



City of Manassas, Virginia
Manassas Regional Airport Commission Meeting

AGENDA

Manassas Regional Airport Commission Meeting
Terminal Building - 1st Floor Conference Room
10600 Harry Parrish Boulevard
Manassas, VA 20110
Thursday, May 21, 2026

Call to Order - 7:00 p.m.

Vote to allow virtual attendance (if necessary)

Roll Call

Pledge of Allegiance (Stand)

Comments from the Public

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

1. Approval of Minutes

1.1 **Airport Commission Meeting Minutes April 16, 2026**
[Commission Meeting Minutes April 16, 2026.docx](#)

2. Airport Director's Report

- 2.1 **Airport Director's Report (Mr. Juan E. Rivera, Director)**
[Airport Director's Report May 2026.docx](#)
- 2.2 **Revenue, Expenses, Aging and Bill Sheet**
[Revenues as of 5-12-26.xlsx](#)
[Expenses as of 5-12-26.xlsx](#)
[Aging Report 5-14-26.xlsx](#)
[Bill Sheet as of 5-13-26.xlsx](#)
- 2.3 **Tie-down, Hangar Occupancy and Noise Report April**
[April 2026 Statistics.pdf](#)
- 2.4 **Airport Project Update (Mrs. Jolene Berry, Asst. Airport Director)**
[Construction Projects 5_2026.pptx](#)

3. **Presentations**

- 3.1 **Quarter Security Report (Mr. Nick Carr, Security Officer)**
[Security Program Briefing 5-21-26.pptx](#)
- 3.2 **Quarterly ARFF Report (Mr. Kevin Garber, ARFF Chief)**
[Manassas Regional Airport MAY 2026 Airport Commission Meeting.pptx](#)
- 3.3 **Snow Removal Equipment Building (Mr. Juan Rivera, Director)**
[SRE Layout-Apron & fuel station perspective.jpg](#)
[SRE Layout-OVERHEAD 5-6-26.jpg](#)
[SRE Layout-Parking & fuel station perspective.jpg](#)

4. **New Business**

- 4.1 **Nominations of Airport Commission Chair and Vice Chair for FY2027 from July 1, 2026-June 30, 2027**

5. **Old Business**

6. **Consent Agenda**

7. **Airport Commission Members Comments**

8. **City Council Liaison Comments (Vice Mayor Mark Wolfe)**

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

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

Adjournment



Manassas Regional Airport Commission Agenda Item Report

Agenda Item No. 1.1
Submitted by: Patty Bibber
Submitting Department: Manassas Regional Airport
Meeting Date: May 21, 2026

Item Title

Airport Commission Meeting Minutes April 16, 2026

Suggested Action and/or Recommendation

Suggested Motion

Item Type Minutes

Submitting Department Manassas Regional Airport

Meeting Body Manassas Regional Airport
Commission

Item ID 2026-841

Drafter Patty Bibber

Meeting Date May 21, 2026

ATTACHMENTS

- [Commission Meeting Minutes April 16, 2026.docx](#)



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, April 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 Rod Hall; Vice Chairman, Tony McGhee; Member Jakelin Melgar; Member Carla Cox; Member Alison Paylor; Member Phil Smith; Member William Sebesky; Member Bob Sweeney; Member Eileen Preissner; Member Kevin Willis

Airport Personnel in attendance: Jolene Berry, Asst. Airport Director; Richard Allabaugh Sr. Airport Operations; James Kannard, Maintenance Supervisor; Patty Bibber, Secretary

Chairman Rod Hall called the meeting to order at 7:07 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.

1. Approval of Minutes

Vice Chairman Anthony McGhee MOVED to approve the meeting minutes from March 19, 2026, **SECONDED BY Member Bob Sweeney MOVED and CARRIED UNANIMOUSLY**

2. Airport Director's Report

- 2.1** Chairman Rod Hall gave a presentation on the airports self-sufficiency and NON-reliance on the City’s general fund. Also included was a summary of revenue stream sources.
- 2.2** Strategic Plan comments are due to Liz Gossman by 4/20
- 2.3** Juan and Jolene attended the Spring workshop

3. Presentations

- 3.1** **Quarterly Operations/Fuel Report (Mr. Richard Allabaugh, Senior Airport Operations Officer)**
- 3.2** **Quarterly Maintenance Reports (Mr. James Kannard, Maintenance Supervisor)**

4. New Business

- 4.1** **Approval of Aerographics’ request to end their Franchise prior to the end of the term (Mr. Juan Rivera, Director)**

Vice Chairman Anthony McGhee MOVED to approve the early termination of Aerographics’ franchise agreement, SECONDED BY Member Jakelyn Melgar MOVED and CARRIED UNANIMOUSLY

5. Old Business

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 8:01 PM

Secretary

Chairman

Date



Manassas Regional Airport Commission Agenda Item Report

Agenda Item No. 2.1

Submitted by: Patty Bibber

Submitting Department: Manassas Regional Airport

Meeting Date: May 21, 2026

Item Title

Airport Director's Report (Mr. Juan E. Rivera, Director)

Suggested Action and/or Recommendation

Suggested Motion

Item Type Reports / Presentations

Submitting Department Manassas Regional Airport

Meeting Body Manassas Regional Airport
Commission

Item ID 2026-842

Drafter Patty Bibber

Meeting Date May 21, 2026

ATTACHMENTS

- [Airport Director's Report May 2026.docx](#)

Airport Director's Office

Juan E. Rivera

Memorandum

May 15, 2026

TO: Manassas Regional Airport Commission

FROM: Juan E. Rivera, Airport Director

RE: AIRPORT DIRECTOR'S REPORT FOR MAY 2026

UPDATE OF AIRPORT'S STRATEGIC PLAN

Mrs. Liz Via-Gossman oversaw the work session attended by the Airport Commission on May 14, 2026. Liz is working to update and package the comments that were received by both staff and commission members and provide them for the next Airport Commission meeting.

HANGARS OCCUPANCY RATE (T-Hangar & Box)

East Hangars: 95 out of 97 Rented
98% Rented – **No changes.**

West Hangars: 57 out of 59 Rented
97% Rented – **3 vacancies.**

TOTAL - 152 out of 156 – 97% Rented

Waiting List

East Side 176

West Side 150

Box Hangar 15

Total on List 195 (Unique Names)

TIE-DOWN OCCUPANCY RATE (East & West)

116 out of 142 Rented – 82% Rented

8 New Tenants

Status:

There are a number of tenants wanting to reserve space prior to the tie-down transition. Staff is only holding spots for spaces that are currently leased. New and current tenants are being directed that if they want more tie-downs that they need to execute a lease agreement to hold the space. Four (4) flight schools were permitted to remain on the east side with the stipulation that they will have to move to the west side given prior notice. This is expected Spring/Summer 2026.

NOISE ISSUES FOR APRIL 2026

Airport Director's Office

Juan E. Rivera

There were 3 noise complaints recorded in January.

Breakout of Noise Complaints:

- 1 – Aircraft Overflight
- 1 – Pattern
- 1 – Arrival

A noise complaint form is available on the Airport's website for citizens who have noise concerns. The form can be completed and submitted online, or a citizen can call the Noise Hotline 24/7 at (703) 257-2576.

FUEL FLOWAGE FOR MARCH

Gallons

Jet A	262,248
100LL (AVGAS)	31,078

TOTAL AIRCRAFT OPERATIONS FOR MARCH

Takeoffs	4,810
Landings	4,843
TOTAL	9,653

Local	4,940
Itinerant	4,843
Jet Aircraft	1,597
Piston Aircraft	8,056
Helicopter	152

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.

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 8th
- 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

Airport Director's Office

Juan E. Rivera

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 28th
- Bid Submittal to City & FAA – April 28th
- Bid Advertisement – May 12th
- Pre-Bid Meeting – May 28th
- Bid Opening June 16th
- Construction Grant Application Submission to ADO – June 30th

ARFF STATION RENOVATION

The project is coming to a close. The walk-through has been completed and the contractor is working on punch list items. The contractor is working to finish the shower installation. The airport is waiting for Washington Gas to replace/install a larger gas meter before an occupancy permit can be attained.

EA FOR NEW AIRPORT ATC TOWER No Change from Last Report

The FONSI was received from the FAA. The Notice of Advertisement for EA and FONSI was published April 23rd. The Airport is expecting a final invoice.

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.

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.

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.

AIRPORT PERSONNEL

All Airport Divisions are fully staffed for the first time in 18 months.

RTR Replacement

Airport Director's Office

Juan E. Rivera

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

ALP Update

RS&H has given the Airport a price to update the ALP to include the name change and the new layout of the terminal area.

