City of Manassas, Virginia

# Washington Manassas Airport Commission Meeting

## AGENDA

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

**Call to Order - 7:00 p.m.**

**Vote to allow virtual attendance - if applicable**

**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 Meeting Minutes from October 15, 2026**
Commission Meeting Minutes October 15 2026.docx

**2. Airport Director's Report**

**2.1 Airport Directors Report (Mr. Juan E. Rivera, Director)**
Airport Director's Report November 2026.docx
Minutes of the Executive Committee held on November 13 2026.doc

**2.2 Revenues, Expenses, Aging and Bill Sheet**
Revenues as of 11-13-26.xlsx
Expenses as of 11-13-26.xlsx
Aging as of 11-13-26.xlsx
Bill Sheet as of 11-13-26.xlsx

**2.3 Tie-Down, Hangar Occupancy and Noise Report**
VirtowerOpsOctober.pdf
Web Report - October 2026.pdf
Monthly Statistics (OPS)October 2026 Statistics.pdf

**2.4 Airport Construction Projects Update (Mrs. Jolene Berry, Asst. Airport Director)**
Construction Projects 11-26.pptx

## 3. Presentations

**3.1 TWY B Update - Delta Airport Consultants (Mr. John Borgie & Ms. Alayna Sturgill, Delta Airport)**
25054 HEF 90-Percent Presentation 2026.11.19.pdf

**3.2 Quarterly Maintenance Report (Mr. James Kannard, Maintenance Supervisor)**
Maintenance Presentation Meeting Nov. 2026.pptx

**3.3 Quarterly ARFF Report (Mr. Kevin Garber, ARFF Chief)**
ARFF Presentation November 2026.pptx

## 4. New Business

**4.1 Take nominations to fill the Airport Commission Chairman vacancy (Tony McGhee, Vice Chair)**

**4.2 5-Year Airport Capital Improvement Plan (ACIP) FY 28 (Juan E Rivera, Director)**
5-Year CIP.pdf

**4.3 Recommend Approval of Permit Renewal for George Mason University Regarding Apiary Located on Airport Property (Juan E Rivera, Director)**
License Agreement with GMU 12-1-2026.docx

## 5. Old Business

## 6. Consent Agenda

*The Consent Agenda is intended for items that are considered administrative and routine*

*in nature. The items included on the Consent Agenda will be voted on collectively, as a whole, without discussion.*

*Any member of the Airport Commission may request that an item be removed from the Consent Agenda prior to the Commission's vote. Upon such a request, the Airport Commission will vote on whether to remove the item from the Consent Agenda. If the motion to remove the item passes, the item will be removed from the Consent Agenda and may be discussed separately, with further action taken by the Commission as a whole. If the motion fails, the item will remain on the Consent Agenda and will be included in the collective vote for approval.*

**6.1 Recommend Approval of a Lease Renewal for Piston2Jet Flight School**
Piston2Jet2027.docx

**7. Airport Commission Member Comments**

**8. City Council Liaison Comments**

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

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

**Adjournment**

# Washington Manassas Airport Commission Agenda Item Report

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

## Item Title

Approval of Meeting Minutes from October 15, 2026

## Suggested Action and/or Recommendation

## Suggested Motion

**Item Type** Minutes
**Item ID** 2026-1338
**Submitting Department** Washington Manassas Airport
**Drafter** Patty Bibber
**Meeting Body** Washington Manassas Airport Commission
**Meeting Date** November 19, 2026

## ATTACHMENTS

- Commission Meeting Minutes October 15 2026.docx

City of Manassas, Virginia

**Washington Manassas Airport Commission**

**MINUTES**

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# Washington Manassas Airport Commission
## Terminal Building - 1st Floor Conference Room
## 10600 Harry Parrish Boulevard, Manassas, VA 20110
## Thursday, October 15, 2026

The Washington Manassas Airport Commission held its regular meeting in the Washington Manassas Airport, 2nd 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 Eileen Preissner; Member Kevin Willis

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

**Chairman Rod Hall called the meeting to order at 7:04 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.*

*Keith Teister with Elevation Aviation made comments on concerns for the General Aviation Community*
*Nicole Boone with Aero Flight made comments on concerns for the General Aviation Community*
*Bob Hepp with Aviation Adventures made comments on concerns for the General Aviation Community*

**1. Approval of Minutes**

**Commission Alison Paylor MOVED** to approve the meeting minutes from September 24, 2026, **SECONDED BY Vice Chairman Anthony McGhee MOVED and CARRIED UNANIMOUSLY**

**2. Airport Director's Report**

**2.1** NEW ATC TOWER (DESIGN) - The 95% design development documents have been completed and RS&H. The final design should be completed by mid-April of this year. Bid Advertisement is scheduled for May 4th.

- 100% Issue for Bid Documents – April 14, 2026
- Bid Advertisement – July 8, 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

**2.2** RUNWAY 16L-34R REHABILITATION (DESIGN) - Staff had a 90% design meeting with the FAA, State, Airport Staff and RS&H. RS&H are moving forward with the design.

- City of Manassas Site Plan Approval – April 28, 2026
- Bid Submittal of City & FAA - April 28, 2026
- Bid Advertisement – May 12, 2026
- Pre-Bid Meeting – May 28, 2026
- Opening – June 16, 2026
- Construction Grant Application Submission to ADO – June 30, 2026

**2.3** UPDATE SWPPP AND SPCC PLAN - Delta Engineers is working to update the airport's SWPPP and SPCC plans associated with General VPDES that was completed in May. Delta has engaged Bowman (sub consultant) for Update. The State grant (CS0030-54) for this project was extended through 03/31/27. The airport staff provided Delta with a copy of the DEQ permit application which was provided to Bowman. Bowman is waiting to complete the SWPPP/SPCC Plan until the DEQ has issued a new VPDES Industrial Permit which should be later this year.

**2.4** TAXIWAY B WIDENING PROJECT (DESIGN) - Delta has started design on this project. Field work and surveying was completed in March. Project bidding is expected in December of 2026 with construction anticipated to being in spring of 2027.

**2.5** AIRPORT FINANCIAL CONSULTANTING PROJECTS - No Change from Last Report - Frasca & Associates, LLC, has reviewed the Airport/Airline Use Agreement and the Air Carrier Incentive Plan and provided comments. They will continue to work on the landing fees.

**2.6** AIRPORT PERSONNEL – We have had a maintenance employee who has put in his 2-week notice. The position is already being advertised.

**2.7** RTR REPLACEMENT – The FAA needs to send the Airport a revised RA for the ATCT review which will include the RTR review.

**2.8** ALP UPDATE – RS&H

**3. Presentations**

**3.1 Avports Update – (Matt Shelby, Avports)**

**3.2 Train to Plane Marketing & Services Increase (Katie Choe, CEO)**

**3.3 Passenger Facility Charges (PFC) (Mr. Jeff Breeden, Senior Airport Planner DOAV)**

**3.4 Air Carrier Incentive Program (ACIP), (Matt Townsend, Director, Frasca & Associates)**

**4. New Business**

**4.1 RESOLUTION NO. ACR-2026-01: To recommend to City Council that it budget and appropriate the necessary funding for the new ATC Tower from Federal and State funds and the airports restricted capital account and award the construction contract to Costello Construction (Mr. Juan E. Rivera, Director)**

**Vice Chairman Anthony McGhee MOVED** to recommend to City Council to approve resolution no. ACR-2026-01, 2026, **SECONDED BY Commissioner Alison Paylor MOVED and CARRIED UNANIMOUSLY**

**5. Old Business**

**6. Consent Agenda**

**6.1 EAA Lease Renewal Approval Effective 12/1/2026**

**6.2 VRE Lease Renewal Approval Effective 12/1/2026**

**Commission Alison Paylor MOVED** to approve the lease renewal for EAA Chapter 189 and VRE Lease, **SECONDED BY Commission Carla Cox MOVED and CARRIED UNANIMOUSLY**

**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 9:47 pm

_____ _____

Secretary

Chairman

_____

Date

# Washington Manassas Airport Commission Agenda Item Report

Agenda Item No. 2.1
Submitted by: Patty Bibber
Submitting Department: Washington Manassas Airport
Meeting Date: November 19, 2026

## Item Title

Airport Directors Report (Mr. Juan E. Rivera, Director)

## Suggested Action and/or Recommendation

## Suggested Motion

**Item Type** Reports / Presentations
**Item ID** 2026-1339
**Submitting Department** Washington Manassas Airport
**Drafter** Patty Bibber
**Meeting Body** Washington Manassas Airport Commission
**Meeting Date** November 19, 2026

## ATTACHMENTS

- Airport Director's Report November 2026.docx
- Minutes of the Executive Committee held on November 13 2026.doc

# Airport Director's Office
# Juan E. Rivera

# MEMORANDUM

**November 13, 2026**

**TO:** Washington Manassas Airport Commission

**FROM:** Juan E. Rivera, Airport Director

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

## FY 2028 AIRPORT CAPITAL IMPROVEMENT PLAN (ACIP)

The Airport's ACIP was submitted to the City's Budget Manager. The ACIP includes one new project for this fiscal year: Project A-119, General Aviation Facility Enhancements. This project would provide funding to evaluate planning options and determine what enhancements may be necessary on the west side of the Airport to provide additional parking, gate access, and public restrooms.

## AIRPORT FINANCIAL CONSULTING

The Airport Director has forwarded the draft Airport Use and Operating Permit and Agreement and the Airline Service Incentive Program, prepared by Frasca & Associates, LLC, to the Deputy City Attorney for final review before being presented to the Airport Commission for consideration. If comments are received in time, these items will be placed on the December Airport Commission agenda.

## AIRPORT TOWN HALL MEETING

The Airport hosted a Tenant Town Hall on Tuesday evening, November 10, with approximately 100 tenants and other individuals in attendance. Airport staff provided updates and presentations on several key areas, including Airport Security, Aircraft Rescue and Firefighting (ARFF), Airport Maintenance, and Airport Operations. The presentations also included updates on several major construction projects currently underway or planned, including the rehabilitation of Runway 16L/34R, construction of the new Air Traffic Control Tower, and rehabilitation and widening of Taxiway B.

The Tenant Town Hall provided an opportunity for Airport tenants to hear directly from Airport staff about ongoing initiatives, upcoming improvements, and projects that will help shape the future of the Airport. It also gave attendees an opportunity to ask questions, share feedback, and voice their concerns.

Airport staff will review the comments received and provide the Airport Commission with a summary of those comments, along with short- and long-term recommendations, at the December meeting.

## AVPORTS FRANCHISE AGREEMENT AMENDMENT

The City Council held a public hearing on November 9 regarding the proposed First Amendment to the Franchise Agreement with Avports. The amendment was necessary to address the need for a larger footprint to accommodate construction of the new terminal building and parking lot. The City Council subsequently approved the first reading of the amended Franchise Ordinance. The second reading is scheduled for December 7.

## UPCOMING EVENTS

**City Council Meeting:** December 7, 2026

Juan E. Rivera
Director
Washington Manassas Airport

**Airport Executive Committee Meeting**
**Meeting Agenda and Minutes**
Terminal Building, 2nd Floor Conference Room
November 13, 2026 8:30 a.m.

**Executive Committee purpose:** *The Executive Committee helps prepare the Airport Commission's monthly agenda, identifies matters that may warrant future Commission consideration, and serves as a sounding board for the Airport Director on complex issues. The Committee does not make decisions or approve actions on behalf of the Airport Commission.*

## 1. Call to Order

Commission Members Present: (check only if present)
☐ Vacant, Chair
☑Anthony McGhee, Vice-Chair (Acting Chair)
☑Carla Cox
☑Alison Paylor

Staff Members Present (check only if present):
☑Juan Rivera, Airport Director
☑Jolene Berry, Assistant Airport Director

☑Others Present: Phil Smith, Commission Member
Write Name Above

## 2. Review of Draft Airport Commission Agenda for November 19, 2026

*Review proposed items for the upcoming Commission meeting. The Committee's discussion does not approve the item or determine the Commission's eventual decision.*

a. Review the proposed Airport Commission Agenda for the November 19th meeting. *The draft agenda was reviewed.*
b. Review the Airport's FY 2028 Capital Improvement Plan that was submitted to the City Budget Manager. (No action required) *The ACIP was discussed and will move forward to the full Commission.*
c. Doug Yurovich, General Manager, from Piston2Jet flight school requested 5 minutes during Public Comment time at the November Commission meeting. (the Airport Director approved the request) *No action was taken.*

## 3. Airport Director's Briefing and Discussion

*Issues or updates presented for discussion and feedback. Discussion is advisory; the Committee takes no action or approval.*

a. Discuss changing the day of the week the commission meetings are held. (Inquiry by member Phil Smith) *This request was withdrawn by Member Smith.*

*b.* Discuss how and when the elections for Chair will be handled. (Relay to Full-Commission) *The acting Chair will send out an email to the members of the Commission indicating that nominations will be taken at the November meeting and in December, it more than one person is nominated, then those nominees will have an opportunity to let members of the Commission know why they think they will would be a good Chair for the Commission. The voting will be held in public.*

c. Discuss procedures for making presentations at Commission meetings.
    1. When items are due from presenters. Should they be taken off the agenda if they do not have their materials to staff by the deadline? *The consensus of the committee was that the staff should make every attempt to have the presenters provide a copy of the presentation in advance of the meeting so that the public and commission would be able to review it, but if it was not made available in advance, that it would be posted on the airport's website following the meeting. Any material that are not given to the airport staff in advance of the meeting will be held and given to the Commission members after the meeting.*
    2. How items are distributed at Commission meetings.

*d.* Status of the Amended Franchise Agreement with Avports – *The City Council held a Public Hearing on November 9th. Subsequently, they approved the first reading of the Amended Franchise Ordinance. The 2nd reading is scheduled for December 7th.*

*e.* Airport Town Hall Meeting – *The staff will be meeting next week to consolidate the notes from the Airport Town Hall. The staff will present the note and comments to the Airport Commission in December*

*f.* The process for amending the Airport Rules and Regulations – Discuss the process that is followed by staff to get updated Rules and Regulations approved by City Council. *Staff will present to the Commission suggested changes to the Airport Rules and Regulations. Once the Commission reviews, comments, provides feedback regarding the new Rules and Regulations, the draft is published for comments from the flying public. Once comments are received, the staff will package all the comments with a staff recommendation and present them to the Commission for a final recommendation to City Council who will have the final approval.*

## 4. Potential Future Commission Agenda Items

*Identify topics for possible future Commission consideration. Listing an item here does not schedule it or commit the Commission to take action.*

a. December Meeting: Air Service Incentive Program (ASIP): An overview of the ASIP was presented to the City Council in a work session. The draft ASIP has been reviewed by the Airport Director and forwarded to the Deputy City Attorney for her review. It is recommended that draft ASIP be placed on the agenda for the Airport Commission's review and recommendation of approval to the City Council. *The Airport Director indicated that he hoped to have this item on the agenda for December.*

b. December Meeting: Airport Use And Operating Permit and Agreement: The Airport Director has reviewed the updated draft of the Airport Use and Operating Permit

Agreement and forwarded it to the Deputy City Attorney for her review. Any airline that wants to operate at HEF will have to sign the agreement. It will have to be signed prior to any incentives being granted under the ASIP. It is suggested that this item be placed on the agenda for the Airport Commission's review and recommendation of approval to the City Council. *The Airport Director indicated that he hopes to have this item on the agenda for December.*

c. December Meeting: Presentation by Marc Allen, CEO, Update on Electra Aero

d. December Meeting: Presentation by Donna Shea, George Mason University's Bee Program

**5. Commission Member Comments and Request for Future Agenda Items or Information**

***6.*** **Adjournment** *The meeting adjourned at 10:10 a.m.*

# Washington Manassas Airport Commission Agenda Item Report

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

## Item Title

Revenues, Expenses, Aging and Bill Sheet

## Suggested Action and/or Recommendation

## Suggested Motion

**Item Type** Reports / Presentations
**Item ID** 2026-1340
**Submitting Department** Washington Manassas Airport
**Drafter** Patty Bibber
**Meeting Body** Washington Manassas Airport Commission
**Meeting Date** November 19, 2026

## ATTACHMENTS

- Revenues as of 11-13-26.xlsx
- Expenses as of 11-13-26.xlsx
- Aging as of 11-13-26.xlsx
- Bill Sheet as of 11-13-26.xlsx

# Revenues as of 11/13/2026

| ORG | OBJ | ACCOUNT DESCRIPTION | ORIG APP | TRFS/ADJ | REV BUDGET | YTD ACTUAL | AVAIL BUDGET | % USED |
|---|---|---|---|---|---|---|---|---|
| 57097400 | 315001 | Interest on Pooled Cash | 0 | 0 | 0 | -363,341.22 | 363,341 | 100.00 |
| 57097400 | 315003 | Interest on Investment | 0 | 0 | 0 | -1,315,543.77 | 1,315,544 | 100.00 |
| 57097400 | 315120 | Interest on G87 Leases | 0 | 0 | 0 | -1,698,664.00 | 1,698,664 | 100.00 |
| 57097400 | 315200 | Leases and Rents | -3,629,200 | 0 | -3,629,200 | -3,101,343.51 | -527,856 | 85.50 |
| 57097400 | 315204 | Hangar Rentals | -998,800 | 0 | -998,800 | -911,661.11 | -87,139 | 91.30 |
| **57097400** | **Total 57097400 Use of Money & Property** | | **-4,628,000** | **0** | **-4,628,000** | **-7,390,553.61** | **2,762,554** | **159.70** |
| 57097488 | 315200 | Leases and Rents | 0 | 0 | 0 | 342,302.00 | -342,302 | 100.00 |
| **57097488** | **Total 57097488 Use of Money & Property** | | **0** | **0** | **0** | **342,302.00** | **-342,302** | **100.00** |
| 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 | -118,906.98 | -23,093 | 83.70 |
| 57097600 | 317520 | Airport Fuel Flowage Fees | -255,000 | 0 | -255,000 | -304,568.03 | 49,568 | 119.40 |
| 57097600 | 317530 | Airport Security Surcharge | -55,000 | 0 | -55,000 | -63,738.64 | 8,739 | 115.90 |
| 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 | -5,996.25 | -13,504 | 30.80 |
| 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 | -36,607.17 | 6,607 | 122.00 |
| **57097600** | **Total 57097600 Airport Charges** | | **-537,000** | **0** | **-537,000** | **-529,837.07** | **-7,163** | **98.70** |
| 57097700 | 318000 | Miscellaneous Revenues | -2,500 | 0 | -2,500 | -3,247.45 | 747 | 129.90 |
| 57097700 | 318070 | Avports Reimb-ARFF Ops | -600,000 | 0 | -600,000 | -715,877.27 | 115,877 | 119.30 |
| 57097700 | 318071 | Avports Reimb-Security Program | -650,000 | 0 | -650,000 | -161,163.18 | -488,837 | 24.80 |
| 57097700 | 318072 | Avports Reimb-AOC Part 139Cert | -510,000 | 0 | -510,000 | -250,810.98 | -259,189 | 49.20 |
| 57097700 | 318426 | Card Replacement Fees | 0 | 0 | 0 | -100.00 | 100 | 100.00 |
| 57097700 | 318650 | Airport Commercial Op Permit | -5,500 | 0 | -5,500 | -11,065.00 | 5,565 | 201.20 |
| 57097700 | 318710 | Cash Over/Short-Airport | 0 | 0 | 0 | 2.37 | -2 | 100.00 |
| **57097700** | **Total 57097700 Other Local Rev-General** | | **-1,768,000** | **0** | **-1,768,000** | **-1,142,261.51** | **-625,738** | **64.60** |
| 57098200 | 332010 | FAA Tower Rent from Fed Govt | -16,000 | 0 | -16,000 | -15,576.00 | -424 | 97.40 |
| 57098200 | 332011 | FAA Tower Reimbursements | -34,000 | 0 | -34,000 | -29,343.19 | -4,657 | 86.30 |
| **57098200** | **Total 57098200 Federal Non-Categori** | | **-50,000** | **0** | **-50,000** | **-44,919.19** | **-5,081** | **89.80** |
| 57098688 | 349200 | Capitalize Exp GAAP Adj | 0 | 0 | 0 | -6,755,008.61 | 6,755,009 | 100.00 |
| **57098688** | **Total 57098688 Capital Contribution** | | **0** | **0** | **0** | **-6,755,008.61** | **6,755,009** | **100.00** |
| 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 |
| **57099100** | **Total 57099100 OFS-Contribution** | | **0** | **-1,143,814** | **-1,143,814** | **0.00** | **-1,143,814** | **0.00** |
| | | **Revenue Total** | **-6,983,000** | **-1,143,814** | **-8,126,814** | **-15,520,277.99** | **7,393,464** | **191.00** |

# Expenses as of 11/13/2026

| ORG | OBJ | ACCOUNT DESCRIPTION | ORIG APPROP | TRNS/ADJS | REV BUDGET | YTD EXP | AVAIL BUDGET | % USED |
|---|---|---|---|---|---|---|---|---|
| 57003703 | 411000 | Salaries and Wages | 890,000 | 0 | 890,000 | 816,663.23 | 73,337 | 91.80 |
| 57003703 | 411075 | S&W-Housing Stipend | 3,500 | 0 | 3,500 | 3,985.48 | -485 | 113.90 |
| 57003703 | 412000 | S&W-On-Call | 30,000 | 0 | 30,000 | 23,403.49 | 6,597 | 78.00 |
| 57003703 | 412002 | S&W-Language Stipend | 0 | 0 | 0 | 7.69 | -8 | 100.00 |
| 57003703 | 413001 | Holiday Benefit | 0 | 0 | 0 | 330.66 | -331 | 100.00 |
| 57003703 | 416000 | S&W-Overtime | 30,000 | 0 | 30,000 | 19,332.36 | 10,668 | 64.40 |
| 57003703 | 416010 | Hours Worked on a Holiday | 5,000 | 0 | 5,000 | 225.81 | 4,774 | 4.50 |
| 57003703 | 416015 | Call-Back Overtime | 1,000 | 0 | 1,000 | 0.00 | 1,000 | 0.00 |
| 57003703 | 420000 | Employee Benefits | 355,000 | 0 | 355,000 | 0.00 | 355,000 | 0.00 |
| 57003703 | 420002 | Deferred Compensation | 0 | 0 | 0 | 7,149.50 | -7,150 | 100.00 |
| 57003703 | 420004 | FICA | 0 | 0 | 0 | 63,195.53 | -63,196 | 100.00 |
| 57003703 | 420006 | Virginia Retirement System | 0 | 0 | 0 | 127,054.88 | -127,055 | 100.00 |
| 57003703 | 420008 | Group Health | 0 | 0 | 0 | 81,943.60 | -81,944 | 100.00 |
| 57003703 | 420010 | Worker's Compensation | 0 | 0 | 0 | 4,576.37 | -4,576 | 100.00 |
| 57003703 | 420012 | Group Term Life Insurance | 0 | 0 | 0 | 9,949.12 | -9,949 | 100.00 |
| 57003703 | 420014 | Long Term Disability | 0 | 0 | 0 | 3,408.02 | -3,408 | 100.00 |
| 57003703 | 420016 | Unemployment | 0 | 0 | 0 | 89.79 | -90 | 100.00 |
| 57003703 | 420031 | Car Allowance | 6,100 | 0 | 6,100 | 6,023.09 | 77 | 98.70 |
| 57003703 | 431000 | Professional Services | 180,000 | 6,318 | 186,318 | 44,069.00 | 142,249 | 23.70 |
| 57003703 | 431004 | Legal Fees | 25,000 | 0 | 25,000 | 0.00 | 25,000 | 0.00 |
| 57003703 | 432000 | Temporary Help Services | 2,500 | 0 | 2,500 | 0.00 | 2,500 | 0.00 |
| 57003703 | 435000 | Print Bind Photo Services | 6,000 | 0 | 6,000 | 1,125.86 | 4,874 | 18.80 |
| 57003703 | 436000 | Advertising Services | 65,000 | 0 | 65,000 | 3,352.78 | 61,647 | 5.20 |
| 57003703 | 439000 | Other Purchased Services | 40,000 | 39,919 | 79,919 | 85,524.90 | -5,606 | 107.00 |
| 57003703 | 439037 | Credit Card Fees | 0 | 0 | 0 | 570.56 | -571 | 100.00 |
| 57003703 | 441000 | Information Technology Charges | 73,510 | 0 | 73,510 | 73,510.00 | 0 | 100.00 |
| 57003703 | 441005 | Phones and Voicemail Charges | 36,140 | 0 | 36,140 | 36,140.00 | 0 | 100.00 |
| 57003703 | 441045 | GIS/Data Services Charges | 17,370 | 0 | 17,370 | 17,370.00 | 0 | 100.00 |
| 57003703 | 441050 | IT Purchases Mid-Year | 8,000 | 0 | 8,000 | 3,531.22 | 4,469 | 44.10 |
| 57003703 | 442000 | Motor Vehicle Charges | 86,180 | 0 | 86,180 | 86,180.00 | 0 | 100.00 |
| 57003703 | 442050 | Vehicle Purch Mid-Year Airport | 0 | 0 | 0 | 46,596.20 | -46,596 | 100.00 |
| 57003703 | 444000 | Cost Allocation Charges | 220,000 | 0 | 220,000 | 220,000.00 | 0 | 100.00 |
| 57003703 | 447000 | Radio Charges | 1,560 | 0 | 1,560 | 1,560.00 | 0 | 100.00 |
| 57003703 | 451001 | Utilities | 30,000 | 0 | 30,000 | 10,872.24 | 19,128 | 36.20 |
| 57003703 | 451002 | City Utility Charges | 145,000 | 0 | 145,000 | 140,435.42 | 4,565 | 96.90 |
| 57003703 | 452003 | Cell Phone Charges | 6,000 | 0 | 6,000 | 6,877.50 | -878 | 114.60 |
| 57003703 | 452007 | Cable/Satellite TV Service | 2,000 | 0 | 2,000 | 4,431.80 | -2,432 | 221.60 |
| 57003703 | 452008 | Telephone Service Charges | 500 | 0 | 500 | 123.00 | 377 | 24.60 |
| 57003703 | 452009 | Long Distance Charges | 100 | 0 | 100 | 41.21 | 59 | 41.20 |
| 57003703 | 453000 | Insurance | 100,000 | 0 | 100,000 | 44,111.00 | 55,889 | 44.10 |
| 57003703 | 454001 | Operating Leases | 3,500 | 0 | 3,500 | 2,196.36 | 1,304 | 62.80 |

