



City of Manassas, Virginia
Washington Manassas Airport Commission

MINUTES

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

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

Virtual Attendance: Member Bob Sweeney

Airport Personnel in attendance: Juan Rivera, Airport Director; Alex Del Valle Mari, Operations; James Kannard, Maintenance Supervisor; Patty Bibber, Secretary

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

Vote to Allow Virtual Attendance

Vice Chairman Anthony McGhee **MOVED** to approve Member Robert Sweeney to attend Commission meeting virtually, **SECONDED BY Member Carla Cox MOVED and CARRIED UNANIMOUSLY**

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.

Citizen Mr. Finfrock made the recommendation of the Commission adding an Aviation representative to the Commission.

1. Approval of Minutes

Member Eileen Preisser MOVED to approve the meeting minutes from June 18, 2026, SECONDED BY Vice Chairman Anthony McGhee MOVED and CARRIED UNANIMOUSLY

2. Airport Director's Report

2.1 OBSERVATION ROAD RELOCATION AND DRAINAGE IMPROVEMENTS.

Post construction, RS&H will complete a LOMR for FEMA. RS&H is working on the Engineer's Report and closing out the project. We are awaiting the third FAA grant for this project. Punch list items are being addressed.

2.2 NEW ATC TOWER (DESIGN) - The 100% design development documents have been completed.

- Bid Advertisement – July 29, 2026
- Pre-Bid Meeting – August 5, 2026
- Construction Bid Opening – September 9, 2026
- Review Bids – September 17, 2026
- FAA BIL Grant Offer, Received and Executed – October 2026

2.3 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

2.4 ARFF STATION RENOVATION

The ARFF station has been completed. The airport staff is waiting for the Occupancy Permit. The ribbon cutting for the project will be July 22, 2026 at 9am.

2.5 UPDATE SWPPP AND SPCC PLAN - Delta Airport Consultants is updating the Airport's Stormwater Pollution Prevention Plan (SWPPP) and Spill Prevention, Control, and Countermeasure (SPCC) Plan in support of the General Virginia Pollutant Discharge Elimination System (VPDES) permit application that was completed in May. Delta has engaged Bowman as a subconsultant to assist with the updates. The Virginia Department of Environmental Quality (DEQ) conducted a site visit on June 3, 2026, as part of the permitting process. The SWPPP and SPCC plans will be finalized shortly after the DEQ issues the new VPDES permits. The timing of permit issuance will depend on whether the public requests a public hearing during the review process. The permits are currently anticipated to be issued in the summer or fall of 2026

2.6 TAXIWAY B WIDENING PROJECT (DESIGN) - Delta has completed the 60% design and has provided the plans to the Airport staff for review. An in-person "page turn" is scheduled for July 23, 2026.

- 2.7 AIRPORT FINANCIAL CONSULTANTING PROJECTS - Frasca & Associates, LLC, presented the draft Landing Fee methodology to the Commission at its work session. The Director will work with Matt Townsend to develop a presentation for the airline and AvPorts.
- 2.8 AIRPORT PERSONNEL – All divisions are fully staffed.
- 2.9 RTR REPLACEMENT – The staff received an updated RA from the FAA for their review of the RTR. RS&H has sent the Airport staff the proposal for the RTR design. The staff is working on getting an IFE done.
- 2.10 ALP UPDATE – RS&H has completed the ALP update that included the name change and the new layout of the terminal area. The Director received a Conditional Letter of Approval from the FAA on July 10th. There were no comments. This project will be closed once the final invoice is paid.
- 2.11 ATCT EA – The EA has been completed and the final invoice has been paid.
- 2.12 OBSERVATION ROAD RELOCATION – (Construction) We are awaiting receipt of third FAA grant so we can prepare the next RFR. RS&H will finish the construction report with AIP number for the third grant (AIP-60). RS&H are also working on post construction LOMR with as-built contours from Phillips.
- 2.13 FUEL FARM UGRADES – The Airport staff received a fee proposal from RS&H on March 18th. The staff has submitted a grant request to the VDOA and this item will be included in the VAB's August agenda for approval.
- 2.14 SMS IMPLEMENTATION PLAN – The Airport staff is working with the FAA to determine when the SMS plan will be required. No funding for this project has been identified at this time.

3. Presentations

- 3.1 APP Presentation from Mr. Eric Hietala, COO of APP Jet Center was here to give the presentation
- 3.2 Delta Airport Consultants Mrs. Mary Ashburn Pearson and Mr. John Borgie gave a presentation on the taxiway project.
- 3.3 Quarterly Operations/Fuel Report by Mr. Alex Del Valle Mari, Airport Operations Officer
- 3.4 Quarterly Maintenance Reports by Mr. James Kannard, Maintenance Supervisor.

4. New Business

- 4.1 Commission Retreat Update by Member Carla Cox

5. Old Business

- 5.1 Transition Plan Update by Member Carla Cox
Chairman Hall assigned the 4 objectives to several members. Objective #1 Chairman Hall; Objective #2 Member Kevin Willis; Objective #3 Member Carla Cox; Objective 4 Member Paylor and Member Sebesky

6. Consent Agenda

7. Airport Commission Members Comments (If Available)
8. City Council Liaison Comments (Vice Mayor Mark Wolfe)
9. Authorization of a Closed Meeting (Reserved)
10. Certification of a Closed Meeting

Adjournment

Meeting adjourned at 8:31 pm


Secretary


Chairman

9/24/26
Date