UPCOMING EVENTS

Possible CAF Tour July 2-6 (B-29, B-25, B-24, & P-51)

Juan E. Rivera

Juan E. Rivera, Director
Manassas Regional Airport

Attachments: Transition to Commercial Service Tasks, Noise Complaints & YTD Tie-Down and Hangar Occupancy Rates



Manassas Regional Airport Commission Agenda Item Report

Agenda Item No. 2.2

Submitted by: Patty Bibber

Submitting Department: Manassas Regional Airport

Meeting Date: May 21, 2026

Item Title

Revenue, Expenses, Aging and Bill Sheet

Suggested Action and/or Recommendation

Suggested Motion

Item Type Reports / Presentations

Submitting Department Manassas Regional Airport

Meeting Body Manassas Regional Airport
Commission

Item ID 2026-843

Drafter Patty Bibber

Meeting Date May 21, 2026

ATTACHMENTS

- [Revenues as of 5-12-26.xlsx](#)
- [Expenses as of 5-12-26.xlsx](#)
- [Aging Report 5-14-26.xlsx](#)
- [Bill Sheet as of 5-13-26.xlsx](#)

Revenues as of 5/12/2026

ORG	OBJ	ACCOUNT DESCRIPTION	ORIG APP	TRANS/ADJ	REV BUDGET	YTD EXP	AVAIL BUDGET	% USED
57097400	315001	Interest on Pooled Cash	0	0	0	-256,550.29	256,550	100.00
57097400	315003	Interest on Investment	0	0	0	-1,003,233.42	1,003,233	100.00
57097400	315200	Leases and Rents	-3,629,200	0	-3,629,200	-2,847,196.46	-782,004	78.50
57097400	315204	Hangar Rentals	-998,800	0	-998,800	-825,612.53	-173,187	82.70
57097400	Total 57097400 Use of Money & Property		-4,628,000	0	-4,628,000	-4,932,592.70	304,593	106.60
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	-109,019.61	-32,980	76.80
57097600	317520	Airport Fuel Flowage Fees	-255,000	0	-255,000	-275,070.40	20,070	107.90
57097600	317530	Airport Security Surcharge	-55,000	0	-55,000	-57,607.52	2,608	104.70
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	-3,965.28	-15,535	20.30
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	-30,238.74	239	100.80
57097600	Total 57097600 Airport Charges		-537,000	0	-537,000	-475,921.55	-61,078	88.60
57097700	318000	Miscellaneous Revenues	-2,500	0	-2,500	-2,747.45	247	109.90
57097700	318070	Avports Reimb-ARFF Ops	-600,000	0	-600,000	-234,675.27	-365,325	39.10
57097700	318071	Avports Reimb-Security Program	-650,000	0	-650,000	-52,018.53	-597,981	8.00
57097700	318072	Avports Reimb-AOC Part 139Cert	-510,000	0	-510,000	-32,912.45	-477,088	6.50
57097700	318426	Card Replacement Fees	0	0	0	-100.00	100	100.00
57097700	318650	Airport Commercial Op Permit	-5,500	0	-5,500	-8,005.00	2,505	145.50
57097700	318710	Cash Over/Short-Airport	0	0	0	2.38	-2	100.00
57097700	Total 57097700 Other Local Rev-General		-1,768,000	0	-1,768,000	-330,456.32	-1,437,544	18.70
57098200	332010	FAA Tower Rent from Fed Govt	-16,000	0	-16,000	-14,278.00	-1,722	89.20
57098200	332011	FAA Tower Reimbursements	-34,000	0	-34,000	-23,768.70	-10,231	69.90
57098200	Total 57098200 Federal Non-Categorize		-50,000	0	-50,000	-38,046.70	-11,953	76.10
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	-5,777,017.27	-2,349,797	71.10

Expenses as of 5/12/2026

ORG	OBJ	ACCT DESC	ORIG APPROP	TRNFR/ADJ	REV BUDGET	YTD EXP	ENCUMB	AVAIL BUDGET	% USED
57003703	411000	Salaries and Wages	890,000	0	890,000	668,623.30	0.00	221,377	75.10
57003703	411075	S&W-Housing Stipend	3,500	0	3,500	0.00	0.00	3,500	0.00
57003703	412000	S&W-On-Call	30,000	0	30,000	20,581.99	0.00	9,418	68.60
57003703	416000	S&W-Overtime	30,000	0	30,000	15,403.03	0.00	14,597	51.30
57003703	416010	Hours Worked on a Holiday	5,000	0	5,000	0.00	0.00	5,000	0.00
57003703	416015	Call-Back Overtime	1,000	0	1,000	0.00	0.00	1,000	0.00
57003703	420000	Employee Benefits	355,000	0	355,000	0.00	0.00	355,000	0.00
57003703	420002	Deferred Compensation	0	0	0	6,023.22	0.00	-6,023	100.00
57003703	420004	FICA	0	0	0	51,001.27	0.00	-51,001	100.00
57003703	420006	Virginia Retirement System	0	0	0	108,972.29	0.00	-108,972	100.00
57003703	420008	Group Health	0	0	0	70,521.34	0.00	-70,521	100.00
57003703	420010	Worker's Compensation	0	0	0	5,063.62	0.00	-5,064	100.00
57003703	420012	Group Term Life Insurance	0	0	0	8,590.13	0.00	-8,590	100.00
57003703	420014	Long Term Disability	0	0	0	2,924.07	0.00	-2,924	100.00
57003703	420016	Unemployment	0	0	0	89.79	0.00	-90	100.00
57003703	420031	Car Allowance	6,100	0	6,100	5,053.86	0.00	1,046	82.90
57003703	431000	Professional Services	180,000	6,318	186,318	36,938.20	13,448.35	135,931	27.00
57003703	431004	Legal Fees	25,000	0	25,000	0.00	0.00	25,000	0.00
57003703	432000	Temporary Help Services	2,500	0	2,500	0.00	0.00	2,500	0.00
57003703	435000	Print Bind Photo Services	6,000	0	6,000	1,125.86	0.00	4,874	18.80
57003703	436000	Advertising Services	65,000	0	65,000	3,352.78	0.00	61,647	5.20
57003703	439000	Other Purchased Services	40,000	39,919	79,919	69,442.12	59,765.15	-49,288	161.70
57003703	439037	Credit Card Fees	0	0	0	399.95	0.00	-400	100.00
57003703	441000	Information Technology Charges	73,510	0	73,510	61,258.00	0.00	12,252	83.30
57003703	441005	Phones and Voicemail Charges	36,140	0	36,140	30,116.00	0.00	6,024	83.30
57003703	441045	GIS/Data Services Charges	17,370	0	17,370	14,474.00	0.00	2,896	83.30
57003703	441050	IT Purchases Mid-Year	8,000	0	8,000	2,995.54	0.00	5,004	37.40
57003703	442000	Motor Vehicle Charges	86,180	0	86,180	71,816.00	0.00	14,364	83.30
57003703	444000	Cost Allocation Charges	220,000	0	220,000	183,334.00	0.00	36,666	83.30
57003703	447000	Radio Charges	1,560	0	1,560	1,300.00	0.00	260	83.30
57003703	451001	Utilities	30,000	0	30,000	6,946.79	0.00	23,053	23.20
57003703	451002	City Utility Charges	145,000	0	145,000	116,268.95	0.00	28,731	80.20
57003703	452003	Cell Phone Charges	6,000	0	6,000	6,017.03	0.00	-17	100.30
57003703	452007	Cable/Satellite TV Service	2,000	0	2,000	3,290.90	0.00	-1,291	164.50
57003703	452008	Telephone Service Charges	500	0	500	92.25	0.00	408	18.50