| ORG | OBJ | ACCOUNT DESCRIPTION | ORIG APPROP | TRNS/ADJS | REV BUDGET | YTD EXP | AVAIL BUDGET | % USED |
|---|---|---|---|---|---|---|---|---|
| 57003703 | 455001 | Mileage | 1,000 | 0 | 1,000 | 569.32 | 431 | 56.90 |
| 57003703 | 455002 | Training and Travel | 24,000 | 0 | 24,000 | 15,152.64 | 8,847 | 63.10 |
| 57003703 | 455005 | Meeting / Business Expense | 7,000 | 0 | 7,000 | 3,279.42 | 3,721 | 46.80 |
| 57003703 | 458000 | Dues Memberships & Other Exp | 7,000 | 0 | 7,000 | 7,684.00 | -684 | 109.80 |
| 57003703 | 458099 | Miscellaneous Expense--Airport | 50,000 | 0 | 50,000 | 0.00 | 50,000 | 0.00 |
| 57003703 | 461000 | Office Supplies | 4,000 | 0 | 4,000 | 5,166.69 | -1,167 | 129.20 |
| 57003703 | 462000 | Other Supplies | 19,000 | 0 | 19,000 | 12,235.15 | 6,765 | 64.40 |
| 57003703 | 463000 | Books and Subscriptions | 3,000 | 0 | 3,000 | 6,640.59 | -3,641 | 221.40 |
| 57003703 | 464000 | Uniforms and Safety Apparel | 8,000 | 0 | 8,000 | 4,600.76 | 3,399 | 57.50 |
| **57003703** | **Total 57003703 Airport Operations** | | **2,491,960** | **46,237** | **2,538,197** | **2,051,286.24** | **486,910** | **80.80** |
| 57003710 | 433000 | Maintenance Services | 65,000 | 0 | 65,000 | 28,255.88 | 36,744 | 43.50 |
| 57003710 | 433001 | Refuse Collection Services | 6,200 | 0 | 6,200 | 8,936.38 | -2,736 | 144.10 |
| 57003710 | 433003 | Janitorial Services | 50,000 | 0 | 50,000 | 50,539.52 | -540 | 101.10 |
| 57003710 | 433006 | Mowing Services | 30,000 | 10,760 | 40,760 | 30,501.30 | 10,259 | 74.80 |
| 57003710 | 433008 | HVAC | 20,000 | 0 | 20,000 | 35,280.29 | -15,280 | 176.40 |
| 57003710 | 433009 | Elevator Services | 8,000 | 0 | 8,000 | 0.00 | 8,000 | 0.00 |
| 57003710 | 433010 | Snow Removal | 30,000 | 0 | 30,000 | 60,602.50 | -30,603 | 202.00 |
| 57003710 | 433012 | Airfield Lighting Maintenance | 45,000 | 0 | 45,000 | 5,276.69 | 39,723 | 11.70 |
| 57003710 | 433014 | Elevator Inspections | 2,500 | 0 | 2,500 | 3,091.25 | -591 | 123.70 |
| 57003710 | 433015 | Vehicle/Apparatus Maintenance | 50,000 | 0 | 50,000 | 28,012.97 | 21,987 | 56.00 |
| 57003710 | 439000 | Other Purchased Services | 45,000 | 0 | 45,000 | 22,218.42 | 22,782 | 49.40 |
| 57003710 | 439004 | Paving Services | 10,000 | 0 | 10,000 | 0.00 | 10,000 | 0.00 |
| 57003710 | 439008 | Hazmat Disposal | 18,000 | 0 | 18,000 | 20,423.29 | -2,423 | 113.50 |
| 57003710 | 439014 | Security Services | 104,590 | 0 | 104,590 | 76,125.36 | 28,465 | 72.80 |
| 57003710 | 454004 | Miscellaneous Rentals | 10,000 | 0 | 10,000 | 0.00 | 10,000 | 0.00 |
| 57003710 | 462000 | Other Supplies | 20,000 | 0 | 20,000 | 21,462.94 | -1,463 | 107.30 |
| 57003710 | 462001 | Tools | 20,000 | 0 | 20,000 | 11,920.91 | 8,079 | 59.60 |
| 57003710 | 462044 | Airfield Lighting Supplies | 25,000 | 0 | 25,000 | 8,647.63 | 16,352 | 34.60 |
| 57003710 | 462046 | Airport Hanger Supplies | 15,000 | 0 | 15,000 | 3,253.60 | 11,746 | 21.70 |
| 57003710 | 462047 | Airfield Supplies | 50,000 | 0 | 50,000 | 34,517.54 | 15,482 | 69.00 |
| 57003710 | 462048 | Security Supplies | 35,000 | 0 | 35,000 | 16,509.30 | 18,491 | 47.20 |
| 57003710 | 462052 | Terminal Grounds Supplies | 5,000 | 0 | 5,000 | 172.00 | 4,828 | 3.40 |
| 57003710 | 462067 | Maintenance Supplies | 3,500 | 0 | 3,500 | 4,512.36 | -1,012 | 128.90 |
| 57003710 | 466000 | Building and Repair Materials | 45,000 | 0 | 45,000 | 2,067.83 | 42,932 | 4.60 |
| 57003710 | 467000 | Fuels/Oils/Lubricants | 13,000 | 0 | 13,000 | 12,860.17 | 140 | 98.90 |
| 57003710 | 468000 | Vehicle/Equipment Parts/Supp | 20,000 | 11,813 | 31,813 | 34,238.59 | -2,426 | 107.60 |
| 57003710 | 471000 | Equipment & Machinery Purch | 378,000 | 89,549 | 467,549 | 432,445.88 | 35,103 | 92.50 |
| **57003710** | **Total 57003710 Airport Maintenance** | | **1,123,790** | **112,121** | **1,235,911** | **951,872.60** | **284,039** | **77.00** |
| 57003711 | 433000 | Maintenance Services | 10,000 | 0 | 10,000 | 10,568.00 | -568 | 105.70 |
| 57003711 | 433008 | HVAC | 6,000 | 0 | 6,000 | 667.45 | 5,333 | 11.10 |
| 57003711 | 433009 | Elevator Services | 2,000 | 0 | 2,000 | 0.00 | 2,000 | 0.00 |
| 57003711 | 433014 | Elevator Inspections | 2,500 | 0 | 2,500 | 810.00 | 1,690 | 32.40 |

| ORG | OBJ | ACCOUNT DESCRIPTION | ORIG APPROP | TRNS/ADJS | REV BUDGET | YTD EXP | AVAIL BUDGET | % USED |
|---|---|---|---|---|---|---|---|---|
| 57003711 | 462000 | Other Supplies | 25,000 | 0 | 25,000 | 1,870.84 | 23,129 | 7.50 |
| **57003711** | **Total 57003711 FAA Tower Nonreimburse** | | **45,500** | **0** | **45,500** | **13,916.29** | **31,584** | **30.60** |
| 57003712 | 433000 | Maintenance Services | 12,000 | 0 | 12,000 | 9,344.53 | 2,655 | 77.90 |
| 57003712 | 451002 | City Utility Charges | 21,000 | 0 | 21,000 | 18,806.98 | 2,193 | 89.60 |
| 57003712 | 451003 | Heating Fuel Oil or Gas | 1,000 | 0 | 1,000 | 831.54 | 168 | 83.20 |
| **57003712** | **Total 57003712 FAA Tower Reimbursable** | | **34,000** | **0** | **34,000** | **28,983.05** | **5,017** | **85.20** |
| 57003713 | 416000 | S&W-Overtime | 1,000 | 0 | 1,000 | 0.00 | 1,000 | 0.00 |
| 57003713 | 431003 | Marketing | 600 | 0 | 600 | 0.00 | 600 | 0.00 |
| 57003713 | 433003 | Janitorial Services | 500 | 0 | 500 | 0.00 | 500 | 0.00 |
| 57003713 | 439000 | Other Purchased Services | 5,000 | 0 | 5,000 | 2,479.00 | 2,521 | 49.60 |
| 57003713 | 439014 | Security Services | 1,000 | 0 | 1,000 | 0.00 | 1,000 | 0.00 |
| 57003713 | 462000 | Other Supplies | 7,000 | 0 | 7,000 | 695.75 | 6,304 | 9.90 |
| **57003713** | **Total 57003713 Airport-Special Project** | | **15,100** | **0** | **15,100** | **3,174.75** | **11,925** | **21.00** |
| 57003717 | 439000 | Other Purchased Services | 770,000 | 0 | 770,000 | 690,032.97 | 79,967 | 89.60 |
| 57003717 | 462000 | Other Supplies | 20,000 | 0 | 20,000 | 20,244.11 | -244 | 101.20 |
| 57003717 | 467000 | Fuels/Oils/Lubricants | 5,000 | 0 | 5,000 | 48.12 | 4,952 | 1.00 |
| 57003717 | 473000 | Motor Vehicle Purchases | 15,000 | 0 | 15,000 | 5,552.07 | 9,448 | 37.00 |
| **57003717** | **Total 57003717 Airport-ARFF Operation** | | **810,000** | **0** | **810,000** | **715,877.27** | **94,123** | **88.40** |
| 57003718 | 411000 | Salaries and Wages | 95,000 | 0 | 95,000 | 93,805.56 | 1,194 | 98.70 |
| 57003718 | 413001 | Holiday Benefit | 0 | 0 | 0 | 74.80 | -75 | 100.00 |
| 57003718 | 416000 | S&W-Overtime | 0 | 0 | 0 | 1,037.27 | -1,037 | 100.00 |
| 57003718 | 420000 | Employee Benefits | 40,000 | 0 | 40,000 | 0.00 | 40,000 | 0.00 |
| 57003718 | 420002 | Deferred Compensation | 0 | 0 | 0 | 848.16 | -848 | 100.00 |
| 57003718 | 420004 | FICA | 0 | 0 | 0 | 6,968.70 | -6,969 | 100.00 |
| 57003718 | 420006 | Virginia Retirement System | 0 | 0 | 0 | 16,247.36 | -16,247 | 100.00 |
| 57003718 | 420008 | Group Health | 0 | 0 | 0 | 17,056.16 | -17,056 | 100.00 |
| 57003718 | 420010 | Worker's Compensation | 0 | 0 | 0 | 35.53 | -36 | 100.00 |
| 57003718 | 420012 | Group Term Life Insurance | 0 | 0 | 0 | 1,157.69 | -1,158 | 100.00 |
| 57003718 | 420014 | Long Term Disability | 0 | 0 | 0 | 532.63 | -533 | 100.00 |
| 57003718 | 420016 | Unemployment | 0 | 0 | 0 | 12.00 | -12 | 100.00 |
| 57003718 | 439014 | Security Services | 677,450 | 0 | 677,450 | 4,475.24 | 672,975 | 0.70 |
| 57003718 | 441050 | IT Purchases Mid-Year | 2,000 | 0 | 2,000 | 129.99 | 1,870 | 6.50 |
| 57003718 | 462039 | Computer Software | 17,000 | 0 | 17,000 | 15,000.00 | 2,000 | 88.20 |
| 57003718 | 462048 | Security Supplies | 31,000 | 0 | 31,000 | 3,782.09 | 27,218 | 12.20 |
| **57003718** | **Total 57003718 Airport-Security Program** | | **862,450** | **0** | **862,450** | **161,163.18** | **701,287** | **18.70** |
| 57003719 | 411000 | Salaries and Wages | 260,000 | 0 | 260,000 | 165,897.66 | 94,102 | 63.80 |
| 57003719 | 412000 | S&W-On-Call | 0 | 0 | 0 | 4,706.38 | -4,706 | 100.00 |
| 57003719 | 412001 | S&W-Shift Differential | 0 | 0 | 0 | 18.90 | -19 | 100.00 |
| 57003719 | 413001 | Holiday Benefit | 0 | 0 | 0 | 179.16 | -179 | 100.00 |
| 57003719 | 416000 | S&W-Overtime | 0 | 0 | 0 | 9,266.89 | -9,267 | 100.00 |
| 57003719 | 416010 | Hours Worked on a Holiday | 0 | 0 | 0 | 575.30 | -575 | 100.00 |
| 57003719 | 420000 | Employee Benefits | 100,000 | 0 | 100,000 | 0.00 | 100,000 | 0.00 |

| ORG | OBJ | ACCOUNT DESCRIPTION | ORIG APPROP | TRNS/ADJS | REV BUDGET | YTD EXP | AVAIL BUDGET | % USED |
|---|---|---|---|---|---|---|---|---|
| 57003719 | 420002 | Deferred Compensation | 0 | 0 | 0 | 3,082.31 | -3,082 | 100.00 |
| 57003719 | 420004 | FICA | 0 | 0 | 0 | 13,706.86 | -13,707 | 100.00 |
| 57003719 | 420006 | Virginia Retirement System | 0 | 0 | 0 | 26,166.55 | -26,167 | 100.00 |
| 57003719 | 420008 | Group Health | 0 | 0 | 0 | 22,725.30 | -22,725 | 100.00 |
| 57003719 | 420010 | Worker's Compensation | 0 | 0 | 0 | 465.93 | -466 | 100.00 |
| 57003719 | 420012 | Group Term Life Insurance | 0 | 0 | 0 | 2,025.81 | -2,026 | 100.00 |
| 57003719 | 420014 | Long Term Disability | 0 | 0 | 0 | 918.24 | -918 | 100.00 |
| 57003719 | 420016 | Unemployment | 0 | 0 | 0 | 56.15 | -56 | 100.00 |
| 57003719 | 441050 | IT Purchases Mid-Year | 2,000 | 0 | 2,000 | 1,055.54 | 944 | 52.80 |
| 57003719 | 455002 | Training and Travel | 15,000 | 0 | 15,000 | 0.00 | 15,000 | 0.00 |
| **57003719** | **Total 57003719 Airport-AOC Part 139** | | **377,000** | **0** | **377,000** | **250,846.98** | **126,153** | **66.50** |
| 57003793 | 462000 | Other Supplies | 250,000 | 0 | 250,000 | 0.00 | 250,000 | 0.00 |
| 57003793 | 481001 | Principal - Bonds Payable | 205,000 | 0 | 205,000 | 205,000.00 | 0 | 100.00 |
| 57003793 | 481021 | Interest - Bonds Payable | 3,000 | 0 | 3,000 | 3,075.00 | -75 | 102.50 |
| 57003793 | 492575 | Transfer to Airport Capital | 325,000 | 985,456 | 1,310,456 | 1,221,456.00 | 89,000 | 93.20 |
| 57003793 | 496004 | Contrib to Net Position | 440,200 | 0 | 440,200 | 0.00 | 440,200 | 0.00 |
| **57003793** | **Total 57003793 Airprt Capex-Finance** | | **1,223,200** | **985,456** | **2,208,656** | **1,429,531.00** | **779,125** | **64.70** |
| 57008888 | 417000 | Pension Expense | 0 | 0 | 0 | 17,131.00 | -17,131 | 100.00 |
| 57008888 | 417500 | Compensated Absences Expense | 0 | 0 | 0 | 32,636.61 | -32,637 | 100.00 |
| 57008888 | 418000 | OPEB Expense | 0 | 0 | 0 | 38,163.00 | -38,163 | 100.00 |
| 57008888 | 439000 | Other Purchased Services | 0 | 0 | 0 | -21,776.35 | 21,776 | 100.00 |
| 57008888 | 471000 | Equipment & Machinery Purch | 0 | 0 | 0 | -432,445.88 | 432,446 | 100.00 |
| 57008888 | 486100 | Loss/Gain on Asset Disposal | 0 | 0 | 0 | 53,617.78 | -53,618 | 100.00 |
| 57008888 | 487000 | Depreciation Expense | 0 | 0 | 0 | 3,223,762.09 | -3,223,762 | 100.00 |
| 57008888 | 481001 | Principal - Bonds Payable | 0 | 0 | 0 | -205,000.00 | 205,000 | 100.00 |
| 57008888 | 481021 | Interest - Bonds Payable | 0 | 0 | 0 | -3,075.00 | 3,075 | 100.00 |
| **57008888** | **Total 57008888 Airport-GAAP Entries** | | **0** | **0** | **0** | **2,703,013.25** | **-2,703,013** | **100.00** |
| | | **Expense Total** | **6,983,000** | **1,143,814** | **8,126,814** | **8,309,664.61** | **-182,851** | **102.20** |

# Aging as of 11/13/2026

| Cust # | Customer Name | Bill # | Billed Date | Unpaid | Billed | Adjusted | Paid | 30 to 60 | 61 to 90 | 91 to 120 | Over 120 | Due |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 124100 | MARQUEZ, JUAN | 3043804 | 10/01/2026 | $85.00 | $85.00 | $0.00 | $0.00 | $85.00 | $0.00 | $0.00 | $0.00 | $85.00 |
| 131485 | MURPHY, PAUL | 3049104 | 10/01/2026 | $85.00 | $85.00 | $0.00 | $0.00 | $85.00 | $0.00 | $0.00 | $0.00 | $85.00 |
| 133350 | ABDUKAYUMOV, A | 3049604 | 10/01/2026 | $85.00 | $85.00 | $0.00 | $0.00 | $85.00 | $0.00 | $0.00 | $0.00 | $85.00 |
| 140555 | DENNENY, STACY | 3056404 | 10/01/2026 | $85.00 | $85.00 | $0.00 | $0.00 | $85.00 | $0.00 | $0.00 | $0.00 | $85.00 |
| | | | | **$340.00** | **$340.00** | **$0.00** | **$0.00** | **$340.00** | **$0.00** | **$0.00** | **$0.00** | **$340.00** |

| | | |
|---|---|---|
| 124100 | MARQUEZ, JUAN | Emailed 11/10, Emailed 11/13/26 |
| 131485 | MURPHY, PAUL | Emailed 11/10, Emailed 11/13/26 |
| 133350 | ABDUKAYUMOV, A | Emailed 11/10, Emailed 11/13/26 |
| 140555 | DENNENY, STACY | Emailed 11/10, Emailed 11/13/26 |

## Bill Sheet as of 11/13/2026

| Vendor | Description | Net Amount |
|---|---|---|
| A R C WATER TREATMENT | Water Treatment Services | 428.00 |
| ACME TECHNICAL GROUP | Platinum Flex Spend Serv Plan | 375.00 |
| ACME TECHNICAL GROUP | Install Electronic security at the Firehouse | 6,078.00 |
| AM ASSOC OF AIRPORT EXEC AAAE | Richard AAAE Membership | 325.00 |
| AMERICAN DISPOSAL SVCS, INC | Trash/Recycle Contract 23P001A | 1,064.96 |
| ASSOCIATED BUILDING MAINTENANCE | Custodial Services/Special Event | 9,917.44 |
| ATAB LLC | Semi Annual Elevator Inspection | 340.00 |
| CINTAS CORP. #145 | Tower Mats/Mats/Misc | 1,229.83 |
| DELTA AIRPORT CONSULTANTS INC | thr 09/27/2026 Taxiway B Widening | 144,419.22 |
| EDWARDS BUSINESS MACHINES INC | 11/1-11/30/26 Airport Copier SN#ADXM013000647 | 208.93 |
| FANNON PETROLEUM SERVICES INC | Off Road Diesel | 5,199.72 |
| FINLAY FIRE APPA & EQUIP REPAIR LLC | ARFF 1 Maintenance | 895.92 |
| IRIS GROUP HOLDINGS LLC | Panic Monitoring | 70.22 |
| JOINER LABS LLC | Water Testing | 4,149.00 |
| NATIONAL BUSINESS AVIATION ASSOCIATION | NBAA Membership | 499.00 |
| ONTERRIS INC | 2026 Quarterly Stormwater - Sample Disposal Envir | 3,897.00 |
| ORACLE ELEVATOR HOLDCO INC | Elevator Inspections | 250.00 |
| OTW HOLDING COMPANY | Low Profile Barricades | 5,917.09 |
| PRO-TEC FIRE SERVICES INC | Protec Firefighters Overtime | 1,212.72 |
| RENT-A-JOHN OF VIRGINIA LLC | West Side Porta Potties | 210.00 |
| REYNOLDS SMITH & HILLS INC | Design and Bidding Services Work Order 2 | 13,600.80 |
| TRIVERA INTERACTIVE INC | FLYHEF.com domain renewal | 124.95 |
| UNIVERSAL PROTECTION SERVICE LLC | Security Service for the airport | 10,022.68 |
| USDA APHIS WS | Wildlife Hazard Assessment | 4,949.42 |
| VIRTOWER LLC | KHEF Virtower Agreement July-June 2027 | 500.00 |
| WEWERKA CONSTRUCTION MANAGEMENT INC | Tree Removal 16L/16R/34L/Lawn Mowing | 115,661.24 |
| WHITE HAWK AVIATION | Fix broken windsheild | 726.00 |
| | **Total** | **332,272.14** |

# Washington Manassas Airport Commission Agenda Item Report

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

## Item Title

Tie-Down, Hangar Occupancy and Noise Report

## Suggested Action and/or Recommendation

## Suggested Motion

**Item Type** Reports / Presentations
**Item ID** 2026-1341
**Submitting Department** Washington Manassas Airport
**Drafter** Patty Bibber
**Meeting Body** Washington Manassas Airport Commission
**Meeting Date** November 19, 2026

## ATTACHMENTS

- VirtowerOpsOctober.pdf
- Web Report - October 2026.pdf
- Monthly Statistics (OPS)October 2026 Statistics.pdf

virtower
Airport Operations Tracking

**VirTower LLC**
13721 Jetport Commerce Pkwy, Suite 2
Fort Myers FL 33913
Phone +1 888 31 70 747
virtower.com | info@virtower.com

Airport Operations
**Snapshot Local Time**

| | |
|---|---|
| Start Date | 10/01/2026 00:00 LT |
| End Date | 11/01/2026 00:59 LT |

| | |
|---|---|
| Creation | 11/06/2026 12:40 |
| User | HEF_OPS |
| Customer ID | KHEF |

## Summary

| Landings | | Take-Offs | | Totals | |
|---|---|---|---|---|---|
| Single Engine | **4710** | Single Engine | **4677** | Single Engine | **9387** |
| Single Engine Turbine | **280** | Single Engine Turbine | **274** | Single Engine Turbine | **554** |
| Multi Engine | **391** | Multi Engine | **385** | Multi Engine | **776** |
| Multi Engine Turbine | **46** | Multi Engine Turbine | **44** | Multi Engine Turbine | **90** |
| Business Jet | **432** | Business Jet | **432** | Business Jet | **864** |
| Jet 2 | **3** | Jet 2 | **2** | Jet 2 | **5** |
| Helicopter | **76** | Helicopter | **80** | Helicopter | **156** |
| Military | **6** | Military | **6** | Military | **12** |
| Military Helicopter | **18** | Military Helicopter | **9** | Military Helicopter | **27** |
| Light Sport Aircraft | **1** | Light Sport Aircraft | **0** | Light Sport Aircraft | **1** |
| Other | **5** | Other | **8** | Other | **13** |
| **TOTAL** | **5968** | **TOTAL** | **5917** | **TOTAL** | **11885** |

## FAA AAC/ADG Summary

| Landings | | Take-Offs | | Totals | |
|---|---|---|---|---|---|
| A1 | **5048** | A1 | **5007** | A1 | **10055** |
| A2 | **243** | A2 | **240** | A2 | **483** |
| B1 | **159** | B1 | **154** | B1 | **313** |
| B2 | **179** | B2 | **180** | B2 | **359** |
| C1 | **15** | C1 | **15** | C1 | **30** |
| C2 | **141** | C2 | **145** | C2 | **286** |
| C3 | **33** | C3 | **34** | C3 | **67** |
| C4 | **2** | C4 | **2** | C4 | **4** |
| D2 | **10** | D2 | **9** | D2 | **19** |
| HEL | **78** | HEL | **82** | HEL | **160** |
| UKN | **60** | UKN | **49** | UKN | **109** |
| **TOTAL** | **5968** | **TOTAL** | **5917** | **TOTAL** | **11885** |

## Operations by Aircraft Type

virtower
Airport Operations Tracking

**VirTower LLC**
13721 Jetport Commerce Pkwy, Suite 2
Fort Myers FL 33913
Phone +1 888 31 70 747
virtower.com | info@virtower.com

Airport Operations
**Snapshot Local Time**
Start Date 10/01/2026 00:00 LT
End Date 11/01/2026 00:59 LT

Creation 11/06/2026 12:40
User HEF_OPS
Customer ID KHEF

| Single Engine | | Single Engine Turbine | | Multi Engine | | Multi Engine Turbine | | Business Jet | | Jet 2 | | Jet NB | | Jet 4 | | Jet WB | | Helicopter | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| AA5 | 11 | C208 | 9 | AC68 | 4 | B190 | 2 | BE40 | 2 | B737 | 2 | | | | | | | AS50 | 70 |
| BE19 | 13 | EPIC | 6 | AEST | 4 | BE20 | 31 | C25A | 84 | CRJ2 | 2 | | | | | | | B06 | 12 |
| BE23 | 4 | K100 | 2 | BE40 | 2 | BE300 | 20 | C25M | 8 | Others | 1 | | | | | | | B407 | 6 |
| BE24 | 3 | M600 | 4 | BE55 | 42 | BE90 | 8 | C510 | 8 | | | | | | | | | EC35 | 38 |
| BE33 | 35 | M700 | 13 | BE58 | 34 | DC3T | 4 | C525 | 28 | | | | | | | | | H269 | 23 |
| BE35 | 94 | P46T | 3 | BN2P | 19 | MU2 | 6 | C550 | 11 | | | | | | | | | H60 | 3 |
| BE36 | 47 | PA46 | 2 | C310 | 21 | PA42 | 2 | C560 | 9 | | | | | | | | | Others | 4 |
| C120 | 1 | PC12 | 453 | C340 | 5 | PAY1 | 10 | C56X | 60 | | | | | | | | | | |
| C140 | 14 | TBM7 | 27 | C414 | 6 | PAY2 | 2 | C650 | 10 | | | | | | | | | | |
| C150 | 545 | TBM8 | 1 | C421 | 16 | SB20 | 4 | C680 | 16 | | | | | | | | | | |
| C170 | 25 | TBM9 | 34 | C425 | 6 | SW3 | 1 | C68A | 18 | | | | | | | | | | |
| C172 | 3709 | | | DA42 | 34 | | | C700 | 10 | | | | | | | | | | |
| C177 | 15 | | | DA62 | 9 | | | C750 | 14 | | | | | | | | | | |
| C180 | 18 | | | F900 | 2 | | | CL30 | 2 | | | | | | | | | | |
| C182 | 321 | | | MU2 | 2 | | | CL35 | 63 | | | | | | | | | | |
| C206 | 32 | | | PA27 | 18 | | | CL60 | 46 | | | | | | | | | | |
| C208 | 2 | | | PA30 | 37 | | | CL65 | 4 | | | | | | | | | | |
| C210 | 6 | | | PA31 | 20 | | | E135 | 6 | | | | | | | | | | |
| C240 | 8 | | | PA34 | 2 | | | E50P | 37 | | | | | | | | | | |
| CH2T | 8 | | | PA44 | 491 | | | E545 | 8 | | | | | | | | | | |
| CH7A | 9 | | | PA60 | 2 | | | E550 | 4 | | | | | | | | | | |
| COL3 | 5 | | | | | | | E55P | 41 | | | | | | | | | | |
| COL4 | 2 | | | | | | | EA50 | 2 | | | | | | | | | | |
| COUR | 2 | | | | | | | F2TH | 49 | | | | | | | | | | |
| DA40 | 136 | | | | | | | F900 | 12 | | | | | | | | | | |
| DV20 | 266 | | | | | | | FA20 | 2 | | | | | | | | | | |
| E300 | 12 | | | | | | | FA50 | 17 | | | | | | | | | | |
| EAGL | 4 | | | | | | | G100 | 2 | | | | | | | | | | |
| FA24 | 2 | | | | | | | G150 | 4 | | | | | | | | | | |
| GLAS | 3 | | | | | | | G280 | 16 | | | | | | | | | | |
| GLST | 4 | | | | | | | GA5C | 12 | | | | | | | | | | |
| JAB4 | 2 | | | | | | | GA6C | 1 | | | | | | | | | | |
| L39 | 1 | | | | | | | GALX | 2 | | | | | | | | | | |
| LA4 | 1 | | | | | | | GL5T | 10 | | | | | | | | | | |
| LEG2 | 2 | | | | | | | GLEX | 5 | | | | | | | | | | |
| M20P | 86 | | | | | | | GLF4 | 17 | | | | | | | | | | |
| M20T | 2 | | | | | | | GLF5 | 23 | | | | | | | | | | |
| M7 | 4 | | | | | | | GLF6 | 10 | | | | | | | | | | |

virtower
Airport Operations Tracking

**VirTower LLC**
13721 Jetport Commerce Pkwy, Suite 2
Fort Myers FL 33913
Phone +1 888 31 70 747
virtower.com | info@virtower.com

