177.46	\$18,000.00	\$18,000.00	\$35,000.00	\$17,000.00
Expense	57003710	439014	Security Services		\$67,933.74	\$103,494.78	\$104,590.00	\$104,590.00	\$250,000.00	\$145,410.00
Expense	57003710	454004	Miscellaneous Rentals		\$1,466.56	\$0.00	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00
Expense	57003710	455002	Training and Travel		\$0.00	\$204.96	\$0.00	\$0.00	\$0.00	\$0.00
Expense	57003710	462000	Other Supplies		\$9,960.07	\$56,299.03	\$20,000.00	\$20,000.00	\$35,000.00	\$15,000.00
Expense	57003710	462001	Tools		\$3,562.25	\$8,313.47	\$20,000.00	\$20,000.00	\$60,000.00	\$40,000.00
Expense	57003710	462044	Airfield Lighting Supplies		\$17,202.71	\$11,140.41	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00
Expense	57003710	462046	Airport Hanger Supplies		\$1,696.18	\$8,031.08	\$15,000.00	\$15,000.00	\$15,000.00	\$0.00
Expense	57003710	462047	Airfield Supplies		\$1,218.88	\$20,788.69	\$50,000.00	\$50,000.00	\$50,000.00	\$0.00
Expense	57003710	462048	Security Supplies		\$10,083.44	\$12,272.99	\$35,000.00	\$35,000.00	\$35,000.00	\$0.00
Expense	57003710	462052	Terminal Grounds Supplies		\$367.06	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00
Expense	57003710	462067	Maintenance Supplies		\$3,494.02	\$2,568.28	\$3,500.00	\$3,500.00	\$4,000.00	\$500.00
Expense	57003710	466000	Building and Repair Materials		\$15,219.72	\$10,773.61	\$45,000.00	\$45,000.00	\$45,000.00	\$0.00
Expense	57003710	467000	Fuels/Oils/Lubricants		\$11,378.95	\$12,600.89	\$13,000.00	\$13,000.00	\$16,000.00	\$3,000.00
Expense	57003710	468000	Vehicle/Equipment Parts/Supp		\$15,931.45	\$16,308.65	\$20,000.00	\$31,812.50	\$25,000.00	\$5,000.00
Expense	57003710	471000	Equipment & Machinery Purch		\$105,288.71	\$94,672.50	\$378,000.00	\$467,548.68	\$560,000.00	\$182,000.00
			<b>Total</b>		<b>\$478,687.04</b>	<b>\$586,524.30</b>	<b>\$1,123,790.00</b>	<b>\$1,235,911.27</b>	<b>\$1,561,700.00</b>	<b>\$437,910.00</b>
<b>Airport - FAA Tower Non-Reimb</b>										
Expense	57003711	433000	Maintenance Services		\$771.72	\$0.00	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00
Expense	57003711	433008	HVAC		\$3,376.60	\$4,828.83	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00

Expense	57003711	433009	Elevator Services		\$271.25	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00
Expense	57003711	433014	Elevator Inspections		\$1,382.20	\$270.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Expense	57003711	462000	Other Supplies		\$2,346.06	\$46.31	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00
			<b>Total</b>		<b>\$8,147.83</b>	<b>\$5,145.14</b>	<b>\$45,500.00</b>	<b>\$45,500.00</b>	<b>\$45,500.00</b>	<b>\$45,500.00</b>	<b>\$0.00</b>
<b>Airport - FAA Tower Reimb</b>											
Expense	57003712	433000	Maintenance Services		\$8,750.09	\$9,060.25	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$0.00
Expense	57003712	451002	City Utility Charges		\$17,753.40	\$15,657.64	\$21,000.00	\$21,000.00	\$21,000.00	\$21,000.00	\$0.00
Expense	57003712	451003	Heating Fuel Oil or Gas		\$507.17	\$693.41	\$1,000.00	\$1,000.00	\$3,000.00	\$3,000.00	\$2,000.00
			<b>Total</b>		<b>\$27,010.66</b>	<b>\$25,411.30</b>	<b>\$34,000.00</b>	<b>\$34,000.00</b>	<b>\$36,000.00</b>	<b>\$2,000.00</b>	<b>\$2,000.00</b>