ORG	OBJ	ACCT DESC	ORIG APPROP	TRNFR/ADJ	REV BUDGET	YTD EXP	ENCUMB	AVAIL BUDGET	% USED
57003703	452009	Long Distance Charges	100	0	100	41.21	0.00	59	41.20
57003703	453000	Insurance	100,000	0	100,000	44,111.00	0.00	55,889	44.10
57003703	454001	Operating Leases	3,500	0	3,500	2,013.33	183.03	1,304	62.80
57003703	455001	Mileage	1,000	0	1,000	360.08	0.00	640	36.00
57003703	455002	Training and Travel	24,000	0	24,000	12,229.14	0.00	11,771	51.00
57003703	455005	Meeting / Business Expense	7,000	0	7,000	2,718.97	0.00	4,281	38.80
57003703	458000	Dues Memberships & Other Exp	7,000	0	7,000	14,884.00	0.00	-7,884	212.60
57003703	458099	Miscellaneous Expense--Airport	50,000	0	50,000	0.00	0.00	50,000	0.00
57003703	461000	Office Supplies	4,000	0	4,000	4,059.36	409.86	-469	111.70
57003703	462000	Other Supplies	19,000	0	19,000	9,991.51	5,845.10	3,163	83.40
57003703	463000	Books and Subscriptions	3,000	0	3,000	5,748.00	0.00	-2,748	191.60
57003703	464000	Uniforms and Safety Apparel	8,000	0	8,000	4,187.70	0.00	3,812	52.30
57003703	Total 57003703 Airport Operations		2,491,960	46,237	2,538,197	1,672,360.58	79,651.49	786,184	69.00
57003710	433000	Maintenance Services	65,000	0	65,000	24,373.02	0.00	40,627	37.50
57003710	433001	Refuse Collection Services	6,200	0	6,200	7,338.94	1,113.24	-2,252	136.30
57003710	433003	Janitorial Services	50,000	0	50,000	42,238.28	8,301.24	-540	101.10
57003710	433006	Mowing Services	30,000	10,760	40,760	21,638.30	13,838.24	5,284	87.00
57003710	433008	HVAC	20,000	0	20,000	33,111.56	0.00	-13,112	165.60
57003710	433009	Elevator Services	8,000	0	8,000	0.00	0.00	8,000	0.00
57003710	433010	Snow Removal	30,000	0	30,000	60,602.50	0.00	-30,603	202.00
57003710	433012	Airfield Lighting Maintenance	45,000	0	45,000	5,276.69	0.00	39,723	11.70
57003710	433014	Elevator Inspections	2,500	0	2,500	2,591.25	0.00	-91	103.70
57003710	433015	Vehicle/Apparatus Maintenance	50,000	0	50,000	24,572.86	210.05	25,217	49.60
57003710	439000	Other Purchased Services	45,000	0	45,000	22,218.42	0.00	22,782	49.40
57003710	439004	Paving Services	10,000	0	10,000	0.00	0.00	10,000	0.00
57003710	439008	Hazmat Disposal	18,000	0	18,000	5,319.15	11,219.78	1,461	91.90
57003710	439014	Security Services	104,590	0	104,590	75,435.37	0.00	29,155	72.10
57003710	454004	Miscellaneous Rentals	10,000	0	10,000	0.00	0.00	10,000	0.00
57003710	462000	Other Supplies	20,000	0	20,000	20,996.18	0.00	-996	105.00
57003710	462001	Tools	20,000	0	20,000	9,176.71	0.00	10,823	45.90
57003710	462044	Airfield Lighting Supplies	25,000	0	25,000	8,647.63	0.00	16,352	34.60
57003710	462046	Airport Hanger Supplies	15,000	0	15,000	2,946.53	0.00	12,053	19.60
57003710	462047	Airfield Supplies	50,000	0	50,000	27,133.18	3,955.70	18,911	62.20
57003710	462048	Security Supplies	35,000	0	35,000	14,837.71	0.00	20,162	42.40
57003710	462052	Terminal Grounds Supplies	5,000	0	5,000	0.00	0.00	5,000	0.00
57003710	462067	Maintenance Supplies	3,500	0	3,500	3,641.85	0.00	-142	104.10

ORG	OBJ	ACCT DESC	ORIG APPROP	TRNFR/ADJ	REV BUDGET	YTD EXP	ENCUMB	AVAIL BUDGET	% USED
57003710	466000	Building and Repair Materials	45,000	0	45,000	1,576.65	0.00	43,423	3.50
57003710	467000	Fuels/Oils/Lubricants	13,000	0	13,000	12,690.36	0.00	310	97.60
57003710	468000	Vehicle/Equipment Parts/Supp	20,000	11,813	31,813	30,822.59	0.00	990	96.90
57003710	471000	Equipment & Machinery Purch	378,000	89,549	467,549	432,445.88	0.00	35,103	92.50
57003710	Total 57003710 Airport Maintenance		1,123,790	112,121	1,235,911	889,631.61	38,638.25	307,641	75.10
57003711	433000	Maintenance Services	10,000	0	10,000	10,568.00	0.00	-568	105.70
57003711	433008	HVAC	6,000	0	6,000	667.45	0.00	5,333	11.10
57003711	433009	Elevator Services	2,000	0	2,000	0.00	0.00	2,000	0.00
57003711	433014	Elevator Inspections	2,500	0	2,500	470.00	0.00	2,030	18.80
57003711	462000	Other Supplies	25,000	0	25,000	1,870.84	0.00	23,129	7.50
57003711	Total 57003711 FAA Tower Nonreimbur		45,500	0	45,500	13,576.29	0.00	31,924	29.80
57003712	433000	Maintenance Services	12,000	0	12,000	7,762.03	1,494.00	2,744	77.10
57003712	451002	City Utility Charges	21,000	0	21,000	15,641.64	0.00	5,358	74.50
57003712	451003	Heating Fuel Oil or Gas	1,000	0	1,000	617.36	0.00	383	61.70
57003712	Total 57003712 FAA Tower Reimbursab		34,000	0	34,000	24,021.03	1,494.00	8,485	75.00
57003713	416000	S&W-Overtime	1,000	0	1,000	0.00	0.00	1,000	0.00
57003713	431003	Marketing	600	0	600	0.00	0.00	600	0.00
57003713	433003	Janitorial Services	500	0	500	0.00	0.00	500	0.00
57003713	439000	Other Purchased Services	5,000	0	5,000	2,479.00	0.00	2,521	49.60
57003713	439014	Security Services	1,000	0	1,000	0.00	0.00	1,000	0.00
57003713	462000	Other Supplies	7,000	0	7,000	695.75	0.00	6,304	9.90
57003713	Total 57003713 Airport-Special Proj		15,100	0	15,100	3,174.75	0.00	11,925	21.00
57003717	439000	Other Purchased Services	770,000	0	770,000	585,558.49	0.00	184,442	76.00
57003717	462000	Other Supplies	20,000	0	20,000	11,080.91	0.00	8,919	55.40
57003717	467000	Fuels/Oils/Lubricants	5,000	0	5,000	48.12	0.00	4,952	1.00
57003717	473000	Motor Vehicle Purchases	15,000	0	15,000	5,552.07	0.00	9,448	37.00
57003717	Total 57003717 Airport-ARFF Operati		810,000	0	810,000	602,239.59	0.00	207,760	74.40
57003718	411000	Salaries and Wages	95,000	0	95,000	78,469.70	0.00	16,530	82.60
57003718	416000	S&W-Overtime	0	0	0	865.41	0.00	-865	100.00
57003718	420000	Employee Benefits	40,000	0	40,000	0.00	0.00	40,000	0.00
57003718	420002	Deferred Compensation	0	0	0	730.70	0.00	-731	100.00
57003718	420004	FICA	0	0	0	5,814.12	0.00	-5,814	100.00
57003718	420006	Virginia Retirement System	0	0	0	14,027.20	0.00	-14,027	100.00
57003718	420008	Group Health	0	0	0	14,512.54	0.00	-14,513	100.00
57003718	420010	Worker's Compensation	0	0	0	40.78	0.00	-41	100.00
57003718	420012	Group Term Life Insurance	0	0	0	1,011.55	0.00	-1,012	100.00

ORG	OBJ	ACCT DESC	ORIG APPROP	TRNFR/ADJ	REV BUDGET	YTD EXP	ENCUMB	AVAIL BUDGET	% USED
57003718	420014	Long Term Disability	0	0	0	465.36	0.00	-465	100.00
57003718	420016	Unemployment	0	0	0	12.00	0.00	-12	100.00
57003718	439014	Security Services	677,450	0	677,450	4,115.24	6,864.76	666,470	1.60
57003718	441050	IT Purchases Mid-Year	2,000	0	2,000	129.99	0.00	1,870	6.50
57003718	462039	Computer Software	17,000	0	17,000	0.00	0.00	17,000	0.00
57003718	462048	Security Supplies	31,000	0	31,000	2,836.00	0.00	28,164	9.10
57003718	Total 57003718 Airport-Security Pro		862,450	0	862,450	123,030.59	6,864.76	732,555	15.10
57003719	411000	Salaries and Wages	260,000	0	260,000	128,542.58	0.00	131,457	49.40
57003719	412000	S&W-On-Call	0	0	0	3,659.38	0.00	-3,659	100.00
57003719	416000	S&W-Overtime	0	0	0	7,582.88	0.00	-7,583	100.00
57003719	420000	Employee Benefits	100,000	0	100,000	0.00	0.00	100,000	0.00
57003719	420002	Deferred Compensation	0	0	0	2,485.94	0.00	-2,486	100.00
57003719	420004	FICA	0	0	0	10,614.20	0.00	-10,614	100.00
57003719	420006	Virginia Retirement System	0	0	0	21,315.78	0.00	-21,316	100.00
57003719	420008	Group Health	0	0	0	18,515.80	0.00	-18,516	100.00
57003719	420010	Worker's Compensation	0	0	0	490.31	0.00	-490	100.00
57003719	420012	Group Term Life Insurance	0	0	0	1,674.17	0.00	-1,674	100.00
57003719	420014	Long Term Disability	0	0	0	757.10	0.00	-757	100.00
57003719	420016	Unemployment	0	0	0	56.15	0.00	-56	100.00
57003719	441050	IT Purchases Mid-Year	2,000	0	2,000	1,055.54	0.00	944	52.80
57003719	455002	Training and Travel	15,000	0	15,000	0.00	0.00	15,000	0.00
57003719	Total 57003719 Airport-AOC Part 139		377,000	0	377,000	196,749.83	0.00	180,250	52.20
57003793	462000	Other Supplies	250,000	0	250,000	0.00	0.00	250,000	0.00
57003793	481001	Principal - Bonds Payable	205,000	0	205,000	205,000.00	0.00	0	100.00
57003793	481021	Interest - Bonds Payable	3,000	0	3,000	3,075.00	0.00	-75	102.50
57003793	492575	Transfer to Airport Capital	325,000	985,456	1,310,456	1,221,456.00	0.00	89,000	93.20
57003793	496004	Contrib to Net Position	440,200	0	440,200	0.00	0.00	440,200	0.00
57003793	Total 57003793 Airprt Capex-Finance		1,223,200	985,456	2,208,656	1,429,531.00	0.00	779,125	64.70
Expense Total			6,983,000	1,143,814	8,126,814	4,954,315.27	126,648.50	3,045,850	62.50

