



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, December 18, 2025

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 **Approval of Minutes from November 20, 2025**  
[Commission Minutes November 20, 2025.docx](#)

2. Airport Director's Report

- 2.1 **Airport Director's Report**  
[Airport Director's Report December 2025.docx](#)
- 2.2 **Revenue, Expenses, Aging and Billing Reports**  
[Revenues 12-11-25.xlsx](#)  
[Expenses 12-11-25.xlsx](#)  
[Aging\\_Report\\_12-10-25.xlsx](#)  
[Bill Sheet 12-11-25.xlsx](#)
- 2.3 **Tie-Down, Hangar Occupancy and Noise Report November**  
[November 2025 Tie-Down Occupancy.pdf](#)  
[November 2025 Hangar Occupancy.pdf](#)  
[November 2025 Noise.pdf](#)
- 2.4 **Airport Project Update (Mrs. Jolene Berry, Asst. Airport Director, 5 mins)**

3. **Presentations**

- 3.1 **Airport Website Analytics (Mr. Alex Del Valle Mari, Airport Operations, 5 minutes)**  
[Airport Website Analytics Q4 2025.pptx](#)
- 3.2 **Airport Commission Training Video (Mrs. Jolene Berry, Asst. Airport Director, 8 minutes)**
- 3.3 **Table Top Presentation (Mrs. Jolene Berry, Asst. Airport Director, 10 minutes)**

4. **New Business**

- 4.1 **FY 2027 Proposed Revenues (Mr. Juan E. Rivera, Director, 10 minutes)**  
[Munis Revenues 12-11-25 Rev 1.xlsx](#)
- 4.2 **Approval of 2026 Commission Calendar (Mrs. Jolene Berry, Asst. Airport Director, 5 minutes)**  
[2026 Airport Commission Calendar Final.xls](#)

5. **Old Business**

- 5.1 **Airport CIP - Questions regarding projects submitted (Mr. Juan E. Rivera, Director, 5 minutes)**  
[Airport.pdf](#)
- 5.2 **Update on NW Development Bids (Mr. Juan E. Rivera, Director, 5 minutes)**

6. **Consent Agenda**

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