<b>Airport - Special Projects</b>											
Expense	57003713	416000	S&W-Overtime		\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00
Expense	57003713	431003	Marketing		\$0.00	\$0.00	\$600.00	\$600.00	\$600.00	\$600.00	\$0.00
Expense	57003713	433003	Janitorial Services		\$337.66	\$337.66	\$500.00	\$500.00	\$500.00	\$500.00	\$0.00
Expense	57003713	439000	Other Purchased Services		\$2,641.40	\$777.40	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00
Expense	57003713	439014	Security Services		\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00
Expense	57003713	462000	Other Supplies		\$721.34	\$245.37	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$0.00
			<b>Total</b>		<b>\$3,700.40</b>	<b>\$1,360.43</b>	<b>\$15,100.00</b>	<b>\$15,100.00</b>	<b>\$15,100.00</b>	<b>\$15,100.00</b>	<b>\$0.00</b>
<b>Airport - ARFF Operations</b>											
Expense	57003717	439000	Other Purchased Services		\$0.00	\$0.00	\$770,000.00	\$770,000.00	\$950,000.00	\$950,000.00	\$180,000.00
Expense	57003717	462000	Other Supplies		\$0.00	\$0.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$0.00
Expense	57003717	467000	Fuels/Oils/Lubricants		\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$10,000.00	\$10,000.00	\$5,000.00
Expense	57003717	473000	Motor Vehicle Purchases		\$0.00	\$0.00	\$15,000.00	\$15,000.00	\$65,000.00	\$65,000.00	\$50,000.00
			<b>Total</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$810,000.00</b>	<b>\$810,000.00</b>	<b>\$1,045,000.00</b>	<b>\$1,045,000.00</b>	<b>\$235,000.00</b>
<b>Airport - Security Program</b>											
Expense	57003718	411000	Salaries and Wages		\$39,320.78	\$88,724.13	\$95,000.00	\$95,000.00	\$95,000.00	\$95,000.00	\$0.00
Expense	57003718	416000	S&W-Overtime		\$61.89	\$1,641.52	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense	57003718	420000	Employee Benefits		\$0.00	\$0.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$0.00
Expense	57003718	420002	Deferred Compensation		\$390.61	\$871.86	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense	57003718	420004	FICA		\$2,899.66	\$6,613.44	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense	57003718	420006	Virginia Retirement System		\$5,359.40	\$15,572.78	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense	57003718	420008	Group Health		\$8,596.94	\$16,734.56	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense	57003718	420010	Worker's Compensation		\$20.02	\$44.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense	57003718	420012	Group Term Life Insurance		\$486.28	\$1,105.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense	57003718	420014	Long Term Disability		\$232.10	\$524.32	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense	57003718	420016	Unemployment		\$8.00	\$8.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense	57003718	439014	Security Services		\$1,610.00	\$7,541.90	\$677,450.00	\$677,450.00	\$650,000.00	\$650,000.00	(\$27,450.00)
Expense	57003718	441050	IT Purchases Mid-Year		\$1,015.67	\$129.98	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00
Expense	57003718	462039	Computer Software		\$7,500.00	(\$3,750.00)	\$17,000.00	\$17,000.00	\$17,000.00	\$17,000.00	\$0.00