Aging Report as of 5/14/2026

Cust #	Customer Name	Bill #	Billed Date	Unpaid	Billed	Adjusted	30 to 60	61 to 90	91 to 120	Over 120	Int	Due
36499	STONE, JAMES	112010	04/01/2026	\$85.00	\$85.00	\$0.00	\$85.00	\$0.00	\$0.00	\$0.00	\$0.00	\$85.00
36615	WOOLF, WILLIAM	108210	04/01/2026	\$404.25	\$404.25	\$0.00	\$404.25	\$0.00	\$0.00	\$0.00	\$0.00	\$404.25
114243	ALZARQA, SALEH	3037010	04/01/2026	\$85.00	\$85.00	\$0.00	\$85.00	\$0.00	\$0.00	\$0.00	\$0.00	\$85.00
136644	BARRETT, PETER	7012	03/16/2026	\$404.25	\$404.25	\$0.00	\$404.25	\$0.00	\$0.00	\$0.00	\$0.00	\$404.25

\$978.50

36499	STONE, JAMES	emailed 5/12										
36615	WOOLF, WILLIAM	emailed 5/12										
114243	ALZARQA, SALEH	emailed 5/12										
136644	BARRETT, PETER	Hangar deposit emailed 5/6 has until 5/15										

Bill Sheet as of 5/13/2026

Vendor	Description	Net Amount
A R C WATER TREATMENT	Water Treatment Service	214.00
ACME TECHNICAL GROUP	Maintenance for CCTV and Control Systems	1,449.00
ADVANCE STORES COMPANY INC.	Tail Light Assembly/Battery/Grease	543.73
AMERICAN DISPOSAL SVCS, INC	Trash/Recycle Service Contract March/April	1,064.96
ARIC M RIKE	Mileage reimbursement	81.20
ASSOCIATED BUILDING MAINTENANCE	Janitorial Services March/April	9,795.24
ATLANTIC EMERGENCY SOLUTIONS	ARFF 1 Repair Case #19099091	2,282.45
BOLAND TRANE SERVICES INC.	Service for gas line/HVAC Service	3,359.82
CINTAS CORP. #145	Tower Mats/Mats/Misc	833.29
CINTAS CORP. #145	Pants for James Kannard	195.70
DELTA AIRPORT CONSULTANTS INC	3/29/26-4/26/26 Taxiway B Widening	109,513.36
DEWBERRY ENGINEERS INC	3/27Independent Structural Eval of Airport Bridges	10,696.20
EDWARDS BUSINESS MACHINES INC	05/01-05/31/2026 Airport Copier SN#ADXM013000647	344.24
FINLAY FIRE APPA & EQUIP REPAIR LLC	ARFF 1 Service	5,167.72
IRIS GROUP HOLDINGS LLC	Panic Monitoring	35.11
LANDIVAR & ASSOCIATES LLC	4/15/26 ARFF Hgr Modification	47,921.23
MANASSAS, CITY OF UTILITIES	UTILITY BILLING 4/01/26-4/30/26	13,995.78
MONTROSE ENVIRONMENTAL GROUP INC	Sample Disposal - Environmental Management	2,464.00
MOOR GREEN ESTATES HOMEOWNERS ASSOC. INC.	Moor Green Estaes HOA	4,560.00
ORACLE ELEVATOR HOLDCO INC	Monthly Elevator Maintenance	542.50
PRO-TEC FIRE SERVICES INC	Monthly ARFF Service March/April	105,957.04
RENT-A-JOHN OF VIRGINIA LLC	Porta Potties for West Side	404.26
REYNOLDS SMITH & HILLS INC	3/31/26 Enviro Assessment for ATCT PO #2	5,000.00
REYNOLDS SMITH & HILLS INC	4/10/26 Construction Administration for Obser Rd	4,367.13
SCHOOL OUTFITTERS LLC	ARFF Station Furniture	4,363.87
TREAS OF VIRGINIA	Issuance for Induatiral Stormwater Permit	7,200.00
TRIVERA INTERACTIVE INC	Website work outside of contract	92.50
U S PLANTS INC	Montly Plant service March/April	270.90
USDA APHIS WS	Wildlife Hazard Assessment	9,716.82
VEOLIA ES TECHNICAL SOLUTIONS LLC	Hazmat Disposal	5,319.15
VIRTOWER LLC	Virtual Tower Airport Operations Tracking	500.00
WEWERKA CONSTRUCTION MANAGEMENT INC	Airport Mowing Services	4,327.66

362,578.86



Manassas Regional Airport Commission Agenda Item Report

Agenda Item No. 2.3
Submitted by: Patty Bibber
Submitting Department: Manassas Regional Airport
Meeting Date: May 21, 2026

Item Title

Tie-down, Hangar Occupancy and Noise Report April

Suggested Action and/or Recommendation

Suggested Motion

Item Type Reports / Presentations	Item ID 2026-844
Submitting Department Manassas Regional Airport	Drafter Patty Bibber
Meeting Body Manassas Regional Airport Commission	Meeting Date May 21, 2026

ATTACHMENTS

- [April 2026 Statistics.pdf](#)



Airport Commission Monthly Statistics Manassas Regional Airport

REPORTING PERIOD **April 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	3					
Category	1	Overflight	1	Pattern	1	Arrival

Status: Operations continues to work with based tenants on educating them on the voluntary noise abatement program.

HANGAR OCCUPANCY

East Hangars	<u>95</u>	out of	<u>97</u>	
	98%	-	2	Vacancies
West Hangars	<u>57</u>	out of	<u>59</u>	
	97%	-	1	New Tenant
TOTAL	<u>152</u>	out of	<u>156</u>	
	97%	-		

Status: Operations is going through the waiting list for the available units.

TIE-DOWN OCCUPANCY

TOTAL	<u>116</u>	out of	<u>142</u>	Rented	82%
	82%	-	2	New Tenants	

Status: There are a number of tenants wanting to reserve space prior to the tie-down transition. Staff is only holding spots for spaces that are currently leased. New and current tenants are being directed that if they want more tie-downs that they need to execute a lease agreement to hold the space. Four (4) flight schools were permitted to remain on the east side with the stipulation that they will have to move to the west side given prior notice. This is expected Spring/Summer 2026.

HANGAR WAITNG LIST

East Side	176	-	7	Decrease
West Side	150	-	2	Decrease
Box Hangar	15	-	0	No Change
TOTAL (Unique Names)	195	-	5	Decrease

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



Airport Commission Monthly Statistics Manassas Regional Airport

SQUATTERS/ISSUES

Aircraft 4
Status: The are aircraft that still haven't been moved since the auction in August 2025. There is a dispute that is now with the City Attorney's Office.