Airport Operations
**Snapshot Local Time**
Start Date 10/01/2026 00:00 LT
End Date 11/01/2026 00:59 LT

Creation 11/06/2026 12:40
User HEF_OPS
Customer ID KHEF

| Single Engine | | Single Engine Turbine | | Multi Engine | | Multi Engine Turbine | | Business Jet | | Jet 2 | | Jet NB | | Jet 4 | | Jet WB | | Helicopter | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| NAVI | **9** | | | | | | | H25B | **31** | | | | | | | | | | |
| P46T | **6** | | | | | | | H25C | **2** | | | | | | | | | | |
| P51 | **6** | | | | | | | HA4T | **2** | | | | | | | | | | |
| PA24 | **6** | | | | | | | HDJT | **10** | | | | | | | | | | |
| PA28 | **3198** | | | | | | | LJ31 | **21** | | | | | | | | | | |
| PA32 | **53** | | | | | | | LJ45 | **14** | | | | | | | | | | |
| PA46 | **10** | | | | | | | LJ60 | **16** | | | | | | | | | | |
| RV10 | **15** | | | | | | | PC24 | **28** | | | | | | | | | | |
| RV12 | **4** | | | | | | | PRM1 | **4** | | | | | | | | | | |
| RV14 | **1** | | | | | | | SF50 | **24** | | | | | | | | | | |
| RV4 | **6** | | | | | | | Others | **39** | | | | | | | | | | |
| RV6 | **2** | | | | | | | | | | | | | | | | | | |
| RV7 | **26** | | | | | | | | | | | | | | | | | | |
| RV8 | **55** | | | | | | | | | | | | | | | | | | |
| RV9 | **6** | | | | | | | | | | | | | | | | | | |
| SF50 | **8** | | | | | | | | | | | | | | | | | | |
| SLG2 | **25** | | | | | | | | | | | | | | | | | | |
| SR20 | **6** | | | | | | | | | | | | | | | | | | |
| SR22 | **243** | | | | | | | | | | | | | | | | | | |
| T6 | **13** | | | | | | | | | | | | | | | | | | |
| TB20 | **31** | | | | | | | | | | | | | | | | | | |
| TOBA | **4** | | | | | | | | | | | | | | | | | | |
| VELO | **2** | | | | | | | | | | | | | | | | | | |
| VR7 | **8** | | | | | | | | | | | | | | | | | | |
| WAIX | **2** | | | | | | | | | | | | | | | | | | |
| Others | **188** | | | | | | | | | | | | | | | | | | |

| Military | | Military Helicopter | | Light Sport Aircraft | | Glider | | UAV | | Blimp | | Balloon | | GND Emergency | | GND Vehicle | | Other | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| BE20 | **4** | AS65 | **26** | EVOT | **1** | | | | | | | | | | | | | UKN | **9** |
| C30J | **4** | H60 | **1** | | | | | | | | | | | | | | | Others | **4** |
| FOUG | **2** | | | | | | | | | | | | | | | | | | |
| Others | **2** | | | | | | | | | | | | | | | | | | |

**Activity Summary**

virtower
Airport Operations Tracking

**VirTower LLC**
13721 Jetport Commerce Pkwy, Suite 2
Fort Myers FL 33913
Phone +1 888 31 70 747
virtower.com | info@virtower.com

Airport Operations
**Snapshot Local Time**
Start Date 10/01/2026 00:00 LT
End Date 11/01/2026 00:59 LT

Creation 11/06/2026 12:40
User HEF_OPS
Customer ID KHEF

| | |
|---|---|
| 16L RUNUP | **372** |
| 16R RUNUP | **541** |
| 34L RUNUP | **3496** |
| 34R RUNUP | **947** |
| ALPHA 2 | **110** |
| ALPHA 3 | **1323** |
| ALPHA 4 | **488** |
| ALPHA 5 | **1603** |
| BRAVO 1 | **692** |
| BRAVO 2 | **232** |
| BRAVO 3 | **936** |
| BRAVO 4 | **958** |
| BRAVO 5 | **145** |
| BRAVO 6 | **1574** |
| CHANTILLY RAMP | **868** |
| CHARLIE | **243** |
| CROSS BRAVO 3 | **35** |
| CROSS RWY 16L | **113** |
| CROSS RWY 16R | **96** |
| CROSS RWY 34L ALPHA-KILO | **81** |
| CROSS RWY 34L KILO-ALPHA | **107** |
| CROSS TAXIWAY YANKEE | **3** |
| DELTA | **132** |
| ECHO | **1469** |
| KILO RUNUP | **14** |
| KILO RWY 34L | **213** |
| LANDING AIR MEDICAL | **11** |
| LANDING DHS HELIPAD | **29** |
| LANDING RWY 16L | **784** |
| LANDING RWY 16R | **729** |
| LANDING RWY 34L | **2091** |
| LANDING RWY 34R | **2324** |
| QUEBEC | **507** |
| ROMEO | **1273** |
| RWY 34R BRIDGE | **3527** |
| SIERRA | **721** |
| TAKEOFF AIR MEDICAL | **4** |
| TAKEOFF DHS HELIPAD | **40** |
| TAKEOFF RWY 16L | **733** |
| TAKEOFF RWY 16R | **688** |

virtower
Airport Operations Tracking

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Phone +1 888 31 70 747
virtower.com | info@virtower.com

Airport Operations
**Snapshot Local Time**

| | |
|---|---|
| Start Date | 10/01/2026 00:00 LT |
| End Date | 11/01/2026 00:59 LT |

| | |
|---|---|
| Creation | 11/06/2026 12:40 |
| User | HEF_OPS |
| Customer ID | KHEF |

| | |
|---|---|
| TAKEOFF RWY 34L | **2084** |
| TAKEOFF RWY 34R | **2368** |
| TANGO | **355** |
| TWY BRAVO BRIDGE | **1709** |
| UNIFORM | **258** |

*This report was generated using sensors monitoring aircraft operations at the selected airport and may not contain aircraft that do not have ADS-B. Airports that have multiple sensors deployed will also feature aircraft fitted with transponders only. The information presented is correct to the best of our knowledge from available sensors at the time: Les Goldsmith, President VirTower LLC*

All Users | Add comparison

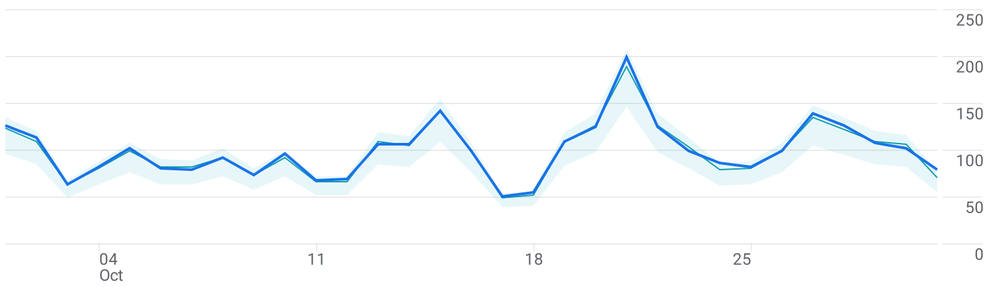
Last month Oct 1 - Oct 31, 2026

# Reports snapshot

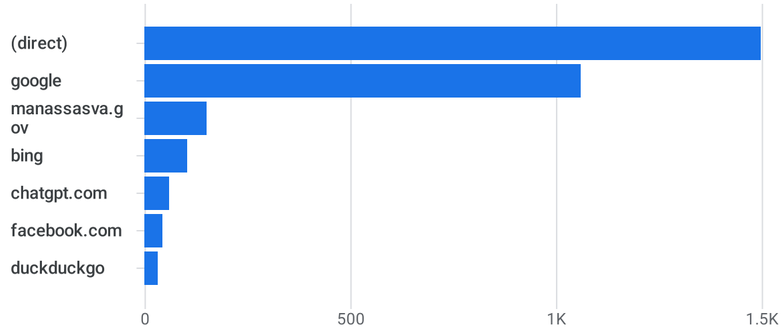
Views
7.1K

Returning user rate
14.3%

New users 3.1K | Returning users 454 | Qualified leads 0 | Converted leads 0




New users by First user source



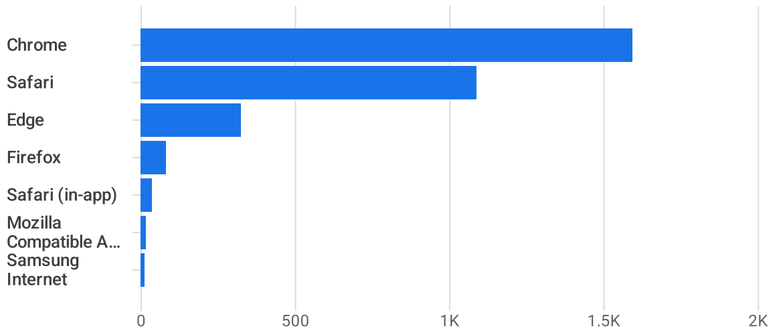

View user acquisition

Returning users by First user source

| FIRST USER SOURCE | RETURNING USERS |
|---|---|
| google | 188 |
| (direct) | 147 |
| manassasva.gov | 51 |
| bing | 31 |
| chatgpt.com | 11 |
| manassascity.granicus.com | 4 |
| airnav.com | 3 |

View user acquisition

Active users by Browser




View browsers

Active users by Device model

| DEVICE MODEL | ACTIVE USERS |
|---|---|
| iPhone | 1.1K |
| iPad | 40 |
| SM-S938U | 13 |
| Firefox for Android | 9 |
| SM-S921U | 8 |
| SM-S926U | 8 |
| SM-S928U | 8 |

View device models

Active users by Country

| COUNTRY | ACTIVE USERS |
|---|---|
| United States | 2.9K |
| Germany | 30 |
| Canada | 26 |
| Singapore | 24 |
| China | 18 |
| United Kingdom | 18 |
| France | 14 |

View countries

Active users by City

| CITY | ACTIVE USERS |
|---|---|
| Ashburn | 207 |
| Manassas | 200 |
| Columbus | 122 |
| Reston | 105 |
| Washington | 82 |
| Baltimore | 67 |
| New York | 65 |

View cities

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# Airport Commission
# Monthly Statistics
# Washington Manassas Airport

**REPORTING PERIOD** **October 2026**

This report provides a summary of airport activity for the previous month, including noise complaints, hangar and tie-down occupancy, tenant waitlist status, fuel flowage, and aircraft operations. The information is intended to provide a snapshot of operational activity, tenant utilization, and overall airfield performance.

## NOISE COMPLAINTS

| | | | | | | |
|---|---|---|---|---|---|---|
| TOTAL | 4 | | | | | |
| Category | 1 | Pattern | 1 | Arrival | 2 | General Complaint |

*Status:* The included graph shows a total of five (5) complaints for October. One (1) complaint was ommitted from the report as it was related to Dulles/Reagan traffic. Additionally, a helpdesk ticket was submitted to Aerosimple as the graph includes the current month's complaints.

## HANGAR OCCUPANCY

| | | | | |
|---|---|---|---|---|
| East Hangars | 95 | out of | 97 | |
| | **98%** | - | | No Change |
| West Hangars | 57 | out of | 59 | |
| | **97%** | - | **1** | New Tenant |
| **TOTAL** | 152 | out of | 156 | |
| | **97%** | - | | |

*Status:* There are currently four (4) hangars available. Staff is going through the waiting list and contacting potential tenants.

## TIE-DOWN OCCUPANCY

| | | | | |
|---|---|---|---|---|
| **TOTAL** | 124 | out of | 144 | Rented |
| | **86%** | - | **1** | New Tenant |

*Status:* Tie-downs are only available on the west side of the airport. A parking plan has been implemented for customers on the west side to reduce walking time on the ramp. Staff is looking at other options for west side efficency.

## HANGAR WAITNG LIST

| | | | | |
|---|---|---|---|---|
| East Side | 172 | - | 0 | No Change |
| West Side | 148 | - | 0 | No Change |
| Box Hangar | 16 | - | 0 | No Change |
| **TOTAL (Unique Names)** | **184** | - | 0 | No Change |

*Status:* All individuals currently on the waiting list are in good standing.

**SQUATTERS/ISSUES**

Aircraft 1

*Status:* The aircraft from the August 2025 auction has moved into a hangar and signed a lease agreement. They are disassembling the plane to make it ready for removal. The tenant is expected to have the aircraft moved in 60 days.

**FUEL FLOWAGE**

*Description:* The first of every month or the next business day, staff records fuel flowage sales from the previous month. Tenants with fueling rights are then billed a fee based upon the gallons pumped.

| Gallons Pumped | |
|---|---|
| Jet-A | 269,291 |
| AVGAS | 37,099 |
| **TOTAL** | 306,390 |

**OPERATIONS**

*Description:* The FAA's database is typically a few months behind as they reconcile information. Numbers reported will be from Virtower, the Airport's flight tracking subscription service. An operations is defined as either a single takeoff or a single landing.

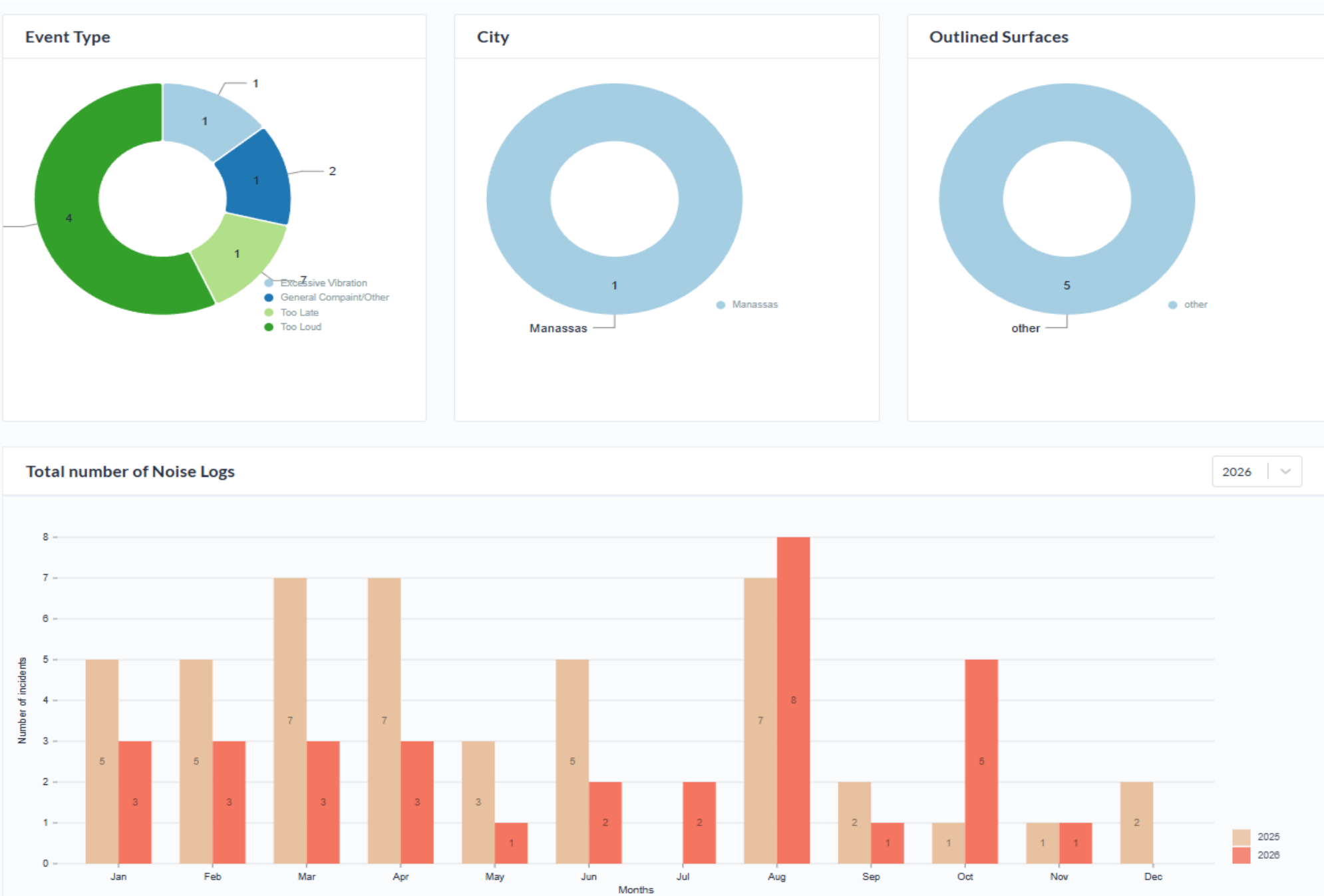
| | |
|---|---|
| Takeoffs | 5,917 |
| Landings | 5,968 |
| **TOTAL** | 11,885 |

*Description:* Local aircraft are defined as an aircraft that originates from Manassas and lands at the airport. Itinerant aircraft are aircraft that come from another airport, which could be based at Manassas.

| **Operations Breakdown** | |
|---|---|
| Local | 4,714 |
| Itinerant | 7,171 |
| Jet Aircraft | 1,525 |
| Piston Aircraft | 10,177 |
| Helicopter | 183 |

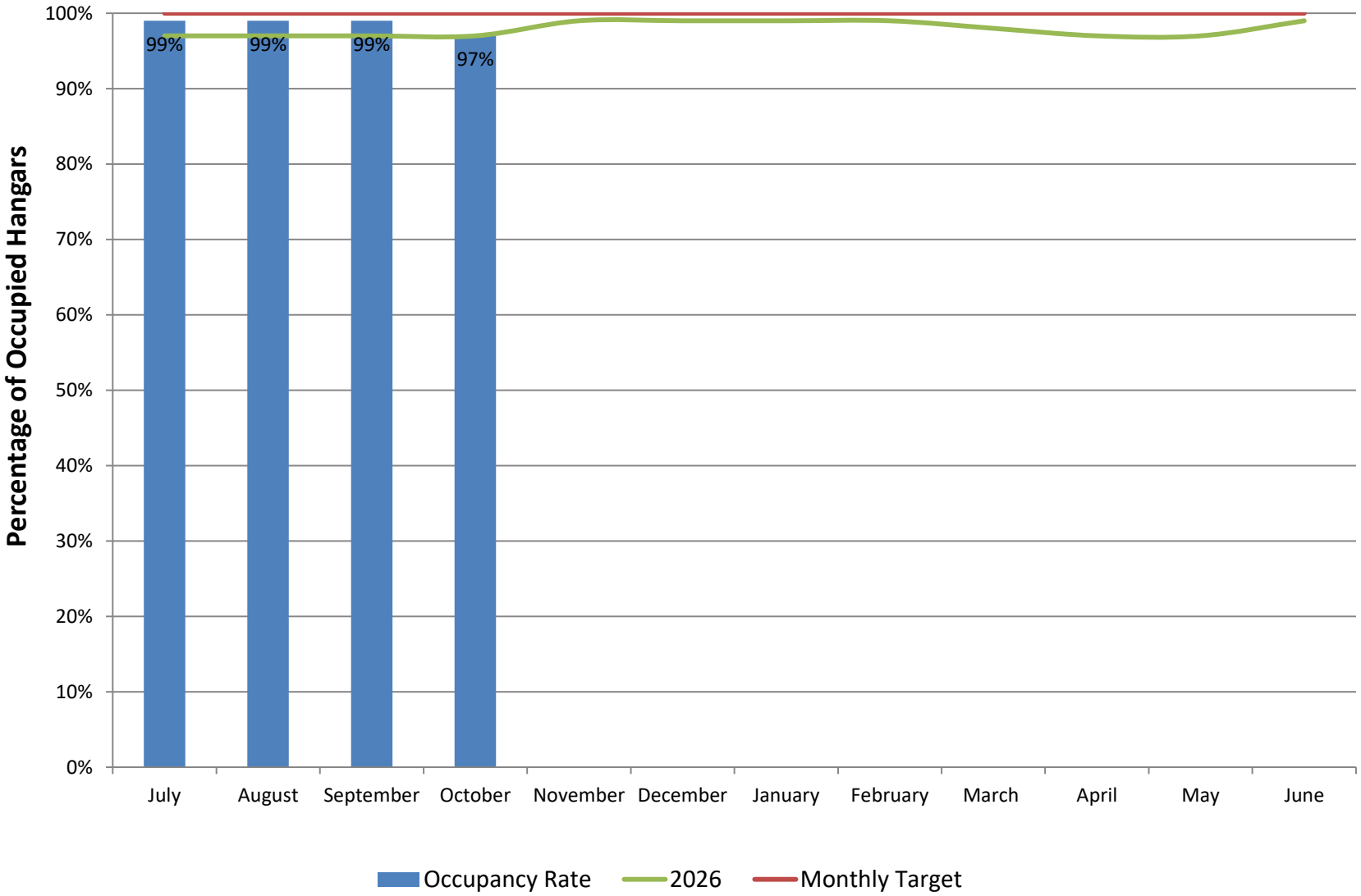
Questions? Contact Airport Operations
hefops@manassasva.gov

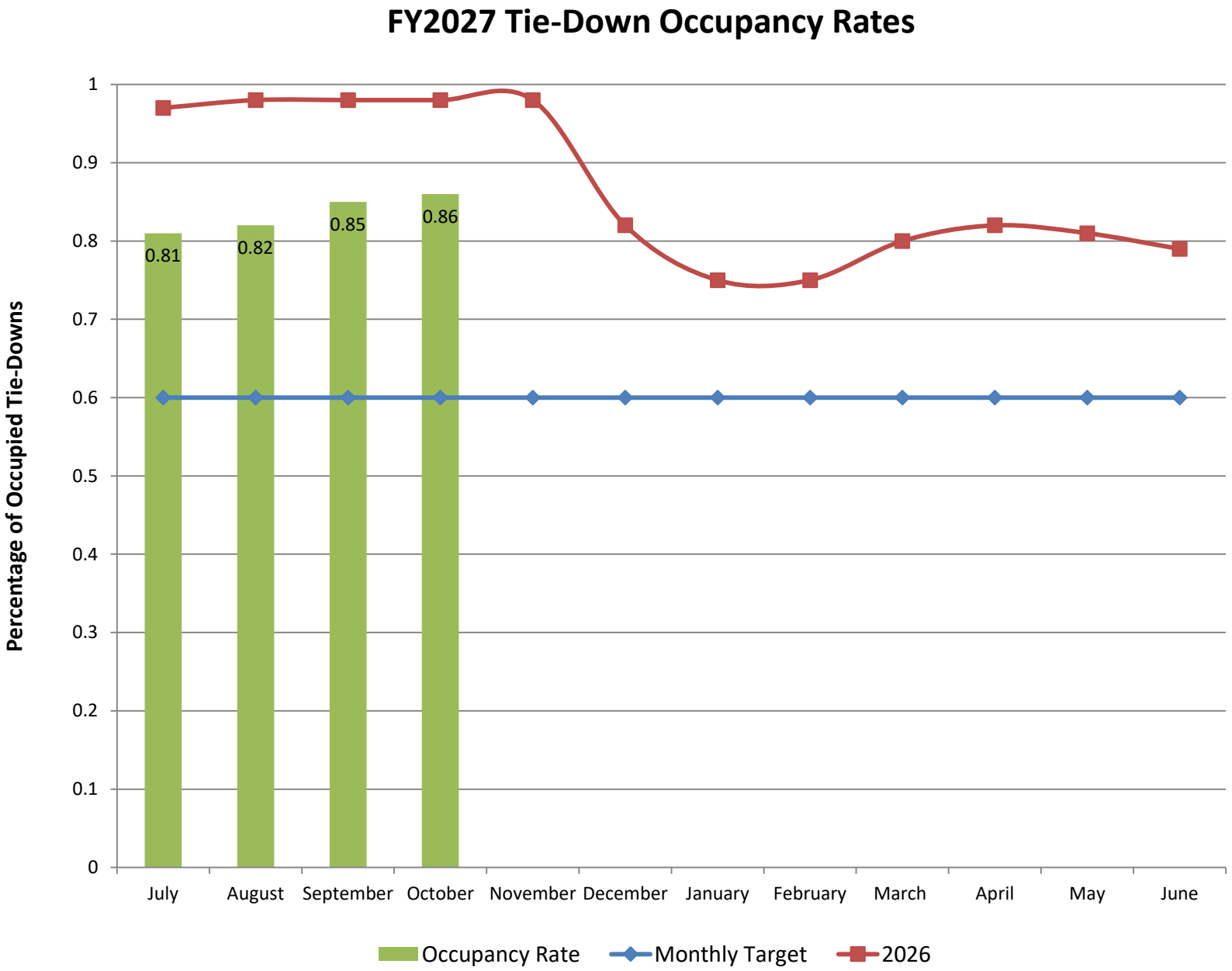
# October 2026 Noise Statistics




Washington Manassas Airport (KHEF)

# FY2027 Hangar Occupancy Rates




FY2027 Tie-Down Occupancy Rates
Percentage of Occupied Tie-Downs
1
0.9
0.8
0.7
0.6
0.5
0.4
0.3
0.2
0.1
0
0.81
0.82
0.85
0.86
July
August
September
October
November
December
January
February
March
April
May
June
Occupancy Rate
Monthly Target
2026

# Washington Manassas Airport Commission Agenda Item Report

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

## Item Title

Airport Construction Projects Update (Mrs. Jolene Berry, Asst. Airport Director)

## Suggested Action and/or Recommendation

## Suggested Motion

**Item Type** Reports / Presentations
**Item ID** 2026-1342
**Submitting Department** Washington Manassas Airport
**Drafter** Patty Bibber
**Meeting Body** Washington Manassas Airport Commission
**Meeting Date** November 19, 2026

## ATTACHMENTS

- Construction Projects 11-26.pptx

# Construction Projects

November 2026

# 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.

- Administrative notice-to-proceed anticipated for December 2026
- Construction notice-to-proceed anticipated for early 2027
  - 24-month construction duration

Cost to Date: $ 2,746,121.36

Completion: Spring 2029



# 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.

- *Administrative notice-to-proceed anticipated for December 2026*
- *Construction notice-to-proceed anticipated for early 2027*

Two construction phases:

- Phase 1 – 73 calendar days
  - Mostly night work, 10:30 pm to 6:00 am
  - Includes one-week of full closure
  - Paving, electrical, Runway 16L blast pad
- Phase 2 – 20 nights
  - 30 days following end of paving
  - Runway grooving
  - Final painting of runway markings

Cost to Date: $ 1,068,027.00

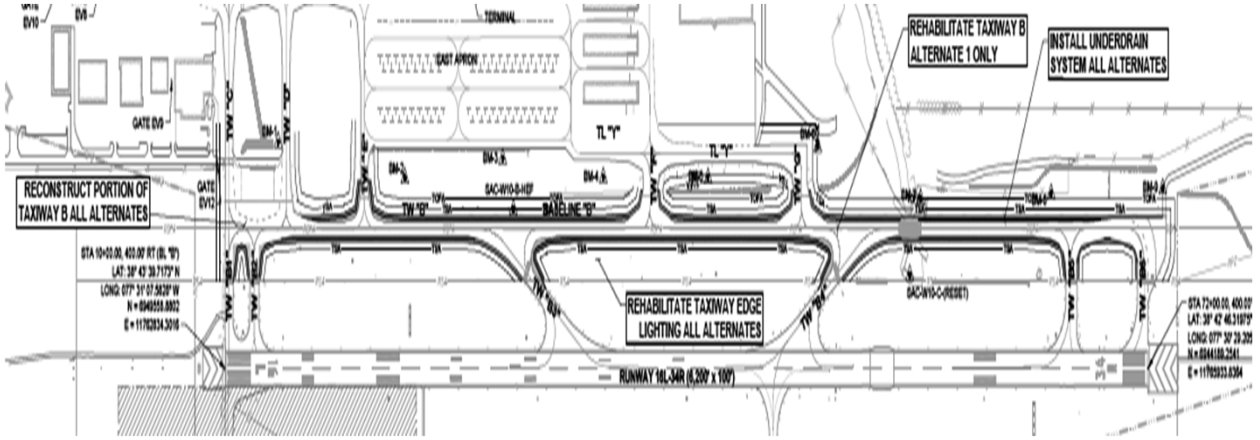
Completion: Late Summer 2027



# 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.

- *Receiving Stormwater, FAA and DOAV Comments this month*
- *Advertising early December*




Cost to Date: $ 493,564.77

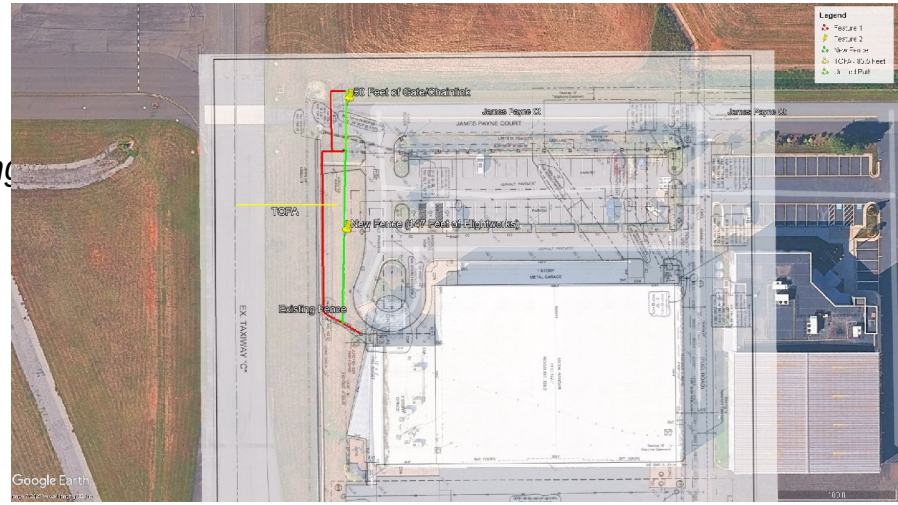
Completion:

Construction October 2027

# Object Free Area (OFA) – Fencing Adjustment

Remove and replace perimeter fencing near Taxilane Charlie. During the master plan process, it was identified that there is fencing on the north end of Taxilane Charlie that exists inside the Object Free Area (OFA) of a Boeing 737-700 or Airbus A220-300. About 200 linear feet of fencing and a manual gate would need to be move at least 20 feet from it's existing location in order to be safely clear of the OFA. The existing fence belongs to an existing franchise who has was notified of the required change. This project would remove the existing ornamental fence, relocate the manual slide gate, and replace with chain link black vinyl coated fabric with protective barbed wire.

