



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, July 18, 2025

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 Anthony McGhee, Member Carla Cox; Member Phil Smith, Member Cheryl Macias, Member Alison Paylor; William Sebesky.

Virtual Member: Member Bob Sweeney

Members not present: Member Jakelin Melgar, Member Travis Nembhard

Airport Personnel in Attendance: Juan Rivera, Airport Director, Jolene Berry, Asst. Airport Director, Richard Allabaugh, Sr. Operations Officer, Nick Carr, Security Coordinator, Kevin Garber, ARFF Chief, Patty Bibber, Secretary

Chairman Roderick Hall called the meeting to order at 7:02 p.m.

Pledge of Allegiance

1. 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.

2. Approval of Meeting Minutes

**Member Alison Paylor MOVED to approve the meeting minutes from June 12, 2025,
SECONDED by Member Cheryl Macias MOVED and CARRIED UNANIMOUSLY**

3.

Airport Director's Report

3.1 Runway Incursion Incident:

On June 19, a flatbed truck from the west ramp crossed Runway 16R without ATCT clearance. The tenant received a Notice of Violation, a fine, and must complete remedial training. The FAA recommended the implementation of escort permit procedures.

3.2 ATC-0 Tower Event:

The control tower was unmanned over the weekend due to fallen ductwork deemed unsafe. Airport maintenance made the necessary repairs, and the FAA returned on Monday at 10 a.m. Additional roofing work is scheduled within 2–3 weeks, during which the tower will again be at ATC-0 for two days.

3.3 Staffing Update:

- A new Operations Officer will start in the second week of August.
- Applications for a second Operations Officer are under review.
- Two maintenance positions remain vacant.

3.4 ARFF Coverage:

Pro-Tec has hired additional firefighters and plans to provide Index B ARFF coverage seven days a week by September.

3.5 ARFF Station Hangar Construction:

Construction has begun. The Airport Director is awaiting a contractor's change order for design modifications. An initial estimate of \$130,000 was provided, and a detailed cost breakdown is pending.

3.6 Bridge Evaluation:

Walter P. Moore completed a draft report on the airport's bridges. The analysis is positive, identifying cost-effective modifications that will extend bridge life and accommodate future commercial aircraft loads.

3.7

Federal Funding Updates:

- \$850,000 in Congressionally Directed Spending has been approved.
- \$1 million in Community Project Funding was awarded for the Runway 16L/34R Rehabilitation design.
- The Senate-directed funding request is still under review.

3.8 PFAS Testing Results:

First-quarter PFAS results showed levels below EPA-measurable thresholds in all outfalls. No regulatory action is required at this time.

3.9 VRE Property Request:

The Director presented a sketch of VRE's proposed property purchase for the Broad Run Maintenance Facility expansion. Several Commission members were unfamiliar with the proposal. A presentation from VRE will be scheduled.

3.10 Equipment Purchase:

The airport received a quote from James River Equipment for a John Deere 624P front-end loader at a Sourcewell contract price of \$271,751. The purchase is within budget and planned for this fiscal year.

3.11 August Meeting Recess:

There will be no Commission meeting in August due to the City Council recess. Airport staff will continue regular operations.

4. Presentations

4.1 Quarterly Operations/Fuel Reports (Mr. Richard Allabaugh, Sr. Operations Officer)

4.2 Quarterly Maintenance Report (Mr. Ken Hults, Maintenance Supervisor)

4.3 Quarterly Security Report (Mr. Nick Carr, Security Coordinator)

5. New Business

5.1 Resolution No. 01-26 Manassas Regional Airport Commission July 17, 2025 -that prioritizes certain box hangars as Commercial Use Hangars, (Mr. Juan Rivera, Airport Director)

6. Old Business

6.1 Approve Observation Rd Name Change (Mrs. Jolene Berry, Asst. Airport Director)

6.2 Derelict Aircraft Update (Mr. Richard Allabaugh, Sr. Airport Operations Officer)

6.3 Report by WPM Regarding Runway & Taxiway Bridges, (Mr. Juan Rivera, Airport Director)

7. Consent Agenda

8. Airport Commission Members Comments

9. City Council Representative Comments

10. Authorize a Closed Meeting

11. Certify the Closed Meeting

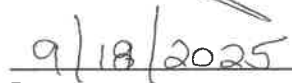
12. Adjournment

Vice Chairman Anthony McGhee MOVED to adjourn the meeting, SECONDED by Member Alison Paylor MOVED and CARRIED UNANIMOUSLY

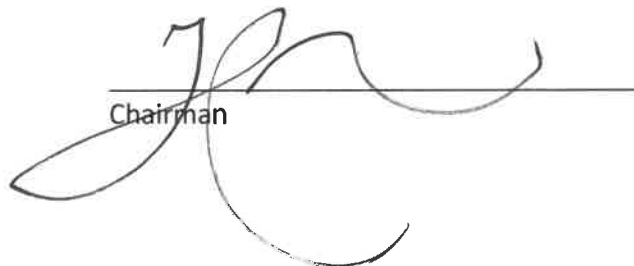
Meeting adjourned at 8:50 PM.



Secretary



Date



Chairman