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	262,248
AVGAS	31,078
TOTAL	293,326

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	4,810
Landings	4,843
TOTAL	9,653

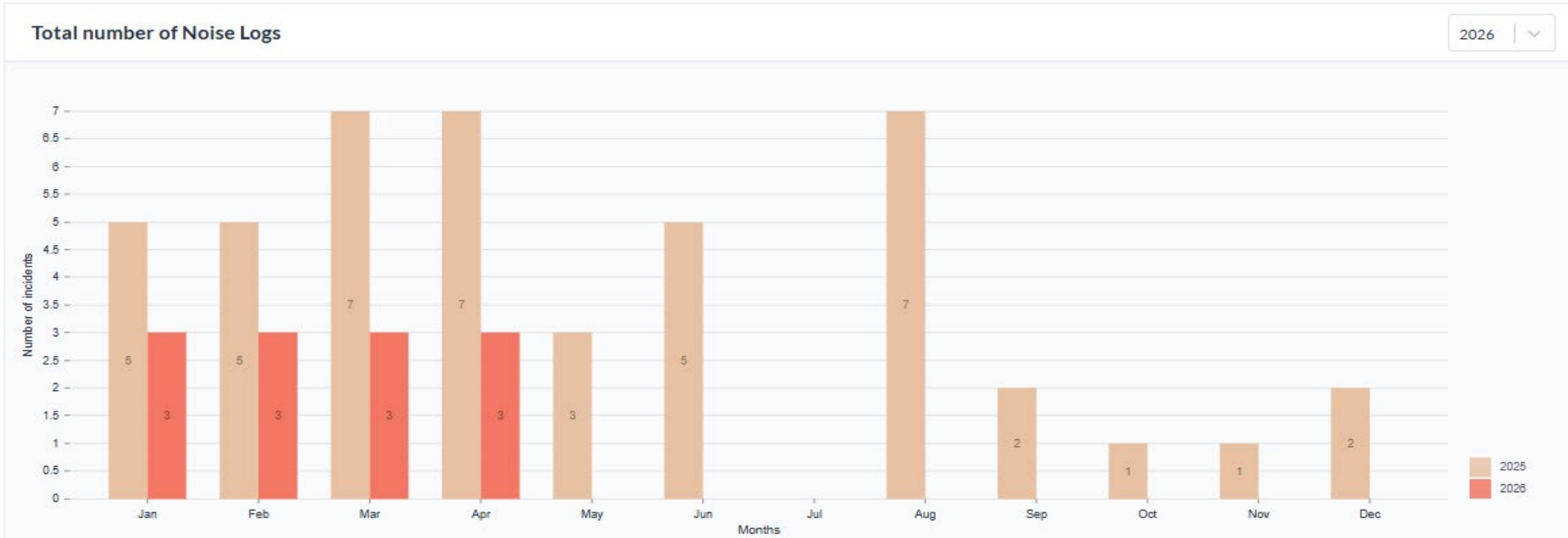
Description: Local aircraft are defined as an aircraft that originates from Manassas and lands at the airport. Itinerant aircraft are aircraft that come from another airport, which could be based at Manassas.

Operations Breakdown

Local	4,940
Itinerant	4,713
Jet Aircraft	1,597
Piston Aircraft	8,056
Helicopter	152

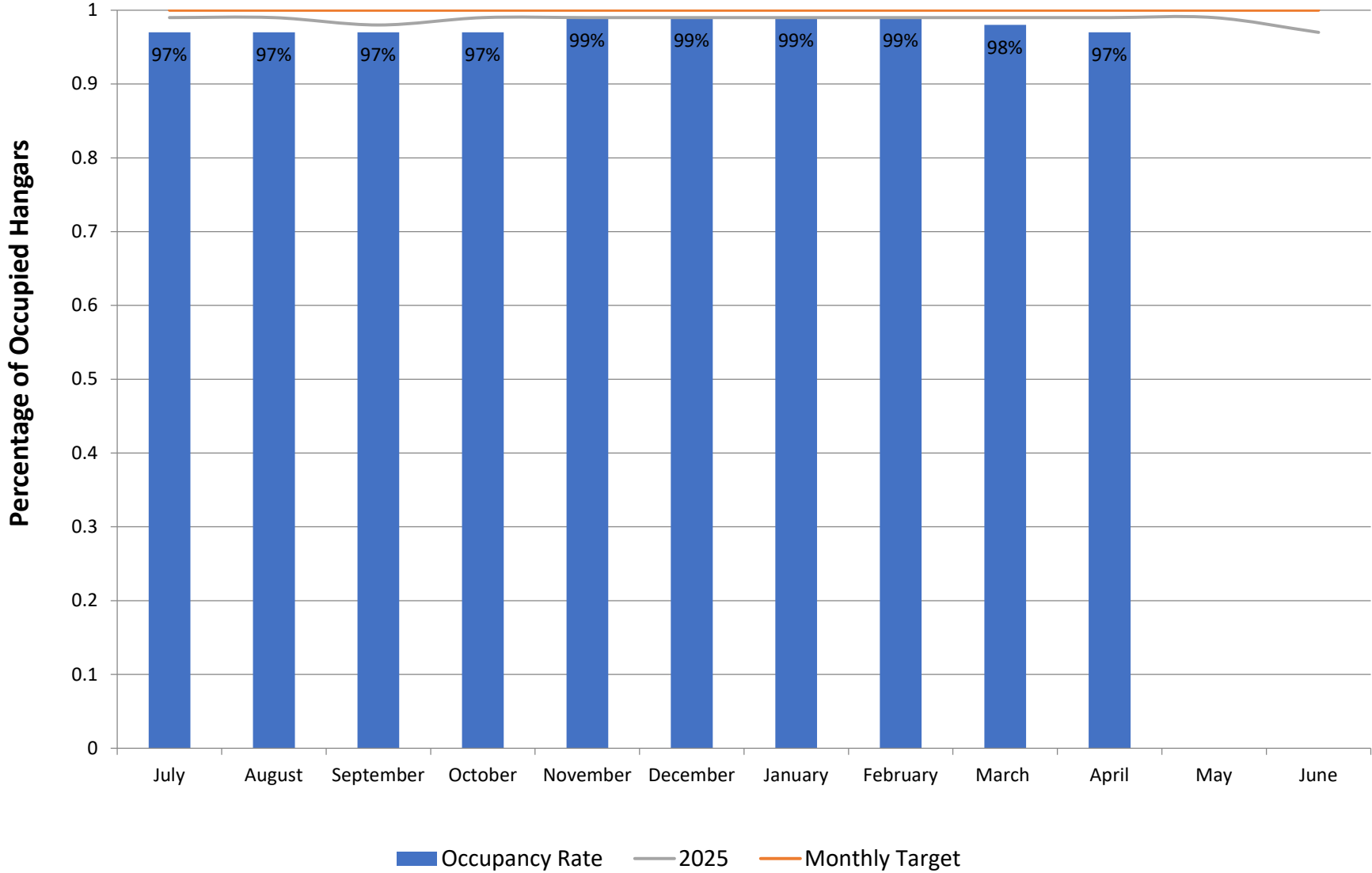
Questions? Contact Airport Operations
hefops@manassasva.gov