- *Letter sent to Flightworks in January 2026.*
- *Notice to Proceed issued to Hercules Fence on October 1, 2026*
- *Follow-up letter sent October 7, 2026*
- *Change order for 2 posts – Waiting on approval from Purchasing*




Cost to Date: $ 0.00

Budget: $12,750.00

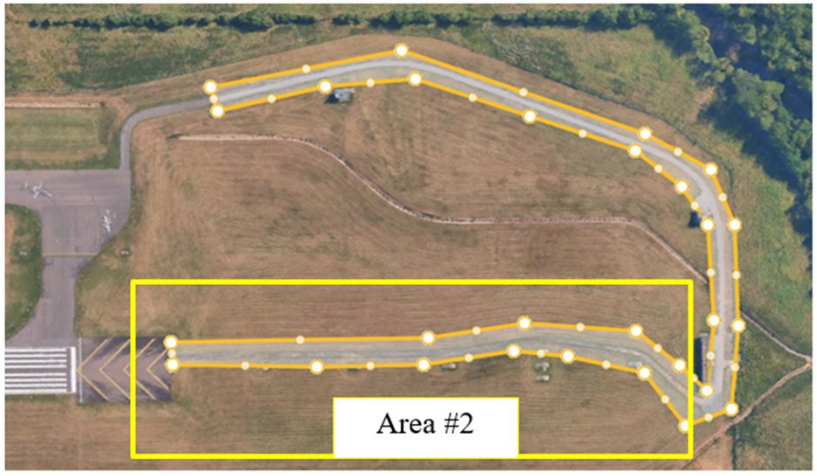
# MASLF Access Road Grading

Paving of the Localizer and MALS-F access roads on the southside of the airport. The current access roads are partially paved with the remainder of the road stabilized with gravel, rock, or millings. In the wet months, the composition of the roads diminishes, introducing foreign object debris onto airport movement areas. Per FAA under Snow and Ice Control (139.313), roads to NAVAIDs should be accessible. This project would stabilize the road with additional millings, grade the road and provide a finishing layer.

- *7460 Form was submitted – Waiting on approval*
- *Projected to start December*

Cost to Date: $ 0.00

Budget: $37,720.00



# Washington Manassas Airport Commission Agenda Item Report

Agenda Item No. 3.1
Submitted by: Patty Bibber
Submitting Department: Washington Manassas Airport
Meeting Date: November 19, 2026

## Item Title

TWY B Update - Delta Airport Consultants (Mr. John Borgie & Ms. Alayna Sturgill, Delta Airport)

## Suggested Action and/or Recommendation

## Suggested Motion

**Item Type** Reports / Presentations
**Item ID** 2026-1346
**Submitting Department** Washington Manassas Airport
**Drafter** Patty Bibber
**Meeting Body** Washington Manassas Airport Commission
**Meeting Date** November 19, 2026

## ATTACHMENTS

- 25054 HEF 90-Percent Presentation 2026.11.19.pdf


Washington Manassas Airport
Project Update - Widen Taxiway B
November 2026
WASHINGTON
MANASSAS AIRPORT
DELTA AIRPORT
CONSULTANTS, INC.

# Agenda

Background

Scope of Work

Bid Alternates

Impact on Airport Operations

Schedule

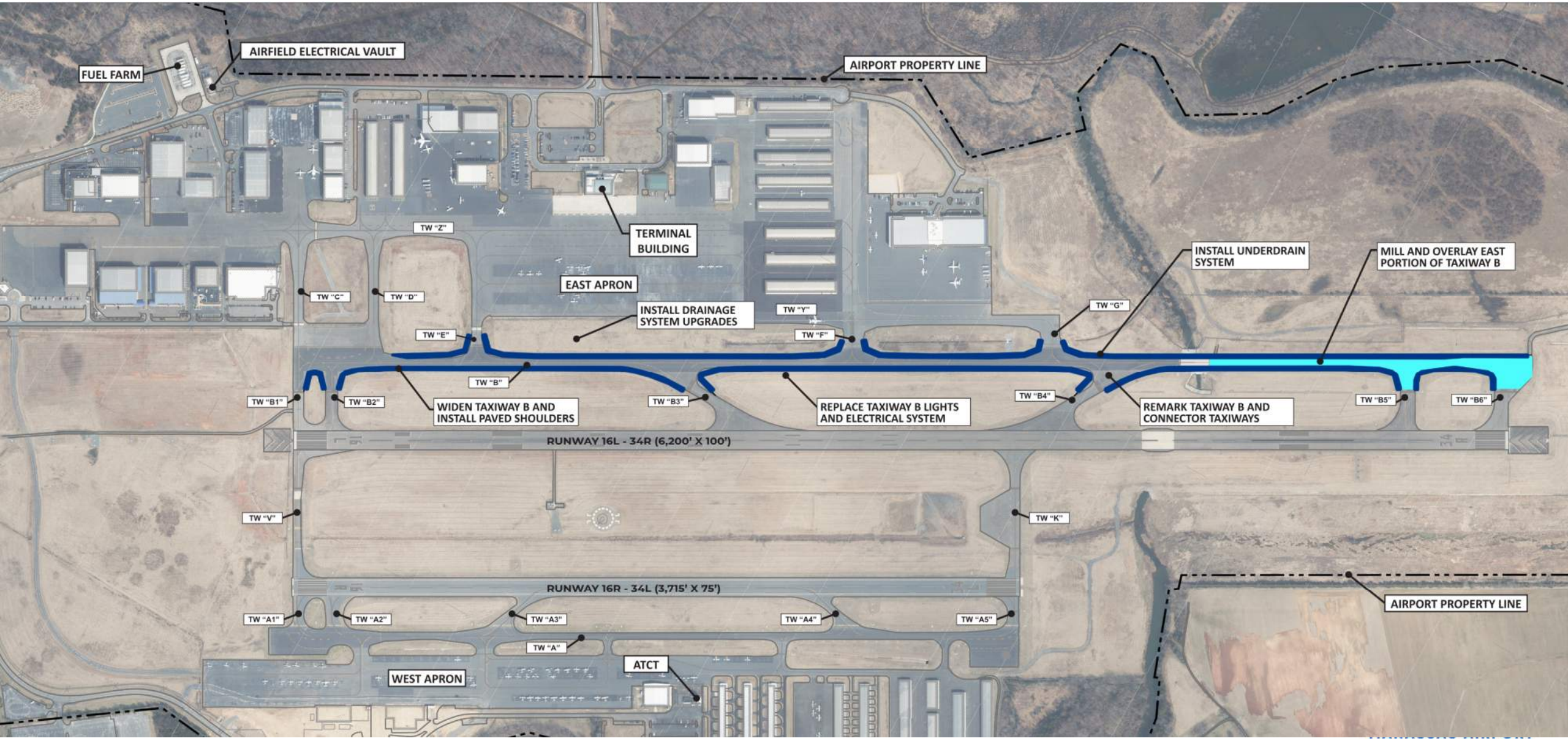
Questions

# Background




Prepare for commercial service and adhere to Part 139 requirements

WASHINGTON
MANASSAS AIRPORT

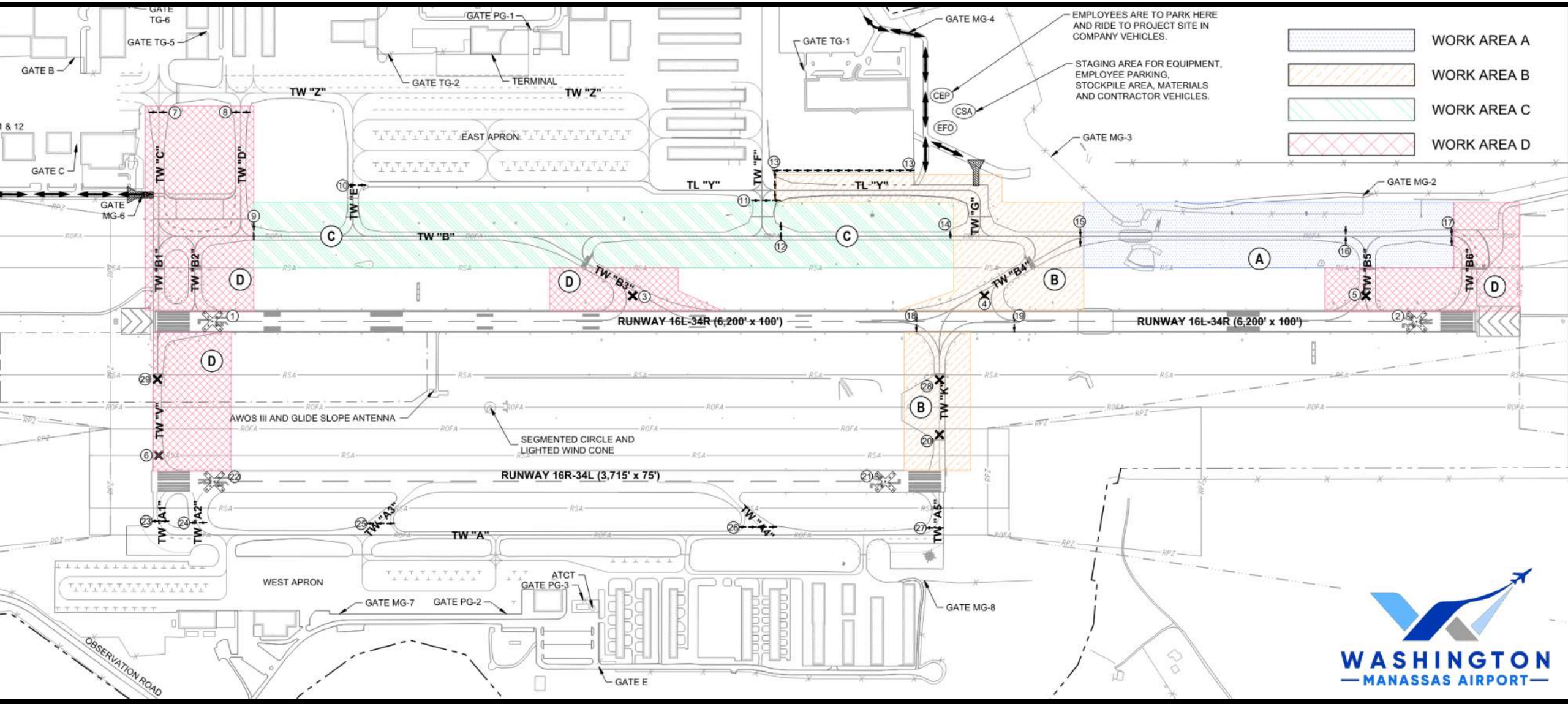

FUEL FARM
AIRFIELD ELECTRICAL VAULT
AIRPORT PROPERTY LINE
TERMINAL BUILDING
TW "Z"
EAST APRON
TW "C"
TW "D"
INSTALL DRAINAGE SYSTEM UPGRADES
TW "Y"
TW "E"
TW "F"
TW "G"
INSTALL UNDERDRAIN SYSTEM
MILL AND OVERLAY EAST PORTION OF TAXIWAY B
TW "B"
TW "B1"
TW "B2"
WIDEN TAXIWAY B AND INSTALL PAVED SHOULDERS
TW "B3"
REPLACE TAXIWAY B LIGHTS AND ELECTRICAL SYSTEM
TW "B4"
REMARK TAXIWAY B AND CONNECTOR TAXIWAYS
TW "B5"
TW "B6"
RUNWAY 16L - 34R (6,200' X 100')
TW "V"
TW "K"
RUNWAY 16R - 34L (3,715' X 75')
AIRPORT PROPERTY LINE
TW "A1"
TW "A2"
TW "A3"
TW "A4"
TW "A5"
TW "A"
ATCT
WEST APRON

# Bid Alternates

| | ALTERNATE 1 | ALTERNATE 2 | ALTERNATE 3 |
|---|---|---|---|
| WIDEN TW B TO 50’ | X | X | X |
| TW DRAINAGE IMPROVEMENTS | X | X | X |
| REHAB EDGE LIGHTS AND SIGNS | X | X | X |
| REMARK TAXIWAYS | X | X | X |
| INSTALL UNDERDRAIN SYSTEM | X | X | |
| MILL & OVERLAY TW B | X | X | |
| CONSTRUCT TW PAVED SHOULDERS | X | | |

WASHINGTON
MANASSAS AIRPORT

# Impact on Airport Operations




WASHINGTON
MANASSAS AIRPORT

# Schedule

| Deliverable | Date |
|---|---|
| Receive Stormwater Comments | November 2026 |
| Receive FAA and DOAV Comments | November 2026 |
| Advertise | December 2026 |
| Bid Opening | January 2027 |
| Grant Request (possible) | February 2027 |
| Estimated Construction Start | April 2027 |
| Estimated Construction Completion | October 2027 |
| Commercial Service | 2027 |

WASHINGTON
MANASSAS AIRPORT


QUESTIONS?

# Washington Manassas Airport Commission Agenda Item Report

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

## Item Title

Quarterly Maintenance Report (Mr. James Kannard, Maintenance Supervisor)

## Suggested Action and/or Recommendation

## Suggested Motion

**Item Type** Reports / Presentations
**Item ID** 2026-1343
**Submitting Department** Washington Manassas Airport
**Drafter** Patty Bibber
**Meeting Body** Washington Manassas Airport Commission
**Meeting Date** November 19, 2026

## ATTACHMENTS

- Maintenance Presentation Meeting Nov. 2026.pptx

# *Washington Manassas Airport*

## THURSDAY NOVEMBER 19, 2026

# Maintenance Staff here at Washington Manassas Airport

**James Kannard - Maintenance Supervisor**

**Mario Reyes Bonilla - Grounds Technician**

**Ernest Hromada - Grounds Technician**

**Victor Vazquez - Grounds Technician**

**Charles Yager - Building Maintenance**

**Oscar Mendoza - Airfield Electrician**

# MAINTENANCE PROJECTS

We have relocated our maintenance shop, our new address is 10678 Aviation Ln.

Currently we are mowing airfield and west side hangers, trimming fence lines, cutting back trees from fences. Working on preventive maintenance in all of the hanger buildings, we are starting to go around and make sure everything is functioning the way it should. During this time we are also trying to get our snow equipment ready for use in case of an event.

During the winter months we will focus on hanger repairs, and electrical work.

# Photos of our old and new location











Tope left: Wheel stop install west side.

Top Right: Papi Light Calibrated and repaired

Center: Door Lock set replaced west side pedestrian gate

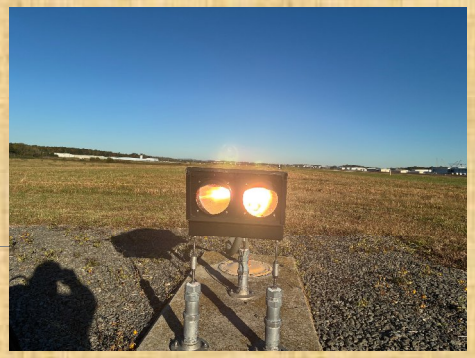
Bottom Left:  Bush-hog midfield

Bottom Right: Bi-directional light bulb change.

Hope you enjoyed getting to understand Airport Maintenance and what we do here at Washington Manassas Airport.

Enjoy your night! James Kannard











# Washington Manassas Airport Commission Agenda Item Report

Agenda Item No. 3.3
Submitted by: Patty Bibber
Submitting Department: Washington Manassas Airport
Meeting Date: November 19, 2026

**Item Title**

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

**Suggested Action and/or Recommendation**

**Suggested Motion**

**Item Type** Reports / Presentations
**Item ID** 2026-1344
**Submitting Department** Washington Manassas Airport
**Drafter** Patty Bibber
**Meeting Body** Washington Manassas Airport Commission
**Meeting Date** November 19, 2026

**ATTACHMENTS**

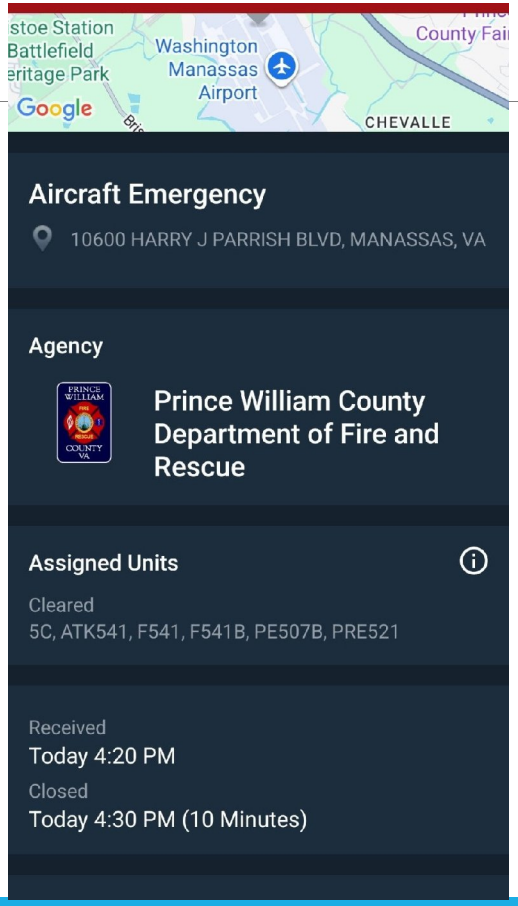
- ARFF Presentation November 2026.pptx

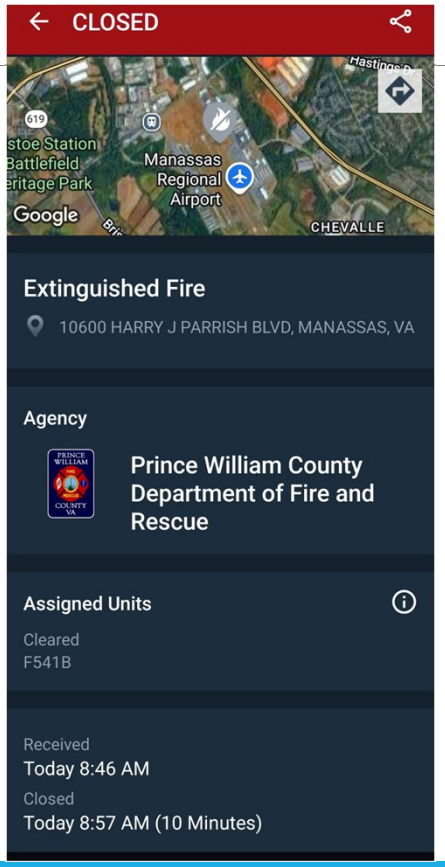
# Washington Manassas Airport
# ARFF Division



# Telling the Story of 2026



# Telling the Story of 2026







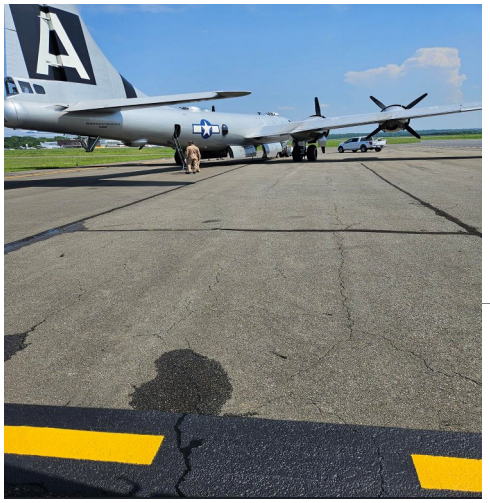


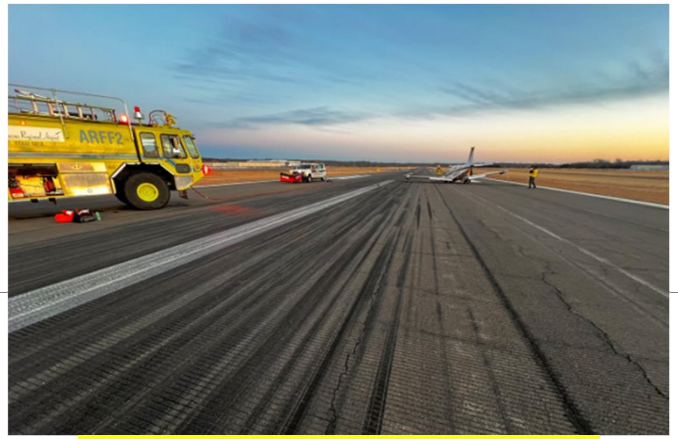
# Telling the Story of 2026





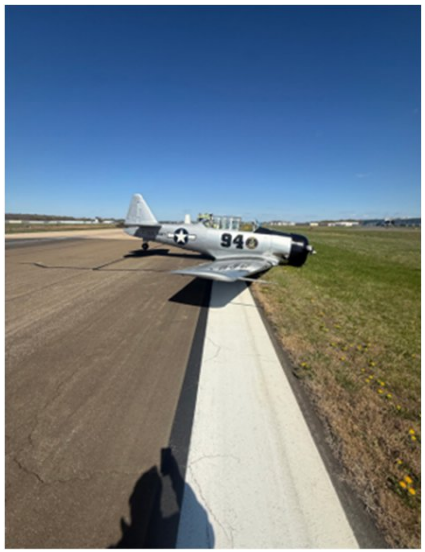







# Alert Aircraft in 2026









# ARFF Division News

Potential ARFF MWAA-3000-gallon vehicle

Click-2-Enter Entry System installed on Gate A (public safety ONLY)

Purchased “Crash Phone” Emergency Line directly to ARFF, Airport Operations, and PWC-PSCC. System includes Station Alerting, and radio override

ARFF Division is a Fully Licensed for non-Medical Transport EMS Agency

Have Quotes in Hand for Purchase 440 gallons of Florine Free Foam

# Call Statics  for 2025 and 2026

ARFF-

- Describe as an incident dealing an aircraft, aircraft fuel or oils, and/or Airfield related

Assist other-

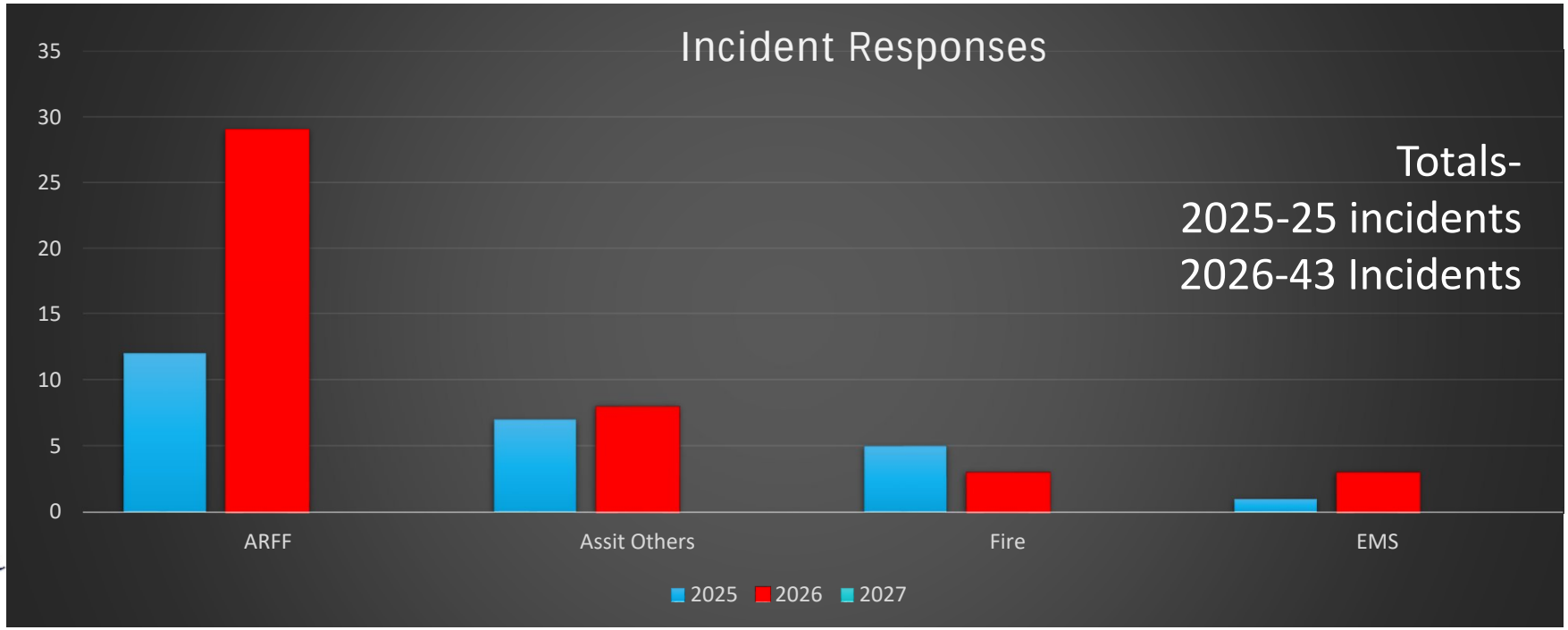
- Described as an incident dealing with an outside agency:  City of Manassas Fire/Rescue Department, City of Manassas Public works, and Prince William County Fire/Rescue Department

- Incidents related to an emergency response on the Airport Property, non aircraft related: (Fire Alarms, Power line on the ground, Natural Gas leak, Fuel Spills, etc.)