Expense	57003718	462048	Security Supplies		\$7,238.41	\$7,096.08	\$31,000.00	\$31,000.00	\$32,000.00	\$32,000.00	\$1,000.00
			<b>Total</b>		<b>\$74,739.76</b>	<b>\$142,858.63</b>	<b>\$862,450.00</b>	<b>\$862,450.00</b>	<b>\$836,000.00</b>	<b>\$836,000.00</b>	<b>(\$26,450.00)</b>
<b>Airport - 139 Requirements</b>											
Expense	57003719	411000	Salaries and Wages		\$0.00	\$0.00	\$260,000.00	\$260,000.00	\$260,000.00	\$260,000.00	\$0.00
Expense	57003719	420000	Employee Benefits		\$0.00	\$0.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$0.00

Expense	57003719	431000	Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00
Expense	57003719	441050	IT Purchases Mid-Year	\$0.00	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00
Expense	57003719	455002	Training and Travel	\$0.00	\$0.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$0.00
			<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$377,000.00</b>	<b>\$377,000.00</b>	<b>\$377,000.00</b>	<b>\$387,000.00</b>	<b>\$10,000.00</b>
<b>Airport - Debt Service</b>										
Expense	57003793	431000	Professional Services	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense	57003793	462000	Other Supplies	\$0.00	\$0.00	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$0.00
Expense	57003793	481001	Principal - Bonds Payable	\$195,000.00	\$200,000.00	\$205,000.00	\$205,000.00	\$205,000.00	\$0.00	(\$205,000.00)
Expense	57003793	481021	Interest - Bonds Payable	\$14,928.75	\$9,150.00	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	(\$3,000.00)
Expense	57003793	492575	Transfer to Airport Capital	\$5,443,462.40	\$3,797,401.00	\$325,000.00	\$1,310,456.00	\$15,626,000.00	\$15,626,000.00	\$15,301,000.00
Expense	57003793	496004	Contrib to Net Position	\$0.00	\$0.00	\$440,200.00	\$440,200.00	\$894,100.00	\$894,100.00	\$453,900.00
			<b>Total</b>	<b>\$5,654,891.15</b>	<b>\$4,006,551.00</b>	<b>\$1,223,200.00</b>	<b>\$2,208,656.00</b>	<b>\$16,770,100.00</b>	<b>\$16,770,100.00</b>	<b>\$15,546,900.00</b>
			<b>Department Total</b>	<b>\$8,008,757.43</b>	<b>\$6,616,750.85</b>	<b>\$6,983,000.00</b>	<b>\$8,126,813.82</b>	<b>\$23,418,320.00</b>	<b>\$23,418,320.00</b>	<b>\$16,435,320.00</b>

Airport - Revenue		Object	Account Description	2024 Actuals	2025 Actuals	2026 Original Budget	2026 Revised Budget	2027 Department Budget	Change from Adopted
Revenue	57097400	315001	Interest on Pooled Cash	\$551,762.91	\$493,535.61	\$0.00	\$0.00	\$20,000.00	\$20,000.00
Revenue	57097400	315003	Interest on Investment	\$823,038.87	\$1,496,992.84	\$0.00	\$0.00	\$120,000.00	\$120,000.00
Revenue	57097400	315120	Interest on G87 Leases	\$1,662,023.00	\$1,722,034.00	\$0.00	\$0.00	\$0.00	\$0.00
Revenue	57097400	315200	Leases and Rentals	\$2,673,200.05	\$3,049,472.49	\$3,629,200.00	\$3,629,200.00	\$4,212,720.00	\$583,520.00
Revenue	57097400	315204	Hangar Rentals	\$945,735.89	\$894,954.01	\$998,800.00	\$998,800.00	\$1,029,700.00	\$30,900.00
Revenue	57097400	316999	Bad Debt Revenue Contra	\$0.00	(\$56,643.87)	\$0.00	\$0.00	\$0.00	\$0.00
Revenue	57097600	317502	Remain Overnight Fees	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00
Revenue	57097600	317510	Airport Tie-Down Fees	\$128,095.44	\$125,558.14	\$142,000.00	\$142,000.00	\$142,740.00	\$740.00