April 2026 Noise Statistics

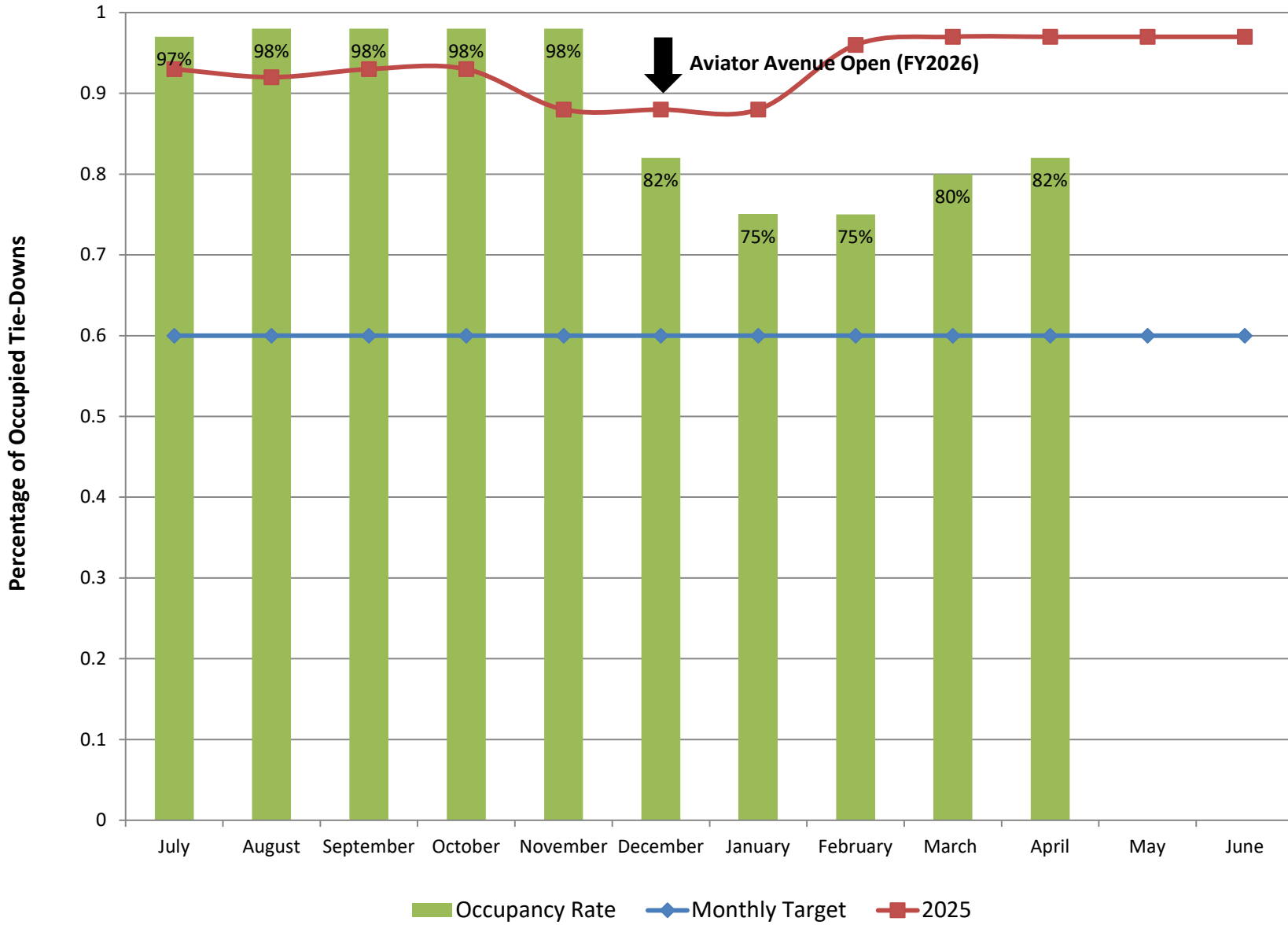


Manassas Regional Airport (KHEF)

FY2026 Hangar Occupancy Rates



FY2026 Tie-Down Occupancy Rates





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 04/01/2026 00:00 LT
 End Date 04/30/2026 23:59 LT

Creation 05/04/2026 16:35
 User HEF_OPS
 Customer ID KHEF

Summary

Landings		Take-Offs		Totals	
Single Engine	3549	Single Engine	3551	Single Engine	7100
Single Engine Turbine	282	Single Engine Turbine	282	Single Engine Turbine	564
Multi Engine	402	Multi Engine	390	Multi Engine	792
Multi Engine Turbine	49	Multi Engine Turbine	51	Multi Engine Turbine	100
Business Jet	450	Business Jet	446	Business Jet	896
Jet 2	4	Jet 2	2	Jet 2	6
Helicopter	79	Helicopter	62	Helicopter	141
Military	16	Military	15	Military	31
Military Helicopter	5	Military Helicopter	6	Military Helicopter	11
Light Sport Aircraft	4	Light Sport Aircraft	2	Light Sport Aircraft	6
Other	3	Other	3	Other	6
TOTAL	4843	TOTAL	4810	TOTAL	9653

FAA AAC/ADG Summary

Landings		Take-Offs		Totals	
A1	3891	A1	3879	A1	7770
A2	259	A2	259	A2	518
B1	145	B1	136	B1	281
B2	204	B2	205	B2	409
C1	43	C1	43	C1	86
C2	131	C2	130	C2	261
C3	25	C3	24	C3	49
D2	8	D2	9	D2	17
D3	1	D3	1	D3	2
HEL	70	HEL	63	HEL	133
UKN	66	UKN	61	UKN	127
TOTAL	4843	TOTAL	4810	TOTAL	9653

Operations by Aircraft Type



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Single Engine	Single Engine Turbine	Multi Engine	Multi Engine Turbine	Business Jet	Jet 2	Jet NB	Jet 4	Jet WB	Helicopter								
8E	12	C208	8	BE30	2	B190	6	ASTR	6	B737	3					B407	15
AG5	3	P46T	11	BE55	42	B300	4	BCS3	2	Others	3					B412	4
B23	2	PA46	2	BE58	45	B350	14	BE40	7							B429	7
B33	4	PC12	491	BE95	7	B90	2	C25A	9							EC30	2
B36	4	TBM7	35	BN2P	5	BE20	38	C25B	46							EC35	88
BE19	2	TBM8	2	C25C	2	BE30	6	C25C	14							EN28	6
BE24	1	TBM9	6	C310	5	BE9L	14	C25M	5							H269	19
BE33	17	TMB7	2	C320	1	BE9T	6	C501	2								
BE35	43	TUCA	1	C337	3	C425	2	C510	14								
BE36	28	Others	6	C340	4	C441	2	C525	66								
C140	89			C414	6	P180	4	C550	7								
C150	321			C421	2	SB20	2	C55B	4								
C152	1			C425	6			C560	35								
C162	4			C441	4			C56X	34								
C170	18			DA42	14			C650	4								
C172	2629			DA62	6			C680	24								
C177	32			GA7	1			C700	11								
C180	6			PA23	2			C750	15								
C182	176			PA27	8			CL30	37								
C206	11			PA30	35			CL35	4								
C208	7			PA31	5			CL60	25								
C210	15			PA34	1			CL61	5								
C240	9			PA44	586			CL65	8								
CH2T	1							E135	4								
CH8B	2							E50P	20								
Champ	6							E545	9								
COL3	6							E550	2								
COL4	3							E55P	59								
COUR	3							EA50	5								
DA20	7							F2EX	4								
DA40	64							F2LX	2								
DA50	2							F2TH	14								
DV20	368							F900	28								
E1000	5							FA20	2								
E300	2							FA50	36								
EA300	8							G150	1								
EAGL	10							G280	29								
EXNG	20							G550	4								



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 Customer ID KHEF

Single Engine	Single Engine Turbine	Multi Engine	Multi Engine Turbine	Business Jet	Jet 2	Jet NB	Jet 4	Jet WB	Helicopter
GA8	1			GA5C	8				
GLAS	6			GALX	8				
GLST	2			GL5T	4				
KODI	2			GLF4	17				
L1P	2			GLF5	26				
LA4	12			GLF6	2				
Lancair	2			H25B	26				
LEG2	8			H750	2				
M20	31			H900	8				
M20P	60			HA4T	2				
M7	1			HDJT	9				
NAVI	8			LJ31	17				
NH-2	2			LJ35	2				
P28A	1195			LJ40	4				
P28B	2			LJ45	42				
P28R	76			LJ55	2				
P46T	6			LJ60	32				
P51	2			LJ75	2				
PA24	11			PC24	20				
PA28	1238			PRM1	8				
PA32	43			SF50	25				
PA46	36			Others	27				
R7	2								
RV10	12								
RV4	4								
RV7	61								
RV8	40								
S22T	74								
SF50	12								
SONX	2								
SR20	10								
SR22	101								
T206	2								
T6	18								
TB20	24								
TOBA	2								
TWEN	2								
VL3	2								



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Single Engine	Single Engine Turbine	Multi Engine	Multi Engine Turbine	Business Jet	Jet 2	Jet NB	Jet 4	Jet WB	Helicopter
Others	45								

Military	Military Helicopter	Light Sport Aircraft	Glider	UAV	Blimp	Balloon	GND Emergency	GND Vehicle A	Other	
BE20	24	AS65	4	EVOT	6				Others	6
FOUG	7	B212	2							
		EC45	2							
		H60	3							

Activity Summary

16L RUNUP	1505
16R RUNUP	511
34L RUNUP	555
34R RUNUP	784
ALPHA 2	29
ALPHA 3	242
ALPHA 4	431
ALPHA 5	325
BRAVO 1	1792
BRAVO 2	181
BRAVO 3	1184
BRAVO 4	1214
BRAVO 5	202
BRAVO 6	942
CHANTILLY RAMP	1009
CHARLIE	193
CROSS BRAVO 3	104
CROSS RWY 16L	215
CROSS RWY 16R	78
CROSS RWY 34L ALPHA-KILO	17
CROSS RWY 34L KILO-ALPHA	29
CROSS TAXIWAY YANKEE	2
DELTA	139
ECHO	2454
KILO RUNUP	20



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KILO RWY 34L	144
LANDING AIR MEDICAL	37
LANDING DHS HELIPAD	9
LANDING RWY 16L	2313
LANDING RWY 16R	878
LANDING RWY 34L	419
LANDING RWY 34R	1187
QUEBEC	31
ROMEO	426
RWY 34R BRIDGE	2375
SIERRA	376
TAKEOFF AIR MEDICAL	24
TAKEOFF DHS HELIPAD	4
TAKEOFF RWY 16L	2281
TAKEOFF RWY 16R	893
TAKEOFF RWY 34L	390
TAKEOFF RWY 34R	1218
TANGO	180
TWY BRAVO BRIDGE	1091
UNIFORM	188

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



Manassas Regional Airport Commission Agenda Item Report

Agenda Item No. 2.4
Submitted by: Patty Bibber
Submitting Department: Manassas Regional Airport
Meeting Date: May 21, 2026

Item Title

Airport Project Update (Mrs. Jolene Berry, Asst. Airport Director)

Suggested Action and/or Recommendation

Suggested Motion

Item Type Reports / Presentations	Item ID 2026-845
Submitting Department Manassas Regional Airport	Drafter Patty Bibber
Meeting Body Manassas Regional Airport Commission	Meeting Date May 21, 2026

ATTACHMENTS

- [Construction Projects 5_2026.pptx](#)

CONSTRUCTION PROJECTS

MAY 2026 UPDATE

ARFF HANGAR REMODEL

The objective of this project is to outfit the hangar as a ARFF hangar and office space.