EMS

- Incidents described as person or people needing medical assistances

# Call Statics of year 2025 and 2026



# ARFF's added Benefits

**FAR Part 139 Fuel Inspections**

Must Be completed every 90 days
Have completed 9 inspections-October 27,2026

**Monthly Fire Extinguisher Inspections (all airport owned fire extinguishers) 80 on Site**

**Annual Inspections completed 2026**

Fire Extinguisher Inspection, Fire Alarm Inspection,
Fire Sprinkler Inspection, and Elevator Inspection

**Special Projects**

Purchased New Crash Phone system to Link FAA Tower, ARFF, and PWC-PSCC
Trying to Obtain NEW/USED ARFF to Maintain ARFF Index C
Purchase 440 Gallons of Florine Free Foam (on hold)
Assisting with New Click-2- Enter System For Public Safety
Collected Quotes for Aboveground Fuel Tanks for Airport Use

# Questions


MANASSAS
REGIONAL AIRPORT
Manassas Regional Airport
ARFF - Fire/EMS Services
Contact:
703-587-6302
manassas541@protecfire.com


PRO-TEC
FIRE SERVICES
Kevin D. Garber
ARFF Chief
Kgarber@protecfire.com
Manassas Regional
Airport
703-587-6303
kgarber@ci.manassas.va.us

# Washington Manassas Airport Commission Agenda Item Report

Agenda Item No. 4.1
Submitted by: Patty Bibber
Submitting Department: Washington Manassas Airport
Meeting Date: November 19, 2026

## Item Title

Take nominations to fill the Airport Commission Chairman vacancy (Tony McGhee, Vice Chair)

## Suggested Action and/or Recommendation

That the Commission take nominations for a new Chairman at their meeting in November. If multiple persons would like to be considered for the Chair position, allow each nominee the opportunity at the December meeting to explain why they would be the best candidate for the job. The vote, in open session, would take place at the December meeting.

## Suggested Motion

I move that the Airport Commission take nominations for the Chair of the Washington Manassas Airport, and that a vote be held in December on the nominees.

**Item Type** Reports / Presentations
**Item ID** 2026-1460
**Submitting Department** Washington Manassas Airport
**Drafter** Patty Bibber
**Meeting Body** Washington Manassas Airport Commission
**Meeting Date** November 19, 2026

## Advisory Board/Committee Review

N/A

## Fiscal Impact

N/A

## Executive Summary and Background Information

N/A

# Washington Manassas Airport Commission Agenda Item Report

Agenda Item No. 4.2
Submitted by: Patty Bibber
Submitting Department: Washington Manassas Airport
Meeting Date: November 19, 2026

## Item Title

5-Year Airport Capital Improvement Plan (ACIP) FY 28 (Juan E Rivera, Director)

## Suggested Action and/or Recommendation

## Suggested Motion

**Item Type** Reports / Presentations
**Item ID** 2026-1461
**Submitting Department** Washington Manassas Airport
**Drafter** Patty Bibber
**Meeting Body** Washington Manassas Airport Commission
**Meeting Date** November 19, 2026

## ATTACHMENTS

- 5-Year CIP.pdf

## SUMMARY OF AIRPORT CAPITAL PROJECTS

*($ in Thousands)*

| Cost Estimates | Prior Years | FY 2028 | FY 2029 | FY 2030 | FY 2031 | FY 2032 | Future Years | Total Project | 5-Year CIP |
|---|---|---|---|---|---|---|---|---|---|
| Planning | 10,768 | 1,000 | 1,200 | - | 750 | - | 2,000 | 15,718 | 2,950 |
| Land | - | - | - | - | - | - | - | - | - |
| Construction | 49,440 | 914 | 840 | 16,000 | 12,100 | 5,000 | 51,300 | 135,594 | 34,854 |
| **Total Cost:** | **60,208** | **1,914** | **2,040** | **16,000** | **12,850** | **5,000** | **53,300** | **151,312** | **37,804** |
| **Funding Sources** | | | | | | | | | |
| General Fund | - | - | - | - | - | - | - | - | - |
| Sewer Fund | - | - | - | - | - | - | - | - | - |
| Water Fund | - | - | - | - | - | - | - | - | - |
| Electric Fund | - | - | - | - | - | - | - | - | - |
| Stormwater Fund | - | - | - | - | - | - | - | - | - |
| Airport Fund | 16,105 | 720 | 332 | 4,760 | 855 | 100 | 15,316 | 38,188 | 6,767 |
| School Fund | - | - | - | - | - | - | - | - | - |
| Bonds | - | - | - | - | - | - | - | - | - |
| State | 3,718 | 744 | 1,168 | 2,240 | 1,420 | 400 | 4,664 | 14,354 | 5,972 |
| Federal | 40,385 | 450 | 540 | 9,000 | 10,575 | 4,500 | 20,070 | 85,520 | 25,065 |
| NVTA | - | - | - | - | - | - | - | - | - |
| Other Sources | - | - | - | - | - | - | 13,250 | 13,250 | - |
| **Total Funding:** | **60,208** | **1,914** | **2,040** | **16,000** | **12,850** | **5,000** | **53,300** | **151,312** | **37,804** |
| **Operating Impacts** | | | | | | | | | |
| Staffing (Costs) Savings | - | - | - | - | - | - | - | - | - |
| Revenue | - | - | - | - | - | - | - | - | - |
| Facility (Costs) Savings | - | - | - | - | - | - | - | - | - |
| Program (Costs) Savings | - | - | - | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - | - | - | - |
| **Net Revenue:** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

## AIRPORT CAPITAL PROJECT LISTING

*($ in Thousands)*

| Project Name: | Prior Years | FY 2028 | FY 2029 | FY 2030 | FY 2031 | FY 2032 | Future Years | Total Project | 5-Year CIP |
|---|---|---|---|---|---|---|---|---|---|
| Air Traffic Control Tower | 25,452 | - | - | - | - | - | - | 25,452 | - |
| Fuel Farm Upgrade | 750 | - | - | - | 500 | - | - | 1,250 | 500 |
| North East Apron and Taxilane | - | - | 600 | - | 6,000 | 5,000 | - | 11,600 | 11,600 |
| Installation of Backup Generators | - | - | - | - | 600 | - | - | 600 | 600 |
| Rehabilitation of Runway 16L/34R | 21,024 | - | - | - | - | - | - | 21,024 | - |
| East Apron Rehabilitation | - | - | - | - | 750 | - | 7,500 | 8,250 | 750 |
| Runway 16L/34R Extension | - | - | - | - | - | - | 7,100 | 7,100 | - |
| South East Airport Complex Site | - | - | - | - | - | - | 7,700 | 7,700 | - |
| West Hangar Redevelopment and | 200 | - | 600 | 6,000 | - | - | 10,000 | 16,800 | 6,600 |
| Taxiway B Widening and Lighting | 8,800 | - | - | - | - | - | - | 8,800 | - |
| New East Ramp Taxiway | - | 500 | - | 5,000 | - | - | - | 5,500 | 5,500 |
| Runway & Taxiway Bridge | 3,582 | 500 | - | 5,000 | 5,000 | - | - | 14,082 | 10,500 |
| Snow Removal Equipment Building | - | - | - | - | - | - | 11,000 | 11,000 | - |
| Widen & Strengthen Taxiway E | 400 | 800 | - | - | - | - | - | 1,200 | 800 |
| Airport Utility Infrastructure | - | - | - | - | - | - | 10,000 | 10,000 | - |
| General Aviation Facility | - | 114 | 840 | - | - | - | - | 954 | 954 |
| **Total:** | **60,208** | **1,914** | **2,040** | **16,000** | **12,850** | **5,000** | **53,300** | **151,312** | **37,804** |

## AIRPORT MAINTENANCE CAPITAL PROJECT LISTING

The City identifies Capital Projects with a cost greater than $100,000 and a useful life of 10+ years. The City recognizes that there are additional projects/needs that are capital in nature but do not meet the requirement set forth for a capital project. These additional projects/needs are considered Maintenance Capital Projects, a list of which is provided below for the Airport program.

| Project Name | Prior Years | FY 2028 | FY 2029 | FY 2030 | FY 2031 | FY 2032 | Future Years | Total Project |
|---|---|---|---|---|---|---|---|---|
| Airport Paving Program (outside Airfield) | 970 | - | 35 | 35 | 35 | 35 | - | 1,110 |
| Airfield Improvements | 1,117 | 350 | 655 | 135 | 125 | - | - | 2,382 |
| Airfield Paving Program | 1,250 | 200 | 450 | 276 | 550 | 320 | - | 3,046 |
| Security Equipment Replacement | 638 | 60 | 60 | 60 | 60 | 60 | - | 938 |
| **Total Cost:** | **3,975** | **610** | **1,200** | **506** | **770** | **415** | **-** | **7,476** |
| **Funding Sources** | | | | | | | | |
| General Fund | - | - | - | - | - | - | - | - |
| Sewer Fund | - | - | - | - | - | - | - | - |
| Water Fund | - | - | - | - | - | - | - | - |
| Electric Fund | - | - | - | - | - | - | - | - |
| Stormwater Fund | - | - | - | - | - | - | - | - |
| Airport Fund | 856 | 170 | 278 | 143 | 187 | 116 | - | 1,750 |
| School Fund | - | - | - | - | - | - | - | - |
| Bonds | - | - | - | - | - | - | - | - |
| State | 3,119 | 440 | 922 | 363 | 583 | 299 | - | 5,726 |
| Federal | - | - | - | - | - | - | - | - |
| NVTA | - | - | - | - | - | - | - | - |
| Other Sources | - | - | - | - | - | - | - | - |
| **Total Funding:** | **3,975** | **610** | **1,200** | **506** | **770** | **415** | **-** | **7,476** |

## A-030 Air Traffic Control Tower

**Year Introduced:** 2003
**Change:** Increased Estimate
**Associated Proj:** N/A
**Program Area:** Airport
**Managing Dept:** Airport
**Manager:** J. Rivera
**Plan Conformance:** MOB 6.1.4; Airport Master Plan; Airport Strategic Plan

**Est. Start:** 09/01/2023
**Est. Comp:** 11/01/2029



**Description:**

Design and construct a new Airport Traffic Control Tower (ATCT) to be located on the west side of the Airport. The ATCT is over sixty years old and has long since reached its useful life. The Airport will move forward with the Tower Siting Study, Environmental Assessment, and the ATCT design effort in order to take advantage of the Infrastructure Investment and Jobs Act (prior BIL funding) and the available funding to reimburse the Airport for funds spent in advance and for construction. The City and the FAA will enter into a lease agreement for the ATCT once completed. A State grant was received in 2023 to complete the siting study for the new ATC tower.

| *($ in 1,000s)* **Cost Estimate:** | Prior Years | FY 2028 | FY 2029 | FY 2030 | FY 2031 | FY 2032 | Future Years | Total Project |
|---|---|---|---|---|---|---|---|---|
| Planning | 4,552 | - | - | - | - | - | - | 4,552 |
| Land | - | - | - | - | - | - | - | - |
| Construction | 20,900 | - | - | - | - | - | - | 20,900 |
| **Total Cost:** | **25,452** | **-** | **-** | **-** | **-** | **-** | **-** | **25,452** |
| **Funding Sources:** | | | | | | | | |
| General Fund | - | - | - | - | - | - | - | - |
| Sewer Fund | - | - | - | - | - | - | - | - |
| Water Fund | - | - | - | - | - | - | - | - |
| Electric Fund | - | - | - | - | - | - | - | - |
| Stormwater Fund | - | - | - | - | - | - | - | - |
| Airport Fund | 4,431 | - | - | - | - | - | - | 4,431 |
| School Fund | - | - | - | - | - | - | - | - |
| Bonds | - | - | - | - | - | - | - | - |
| State | 121 | - | - | - | - | - | - | 121 |
| Federal | 20,900 | - | - | - | - | - | - | 20,900 |
| NVTA | - | - | - | - | - | - | - | - |
| Other Sources | - | - | - | - | - | - | - | - |
| **Total Funding:** | **25,452** | **-** | **-** | **-** | **-** | **-** | **-** | **25,452** |
| **Operating Impacts:** | | | | | | | | |
| Revenue | - | - | - | - | - | - | - | - |
| Staffing (Costs) Savings | - | - | - | - | - | - | - | - |
| Facility (Costs) Savings | - | - | - | - | - | - | - | - |
| Program (Costs) Savings | - | - | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - | - | - |
| **Net Revenue:** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

## A-045 Fuel Farm Upgrade

**Year Introduced:** 2004
**Change:** Funding to Later Year
**Associated Proj:** N/A
**Program Area:** Airport
**Managing Dept:** Airport
**Manager:** J. Rivera
**Plan Conformance:** MOB 6.1.4; Airport Master Plan; Airport Strategic Plan

**Est. Start:** 07/01/2023
**Est. Comp:** 09/30/2032



**Description:**

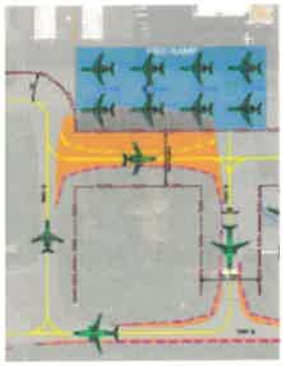
The fuel farm is approaching 30 years of age. There are approximately 3 million gallons of fuel that flow through the farm annually. As the fuel farm ages, the airport will need to upgrade and repair the facility. This may include expansion of the containment area and possible environmental regulation upgrades. Additional fuel tanks may be needed to support the new airline service. This project is on the Airport Layout Plan.

| *($ in 1,000s)* **Cost Estimate:** | Prior Years | FY 2028 | FY 2029 | FY 2030 | FY 2031 | FY 2032 | Future Years | Total Project |
|---|---|---|---|---|---|---|---|---|
| Planning | 250 | - | - | - | - | - | - | 250 |
| Land | - | - | - | - | - | - | - | - |
| Construction | 500 | - | - | - | 500 | - | - | 1,000 |
| **Total Cost:** | **750** | **-** | **-** | **-** | **500** | **-** | **-** | **1,250** |
| **Funding Sources:** | | | | | | | | |
| General Fund | - | - | - | - | - | - | - | - |
| Sewer Fund | - | - | - | - | - | - | - | - |
| Water Fund | - | - | - | - | - | - | - | - |
| Electric Fund | - | - | - | - | - | - | - | - |
| Stormwater Fund | - | - | - | - | - | - | - | - |
| Airport Fund | 150 | - | - | - | 500 | - | - | 650 |
| School Fund | - | - | - | - | - | - | - | - |
| Bonds | - | - | - | - | - | - | - | - |
| State | 600 | - | - | - | - | - | - | 600 |
| Federal | - | - | - | - | - | - | - | - |
| NVTA | - | - | - | - | - | - | - | - |
| Other Sources | - | - | - | - | - | - | - | - |
| **Total Funding:** | **750** | **-** | **-** | **-** | **500** | **-** | **-** | **1,250** |
| **Operating Impacts:** | | | | | | | | |
| Revenue | - | - | - | - | - | - | - | - |
| Staffing (Costs) Savings | - | - | - | - | - | - | - | - |
| Facility (Costs) Savings | - | - | - | - | - | - | - | - |
| Program (Costs) Savings | - | - | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - | - | - |
| **Net Revenue:** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

## A-072 North East Apron and Taxilane Expansion

**Year Introduced:** 2016
**Change:** Funding to Later Year
**Associated Proj:** N/A
**Program Area:** Airport
**Managing Dept:** Airport
**Manager:** J. Rivera
**Plan Conformance:** MOB 6.1.4; Airport Master Plan; Airport Strategic Plan

**Est. Start:** 07/01/2030
**Est. Comp:** 09/30/2032



**Description:**

Expand the east ramp north of Taxiway Echo, create a new taxilane that would allow traffic to flow safely around the FBO ramp, and incorporate an aircraft deicing pad for use in the winter months. This project will most likely be phased. Phase I would be the new taxi lane to by pass the FBO ramp and Phase II would be the ramp expansion for aircraft parking and a de-icing pad with a underground storage to collect de-icing fluid for aircraft de-icing operations.

| *($ in 1,000s)* **Cost Estimate:** | Prior Years | FY 2028 | FY 2029 | FY 2030 | FY 2031 | FY 2032 | Future Years | Total Project |
|---|---|---|---|---|---|---|---|---|
| Planning | - | - | 600 | - | - | - | - | 600 |
| Land | - | - | - | - | - | - | - | - |
| Construction | - | - | - | - | 6,000 | 5,000 | - | 11,000 |
| **Total Cost:** | **-** | **-** | **600** | **-** | **6,000** | **5,000** | **-** | **11,600** |
| **Funding Sources:** | | | | | | | | |
| General Fund | - | - | - | - | - | - | - | - |
| Sewer Fund | - | - | - | - | - | - | - | - |
| Water Fund | - | - | - | - | - | - | - | - |
| Electric Fund | - | - | - | - | - | - | - | - |
| Stormwater Fund | - | - | - | - | - | - | - | - |
| Airport Fund | - | - | 12 | - | 120 | 100 | - | 232 |
| School Fund | - | - | - | - | - | - | - | - |
| Bonds | - | - | - | - | - | - | - | - |
| State | - | - | 48 | - | 480 | 400 | - | 928 |
| Federal | - | - | 540 | - | 5,400 | 4,500 | - | 10,440 |
| NVTA | - | - | - | - | - | - | - | - |
| Other Sources | - | - | - | - | - | - | - | - |
| **Total Funding:** | **-** | **-** | **600** | **-** | **6,000** | **5,000** | **-** | **11,600** |
| **Operating Impacts:** | | | | | | | | |
| Revenue | - | - | - | - | - | - | - | - |
| Staffing (Costs) Savings | - | - | - | - | - | - | - | - |
| Facility (Costs) Savings | - | - | - | - | - | - | - | - |
| Program (Costs) Savings | - | - | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - | - | - |
| **Net Revenue:** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

## A-085 Installation of Backup Generators



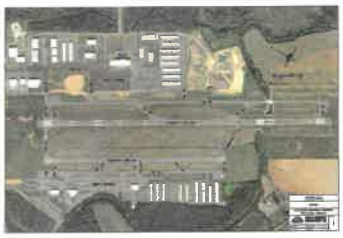
**Year Introduced:** 2018
**Change:** Funding to Later Year
**Associated Proj:** N/A
**Program Area:** Airport **Est. Start:** 07/01/2031
**Managing Dept:** Airport **Est. Comp:** 06/30/2032
**Manager:** J. Rivera
**Plan Conformance:** MOB 6.1.4; Airport Strategic Plan - Obj. 2; Airport Master Plan

**Description:**

Purchase and install a back-up generator for the airfield lighting (80KW) system that includes runway 16L/34R and Taxiway B. This generator would also be a back-up for the PAPIs, wind cone, and the MALSR. This generator would allow the terminal building to have continuing operations if electrical power was lost, as well as be used by the city for an emergency operations center if necessary.

| *($ in 1,000s)* **Cost Estimate:** | Prior Years | FY 2028 | FY 2029 | FY 2030 | FY 2031 | FY 2032 | Future Years | Total Project |
|---|---|---|---|---|---|---|---|---|
| Planning | - | - | - | - | - | - | - | - |
| Land | - | - | - | - | - | - | - | - |
| Construction | - | - | - | - | 600 | - | - | 600 |
| **Total Cost:** | - | - | - | - | **600** | - | - | **600** |
| **Funding Sources:** | | | | | | | | |
| General Fund | - | - | - | - | - | - | - | - |
| Sewer Fund | - | - | - | - | - | - | - | - |
| Water Fund | - | - | - | - | - | - | - | - |
| Electric Fund | - | - | - | - | - | - | - | - |
| Stormwater Fund | - | - | - | - | - | - | - | - |
| Airport Fund | - | - | - | - | 120 | - | - | 120 |
| School Fund | - | - | - | - | - | - | - | - |
| Bonds | - | - | - | - | - | - | - | - |
| State | - | - | - | - | 480 | - | - | 480 |
| Federal | - | - | - | - | - | - | - | - |
| NVTA | - | - | - | - | - | - | - | - |
| Other Sources | - | - | - | - | - | - | - | - |
| **Total Funding:** | - | - | - | - | **600** | - | - | **600** |
| **Operating Impacts:** | | | | | | | | |
| Revenue | - | - | - | - | - | - | - | - |
| Staffing (Costs) Savings | - | - | - | - | - | - | - | - |
| Facility (Costs) Savings | - | - | - | - | - | - | - | - |
| Program (Costs) Savings | - | - | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - | - | - |
| **Net Revenue:** | - | - | - | - | - | - | - | - |

## A-091 Rehabilitation of Runway 16L/34R



**Year Introduced:** 2021
**Change:** No Change
**Associated Proj:** N/A
**Program Area:** Airport
**Managing Dept:** Airport
**Manager:** J. Rivera
**Est. Start:** 12/01/2023
**Est. Comp:** 10/01/2027
**Plan Conformance:** MOB 6.1.4; Airport Strategic Plan; Airport Master Plan

**Description:**
Runway 16L/34R is 6,200 feet long by 100 feet wide, and is the longest runway at the Airport. The pavement has reached its useful life and needs to be replaced. This project entails the repaving of 16L/34, restriping of the runway, and drainage work.

| *($ in 1,000s)* **Cost Estimate:** | Prior Years | FY 2028 | FY 2029 | FY 2030 | FY 2031 | FY 2032 | Future Years | Total Project |
|---|---|---|---|---|---|---|---|---|
| Planning | 984 | - | - | - | - | - | - | 984 |
| Land | - | - | - | - | - | - | - | - |
| Construction | 20,040 | - | - | - | - | - | - | 20,040 |
| **Total Cost:** | **21,024** | **-** | **-** | **-** | **-** | **-** | **-** | **21,024** |
| **Funding Sources:** | | | | | | | | |
| General Fund | - | - | - | - | - | - | - | - |
| Sewer Fund | - | - | - | - | - | - | - | - |
| Water Fund | - | - | - | - | - | - | - | - |
| Electric Fund | - | - | - | - | - | - | - | - |
| Stormwater Fund | - | - | - | - | - | - | - | - |
| Airport Fund | 495 | - | - | - | - | - | - | 495 |
| School Fund | - | - | - | - | - | - | - | - |
| Bonds | - | - | - | - | - | - | - | - |
| State | 1,809 | - | - | - | - | - | - | 1,809 |
| Federal | 18,720 | - | - | - | - | - | - | 18,720 |
| NVTA | - | - | - | - | - | - | - | - |
| Other Sources | - | - | - | - | - | - | - | - |
| **Total Funding:** | **21,024** | **-** | **-** | **-** | **-** | **-** | **-** | **21,024** |
| **Operating Impacts:** | | | | | | | | |
| Revenue | - | - | - | - | - | - | - | - |
| Staffing (Costs) Savings | - | - | - | - | - | - | - | - |
| Facility (Costs) Savings | - | - | - | - | - | - | - | - |
| Program (Costs) Savings | - | - | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - | - | - |
| **Net Revenue:** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

## A-093 East Apron Rehabilitation



**Year Introduced:** 2021
**Change:** No Change
**Associated Proj:** N/A
**Program Area:** Airport
**Managing Dept:** Airport
**Manager:** J. Rivera
**Plan Conformance:** MOB 6.1.4; Airport Master Plan; Airport Strategic Plan

**Est. Start:** 07/01/2031
**Est. Comp:** 10/01/2033

**Description:**

The east apron has reached its useful life and is showing signs of wear and cracking. This project would consist of milling the ramp and repaving. The concrete ramp adjacent to the terminal building will also be rehabilitated and expanded for commercial service. It would also include restriping the pavement surfaces. It includes fixing drainage issues as well. Due to funding and operational phasing, this project will be split into multiply phases.

| *($ in 1,000s)* **Cost Estimate:** | Prior Years | FY 2028 | FY 2029 | FY 2030 | FY 2031 | FY 2032 | Future Years | Total Project |
|---|---|---|---|---|---|---|---|---|
| Planning | - | - | - | - | 750 | - | - | 750 |
| Land | - | - | - | - | - | - | - | - |
| Construction | - | - | - | - | - | - | 7,500 | 7,500 |
| **Total Cost:** | **-** | **-** | **-** | **-** | **750** | **-** | **7,500** | **8,250** |
| **Funding Sources:** | | | | | | | | |
| General Fund | - | - | - | - | - | - | - | - |
| Sewer Fund | - | - | - | - | - | - | - | - |
| Water Fund | - | - | - | - | - | - | - | - |
| Electric Fund | - | - | - | - | - | - | - | - |
| Stormwater Fund | - | - | - | - | - | - | - | - |
| Airport Fund | - | - | - | - | 15 | - | 150 | 165 |
| School Fund | - | - | - | - | - | - | - | - |
| Bonds | - | - | - | - | - | - | - | - |
| State | - | - | - | - | 60 | - | 600 | 660 |
| Federal | - | - | - | - | 675 | - | 6,750 | 7,425 |
| NVTA | - | - | - | - | - | - | - | - |
| Other Sources | - | - | - | - | - | - | - | - |
| **Total Funding:** | **-** | **-** | **-** | **-** | **750** | **-** | **7,500** | **8,250** |
| **Operating Impacts:** | | | | | | | | |
| Revenue | - | - | - | - | - | - | - | - |
| Staffing (Costs) Savings | - | - | - | - | - | - | - | - |
| Facility (Costs) Savings | - | - | - | - | - | - | - | - |
| Program (Costs) Savings | - | - | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - | - | - |
| **Net Revenue:** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

## A-094 Runway 16L/34R Extension



**Year Introduced:** 2021
**Change:** No Change
**Associated Proj:** N/A
**Program Area:** Airport
**Managing Dept:** Airport
**Manager:** J. Rivera
**Plan Conformance:** MOB 6.1.4; Airport Master Plan; Airport Strategic Plan

**Est. Start:**
**Est. Comp:**

**Description:**

The previous 500 foot runway extension was completed in 2012. A runway length analysis was conducted as part of the Master Plan that showed that it was justifiable to extend the runway up to 500 feet. The additional 500 foot extension will give pilots an extra safety margin when they are landing in inclement weather or when there's snow or ice on the runway. The project will also result in a slight noise reduction for areas north of the airport as planes could pass at a higher altitude. The ultimate runway length for 16L/34R would be 6,700 feet.