Revenue	57097600	317520	Airport Fuel Flowage Fees	\$250,321.34	\$280,671.00	\$255,000.00	\$255,000.00	\$260,000.00	\$5,000.00
Revenue	57097600	317530	Airport Security Surcharge	\$52,058.58	\$58,330.08	\$55,000.00	\$55,000.00	\$61,000.00	\$6,000.00
Revenue	57097600	317531	Fingerprinting/Background Fees	\$0.00	\$0.00	\$30,500.00	\$30,500.00	\$30,600.00	\$100.00
Revenue	57097600	317532	Airport Security Fees	\$0.00	\$0.00	\$3,500.00	\$3,500.00	\$3,500.00	\$0.00
Revenue	57097600	317533	Airport ID Badge Fees	\$0.00	\$0.00	\$19,500.00	\$19,500.00	\$19,500.00	\$0.00
Revenue	57097600	317534	Lost/Stolen Badge Replacement	\$0.00	\$0.00	\$500.00	\$500.00	\$500.00	\$0.00
Revenue	57097600	317535	Airport Car Rental Revenue	\$30,029.78	\$31,472.39	\$30,000.00	\$30,000.00	\$30,000.00	\$0.00
Revenue	57097700	318000	Miscellaneous Revenues	\$4,800.65	\$15,922.03	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
Revenue	57097700	318070	Avports Reimb-ARFF Ops	\$0.00	\$0.00	\$600,000.00	\$600,000.00	\$710,280.00	\$110,280.00
Revenue	57097700	318071	Avports Reimb-Security Program	\$0.00	\$217,612.21	\$650,000.00	\$650,000.00	\$710,280.00	\$60,280.00
Revenue	57097700	318072	Avports Reimb-AOC Part 139Cert	\$0.00	\$0.00	\$510,000.00	\$510,000.00	\$670,000.00	\$160,000.00
Revenue	57097700	318426	Card Replacement Fees	\$174.73	\$140.00	\$0.00	\$0.00	\$0.00	\$0.00
Revenue	57097700	318435	Insurance Reimbursements	\$332.79	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Revenue	57097700	318450	Donations/Contributions	\$0.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00
Revenue	57097700	318650	Airport Commercial Op Permit	\$5,965.00	\$5,285.00	\$5,500.00	\$5,500.00	\$5,500.00	\$0.00
Revenue	57097700	318710	Cash Over/Short-Airport	(\$10.67)	\$0.23	\$0.00	\$0.00	\$0.00	\$0.00
Revenue	57097700	318904	Sale of Land	\$29,563,545.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Revenue	57097900	322071	VA State Reimbursements	\$22,161.97	\$0.00	\$0.00	\$0.00	\$45,000.00	\$45,000.00
Revenue	57097900	322888	State Contrib-OPEB/Pension	\$282.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Revenue	57098200	332010	FAA Tower Rent from Fed Govt	\$14,278.00	\$16,874.00	\$16,000.00	\$16,000.00	\$16,000.00	\$0.00
Revenue	57098200	332011	FAA Tower Reimbursements	\$22,561.71	\$25,378.61	\$34,000.00	\$34,000.00	\$40,500.00	\$6,500.00
Revenue	57099100	346400	Contr Surplus-Net Position	\$0.00	\$0.00	\$0.00	\$985,456.00	\$287,000.00	\$287,000.00
Revenue	57099100	346401	Contr Surplus - Restr Net Position	\$0.00	\$0.00	\$0.00	\$0.00	\$15,030,000.00	\$15,030,000.00
Revenue	57099100	346500	Contr Surplus-Encumbrances	\$0.00	\$0.00	\$0.00	\$158,357.82	\$0.00	\$0.00
			<b>Total</b>	<b>\$56,750,357.24</b>	<b>\$8,380,088.77</b>	<b>\$6,983,000.00</b>	<b>\$8,126,813.82</b>	<b>\$23,418,320.00</b>	<b>\$16,435,320.00</b>
			<b>Unrestricted Net Position as of 6/30/2025</b>	<b>\$18,834,824.00</b>					
			<b>Restricted Net Position as of 6/30/2025</b>	<b>\$32,224,109.00</b>					
			<b>Use of Restricted Net Position:</b>						
			A-110 Taxiway B Widening & Lighting	\$ 8,160,000.00					\$ 30,000.00
			A-115 Snow Removal Equipment Facility	\$ 6,870,000.00					\$ 240,000.00
				\$ 15,030,000.00					\$ 17,000.00
									\$ 287,000.00