- Working on punch list items
- Need to get larger gas meter hangar – working with Washington Gas
- Reviewing Change Orders
- Cost to Date:
 - John Heltzel: \$104,064.13
 - Landivar: \$587,076.06
- Completion: Spring 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.

- Designing a new sanitary lift station
- Waiting on funding information

Cost to Date: \$2,103,794.42

Schedule:

Funding – Should know by the end of this month.

Permitting

May 11, 2026 – Deliverable and Submit for Site/Building Permits

June 1, 2026 – Anticipated date of permit comments received from City

June 29, 2026 – Anticipated date of official permits received (site and building permits)

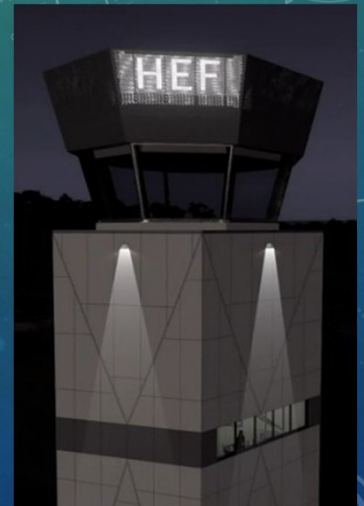
Bidding

July 8, 2026 – Construction RFP Advertisement by City Procurement Team

August 19, 2026 – Construction Bid Opening by City Procurement Team

September 2026 – Review of Bids and Board Approval of Lowest/Responsive/Responsible Bidder

October 2026 – Acceptance of FAA IJA Grant Funding and Construction Notice to Proceed



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.

- Bid is out for 30 days

Cost to Date: \$ 935,130.39

Schedule:

Bid Advertisement – May 14th

Pre-Bid Meeting – May 28th

Bid Opening - June 15th

Construction Grant Application Submission – June 15th



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.

- Project design involves 13' wide paved shoulders and lights 10' from edge of taxiway
- FAA confirmed verbally paved shoulders are federally eligible; assuming airport will locally fund and reimburse with PFCs, will be a bid alternate
- 30% Stormwater Review with City

Cost to Date: \$ 28,440

Completion:

- Design completion Fall 2026
- Bidding December 2026
- Construction Spring 2027



THANK YOU



Manassas Regional Airport Commission Agenda Item Report

Agenda Item No. 3.1

Submitted by: Patty Bibber

Submitting Department: Manassas Regional Airport

Meeting Date: May 21, 2026

Item Title

Quarter Security Report (Mr. Nick Carr, Security Officer)

Suggested Action and/or Recommendation

Suggested Motion

Item Type Reports / Presentations

Submitting Department Manassas Regional Airport

Meeting Body Manassas Regional Airport
Commission

Item ID 2026-846

Drafter Patty Bibber

Meeting Date May 21, 2026

ATTACHMENTS

- [Security Program Briefing 5-21-26.pptx](#)

HEF Security Update

May 21 2026





Latest Updates

March

- Completed initial Authorized Signatory training. (53 total)
- Received 90% drawing from AvPorts for draft ASP.

April

- Gate E out of service, defective directional valve, under warranty. Returned to service April 24.
- Conducted first ID Badge audit.

May

- Padlocks replaced on A and B row hangars.
- Parking lot and runway camera projects.
- Submitted 2nd draft of ASP to TSA.



Airport Security Plan (ASP)

Second Draft

- Submitted to TSA on May 5 2026.
- Anticipate 60-90 day review period.
- Current draft consists of 62 pages and 27 appendices
- Two appendices requiring completion
 - Air carrier system to report lost, stolen, or terminated ID badges
 - List of emergency access points for mutual aid



Airport ID Badging

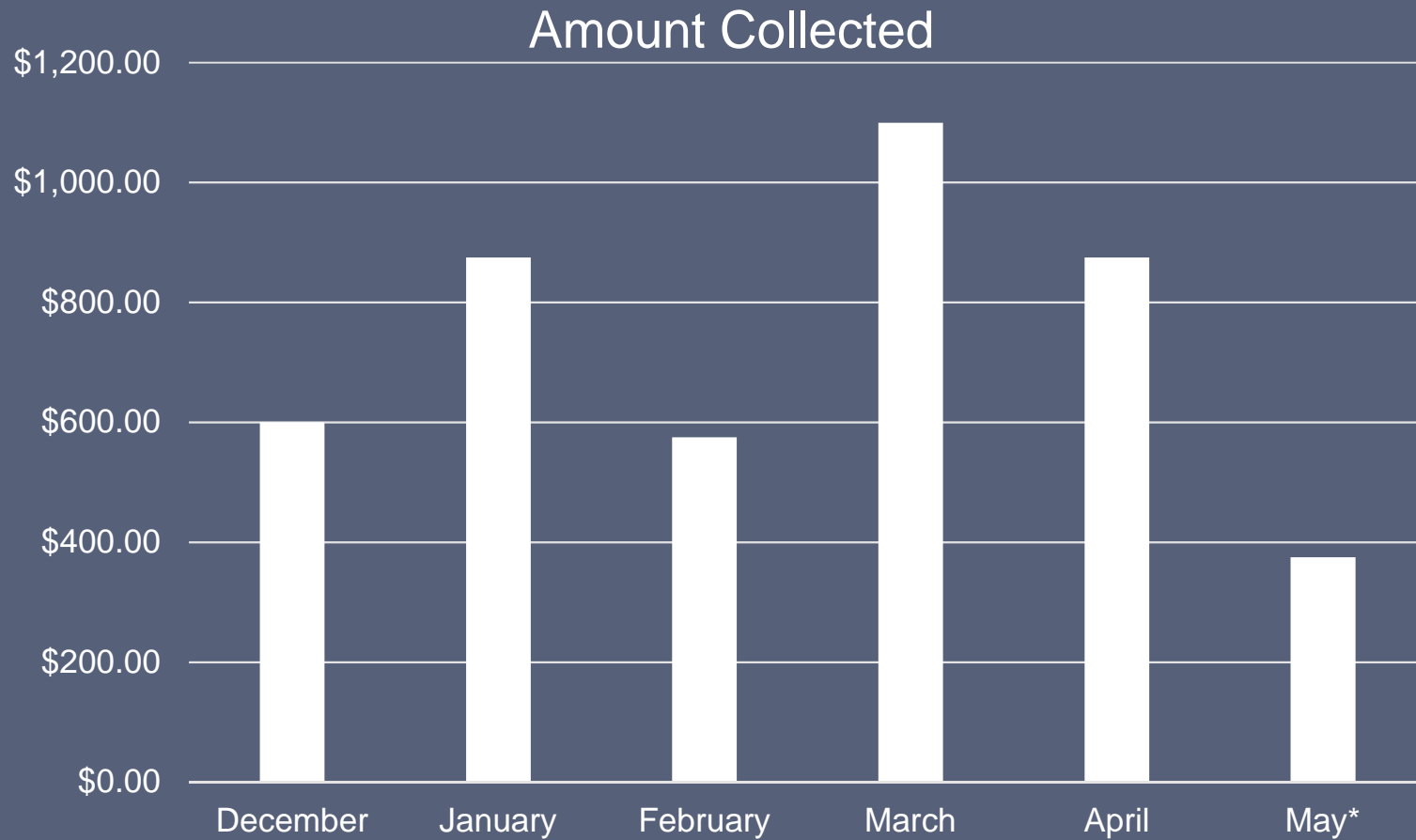
Airport ID Badging Audit

- TSA maximum allowable percentage of unaccounted for ID badges – 4%
- Initial badge audit for airport – 9%
 - FBO's and other tenants – 3.25%
 - Airport tenants and contractors – 2.75%
 - Flying schools and flying clubs – 1.63%
 - Condo Hangars – 1.25%
 - Other – 0.12%



Airport ID Badging

Airport ID Badging Fees





Upcoming Items

June

- Authorized Signatory training class – June 4.
- Annual Security Symposium – June 23 & 24.

July

- Pending TSA feedback, target date for ASP revision.
- Implement airfield vehicle registration program.