| *($ in 1,000s)* **Cost Estimate:** | Prior Years | FY 2028 | FY 2029 | FY 2030 | FY 2031 | FY 2032 | Future Years | Total Project |
|---|---|---|---|---|---|---|---|---|
| Planning | - | - | - | - | - | - | 600 | 600 |
| Land | - | - | - | - | - | - | - | - |
| Construction | - | - | - | - | - | - | 6,500 | 6,500 |
| **Total Cost:** | - | - | - | - | - | - | **7,100** | **7,100** |
| **Funding Sources:** | | | | | | | | |
| General Fund | - | - | - | - | - | - | - | - |
| Sewer Fund | - | - | - | - | - | - | - | - |
| Water Fund | - | - | - | - | - | - | - | - |
| Electric Fund | - | - | - | - | - | - | - | - |
| Stormwater Fund | - | - | - | - | - | - | - | - |
| Airport Fund | - | - | - | - | - | - | 142 | 142 |
| School Fund | - | - | - | - | - | - | - | - |
| Bonds | - | - | - | - | - | - | - | - |
| State | - | - | - | - | - | - | 568 | 568 |
| Federal | - | - | - | - | - | - | 6,390 | 6,390 |
| NVTA | - | - | - | - | - | - | - | - |
| Other Sources | - | - | - | - | - | - | - | - |
| **Total Funding:** | - | - | - | - | - | - | **7,100** | **7,100** |
| **Operating Impacts:** | | | | | | | | |
| Revenue | - | - | - | - | - | - | - | - |
| Staffing (Costs) Savings | - | - | - | - | - | - | - | - |
| Facility (Costs) Savings | - | - | - | - | - | - | - | - |
| Program (Costs) Savings | - | - | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - | - | - |
| **Net Revenue:** | - | - | - | - | - | - | - | - |

## A-097 South East Airport Complex Site Development



**Year Introduced:** 2022
**Change:** No Change
**Associated Proj:** N/A
**Program Area:** Airport **Est. Start:**
**Managing Dept:** Airport **Est. Comp:**
**Manager:** J. Rivera
**Plan Conformance:** MOB 6.1.4; Airport Master Plan; Airport Strategic Plan

**Description:**

The southeast side of the Airport is the future of development at the Airport. It is projected that by 2024 the Airport will have developed all of its vacant land and will be unable to expand. The southeast side of the airport consist of approximately 60 acres of land, of which approximately 30 acres could be used for future development. The site is within the flood plain so the site would require fill material to make it useable. Although the Airport would use a phased approach and would develop the property as needed, it is prudent to have an overall development concept with timelines and cost estimates.

| *($ in 1,000s)* **Cost Estimate:** | Prior Years | FY 2028 | FY 2029 | FY 2030 | FY 2031 | FY 2032 | Future Years | Total Project |
|---|---|---|---|---|---|---|---|---|
| Planning | - | - | - | - | - | - | 400 | 400 |
| Land | - | - | - | - | - | - | - | - |
| Construction | - | - | - | - | - | - | 7,300 | 7,300 |
| **Total Cost:** | - | - | - | - | - | - | **7,700** | **7,700** |
| **Funding Sources:** | | | | | | | | |
| General Fund | - | - | - | - | - | - | - | - |
| Sewer Fund | - | - | - | - | - | - | - | - |
| Water Fund | - | - | - | - | - | - | - | - |
| Electric Fund | - | - | - | - | - | - | - | - |
| Stormwater Fund | - | - | - | - | - | - | - | - |
| Airport Fund | - | - | - | - | - | - | 154 | 154 |
| School Fund | - | - | - | - | - | - | - | - |
| Bonds | - | - | - | - | - | - | - | - |
| State | - | - | - | - | - | - | 616 | 616 |
| Federal | - | - | - | - | - | - | 6,930 | 6,930 |
| NVTA | - | - | - | - | - | - | - | - |
| Other Sources | - | - | - | - | - | - | - | - |
| **Total Funding:** | - | - | - | - | - | - | **7,700** | **7,700** |
| **Operating Impacts:** | | | | | | | | |
| Revenue | - | - | - | - | - | - | - | - |
| Staffing (Costs) Savings | - | - | - | - | - | - | - | - |
| Facility (Costs) Savings | - | - | - | - | - | - | - | - |
| Program (Costs) Savings | - | - | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - | - | - |
| **Net Revenue:** | - | - | - | - | - | - | - | - |

## A-098 West Hangar Redevelopment and Expansion



**Year Introduced:** 2022
**Change:** No Change
**Associated Proj:** N/A
**Program Area:** Airport
**Managing Dept:** Airport
**Manager:** J. Rivera
**Plan Conformance:** MOB 6.1.4; Airport Master Plan; Airport Strategic Plan

**Est. Start:**
**Est. Comp:**

**Description:**

The west side of the airport has rows of hangars that are over 55 years old. There are three rows of the hangars that are a pole barn construction and they have reached their useful life. These hangars need to be replaced with steel hangars and meet new FAA standards for building separation. This project would consist of development plan that would layout the redevelopment of the west side of the Airport and include phasing, hangar sizes and types, drainage improvements, cost estimates, survey and geotechnical investigation, and paving design. A preliminary design would be the first step to redeveloping this area of the airport.

| *($ in 1,000s)* **Cost Estimate:** | Prior Years | FY 2028 | FY 2029 | FY 2030 | FY 2031 | FY 2032 | Future Years | Total Project |
|---|---|---|---|---|---|---|---|---|
| Planning | 200 | - | 600 | - | - | - | - | 800 |
| Land | - | - | - | - | - | - | - | - |
| Construction | - | - | - | 6,000 | - | - | 10,000 | 16,000 |
| **Total Cost:** | **200** | **-** | **600** | **6,000** | **-** | **-** | **10,000** | **16,800** |
| **Funding Sources:** | | | | | | | | |
| General Fund | - | - | - | - | - | - | - | - |
| Sewer Fund | - | - | - | - | - | - | - | - |
| Water Fund | - | - | - | - | - | - | - | - |
| Electric Fund | - | - | - | - | - | - | - | - |
| Stormwater Fund | - | - | - | - | - | - | - | - |
| Airport Fund | 40 | - | 120 | 4,560 | - | - | 8,000 | 12,720 |
| School Fund | - | - | - | - | - | - | - | - |
| Bonds | - | - | - | - | - | - | - | - |
| State | 160 | - | 480 | 1,440 | - | - | 2,000 | 4,080 |
| Federal | - | - | - | - | - | - | - | - |
| NVTA | - | - | - | - | - | - | - | - |
| Other Sources | - | - | - | - | - | - | - | - |
| **Total Funding:** | **200** | **-** | **600** | **6,000** | **-** | **-** | **10,000** | **16,800** |
| **Operating Impacts:** | | | | | | | | |
| Revenue | - | - | - | - | - | - | - | - |
| Staffing (Costs) Savings | - | - | - | - | - | - | - | - |
| Facility (Costs) Savings | - | - | - | - | - | - | - | - |
| Program (Costs) Savings | - | - | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - | - | - |
| **Net Revenue:** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

## A-110 Taxiway B Widening and Lighting

**Year Introduced:** 2025
**Change:** No Change
**Associated Proj:** N/A
**Program Area:** Airport
**Managing Dept:** Airport
**Manager:** J. Rivera
**Plan Conformance:** MOB 6.1.4; Airport Master Plan; Airport Strategic Plan

**Est. Start:** 07/01/2026
**Est. Comp:** 10/30/2027



**Description:**

In order to meet the FAA standards for aircraft that the airport staff believes will be using the airport once commercial service begins, Taxiway B will need to be widened from 40 feet to 50 feet. This will give aircraft with wider gear bases to operate safely. The taxiway lights will also be replaced with LED lights. The Taxiway B safety area will also be brought up to the current FAA standards.

This project needs to be accelerated to meet the schedule of airline service. The Airport would seek PFCs, and/or State and Federal Entitlements to reimburse itself. AIP funding is not available at this time to fund this project. The State can provide funding for the design, and possibly a portion of the construction cost, but that funding level is not known at this tim

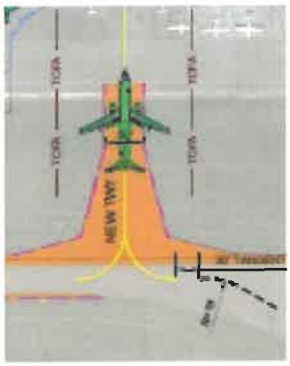
*($ in 1,000s)*

| **Cost Estimate:** | **Prior Years** | **FY 2028** | **FY 2029** | **FY 2030** | **FY 2031** | **FY 2032** | **Future Years** | **Total Project** |
|---|---|---|---|---|---|---|---|---|
| Planning | 800 | - | - | - | - | - | - | 800 |
| Land | - | - | - | - | - | - | - | - |
| Construction | 8,000 | - | - | - | - | - | - | 8,000 |
| **Total Cost:** | **8,800** | **-** | **-** | **-** | **-** | **-** | **-** | **8,800** |
| **Funding Sources:** | | | | | | | | |
| General Fund | - | - | - | - | - | - | - | - |
| Sewer Fund | - | - | - | - | - | - | - | - |
| Water Fund | - | - | - | - | - | - | - | - |
| Electric Fund | - | - | - | - | - | - | - | - |
| Stormwater Fund | - | - | - | - | - | - | - | - |
| Airport Fund | 8,160 | - | - | - | - | - | - | 8,160 |
| School Fund | - | - | - | - | - | - | - | - |
| Bonds | - | - | - | - | - | - | - | - |
| State | 640 | - | - | - | - | - | - | 640 |
| Federal | - | - | - | - | - | - | - | - |
| NVTA | - | - | - | - | - | - | - | - |
| Other Sources | - | - | - | - | - | - | - | - |
| **Total Funding:** | **8,800** | **-** | **-** | **-** | **-** | **-** | **-** | **8,800** |
| **Operating Impacts:** | | | | | | | | |
| Revenue | - | - | - | - | - | - | - | - |
| Staffing (Costs) Savings | - | - | - | - | - | - | - | - |
| Facility (Costs) Savings | - | - | - | - | - | - | - | - |
| Program (Costs) Savings | - | - | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - | - | - |
| **Net Revenue:** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

## A-112 New East Ramp Taxiway

**Year Introduced:** 2025
**Change:** No Change
**Associated Proj:** N/A
**Program Area:** Airport
**Managing Dept:** Airport
**Manager:** J. Rivera
**Plan Conformance:** MOB 6.1.4; Airport Master Plan;

**Est. Start:** 07/01/2029
**Est. Comp:** 10/01/2031




**Description:**

Design and construct a new taxiway entrance onto the East Ramp. With the arrival of scheduled service, the Airport will experience increased activity in large aircraft on the east ramp. In order to increase flow and efficiency, a second taxiway would need to be constructed to give aircraft options when entering and exiting the ramp. This project will design, bid, and construct a new taxiway for Group 3 aircraft south of Taxiway Echo. This project would include signage, lighting, and required markings. This project would only move forward if grant funds are approved by the State and/or FAA.

| *($ in 1,000s)* **Cost Estimate:** | Prior Years | FY 2028 | FY 2029 | FY 2030 | FY 2031 | FY 2032 | Future Years | Total Project |
|---|---|---|---|---|---|---|---|---|
| Planning | - | 500 | - | - | - | - | - | 500 |
| Land | - | - | - | - | - | - | - | - |
| Construction | - | - | - | 5,000 | - | - | - | 5,000 |
| **Total Cost:** | **-** | **500** | **-** | **5,000** | **-** | **-** | **-** | **5,500** |
| **Funding Sources:** | | | | | | | | |
| General Fund | - | - | - | - | - | - | - | - |
| Sewer Fund | - | - | - | - | - | - | - | - |
| Water Fund | - | - | - | - | - | - | - | - |
| Electric Fund | - | - | - | - | - | - | - | - |
| Stormwater Fund | - | - | - | - | - | - | - | - |
| Airport Fund | - | 10 | - | 100 | - | - | - | 110 |
| School Fund | - | - | - | - | - | - | - | - |
| Bonds | - | - | - | - | - | - | - | - |
| State | - | 40 | - | 400 | - | - | - | 440 |
| Federal | - | 450 | - | 4,500 | - | - | - | 4,950 |
| NVTA | - | - | - | - | - | - | - | - |
| Other Sources | - | - | - | - | - | - | - | - |
| **Total Funding:** | **-** | **500** | **-** | **5,000** | **-** | **-** | **-** | **5,500** |
| **Operating Impacts:** | | | | | | | | |
| Revenue | - | - | - | - | - | - | - | - |
| Staffing (Costs) Savings | - | - | - | - | - | - | - | - |
| Facility (Costs) Savings | - | - | - | - | - | - | - | - |
| Program (Costs) Savings | - | - | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - | - | - |
| **Net Revenue:** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

## A-113 Runway & Taxiway Bridge Enhancements & Modifications



**Year Introduced:** 2025
**Change:** Increased Estimate
**Associated Proj:** N/A
**Program Area:** Airport **Est. Start:** 09/30/2024
**Managing Dept:** Airport **Est. Comp:** 09/30/2030
**Manager:** J. Rivera
**Plan Conformance:** MOB 6.1.4; Airport Master Plan; Airport Strategic Plan

**Description:**

The runway 16L/34R bridge and the Taxiway B bridge that span over Broad Run are 42 years old and near their useful life of 50 years. The bridges need to be replaced prior to any significant maintenance issues or possible failure. The new bridges will be designed for a lifespan of 75 years and carry the expected weight of commercial service aircraft that will utilize the bridges in the future.

Expended as of 12/31/2025: $1,034,006.84

| *($ in 1,000s)* **Cost Estimate:** | Prior Years | FY 2028 | FY 2029 | FY 2030 | FY 2031 | FY 2032 | Future Years | Total Project |
|---|---|---|---|---|---|---|---|---|
| Planning | 3,582 | 500 | - | - | - | - | - | 4,082 |
| Land | - | - | - | - | - | - | - | - |
| Construction | - | - | - | 5,000 | 5,000 | - | - | 10,000 |
| **Total Cost:** | **3,582** | **500** | **-** | **5,000** | **5,000** | **-** | **-** | **14,082** |
| **Funding Sources:** | | | | | | | | |
| General Fund | - | - | - | - | - | - | - | - |
| Sewer Fund | - | - | - | - | - | - | - | - |
| Water Fund | - | - | - | - | - | - | - | - |
| Electric Fund | - | - | - | - | - | - | - | - |
| Stormwater Fund | - | - | - | - | - | - | - | - |
| Airport Fund | 2,749 | 500 | - | 100 | 100 | - | - | 3,449 |
| School Fund | - | - | - | - | - | - | - | - |
| Bonds | - | - | - | - | - | - | - | - |
| State | 68 | - | - | 400 | 400 | - | - | 868 |
| Federal | 765 | - | - | 4,500 | 4,500 | - | - | 9,765 |
| NVTA | - | - | - | - | - | - | - | - |
| Other Sources | - | - | - | - | - | - | - | - |
| **Total Funding:** | **3,582** | **500** | **-** | **5,000** | **5,000** | **-** | **-** | **14,082** |
| **Operating Impacts:** | | | | | | | | |
| Revenue | - | - | - | - | - | - | - | - |
| Staffing (Costs) Savings | - | - | - | - | - | - | - | - |
| Facility (Costs) Savings | - | - | - | - | - | - | - | - |
| Program (Costs) Savings | - | - | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - | - | - |
| **Net Revenue:** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

## A-115 Snow Removal Equipment Building



**Year Introduced:** 2026
**Change:** Funding to Later Year
**Associated Proj:** N/A
**Program Area:** Airport
**Est. Start:**
**Managing Dept:** Airport
**Est. Comp:**
**Manager:** J. Rivera
**Plan Conformance:** MOB 6.1.4; Airport Master Plan; Airport Strategic Plan

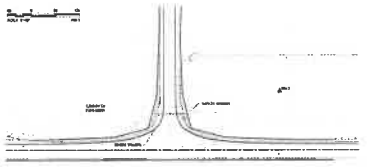
**Description:**

This project entails building a Maintenance Equipment Storage (MES)/Snow Removal Equipment (SRE) Facility to accommodate new larger multi-use SRE building and provide a storage facility with a layout which meets the growing needs of the airport.

The Phase I construction of the new terminal building used for commercial service will require that the existing building be torn down. Therefore this project will need to be accelerated so the the Airport's Maintenance Division has a place to store its Snow Equipment and other equipment.

| *($ in 1,000s)* **Cost Estimate:** | Prior Years | FY 2028 | FY 2029 | FY 2030 | FY 2031 | FY 2032 | Future Years | Total Project |
|---|---|---|---|---|---|---|---|---|
| Planning | - | - | - | - | - | - | 1,000 | 1,000 |
| Land | - | - | - | - | - | - | - | - |
| Construction | - | - | - | - | - | - | 10,000 | 10,000 |
| **Total Cost:** | - | - | - | - | - | - | **11,000** | **11,000** |
| **Funding Sources:** | | | | | | | | |
| General Fund | - | - | - | - | - | - | - | - |
| Sewer Fund | - | - | - | - | - | - | - | - |
| Water Fund | - | - | - | - | - | - | - | - |
| Electric Fund | - | - | - | - | - | - | - | - |
| Stormwater Fund | - | - | - | - | - | - | - | - |
| Airport Fund | - | - | - | - | - | - | 6,870 | 6,870 |
| School Fund | - | - | - | - | - | - | - | - |
| Bonds | - | - | - | - | - | - | - | - |
| State | - | - | - | - | - | - | 880 | 880 |
| Federal | - | - | - | - | - | - | - | - |
| NVTA | - | - | - | - | - | - | - | - |
| Other Sources | - | - | - | - | - | - | 3,250 | 3,250 |
| **Total Funding:** | - | - | - | - | - | - | **11,000** | **11,000** |
| **Operating Impacts:** | | | | | | | | |
| Revenue | - | - | - | - | - | - | - | - |
| Staffing (Costs) Savings | - | - | - | - | - | - | - | - |
| Facility (Costs) Savings | - | - | - | - | - | - | - | - |
| Program (Costs) Savings | - | - | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - | - | - |
| **Net Revenue:** | - | - | - | - | - | - | - | - |

## A-116 Widen & Strengthen Taxiway E



**Year Introduced:** 2026
**Change:** No Change
**Associated Proj:** N/A
**Program Area:** Airport
**Managing Dept:** Airport
**Manager:** J. Rivera
**Est. Start:** 07/01/2027
**Est. Comp:** 10/30/2027
**Plan Conformance:** MOB 6.1.4; Airport Master Plan; Airport Strategic Plan

**Description:**

The pavement dimensions for Taxiway E do not meet design standards for the aircraft expected to serve commercial scheduled airline service at the Airport. This project will widen the taxiway and strengthen the pavement to meet design standards. Some of this work may be able to be done under the Taxiway B Widening project.

Expended as of 12/31/2025: $0

| *($ in 1,000s)* **Cost Estimate:** | Prior Years | FY 2028 | FY 2029 | FY 2030 | FY 2031 | FY 2032 | Future Years | Total Project |
|---|---|---|---|---|---|---|---|---|
| Planning | 400 | - | - | - | - | - | - | 400 |
| Land | - | - | - | - | - | - | - | - |
| Construction | - | 800 | - | - | - | - | - | 800 |
| **Total Cost:** | **400** | **800** | **-** | **-** | **-** | **-** | **-** | **1,200** |
| **Funding Sources:** | | | | | | | | |
| General Fund | - | - | - | - | - | - | - | - |
| Sewer Fund | - | - | - | - | - | - | - | - |
| Water Fund | - | - | - | - | - | - | - | - |
| Electric Fund | - | - | - | - | - | - | - | - |
| Stormwater Fund | - | - | - | - | - | - | - | - |
| Airport Fund | 80 | 160 | - | - | - | - | - | 240 |
| School Fund | - | - | - | - | - | - | - | - |
| Bonds | - | - | - | - | - | - | - | - |
| State | 320 | 640 | - | - | - | - | - | 960 |
| Federal | - | - | - | - | - | - | - | - |
| NVTA | - | - | - | - | - | - | - | - |
| Other Sources | - | - | - | - | - | - | - | - |
| **Total Funding:** | **400** | **800** | **-** | **-** | **-** | **-** | **-** | **1,200** |
| **Operating Impacts:** | | | | | | | | |
| Revenue | - | - | - | - | - | - | - | - |
| Staffing (Costs) Savings | - | - | - | - | - | - | - | - |
| Facility (Costs) Savings | - | - | - | - | - | - | - | - |
| Program (Costs) Savings | - | - | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - | - | - |
| **Net Revenue:** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

## A-117 Airport Utility Infrastructure Improvements

**Year Introduced:** 2026
**Change:** No Change
**Associated Proj:** N/A
**Program Area:** Airport
**Managing Dept:** Utilities
**Manager:** A. Davis
**Plan Conformance:** Airport Master Plan

**Est. Start:**
**Est. Comp:**



**Description:**

Upgrade utility infrastructure at the Manassas Regional Airport in support of commercial air services and ongoing expansion per the adopted Airport Master Plan. The funding will be used as follows:
- Sewer Improvements: $4 million
- Water Improvements: $1 million
- Electric Improvements: $5 million

| *($ in 1,000s)* **Cost Estimate:** | Prior Years | FY 2028 | FY 2029 | FY 2030 | FY 2031 | FY 2032 | Future Years | Total Project |
|---|---|---|---|---|---|---|---|---|
| Planning | - | - | - | - | - | - | - | - |
| Land | - | - | - | - | - | - | - | - |
| Construction | - | - | - | - | - | - | 10,000 | 10,000 |
| **Total Cost:** | - | - | - | - | - | - | **10,000** | **10,000** |
| **Funding Sources:** | | | | | | | | |
| General Fund | - | - | - | - | - | - | - | - |
| Sewer Fund | - | - | - | - | - | - | - | - |
| Water Fund | - | - | - | - | - | - | - | - |
| Electric Fund | - | - | - | - | - | - | - | - |
| Stormwater Fund | - | - | - | - | - | - | - | - |
| Airport Fund | - | - | - | - | - | - | - | - |
| School Fund | - | - | - | - | - | - | - | - |
| Bonds | - | - | - | - | - | - | - | - |
| State | - | - | - | - | - | - | - | - |
| Federal | - | - | - | - | - | - | - | - |
| NVTA | - | - | - | - | - | - | - | - |
| Other Sources | - | - | - | - | - | - | 10,000 | 10,000 |
| **Total Funding:** | - | - | - | - | - | - | **10,000** | **10,000** |
| **Operating Impacts:** | | | | | | | | |
| Revenue | - | - | - | - | - | - | - | - |
| Staffing (Costs) Savings | - | - | - | - | - | - | - | - |
| Facility (Costs) Savings | - | - | - | - | - | - | - | - |
| Program (Costs) Savings | - | - | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - | - | - |
| **Net Revenue:** | - | - | - | - | - | - | - | - |

## A-119 General Aviation Facility Enhancements

**Year Introduced:** 2028
**Change:** New Project
**Associated Proj:** N/A
**Program Area:** Airport
**Managing Dept:** Airport
**Manager:** J. Rivera
**Plan Conformance:** MOB 6.1.4; Airport Master Plan;

**Est. Start:** 07/01/2027
**Est. Comp:** 09/30/2029



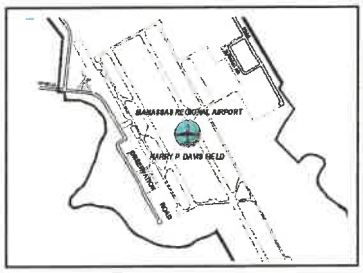
**Description:**

This project would provide some type of public use facility that would provide bathrooms, parking and additional support facilities for the General Aviation Community on the West-Side of the Airport. This facility could also provide for electric aircraft charging stations in the future.

| *($ in 1,000s)* **Cost Estimate:** | Prior Years | FY 2028 | FY 2029 | FY 2030 | FY 2031 | FY 2032 | Future Years | Total Project |
|---|---|---|---|---|---|---|---|---|
| Planning | - | - | - | - | - | - | - | - |
| Land | - | - | - | - | - | - | - | - |
| Construction | - | 114 | 840 | - | - | - | - | 954 |
| **Total Cost:** | - | **114** | **840** | - | - | - | - | **954** |
| **Funding Sources:** | | | | | | | | |
| General Fund | - | - | - | - | - | - | - | - |
| Sewer Fund | - | - | - | - | - | - | - | - |
| Water Fund | - | - | - | - | - | - | - | - |
| Electric Fund | - | - | - | - | - | - | - | - |
| Stormwater Fund | - | - | - | - | - | - | - | - |
| Airport Fund | - | 50 | 200 | - | - | - | - | 250 |
| School Fund | - | - | - | - | - | - | - | - |
| Bonds | - | - | - | - | - | - | - | - |
| State | - | 64 | 640 | - | - | - | - | 704 |
| Federal | - | - | - | - | - | - | - | - |
| NVTA | - | - | - | - | - | - | - | - |
| Other Sources | - | - | - | - | - | - | - | - |
| **Total Funding:** | - | **114** | **840** | - | - | - | - | **954** |
| **Operating Impacts:** | | | | | | | | |
| Revenue | - | - | - | - | - | - | - | - |
| Staffing (Costs) Savings | - | - | - | - | - | - | - | - |
| Facility (Costs) Savings | - | - | - | - | - | - | - | - |
| Program (Costs) Savings | - | - | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - | - | - |
| **Net Revenue:** | - | - | - | - | - | - | - | - |

## A-058 Airport Paving Program (outside Airfield)

**Maintenance Project**




**Year Introduced:** 2010
**Change:** No Change
**Associated Proj:** N/A
**Program Area:** Airport
**Managing Dept:** Airport
**Manager:** J. Rivera
**Plan Conformance:** MOB 6.1.4; Airport Master Plan;

**Est. Start:**
**Est. Comp:**

**Description:**

These are ongoing paving projects that include roads and parking lots outside of the airport operations area (AOA). In most cases these projects will include mill and fill, overlays, patch work, and crack sealing. Striping of parking lots and roads are included in this program. These projects are relatively small and are considered to be pavement maintenance, not restoration/replacement projects.

