



City of Manassas, Virginia
Manassas Regional Airport Commission Meeting

MINUTES

Manassas Regional Airport Commission Meeting
Terminal Building - 1st Floor Conference Room
10600 Harry Parrish Boulevard
Manassas, VA 20110
Thursday, January 16, 2026

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

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

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

Pledge of Allegiance

Comments from the Public

The "Comments from the Public" agenda item is for members of the public to address the Airport Commission for less than three (3) minutes each. Please state your full name, your city/county and state of domicile, and your interest in, and/or affiliation with, the Airport prior to speaking. No prior notice is necessary to speak during this portion of the agenda. Members of the public may also address the Airport Commission for longer than three (3) minutes if they ask the Airport Director for a place on the agenda at least five (5) working days before the meeting or if a member of the public is specifically requested by a Commission Member to address the Commission.

1. Approval of Minutes

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

2. Airport Director's Report

2.1 Airport Director's Report

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

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

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

3. Presentations

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

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

4.

New Business

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

Names to submit to City Council

Washington Manassas Airport

Washington Manassas National Airport

Washington Manassas Regional Airport

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

5. **Old Business**

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

6. **Consent Agenda**

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

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

7. **Airport Commission Members Comments**

8. **City Council Liaison Comments**

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

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

Adjournment

Meeting adjourned at 8:48 PM


Secretary


Chairman


Date