



City of Manassas, Virginia
Manassas Regional Airport Commission Meeting

MINUTES

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

The Manassas Regional Airport Commission held its regular meeting in the Manassas Regional Airport, 1st Floor Conference Room on the above date, attended by Chairman Rod Hall; Vice Chairman, Tony McGhee; Member Jakelin Melgar; Member Carla Cox; Member Alison Paylor; Member Phil Smith; Member William Sebesky; Member Bob Sweeney; Member Kevin Willis

Members not present: Member Eileen Preissner

Airport Personnel in attendance: Juan Rivera, Director; Jolene Berry, Asst. Airport Director; Mark Woody Airport Operations; Patty Bibber, Secretary

Chairman Rod Hall called the meeting to order at 7:02 pm.

Vote to Allow Virtual Attendance

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

Vice Chairman Anthony McGhee MOVED to approve the meeting minutes from February 19, 2026, SECONDED BY Member Bob Sweeney MOVED and CARRIED UNANIMOUSLY

2. Airport Director's Report

- 2.1** An application was submitted for Community Development funds to Congressman Subramanyam's office. The airport has requested \$1 million for airport snow equipment.
- 2.2** Mrs. Liz Via-Gossman will be assisting the airport staff in the update of the Airports Strategic Plan. The Airport commission will be holding a work session on May 14, 2026. The Airport staff has sent the Commission a copy of the Workbook that needs to be completed prior to the work session.
- 2.3** There are four (4) aircraft that still haven't been moved from the August auction. Deadline was February 28, 2026 to have them titled and removed. A follow-up was sent to the owner on March 3rd who stated they need additional time on two of the four aircraft.
- 2.4** Observation Road 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 has been created and the contractor is working on the "As Built" drawings. Post-construction, RS&H will complete a LOMR for FEMA. RS&H is working on the Engineer's Report and closing out the project.
- 2.5** The new ATC tower design has had no change from last report. The final design should be completed by March 24th of this year. Bid Advertisement is scheduled for May 4th
- 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
- 2.6** There was a 30% design meeting for the Runway 16L-34R Rehabilitation design meeting with the FAA, State, Airport Staff and RS&H. The 60% design submission was received on Friday, January 9, 2025. The 90% design submittal will be at the end of March.
- 2.7** The ARFF Station Renovation is coming to a close. The walk-through to create a punch list is scheduled for March 23, 2026. The contractor is working to finish the shower installation and the countertops located in the kitchen.
- 2.8** EA for the new Airport Control Tower held a public meeting at the airport to allow the public to ask any questions regarding the EA and the process. No one from the public attended the meeting. RS&H is incorporating agency comments and will send the final draft to the FAA for approval and hopefully an issuance of a FONSI.

- 2.9 Delta Engineers are working to update the SWPP and SPCC plans associated with the General VPDES that was completed in May. Delta has engaged Bowman (sub-consultant) for the update. The State grant (CS0030-54) for this project was extended through 3/31/2027. The airport staff provided Delta with a copy of the DEQ permit application which was provided to Bowman.
- 2.10 Frasca & Associates, LLC, has review the Airport/Airline Use Agreement and the Air Carrier Incentive plan and provided comments. They will continue to work on the landing fees.
- 2.11 The new Airport Maintenance Supervisor will start March 23rd. With this hire, the Airport's Maintenance Division will be fully staffed for the first time in 18 months. The city Manager has indicated that the Airfield Electrician and Airport Operations positions are in his budget for FY2027. If approved by City Council, the new Ops position would most likely not be hired until mid-year 2027

3. **Presentations**

3.1 **Emergency Drill Presentation (Mrs. Jolene Berry, Asst. Airport Director)**

4. **New Business**

5. **Old Business**

6. **Consent Agenda**

7. **Airport Commission Members Comments (If Available)**

8. **City Council Liaison Comments (Vice Mayor Mark Wolfe)**

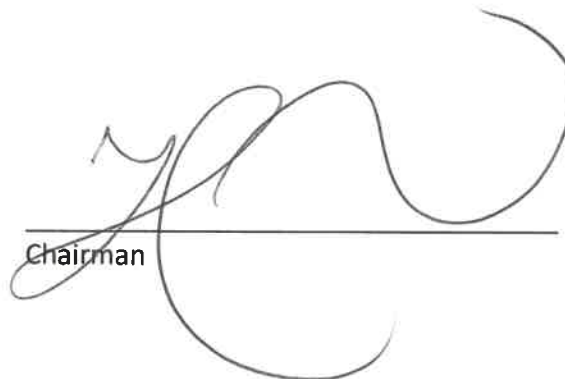
9. **Authorization of a Closed Meeting (Reserved)**

10. **Certification of a Closed Meeting**

Adjournment

Meeting adjourned at 8:19 PM


Secretary


Chairman

4/16/26
Date