August +

- Pedestrian access project for west ramp.
- Groundbreaking for Phase 1 terminal construction.



QUESTIONS



Manassas Regional Airport Commission Agenda Item Report

Agenda Item No. 3.2
Submitted by: Patty Bibber
Submitting Department: Manassas Regional Airport
Meeting Date: May 21, 2026

Item Title

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

Suggested Action and/or Recommendation

Suggested Motion

Item Type Reports / Presentations	Item ID 2026-847
Submitting Department Manassas Regional Airport	Drafter Patty Bibber
Meeting Body Manassas Regional Airport Commission	Meeting Date May 21, 2026

ATTACHMENTS

- [Manassas Regional Airport MAY 2026 Airport Commission Meeting.pptx](#)

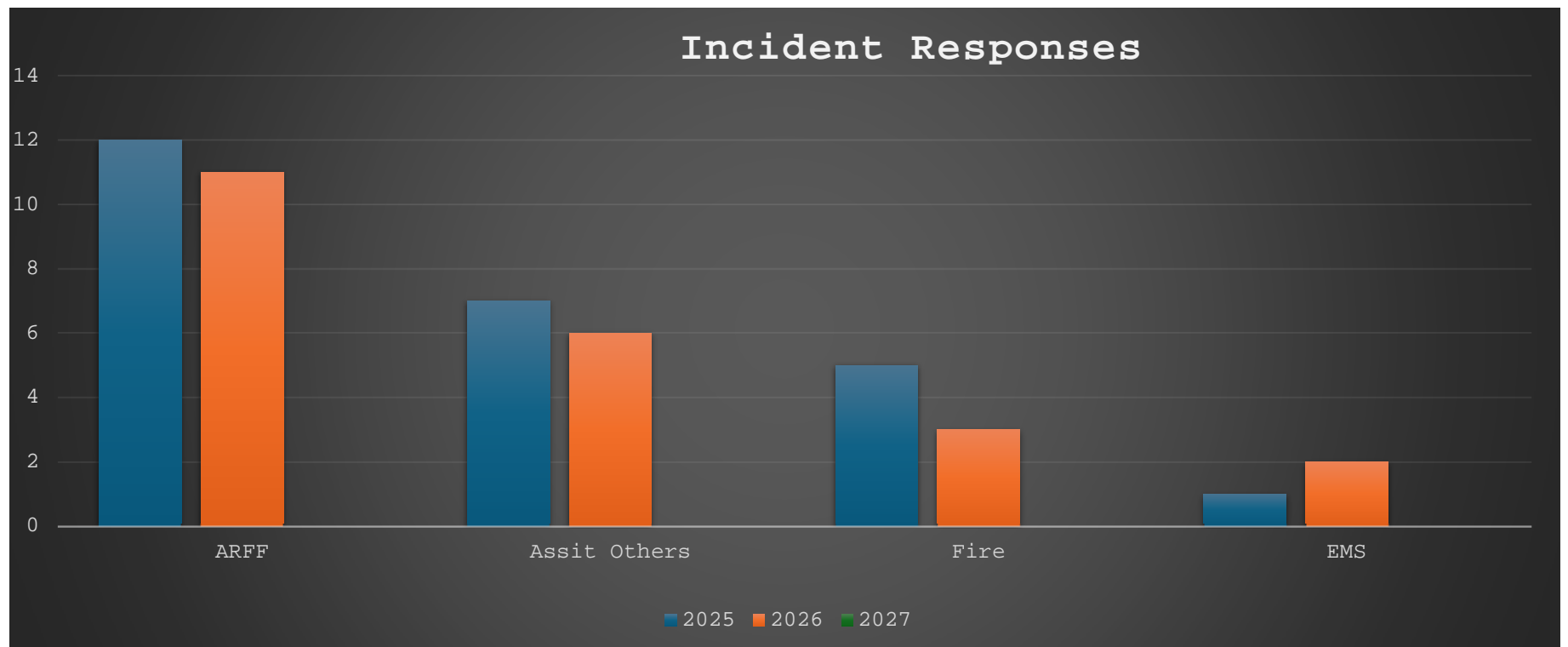
Manassas
Regional
Airport ARFF
Division



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, Prince William County Fire/Rescue (LZ Fire Protection with escort to Helicopter from the Gate)
- Fire-
 - Incidents related to an emergency response on the Airport Property, non aircraft related: (Fire Alarm, Power line on the ground, Natural Gas leak, etc)
- EMS
 - Incidents described as person or people needing medical assistances (assisted a passenger boarding an aircraft that had hip replacement)

Call Statics of year 2025 and 2026





Incidents 2026



Fleet of ARFF Vehicles



Vehicle Maintenance Records and Agent Testing

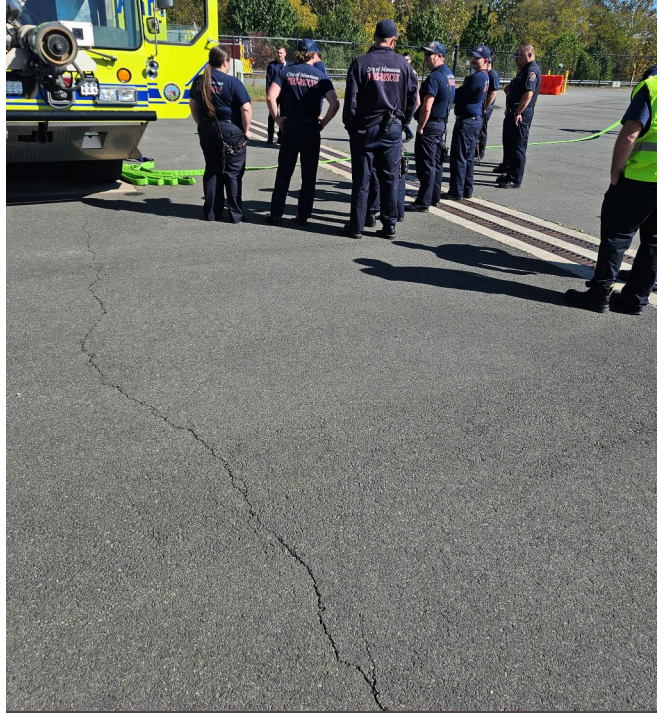
- ARFF 1
 - PM Service April 2026
 - Snuzzle has been repaired February 2026
 - No Foam Input based Test 9/2/2025 and 4/14/2026
 - No approved method to test Halotron system
- ARFF 2
 - PM Service Jan 2026
 - No Foam Input based Test 9/2/2025 and 4/14/2026
 - PKP Tested 9/2/2025 and 4/29/2026
- ARFF 3
 - PM service Jan 2026
 - No Foam Input based Test 9/2/2025 and 4/14/2026

**All vehicles are in Compliant
with FAA Agent testing
Requirements**





Input Based Testing- using No
Foam System



ARFF Training

ARFF's added Benefits

FAR Part 139 Fuel Inspections

- Must be done at least every 90 days
- Have completed 8 inspections
 - Completed May 6, 2026

Monthly Fire Extinguisher Inspections (all airport owned fire extinguishers) about 78

Annual Inspections Completed 2026

- Fire extinguisher Inspection
- Fire Alarm Inspection
- Fire Sprinkler Inspection
- Elevator inspection

Special Projects

- Maintain Underground Fire Hydrants on the Airport

Questions?

- Please Visit us!!



Manassas Regional Airport Commission Agenda Item Report

Agenda Item No. 3.3
Submitted by: Patty Bibber
Submitting Department: Manassas Regional Airport
Meeting Date: May 21, 2026

Item Title

Snow Removal Equipment Building (Mr. Juan Rivera, Director)

Suggested Action and/or Recommendation

Suggested Motion

Item Type Reports / Presentations	Item ID 2026-999
Submitting Department Manassas Regional Airport	Drafter Patty Bibber
Meeting Body Manassas Regional Airport Commission	Meeting Date May 21, 2026

ATTACHMENTS

- [SRE Layout-Apron & fuel station perspective.jpg](#)
- [SRE Layout-OVERHEAD 5-6-26.jpg](#)
- [SRE Layout-Parking & fuel station perspective.jpg](#)







Manassas Regional Airport Commission Agenda Item Report

Agenda Item No. 4.1

Submitted by: Patty Bibber

Submitting Department: Manassas Regional Airport

Meeting Date: May 21, 2026

Item Title

Nominations of Airport Commission Chair and Vice Chair for FY2027 from
July 1, 2026-June 30, 2027

Suggested Action and/or Recommendation

Suggested Motion

Item Type Reports / Presentations

Submitting Department Manassas Regional Airport

Meeting Body Manassas Regional Airport
Commission

Item ID 2026-998

Drafter Patty Bibber

Meeting Date May 21, 2026