FY 2028 - Tower Public Use Parking Lot; FY 2029 - James Payne Court Rehabilitation; FY 2030 - Piper Lane Rehabilitation; FY 2032 - General Road Maintenance

| *($ in 1,000s)* **Cost Estimate** | Prior Years | FY 2028 | FY 2029 | FY 2030 | FY 2031 | FY 2032 | Future Years | Total Project |
|---|---|---|---|---|---|---|---|---|
| Planning | - | - | - | - | - | - | - | - |
| Land | - | - | - | - | - | - | - | - |
| Construction | 970 | - | 35 | 35 | 35 | 35 | - | 1,110 |
| **Total Cost:** | **970** | **-** | **35** | **35** | **35** | **35** | **-** | **1,110** |
| **Funding Sources** | | | | | | | | |
| General Fund | - | - | - | - | - | - | - | - |
| Sewer Fund | - | - | - | - | - | - | - | - |
| Water Fund | - | - | - | - | - | - | - | - |
| Electric Fund | - | - | - | - | - | - | - | - |
| Stormwater Fund | - | - | - | - | - | - | - | - |
| Airport Fund | 235 | - | 7 | 7 | 7 | 7 | - | 263 |
| School Fund | - | - | - | - | - | - | - | - |
| Bonds | - | - | - | - | - | - | - | - |
| State | 735 | - | 28 | 28 | 28 | 28 | - | 847 |
| Federal | - | - | - | - | - | - | - | - |
| NVTA | - | - | - | - | - | - | - | - |
| Other Sources | - | - | - | - | - | - | - | - |
| **Total Funding:** | **970** | **-** | **35** | **35** | **35** | **35** | **-** | **1,110** |
| **Operating Impacts** | | | | | | | | |
| Revenue | - | - | - | - | - | - | - | - |
| Staffing (Costs) Savings | - | - | - | - | - | - | - | - |
| Facility (Costs) Savings | - | - | - | - | - | - | - | - |
| Program (Costs) Savings | - | - | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - | - | - |
| **Net Revenue:** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

## A-082 Airfield Improvements

**Maintenance Project**

**Year Introduced:** 2018
**Change:** No Change
**Associated Proj:** N/A
**Program Area:** Airport
**Managing Dept:** Airport
**Manager:** J. Rivera
**Est. Start:**
**Est. Comp:**
**Plan Conformance:** MOB 6.1.4; Airport Strategic Plan - Obj. 3; Airport Master Plan




**Description:**

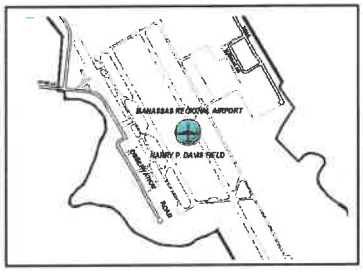
These projects will include ongoing maintenance repairs and improvements to different parts of the airfield at the Washington Manassas Airport.

Annually: Airfield marking, tree removal, signage replacement/repairs and fencing
FY 2028 - Outfall Repairs, Stormwater Maintenance, West Side Lighting Upgrades
FY 2029 - Midfield Ditch Restoration

| *($ in 1,000s)* **Cost Estimate** | Prior Years | FY 2028 | FY 2029 | FY 2030 | FY 2031 | FY 2032 | Future Years | Total Project |
|---|---|---|---|---|---|---|---|---|
| Planning | - | - | - | - | - | - | - | - |
| Land | - | - | - | - | - | - | - | - |
| Construction | 1,117 | 350 | 655 | 135 | 125 | - | - | 2,382 |
| **Total Cost:** | **1,117** | **350** | **655** | **135** | **125** | **-** | **-** | **2,382** |
| **Funding Sources** | | | | | | | | |
| General Fund | - | - | - | - | - | - | - | - |
| Sewer Fund | - | - | - | - | - | - | - | - |
| Water Fund | - | - | - | - | - | - | - | - |
| Electric Fund | - | - | - | - | - | - | - | - |
| Stormwater Fund | - | - | - | - | - | - | - | - |
| Airport Fund | 183 | 70 | 131 | 27 | 25 | - | - | 436 |
| School Fund | - | - | - | - | - | - | - | - |
| Bonds | - | - | - | - | - | - | - | - |
| State | 934 | 280 | 524 | 108 | 100 | - | - | 1,946 |
| Federal | - | - | - | - | - | - | - | - |
| NVTA | - | - | - | - | - | - | - | - |
| Other Sources | - | - | - | - | - | - | - | - |
| **Total Funding:** | **1,117** | **350** | **655** | **135** | **125** | **-** | **-** | **2,382** |
| **Operating Impacts** | | | | | | | | |
| Revenue | - | - | - | - | - | - | - | - |
| Staffing (Costs) Savings | - | - | - | - | - | - | - | - |
| Facility (Costs) Savings | - | - | - | - | - | - | - | - |
| Program (Costs) Savings | - | - | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - | - | - |
| **Net Revenue:** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

## A-084 Airfield Paving Program

**Maintenance Project**



**Year Introduced:** 2018
**Change:** No Change
**Associated Proj:** N/A
**Program Area:** Airport
**Managing Dept:** Airport
**Manager:** J. Rivera
**Plan Conformance:** Airport Strategic Plan - Obj. 3; City Strategic Plan; Airport Master Plan

**Est. Start:**
**Est. Comp:**

**Description:**

Pave taxiways, taxi lanes and ramps on the airport airfield (inside the fence). These projects are relatively small and are considered to be pavement maintenance, not restoration/replacement.
FY 2028 - Crack Sealing, Interior Service Road, Repave West City T-hangars, Northwest Tie-Down Apron
FY 2029 - Crack Sealing, Construct Security Perimeter Road - Phase I, Pavement Maintenance General
FY 2030 - Crack Sealing, Construct Security Perimeter Road - Phase II, Pavement Maintenance General
FY 2031 - Crack Sealing, Interior Road & Perimeter Road Maintenance, Condo Hangar Apron

| *($ in 1,000s)* **Cost Estimate** | Prior Years | FY 2028 | FY 2029 | FY 2030 | FY 2031 | FY 2032 | Future Years | Total Project |
|---|---|---|---|---|---|---|---|---|
| Planning | - | - | - | - | - | - | - | - |
| Land | - | - | - | - | - | - | - | - |
| Construction | 1,250 | 200 | 450 | 276 | 550 | 320 | - | 3,046 |
| **Total Cost:** | **1,250** | **200** | **450** | **276** | **550** | **320** | **-** | **3,046** |
| **Funding Sources** | | | | | | | | |
| General Fund | - | - | - | - | - | - | - | - |
| Sewer Fund | - | - | - | - | - | - | - | - |
| Water Fund | - | - | - | - | - | - | - | - |
| Electric Fund | - | - | - | - | - | - | - | - |
| Stormwater Fund | - | - | - | - | - | - | - | - |
| Airport Fund | 250 | 40 | 80 | 49 | 95 | 49 | - | 563 |
| School Fund | - | - | - | - | - | - | - | - |
| Bonds | - | - | - | - | - | - | - | - |
| State | 1,000 | 160 | 370 | 227 | 455 | 271 | - | 2,483 |
| Federal | - | - | - | - | - | - | - | - |
| NVTA | - | - | - | - | - | - | - | - |
| Other Sources | - | - | - | - | - | - | - | - |
| **Total Funding:** | **1,250** | **200** | **450** | **276** | **550** | **320** | **-** | **3,046** |
| **Operating Impacts** | | | | | | | | |
| Revenue | - | - | - | - | - | - | - | - |
| Staffing (Costs) Savings | - | - | - | - | - | - | - | - |
| Facility (Costs) Savings | - | - | - | - | - | - | - | - |
| Program (Costs) Savings | - | - | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - | - | - |
| **Net Revenue:** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

## A-104 Security Equipment Replacement

**Maintenance Project**

**Year Introduced:** 2023
**Change:** No Change
**Associated Proj:** N/A
**Program Area:** Airport
**Managing Dept:** Airport
**Manager:** J. Rivera
**Plan Conformance:**

**Est. Start:**
**Est. Comp:**



**Description:**

These projects will include ongoing maintenance repairs, upgrades and improvements to the Manassas Regional Airport's Security System. This includes the installation of new security cameras, upgrade of existing cameras, and card reader replacement and upgrades.

| *($ in 1,000s)* **Cost Estimate** | Prior Years | FY 2028 | FY 2029 | FY 2030 | FY 2031 | FY 2032 | Future Years | Total Project |
|---|---|---|---|---|---|---|---|---|
| Planning | - | - | - | - | - | - | - | - |
| Land | - | - | - | - | - | - | - | - |
| Construction | 638 | 60 | 60 | 60 | 60 | 60 | - | 938 |
| **Total Cost:** | **638** | **60** | **60** | **60** | **60** | **60** | **-** | **938** |
| **Funding Sources** | | | | | | | | |
| General Fund | - | - | - | - | - | - | - | - |
| Sewer Fund | - | - | - | - | - | - | - | - |
| Water Fund | - | - | - | - | - | - | - | - |
| Electric Fund | - | - | - | - | - | - | - | - |
| Stormwater Fund | - | - | - | - | - | - | - | - |
| Airport Fund | 188 | 60 | 60 | 60 | 60 | 60 | - | 488 |
| School Fund | - | - | - | - | - | - | - | - |
| Bonds | - | - | - | - | - | - | - | - |
| State | 450 | - | - | - | - | - | - | 450 |
| Federal | - | - | - | - | - | - | - | - |
| NVTA | - | - | - | - | - | - | - | - |
| Other Sources | - | - | - | - | - | - | - | - |
| **Total Funding:** | **638** | **60** | **60** | **60** | **60** | **60** | **-** | **938** |
| **Operating Impacts** | | | | | | | | |
| Revenue | - | - | - | - | - | - | - | - |
| Staffing (Costs) Savings | - | - | - | - | - | - | - | - |
| Facility (Costs) Savings | - | - | - | - | - | - | - | - |
| Program (Costs) Savings | - | - | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - | - | - |
| **Net Revenue:** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

# Washington Manassas Airport Commission Agenda Item Report

Agenda Item No. 4.3
Submitted by: Patty Bibber
Submitting Department: Washington Manassas Airport
Meeting Date: November 19, 2026

## Item Title

Recommend Approval of Permit Renewal for George Mason University Regarding Apiary Located on Airport Property (Juan E Rivera, Director)

## Suggested Action and/or Recommendation

## Suggested Motion

**Item Type** Reports / Presentations
**Item ID** 2026-1462
**Submitting Department** Washington Manassas Airport
**Drafter** Patty Bibber
**Meeting Body** Washington Manassas Airport Commission
**Meeting Date** November 19, 2026

## ATTACHMENTS

- License Agreement with GMU 12-1-2026.docx

# LICENSE AGREEMENT
## By and Between

## THE CITY OF MANASSAS
## And
## GEORGE MASON UNIVERSITY

This License Agreement ("Agreement"), dated this 1st day of December, 2026, is made by and between the City of Manassas, Virginia ("Licensor"), located at 9027 Center Street, Suite 401, Manassas, Virginia 20110, and George Mason University ("Licensee" or the "University"), located at 4400 University Drive, Fairfax, Virginia 22030.

WHEREAS, Licensor is a governmental entity; and

WHEREAS, Licensee is an educational institution and agency of the Commonwealth of Virginia interested in furthering its research studies in beekeeping and sustainability, specifically the study of European honey bee queen strength and viability ("Honey Bee Initiative"); and

WHEREAS, Licensor in its desire to help enhance the local bee population and its positive effect on the surrounding community is willing to provide certain space to Licensee to serve as a research field station for its Honey Bee Initiative as provided herein;

NOW, THEREFORE, in consideration of the mutual promises and benefits hereunder and other good and valuable consideration, the parties mutually agree to all of the following:

1. **PREMISES.** Licensor hereby grants a nonexclusive license to Licensee for the use of a portion of Parcel SA located on the south end of the Washington Manassas Airport ("Airport"). Parcel SA is a 4.9-acre site located south of Broad Run in the Moor Green subdivision in Prince William County and part of the Airport. (the "Premises"), **Attachment A**, Aerial photograph to show general area, incorporated herein by reference, subject to the conditions stated in this Agreement. The Premises shall be used by the Licensee solely for the Permitted Use set forth below. Licensee agrees to confine its use of the Premises to the areas specifically described in Attachment A of this Agreement and to any common areas for entering or leaving the Premises. Licensee agrees not to use, occupy or obstruct any portion of the Premises not specifically licensed to Licensee.

2. **TERM.** The term of this Agreement (the "Initial Term") shall begin on December 1, 2026 (the "Commencement Date") and terminate on November 30, 2027 (the "Termination Date"); however, this Agreement may be terminated by either party without cause at any time by serving written notice of its intent to terminate not less than sixty (60) days in advance of such termination. In addition, the Licensor and the Licensee agree that this License can be renewed for up to four (4) additional terms of one (1) year. If the License is renewed then all covenants, conditions and terms will remain the same. At the termination of this Agreement, Licensee shall deliver peacefully the Premises in as good order and repair as the same were on the Commencement Date, reasonable wear and tear excepted.

3. **RENT.** Licensee shall pay Licensor the sum of One and No/100 Dollars ($1.00), the receipt of which is hereby acknowledged.

4. **RENEWAL.** Unless otherwise terminated as herein provided, at the end of the Initial Term, this Agreement may be extended by mutual written agreement of both parties pursuant to section 2 of this Agreement.

5. **USE OF PREMISES.** The Premises are to be used and occupied by Licensee lawfully for its placement of an apiary research field station, monitoring and maintenance of the apiary field station, and related Honey Bee Initiative collaborative research and community educational programs offered in coordination with Licensor (collectively "Permitted Use") and for no other purpose. Licensee agrees to install, operate, and maintain at least four apiaries ("GMU apiaries") which will provide pollinators for the vegetation on the Airport and surrounding areas. Licensee shall also install fencing to enclose the GMU Apiaries. The bees from the GMU apiaries will pollinate plants for propagation to increase the quantity of desirable wildflower plants at the Airport, which will reduce Licensor's costs associated with mowing the Airport. The presence of the apiaries and associated improved vegetation will be an educational resource for Airport staff and local residents. The GMU apiaries support the Manassas 2040 Comprehensive Plan, Chapter 8, Environmental Sustainability and Health vision by playing a role in plant and animal species diversity. The presence of the GMU apiaries will help transform the vista of the Airport to provide spring, summer and fall blooming plants to enhance the natural beauty of surrounding area. As the plant species become established communities of perennially-blooming plants, this plant propagation will use nutrients available in the soil and will act to prevent nutrient runoff and aiding in protecting water quality. Licensee agrees to use the Premises in accordance with this Agreement and agrees to abide by all of the laws and regulations of all lawful authorities related to said use. No alterations or improvements other than the fence referenced herein shall be made to said Premises without the prior written consent of Licensor.

6. **PARKING.** Licensor shall permit University faculty and students that are present at the site in connection with the Permitted Use to utilize the parking area nearest to the Premises. At no time shall the faculty and students block the road leading into the site, or any driveway of residents of Moor Green Estates. The Licensee shall display at all times while on the site an Airport issued parking permit in the front window of their vehicle.

7. **MAINTENANCE.** Licensee shall maintain the fenced-in GMU apiaries.

8. **ACCEPTANCE OF CONDITION OF PREMISES.** Licensee covenants that it has inspected the Premises and accepts the Premises "as is" without any representations or warranties by Licensor as to the condition or usefulness of the Premises for any purpose.

9. **ASSIGNMENT AND SUBLETTING.** Licensee shall neither assign nor transfer this Agreement, nor sublet any part of the Premises, without the prior written consent of Licensor, which consent Licensor may withhold in its sole discretion. Any attempted assignment, transfer or delegation without such consent shall be void.

**10. ACCESS BY LICENSOR.** Licensor and its representatives may enter the Premises at any time to make emergency repairs, preserve the Premises or to prevent or abate any nuisance, hazard, or unlawful conditions. Licensor acknowledges that protective clothing is recommended upon entering the apiary research field station.

**11. LIABILITY INSURANCE.**

Licensee. To the extent provided by the Laws of the Commonwealth of Virginia, Licensee shall be responsible for the ordinary negligent acts or omissions of its agents and employees causing harm to persons not a party to this Agreement. Nothing herein shall be deemed a waiver of the sovereign immunity of the Commonwealth of Virginia or require Licensee to indemnify, defend, or hold harmless Licensor for claims brought against Licensor. To the extent provided by the laws of the Commonwealth of Virginia, Licensee agrees to reimburse the Licensor for any damages incurred by Licensor that were caused by the acts or omissions of Licensee's personnel utilizing Licensor's space. Licensee is an agency of the Commonwealth of Virginia and is self-insured by the Commonwealth of Virginia Risk Management Plan for all claims up to the maximum provided by the Code of Virginia. Licensee will provide a Certificate of Insurance upon request.

**12. DAMAGE OR DESTRUCTION.**

(a) If the Premises of which the Premises forms a part are damaged or destroyed by fire or other casualty, Licensee shall notify Licensor immediately, and vice versa.

(b) If the Premises of which the Premises forms a part, or any portion thereof, are damaged or destroyed by fire or other casualty and, in the sole opinion of Licensor, the Premises are thereby rendered unfit for occupancy, either the Licensor or Licensee shall have the right to terminate this Agreement by notice to the other party within thirty (30) days after such fire or other casualty.

**13. ACCESS.**

The Premises are gated. Licensee and its faculty, staff, and students shall call Airport Operation prior to accessing the Premises. A code for the combination lock is necessary to enter the Premises by Licensee and its faculty, staff, and students. The Licensee will be issued the combination number for the combination lock that is located at the gate at the entrance of the Premises. The Airport reserves the right to change the code on the combination lock at any time. The Airport will give the new code to the Licensee whenever the code is changed.

**14. ENVIRONMENTAL CONTAMINATION.**

Licensee shall not engage in or allow any activity on the Premises involving: (i) the handling of any toxic or hazardous substances, (ii) the discharge of toxic or hazardous substances to the air, soil, surface water or groundwater, (iii) the storage, treatment or disposal of any toxic or hazardous substances (for purposes of this Agreement, "hazardous substance(s)" shall have the meaning of "hazardous substance" set forth in

42 U.S.C. Section 9601(14), as amended, and of "regulated substance" at 42 U.S.C. Section 6991(2), as amended), or (iv) any other substances which may be the subject of liability pursuant to any environmental law of the United States or the Commonwealth of Virginia.

**15. EVENTS OF DEFAULT**

(a) The following events shall be deemed to be an event of default ("Event of Default") by the either party under this Agreement:

If either party fails to perform or observe any covenants, terms or conditions in this Agreement within fifteen (15) days after written notice thereof from the non-defaulting party.

(b) When there is an Event of Default, the non-defaulting party shall have the right to terminate this Agreement by providing the defaulting party with written notice in accordance with Section 18 ("Notice of Termination"). Upon service of a Notice of Termination, Licensee shall have thirty (30) days to vacate the Premises and shall deliver the Premises to Licensor in accordance with Section 2 above.

(c) No right or remedy herein conferred upon or reserved to Licensor shall be exclusive of any other right or remedy, and every right and remedy shall be cumulative and in addition to any other right or remedy given hereunder or now or hereafter existing at law.

**16. BINDING EFFECT; AMENDMENTS.** The covenants, agreements, and rights contained in this Agreement shall bind and inure to the respective heirs, personal representatives, successors and assigns of Licensor and Licensee. This Agreement constitutes the entire, full and complete understanding and agreement between Licensor and Licensee, and all representations, statements, warranties, covenants, promises or agreements previously made or given by either party to the other are expressly merged into this Agreement and shall be null, void and without legal effect. Neither party, nor any agent of either party, has authority to alter, amend or modify any of the terms of this Agreement, unless the amendment is in writing and executed by all parties to this Agreement with the same formality as this Agreement.

**17. NOTICES.**

(a) All notices to Licensor required or permitted under this Agreement shall be given by mailing the notice by certified U.S. mail, postage prepaid, return receipt requested, addressed to:

Washington Manassas Airport
C/O Airport Director
10600 Harry J. Parrish Blvd.
Manassas, VA 20220

(b) All notices to Licensee required or permitted under this Agreement shall be given by mailing the notice by certified U.S. mail, postage prepaid, return receipt requested, addressed to:

George Mason University
Lisa Gring-Pemble, Ph.D.
Associate Professor and Director of Social Entrepreneurship and Global Impact
Center for Innovation and Entrepreneurship
School of Business
George Mason University MS 5F3
Fairfax, Virginia 22030

with a copy to:

Office of University Counsel
George Mason University
4400 University Drive, MSN 2A3
Fairfax, Virginia 22030

(c) Where, under the terms of this Agreement, a notice is sent by certified U.S. mail, postage prepaid, return receipt requested, such notice shall be deemed to have been given as of the date of mailing such notice. Each party to this Agreement shall notify the other party of any new address at which to mail notices, which notice shall be given in the manner provided above, and unless and until such notice of a new address is given, notices to a party hereto shall be sufficient if mailed to such party's address as specified in subsection (a) or (b), as appropriate.

(d) Where, under the terms of this Agreement, a notice is required or permitted to be sent by certified U.S. mail, postage prepaid, return receipt requested, and such notice is not sent in such manner, the notice shall be effective if actually received by the other party, or its appointed agent, to whom the notice is addressed.

**18. HEADINGS.** The heading of the sections of this Agreement are inserted for convenience only and do not alter or amend the provisions that follow such headings.

**19. GENERAL PROVISIONS.**

(a) This Agreement is not intended by Licensor and Licensee to constitute or create a joint venture, agency, partnership, or formal business organization of any kind. Each party hereto shall act as an independent contractor, and neither shall act as an agent of the other for other purposes. Neither party has the authority to bind the other party.

(b) Nothing in this License shall be interpreted to create anything other than a license and shall specifically not create any right, title or interest in property nor shall it create an easement.

(c) If any provision of this Agreement is held to be unenforceable, invalid or illegal by any court of competent jurisdiction, such unenforceable invalid or illegal provision shall not affect the remainder of the Agreement.

(d) This Agreement and any disputes arising thereunder shall be construed, governed and interpreted in accordance with the laws of the Commonwealth of Virginia. All disputes arising under this Agreement shall be brought in the Circuit Court for Prince William County.

(e) Nothing in this Agreement shall be deemed a waiver of the sovereign immunity of the Commonwealth of Virginia or the City of Manassas, Virginia.

(f) Licensee shall give Licensor prompt written notice of accidents or defects on or about the Premises or damages to the Premises.

(g) To the extent there are any financial obligations of the Licensor under this License, such financial obligations are subject to appropriations by the City of Manassas City Council to satisfy payment of such obligations.

(h) This License contains the entire agreement between the Licensee and Licensor. Oral statements, representations and prior agreements not contained or referenced in this License shall have no force or effect. This License may be modified only in writing executed by both parties.

IN WITNESS WHEREOF, each party has caused this Agreement to be signed on its behalf by a duly authorized agent.

George Mason University

By: _____

Name: Maury Peiperl, PhD

Title: Dean, School of Business

Date: _____

By: _____

Name: Frank Strike

Title: Vice President of Facilities

Date: _____

City of Manassas

By: _____

Name: Steve Burke

Title: City Manager

Date: _____

# Washington Manassas Airport Commission Agenda Item Report

Agenda Item No. 6.1
Submitted by: Patty Bibber
Submitting Department: Washington Manassas Airport
Meeting Date: November 19, 2026

## Item Title

Recommend Approval of a Lease Renewal for Piston2Jet Flight School

## Suggested Action and/or Recommendation

## Suggested Motion

**Item Type** Contracts / Agreements
**Item ID** 2026-1347
**Submitting Department** Washington Manassas Airport
**Drafter** Patty Bibber
**Meeting Body** Washington Manassas Airport Commission
**Meeting Date** November 19, 2026

## ATTACHMENTS

- Piston2Jet2027.docx

**LEASE AGREEMENT FOR OFFICE SPACE AT THE MANASSAS REGIONAL AIRPORT**

**THIS LEASE, made and entered into this _1st_ day of _January 2027_ , (hereinafter the "Agreement") by and between THE CITY OF MANASSAS, through its Airport Director (hereinafter the "City"); and, _____** Piston2Jet LLC**_____ (hereinafter the "Lessee").**

**WITNESSETH:**

## I. PREMISES

That for and in consideration of the payment by Lessee of the rent hereinafter reserved and the performance by Lessee of the covenants and agreements hereinafter agreed to be performed by it, and in accordance with all of the provisions hereinafter set forth, the City does hereby lease, let, and demise unto Lessee, and Lessee does hereby take, and lease from the City, all that certain portion of the building owned by the City known as 10600 Aviation Avenue, Manassas, Virginia, (hereinafter the "Leased Premises") and more particularly described as follows and shown on Exhibit "A", attached to and made part of this Lease:

±970.05 square feet, Room 2, Room 3, and Room 4 , located in the building at 10600 Aviation Avenue, Manassas, Virginia 20110.

The Lessee shall occupy the Leased Premises for the following purpose and for no other purpose whatsoever:

To provide flight instructions

The Lessee has non-exclusive use of the Common Areas shared by other tenants and the general public.

## II. TERM

The term of this lease shall be for a period of twelve (12) months commencing on the 1st day of January 2027, and ending on the 31st day of December 2027. The Lessee shall give the City sixty (60) days' notice of its intent to request an additional twelve (12) month renewal of the Lease.

A. Holdover. No holding over by the Lessee after the termination or expiration of this Agreement shall operate to extend or renew this Agreement for any further term whatsoever; but the Lessee will by such holding over become the tenant at will of the City and after written notice by the City to vacate such premises, continued occupancy thereof by the Lessee shall constitute trespass.

B. Any holding over by the Lessee beyond the thirty (30) day period permitted for removal of personal property without the written consent of the City shall make the

Lessee liable to the City for damages equal to double the rentals provided for herein and which were in effect at the termination or expiration of the Agreement. These damages are in the nature of liquidated damages and are not a penalty.

## III. RENT

Commencing on the first day of the term as hereinbefore set forth, and monthly thereafter during the term, Lessee shall pay to the City, without demand and without notice, as rent, the following amount: One thousand Four hundred eight four dollars and ninety eight cents ($1,484.98) each month for an annual rent of Seventeen thousand eight hundred nineteen and seventy nine cents ($17,819.79), payable on the _1st_ day of **_January, 2027** and the first day of each month thereafter during the term of this agreement.

The Lessee hereby covenants and agrees to occupy the premises as Lessee of the City for the term hereinabove set forth, and agrees to pay to the City rental therefore without offset or deduction therefrom.

## IV. ADDITIONAL RENTS & CHARGES

A. Lessee shall pay a proportionate amount of the City of Manassas utility bills (water, sewer & electric).

B. If the City elects to pay any sum or sums or incur any obligation or expense by reason of the failure, neglect or refusal of the Lessee to perform or fulfill any one or more of the conditions, covenants or agreements contained in this Agreement, or as the result of any act or omission of the Lessee contrary to said conditions, covenants or agreements, the Lessee hereby agrees to pay the sum or sums so paid or expense so incurred by the City as the result of such failure, neglect or refusal of the Lessee, including interest, at a rate of eighteen percent (18%) per annum, together with all costs, damages and penalties including reasonable attorney fees. In such event, the total of such amounts may be added to any installment of rent thereafter due hereunder, and each and every part of the same shall be and become additional rent recoverable by the City in the same manner and with like remedies as if it were originally a part of the rent provided for in this Agreement.

C. In the event it is necessary for the Airport to increase security because of special threats, TSA requirements, or Federal mandates beyond the control of the Airport, the City may establish fees or charges that are shared by all the airport tenants and users. In the event the Airport decides to provide ARFF services for the benefit of airport tenants and users, the City may establish landing fees that will be shared by all airport users.

D. Lessee shall be responsible for all personal property taxes, gross receipt taxes, business tax etc., levied with respect to Lessee's business operations conducted on the property.

E. The Lessee shall pay for all phone, cable and internet services used by the Lessee for its business and is responsible for coordinating with the provider to receive those services. The City shall allow the providers of such utilities reasonable access.

## V. LATE CHARGES

Payment of Rent is due on the first (1st) day of each month. Any payment of Rent which is received by the Landlord on or after the tenth (10th) of any month during the Term, shall be subject to a late fee equal to ten percent (10%) of each such late payment (each, **a *"Late*** Charge"). Additionally, any Rent which is thirty (30) days delinquent shall bear interest at the rate of eighteen percent (18%) per annum from the date the payment is due until paid (the ***"Default Interest Rate").*** If any installment of Rent that is due on the 1st day of the month is late two (2) times, after the 1st day of the month, in the twelve (12) month period, the Tenant shall be deemed to be chronically delinquent, and the City shall have the right to terminate the Agreement, at its sole discretion, with a fifteen (day) written notice of termination. Termination of the Lease Agreement for the chronically delinquent payment of rent shall not be subject to a right of remedy or cure a provided in Section XIX.

## VI. SECURITY DEPOSIT

Concurrently with Lessee's execution of this lease, Lessee shall deposit with the City an amount equal to two month's rent as security for damages to the Leased Premises, for Lessee's failure to pay sums when due hereunder, for misuse of the premises, or for any other action or inaction by the Lessee which results in financial loss to the City. (the "Security Deposit"). The City shall not be required to pay interest on the Security Deposit or to maintain it in a separate account. Within three (3) days after written notice of City's use of the Security Deposit, Lessee shall deposit with City cash in an amount sufficient to restore the Security Deposit to its prior amount. Within ninety (90) days after (a) the expiration or earlier termination of the lease term, or (b) Lessee's vacating the premises, the City shall return the Security Deposit less such portion thereof as the City may have used to satisfy Lessee's obligations.

## VII. ACCEPTANCE, CARE, MAINTENANCE, IMPROVEMENTS & REPAIR

A. Lessee warrants it has inspected the Leased Premises and accepts possession of the Leased Premises "as is" in its present condition.

B. Lessee agrees that it will keep at all times, in a clean and orderly condition and appearance, the Leased Premises, equipment and personal property which are located on any part of the Leased Premises.

C. The Airport Director or his designated representative may at any time during regular working hours enter into the Leased Premises to determine if maintenance and care is satisfactory to Lessor is being accomplished. If in the Airport Director's reasonable judgment, the Lessee is not satisfactorily maintaining the property, he or she shall notify the Lessee in writing, giving specifics of his or her findings. Lessee's failure to complete the necessary improvements within thirty (30) days, or such longer time as

the Airport Director may reasonably allow, will result in Lessee being in default under Article 19 of this Agreement.

D. The Lessee agrees to repair or replace any damage caused by Lessee to the carpet caused by, but not limited to any liquids and substances having a corrosive or detrimental effect thereon, normal wear and tear is acceptable.

E. Plans and specifications for any alterations, modifications, additions or replacements (hereinafter referred to as "Improvements") to the Leased Premises shall be submitted to and receive the written approval of the Airport Director, and no such work shall be commenced until such written approvals are obtained from the Airport Director and City Officials. The Airport Director shall advise the Lessee with in thirty (30) days after receipt of the written request, together with copies of the plans and specifications for the proposed Improvements in sufficient detail to make a proper review thereof, of its approval or disapproval of the proposed work and in the event, it disapproves, stating its reasons therefore.

F. If the Lessee makes any Improvements without City approval that are disapproved of by the City, then, upon notice the Lessee shall remove the Improvement or at the option of the City cause the same to be changed to reasonable satisfaction of the City. If the Lessee fails to comply with such notice within thirty (30) days or to commence to comply and pursue diligently to completion, the City may affect the removal or change and the Lessee shall pay the cost thereof to the City.

## VIII. ADDITIONAL OBLIGATIONS OF LESSEE

A. The Lessee shall conduct its operations hereunder in an orderly and proper manner, considering the nature of such operation so as not to unreasonably annoy, disturb, endanger or be offensive to others.

B. Further, the Lessee shall take all reasonable measures not to produce on the Airport through the operation of machinery or equipment any electrical, electronic or other disturbance that interferes with the operation by the City or the Federal Aviation Administration's operation of navigational, communication or flight equipment on the Airport or on aircraft using the Airport, or with ground transportation communications.

C. The Lessee shall control the conduct and demeanor of its officers, agents, employees, invitees and, upon objection from the City concerning the conduct or demeanor of any such person, the Lessee shall immediately take all lawful steps necessary to remove the cause of the objection.

D. The Lessee agrees to require its employees to wear suitable attire.

E. If the City shall so request, the Lessee agrees to require its employees to wear or carry badges or other suitable means of identification, which shall be subject to the prior and continuing approval of the Airport Director.

F. The Lessee shall comply with all health and safety laws and requirements and any other federal, state or municipal laws, ordinances, rules, regulations and requirements, applicable to the Leased Premises and/or the improvements thereon and its operations at the Airport hereunder.

G. The Lessee shall not do, nor permit to be done, anything which may interfere with the effectiveness or accessibility of the drainage system, sewerage system, fire protection system, sprinkler system, alarm or security system and fire hydrants and hoses, installed or located on the Leased Premises.

H. The Lessee shall not overload any floor, structure, structural member on the Leased Premises, or paved area elsewhere on the Airport, and shall repair at the Lessees expense any floor, structure, structural member, or any paved area damaged by overloading without limiting the Lessee's obligations pursuant to Section VII above.

I. The Lessee shall not do, nor permit to be done, any act or thing upon the Leased Premises:

    1. Which will invalidate or conflict with any fire insurance policies as applicable to the Leased Premises or any part thereof; or other contiguous premises at the Airport; nor,

    2. Which may constitute a hazardous condition that increases the risks attendant upon the operations permitted by this Lease.

J. It is the intent of the parties hereto that noise, including but not limited to noise caused by aircraft engine operation, shall be held to a reasonable minimum. To this end the Lessee shall not conduct aircraft engine run-ups for the purpose of maintenance between the hours of 11:00 p.m. and 5:30 a.m. Under unusual or emergency circumstances, the Airport Director may allow aircraft to conduct engine maintenance run-ups during the restricted time period.

K. The Lessee understands that no outside storage is permitted. In this regard, it is specifically understood and agreed that no vehicles, trailers, campers, boats, recreational vehicles, or tractor-trailers are to be stored in the public parking lot or any part of the airport. At no time will the Lessee park any vehicle, aircraft or equipment in any airport safety area, taxi lane or taxiway that may obstruct the use of such taxiway or taxi lane.

L. The Lessee shall be prohibited from keeping any animals, domestic or otherwise, within the Leased Premises, except for those animals such as Seeing Eye dogs and others protected by federal accessibility standards.

## IX. INGRESS AND EGRESS

A. The Lessee shall have the right of ingress and egress between the Leased Premises and public parking lots and landing areas at the Airport by means of connecting taxiways, and between the Leased Premises and the entrance(s) to the Airport by means of connecting paved roads. The Lessee shall also have the right to ingress and egress in common with others having rites of passage thereon, and may be used except when the Airport is closed to the public.

B. The City may, at any time, temporarily or permanently close or consent to or request the closing of any such parking lot, roadway or taxiway or access gate and any other way at, in or near the Leased Premises presently or hereafter used as such, so long as a reasonable means of ingress and egress as provided above remains available to the Lessee. The Lessee shall not do or permit anything to be done which will interfere with the free access and passage of others to space adjacent to the Leased Premises or in any streets or roadways or access gates near the Leased Premises.

## X. AIRPORT SECURITY

A. It is understood and agreed that while the City will make reasonable efforts to provide a safe and secure airport environment, the City makes no warranty, expressed or implied, that the security services it provides or contracts for will avert or prevent occurrences, or the consequences therefrom, which may result in loss or damage to the Lessee.

B. Lessee agrees that the City shall not be liable for any loss or damage of a security related nature, irrespective of origin, to person or to property, whether directly or indirectly caused by the performance or nonperformance of contract security service personnel.

C. The Lessee shall be responsible for securing its office space at all times and will make every effort to prevent personnel or vehicles from entering on any aircraft movement areas. The Lessee shall abide by the Airport's Security Plan as written and as amended in the future.

D. The Lessee will be issued keys and or security cards to access the building and airfield. The Lessee is responsible for securing the keys and security cards at all times and is prohibited from duplicating keys or security cards. All cards and keys will be returned to the Airport Director at the termination of this Agreement.

E. If any keys or security cards are lost or stolen, the Lessee will immediately notify the Airport Director's office. The Lessee may be responsible for re-keying the entire building if lost or stolen keys or security cards are not reported immediately.

## XI. LIABILITIES, AND INDEMNITIES

A. The City shall not in any way be liable for any cost, liability, damage or injury occurring on the Leased Premises or the Airport including cost of suit and expenses of legal services, claimed or recovered by any person whomsoever, or occurring on the Leased Premises, or the Airport, or as a result of any operations, works, acts or omissions performed on the Leased Premises or the Airport, by the Lessee, its sub-lessees or tenants, or their guests or invitees.

B. The Lessee agrees to indemnify, save and hold harmless, the City and its officers, agents, servants and employees of and from any and all costs, liability, damage and expense (including costs of suit and expenses of legal services) claimed or recovered, justly or unjustly, falsely, fraudulently or frivolously, by any person, firm or corporation by reason of injury to, or death of, any person or persons, and damage to, destruction or loss of use of any and all property, including City personnel and City property, directly or indirectly arising from, or resulting from, any operations, works, acts or omissions of Lessee, its agents, servants, employees, contractors, sub-lessees or tenants. In any case in which such indemnification would violate Commonwealth of Virginia Statues, or any other applicable legal prohibition, the foregoing provisions concerning indemnification shall not be construed to indemnify the City, its officers, employees or agents for damage arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the City, its officers, employees or agents. Upon the filing with the City by anyone of a claim for damages arising out of incidents for which the Lessee herein agrees to indemnify and hold the City harmless, the City shall notify the Lessee of such claim and in the event that the Lessee does not settle or compromise such claim, then the Lessee shall undertake the legal defense of such claim both on behalf of the Lessee and on behalf of the City. It is specifically agreed, however, that the City at its own cost and expense, may participate in the legal defense of any such claim. Any final judgment rendered against the City for any cause for which the Lessee is liable hereunder shall be conclusive against the Lessee as to liability and amount upon the expiration of the time for appeal.

## XII. RULES AND REGULATIONS AND MINIMUM STANDARDS

From time to time, the City may adopt, amend and enforce rules and regulations and minimum standards with respect to the occupancy and use of the Airport. The Lessee agrees to observe and obey any and all such rules and regulations and minimum standards and all other Federal, Commonwealth and municipal rules, regulations and laws, as amended, and to require its officers, agents, employees, contractors, and suppliers, to observe and obey the same. The City reserves the right to deny access to the Airport and its facilities to any person, firm or corporation that fails or refuses to obey and comply with such rules, regulations or laws.

## XIII. INSURANCE

A. Lessee shall, at its own cost and expense, take out and maintain such insurance for the term of this Lease as the Lessee is required under the Virginia Workers' Compensation Act; and also take out and maintain such public liability insurance as will protect the Lessee and the City from any claims for damage to persons, property, etc., arising out of, occurring or caused by operations under this Agreement by the Lessee or otherwise arising out of this Agreement. The policy will provide the amounts of insurance specified in Paragraph 30.10 hereof. Before execution of this Agreement, certificates of insurance that name the City as an additional insured, and in form acceptable to the City should be submitted to the City. Each certificate shall have endorsed thereon:

> "No cancellation or change in the policy shall become effective until after thirty (30) days' notice by registered mail to the Airport Director, Manassas Regional Airport, 10600 Harry J. Parrish Boulevard, Manassas VA 20110."

B. The City will review the minimum insurance coverage required every year during the term of this Agreement. The City shall have the right to direct Lessee to increase the minimum insurance requirement every year. All required insurance must be in effect and so continue during the life of this Lease in not less than the following amounts:

1) Virginia Workers' Compensation Act - Statutory - in compliance with the Workers Compensation Law of the Commonwealth of Virginia.

2) General Liability Insurance with a maximum combined single limit of $1,000,000 per occurrence. This insurance shall indicate on the Certificate of Insurance the following coverage:
   a. Products Liability and Completed Operations
   b. Premises and Operations
   c. Death and Personal Injury

3) Automobile Liability Insurance with maximum limits of liability (single limit per occurrence) of $1,000,000 for bodily injury and $500,000 for property damage. This insurance shall include for bodily injury and property damage the following coverage:
   a. Owned Automobiles
   b. Hired Automobiles
   c. Non-Owned Automobiles

C. Location of operation shall be "All locations in the City of Manassas, Virginia".

D. Nothing herein contained shall prevent the Lessee from taking out any other insurance for protection of its interest which it deems advisable or necessary.

E. The failure to maintain all insurance coverages required herein at all times during the term of this this Lease Agreement shall be a default of the Lessee under Section XIX (B).

## XIV. HAZARDOUS MATERIALS

A. Lessee warrants that no industrial, toxic or hazardous waste will be disposed in the sewer system, dumpster or any other location on the Airport. Disposal shall be in accordance with all appropriate city, county, state and federal regulations. Lessor may require a bond or insurance sufficient to guarantee clean up in the event of a spill.

B. Lessee further warrants that no industrial, toxic or hazardous waste will be stored on or upon the demised Premises.

## XV. COMMON AREAS AND PARKING

A. The City agrees that Lessee and Lessee's customers, employees, and/or visitors, shall have the right throughout the term of this Lease to use, in common with others entitled to similar use thereof, all of the interior common areas of the building of which the leased premises are a part, including all hallways, stairways, and doorways for ingress to and egress from the leased premises, and the exterior common areas to the total premises, all parking spaces, streets, service drives, and sidewalks for ingress to and egress from the demised premises and the public streets and highways, and City shall arrange and adequately maintain said interior common areas in good and usable condition throughout the term of this Lease.

B. The City shall pave, arrange, and adequately maintain in good and usable condition throughout the term of this Lease all exterior common areas, and shall be responsible for snow removal and the maintenance of adequate lighting facilities in the said parking areas at all times during the business hours of the building containing the leased premises.

C. The Lessee has the right to use two (2) parking spaces in front of the building and whatever parking is available in the adjacent public parking lot. The parking of vehicles that are not properly registered or licensed in the Commonwealth of Virginia for any amount of time is expressly prohibited.

## XVI. QUIET ENJOYMENT

The City covenants that as long as the Lessee is not in default of any provision of this Agreement, the Lessee shall and may peaceably and quietly have, hold and enjoy the Leased Premises.

## XVII. GOVERNMENTAL REQUIREMENTS

A. The Lessee shall procure all licenses, certificates, permits or other authorization from all governmental authorities, if any, having jurisdiction over the Lessee's operations at the Leased Premises which may be necessary for the Lessee's operations thereat. This includes but is not limited to the Federal Aviation Administration and Virginia Department of Aviation.

B. The Lessee shall pay all taxes, licenses, certification, permit and examination fees and excise taxes which may be assessed, levied, exacted or imposed on the operation hereunder or on the gross receipts or gross income to the Lessee therefrom, and shall make all applications, reports and returns required in connection therewith.

## XVIII. RIGHTS OF ENTRY RESERVED

A. The City, by its officers, employees, agents, representatives and contractors shall have the right at all reasonable times to enter upon the Leased Premises for any and all purposes not inconsistent with this Agreement, provided, such action by the City, its officers, employees, agents, representatives and contractors does not unreasonably interfere with the Lessee's use, occupancy, or security requirements of the Leased Premises.

B. At any reasonable time, and from time to time during the ordinary business hours, the City, by its officers, agents and employees, whether or not accompanied by a prospective lessee, occupier or user of the Leased Premises, shall have the right to enter thereon for the purpose of exhibiting and viewing all parts of the same, subject to the Lessee's reasonable security requirements.

C. Exercise of any or all of the foregoing rights in this Article, by the City, or others under right of the City, shall not be, nor be construed to be, an eviction of the Lessee, nor be made the grounds for any abatement of rental nor any claim or demand for damages against the City, consequential or otherwise, except claims for damage to person or property caused solely by the negligence of the City.

## XIX. TERMINATION & DEFAULT

A. In the event of a default on the part of the Lessee in the payment of rents, arrears or any other charges required by this Agreement to be paid to the City, the City shall give written notice to the Lessee of such monetary default, and demand the immediate cancellation of this Agreement and full payment of amounts due thereunder, including all arrears and interest thereon. If, within five (5) days after the date the City gives such notice of a monetary default, the Lessee has not corrected said monetary default, and paid the delinquent amounts in full, the City may, by written notice to the Lessee, terminate this Agreement and all rights and privileges granted hereby in and to the Leased Premises.

B. Upon the default by Lessee in the performance of any covenant or conditions required to be performed by the Lessee, other than the payment of rents and other fees or charges, the City shall provide Lessee with written notice allowing the Lessee ten (10) days to remedy such default. Upon the failure of the Lessee to remedy such default for the period of ten (10) days after receipt from the City of written notice to remedy the same, the City shall have the right to cancel this Agreement for such cause by notice to the Lessee. The notice of cancellation shall be effective immediately upon such notice to the Lessee. Upon the default by the Lessee, and the giving of notice of the default

and cancellation by the City as provided for elsewhere herein, the notice of cancellation shall become final; provided, however, that should the City determine that the Lessee is diligently remedying such default to completion, and so advises the Lessee in writing, said notice of cancellation may be held in abeyance. If, however, the City determines that such default is no longer being diligently remedied to conclusion, the City shall so advise the Lessee in writing, and said notice of cancellation shall no longer be held in abeyance for any reason and shall become final without further notice to the Lessee. The determination of the City in this regard shall in all events be conclusive and binding upon the Lessee.

C. Upon the cancellation or termination of this Agreement for any reason, all rights of the Lessee shall terminate, including all rights or alleged rights of creditors, trustees, assigns, and all others similarly so situated as to the Leased Premises. Upon said cancellation or termination of this Agreement for any reason, the Leased Premises, except for such personal property which may be removed from said Leased Premises as provided elsewhere herein, shall be free and clear of all encumbrances and all claims of the Lessee, its tenants, creditors, trustees, assigns and all others and the City shall have immediate right of possession to the Leased Premises.

D. Failure by the City to take any authorized action upon default by the Lessee of any of the terms, covenants or conditions required to be performed, kept and observed by the Lessee shall not be construed to be, nor act as, a waiver of said default nor of any subsequent default of any of the terms, covenants and conditions contained herein to be performed, kept and observed by the Lessee. Acceptance of rentals by the City from the Lessee, or performance by the City under the terms hereof, for any period or periods after a default by the Lessee of any of the terms, covenants and conditions herein required to be performed, kept and observed by the Lessee shall not be deemed a waiver or estoppels of any right on the part of the City to cancel this Agreement for any subsequent failure by the Lessee to so perform, keep or observe any said terms, covenants or conditions. The acceptance of any payment by the Lessee after the date such payment was due shall be with reservation of the City's right to pursue termination of the Lease Agreement under the terms herein.

## XX. TERMINATION BY LESSEE

A. In addition to any other right of cancellation herein given to Lessee, or any rights to which it may be entitled by law, equity or otherwise, and as long as the Lessee is not in default in payment to the City of any amounts due the City under this Agreement, the Lessee may cancel this Agreement, and thereby terminate all of its rights and un-accrued obligation hereunder, by giving the City thirty (30) days advance written notice upon or after the happening of the following events:

1) Issuance by a court of competent jurisdiction of an injunction which in any way substantially prevents or restrains the use of the Leased Premises, or any part thereof necessary to Lessee's business operations on the Airport, and which injunction remains in force for a period of at least thirty (30) days after the party

against whom the injunction has been issued has exhausted or abandoned all appeals or one hundred twenty (120) days whichever is shorter, if such injunction is not necessitated by or issued as a result of an act or omission of Lessee; or

2) The assumption by the United States Government or any authorized agency thereof, of the operation, control or use of the Airport and its facilities, or any substantial part thereof, in such a manner as substantially to restrict Lessee from operating its authorized Airport business for a continuous period of at least ninety (90) days.

## XXI. SERVICES TO LESSEE

The City covenants and agrees that during the term of this Agreement it will operate the Airport as such for the use and benefit of the public provided however, that the City may prohibit or limit any given type, kind, or class of aeronautical use of the Airport if such action is necessary for the safe operation of the Airport or necessary to serve the civil aviation needs of the public. The City further agrees to use its best efforts to maintain the terminal building, runways, taxiways and roads in good repair including the removal of snow from the parking lots, sidewalks, aprons and runways. The City agrees to make available electric, water and sanitary sewer services.

## XXII. SURRENDER AND RIGHT OF REENTRY

Upon the expiration, cancellation or termination of this Agreement pursuant to any terms hereof, the Lessee agrees peaceably to surrender up the Leased Premises to the City in the same condition as was received except for such normal wear and tear.

## XXIII. SIGNS AND LOGOS

The Lessee shall have the right to install and maintain one sign on the Leased Premises identifying it and its operations, provided, however, the subject matter, type, design, location and elevation of such shall be subject to written approval of the Airport Director. All signs must conform to the City of Manassas Zoning and Building regulations.

## XXIV. ASSIGNMENT & SUBLEASE

Lessee shall not assign or sublet the demised premises or any part thereof.

## XXV. WARRANTY

City warrants that it has full legal authority and right to grant to Lessee the estate hereby demised and the easements thereunto pertaining.

## XXVI. NOTICES

A. All notices, consents and approvals required or desired to be given by the parties hereto shall be sent in writing, and shall be deemed given when received at the recipient's notice address except that notice that must be given by a certain time to be effective and is sent registered or certified mail, postage prepaid, return receipt requested, addressed to the recipient's address shall be deemed given when posted. Notice that starts the running of a time period and is delivered on a non-business day shall be deemed delivered on the next business day, if left at the notice address, or the next business day on which it is redelivered if it is not left at the notice address.

B. The notice addresses of the parties are as follows:

To the City: City of Manassas
ATT: City Manager
9027 Center Street
Manassas, Virginia 20110

With a copy to:

Manassas Regional Airport
Attention: Airport Director
10600 Harry J. Parrish Boulevard
Manassas, Virginia 20110

The Lessee:

| |
|---|
| Piston2Jet LLC |
| 10600 Aviation Avenue |
| Manassas, VA 20110 |

C. Such addresses shall be subject to change from time to time to such other addresses as may have been specified in written notice given by the intended recipient to the sender.

## XXVII. WAIVER

Any particular waiver of any covenant or condition of this Lease shall extend to the particular instance only and in the manner specified, and shall not be construed as applying to or in any manner waiving any further or other covenants, conditions or rights hereunder.

## XXVIII. SUBORDINATION

A. This Agreement is subject and subordinate to the following:

1) The City reserves the right to develop and improve the Airport as it sees fit, regardless of the desires or view of the Lessee, and without interference or hindrance by or on behalf of the Lessee, provided, the Lessee is not deprived of

the use or access to the Leased Premises. Accordingly nothing contained in this Agreement shall be construed to obligate the City to relocate the Lessee.

2) The City reserves the right to take any action it considers necessary to protect the aerial approaches to the Airport against obstruction, together with the right to prevent Lessee from erecting or permitting to be erected any building or other structure on the Airport which, in the opinion of the City, would limit the usefulness of the Airport or constitute a hazard to aircraft.

3) This Agreement is and shall be subordinate to the provision of existing and future agreements between the City and the United States relative to the operation or maintenance of the Airport, the execution of which has been or may be required as a condition precedent to the obtaining or expenditure of Federal funds for the benefit of the Airport.

4) During the time of war or national emergency, the City shall have the right to lease all or any part of the landing area or of the Airport to the United States for military or naval use, and if any such lease is executed, the provisions of this Agreement insofar as they may be inconsistent with the provisions of such lease to the Government, shall be suspended, but such suspension shall not extend the term of this Agreement. Abatement of rentals shall be reasonably determined by the City in proportion to the degree of interference with the Lessee's use of the Leased Premises.

5) Except to the extent required for the performance of any obligations of the Lessee hereunder, nothing contained in this Agreement shall grant to the Lessee any rights whatsoever in the airspace above the Leased Premises other than those rights which are subject to Federal Aviation Administration rules, regulations and orders currently or subsequently effective.

## XXIX. REMEDIES TO BE NON-EXCLUSIVE

All remedies provided in this Agreement shall be deemed cumulative and additional and not in lieu of, or exclusive of, each other, or of any other remedy available to the City, or the Lessee, at law or in equity, and the exercise of any remedy, or the existence herein of other remedies or indemnities shall not prevent the exercise of any other remedy.

## XXX. NON-WAIVER OF RIGHTS

The failure by either party to exercise any right, or rights accruing to it by virtue of the breach of any covenant, condition or agreement herein by the other party shall not operate as a waiver of the exercise of such right or rights in the event of any subsequent breach by such other party, nor shall such other party be relieved thereby from its obligations under the terms hereof.

## XXXI. FORCE MAJUERE

Neither party shall be deemed in violation of this Agreement if it is prevented from performing any of its obligations hereunder by reason of labor disputes, acts of God, acts of the public enemy, acts of superior governmental authority or other circumstances for which it is not responsible or which is not in its control; provided, however, that this section shall not excuse Lessee from paying the rentals herein specified.

## XXXII. NON-LIABILITY OF INDIVIDUALS

No director, officer, agent or employee of either party hereto shall be charged personally or held contractually liable by or to the other party under any term or provision of the Agreement or of any supplement, modification or amendment to this Agreement because of any breach thereof, or because of this or their execution or attempted execution of the same.

## XXXIII. ENTIRE AGREEMENT

This Lease, together with any exhibits attached hereto and made a part hereof, represents the entire understanding between the parties, and there are no collateral or oral agreements or understandings, and this Lease shall not be modified, changed or terminated unless in writing of equal dignity signed by both parties.

## XXXIV. GOVERNING LAW

This Agreement shall be performable and enforceable in Manassas, Virginia, and shall be construed in accordance with the laws of the Commonwealth of Virginia.

## XXXV. PARTIAL INVALIDITY

If any provision of this lease or the application thereof to any person or circumstance shall to any extent be held void, unenforceable or invalid, then the remainder of this lease or the application of such provision to persons or circumstances other than those as to which it is held void, unenforceable or invalid shall not be affected thereby, and each provision of this lease shall be valid and enforced to the fullest extent permitted by law.

## XXXVI. GENERAL PROVISIONS

A. This Agreement is made for the sole and exclusive benefit of the City and the Lessee, their successors and assigns, and is not made for the benefit of any third party.

B. In the event of any ambiguity in any of the terms of this Agreement, it shall not be construed for or against any party hereto on the basis that such party did or did not author the same.

C. All covenants, stipulations and agreements in this Agreement shall extend to and bind each party hereto, its legal representatives, successors and assigns.

D. The titles of the several sections of this Agreement are inserted herein for convenience only, and are not intended and shall not be construed to affect in any manner the terms and provisions hereof, or the interpretation or construction thereof.

E. Nothing herein contained shall create or be construed to creating a co-partnership between the City and the Lessee or to constitute the Lessee an agent of the City.

F. This Agreement shall not become effective until it has been fully and properly executed by both parties hereto and has been approved by the Airport Commission.

G. The Lessee can appeal decisions or actions taken by the Airport Director regarding this Agreement to the Airport Commission. All appeals shall be made in writing to the Chairman of the Airport Commission. All decisions regarding the appeal by the Airport Commission shall be final.

**XXXVII. BINDING EFFECT**

It is agreed that all of the terms and conditions of this Lease are binding upon the parties hereto, their administrators, heirs, successors and assigns, unless otherwise specified herein. All terms and conditions herein are also covenants.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement on the day and year written above.

THE CITY OF MANASSAS

_____
Juan E. Rivera, Airport Director

ATTEST:

_____
Patricia Bibber, Fiscal Coordinator

LESSEE

By: _____
Doug Yurovich, Manager
Piston2Jet LLC

ATTEST:

_____
SIGNATURE

_____
PRINT NAME

## 10600 Observation Road - Exhibit A

