



MCRA Board of Directors

Tuesday, May 26, 2026 8:30 a.m. Open Session Minutes

Meeting Location

18810 Woodfield Road, Gaithersburg, MD 20879

Attendance

Members Present

Shanu Biswas, Member

Andrew Bridge, Secretary-Treasurer

Tarrick L. Clayton, Member

Stephen H. Edwards, Chairman

Richard Madaleno, *Ex-officio* Member

Bridget Ware, Member

Members Not Present

All members were present

Proof of Quorum

A quorum was obtained.

Staff Present

Justin Bollum, Airport Manager

Patricia Conrad, Chief Financial Officer

Gayle Dominick, Secretary to the Board

Jonathan Lobenstine, Director of Agronomy

Keith Miller, Chief Executive Officer

Others Present

Chad Horton, Ogletree Deakins

Michael Neary, Lerch, Early & Brewer

Guests

Catherine Wallenmeyer

D. Jonathan Tomar

Kevin Linck

Call to Order

The meeting was called to order at 8:30 a.m.

Meeting Minutes Agenda Items

1. Item 1: Public Comments

- a. Catherine Wallenmeyer addressed the Board with concerns about the Montgomery County Airpark including noise, management, and safety. She expressed concern about fiduciary records, management of leases, deterioration of the airport, and called for MCRA to be replaced as Airport Sponsor.
 - i. Mrs. Wallenmeyer will provide Keith Miller with a list of documents she has not received.
 - ii. Mrs. Wallenmeyer stated that the Frederick airport recently started charging landing fees. Staff will review the feasibility of charging landing fees. Mr. Miller will report back to the Board.
- b. D. Jonathan “Jon” Tomar addressed the Board, expressing concern about noise and lead pollution. He asked who benefits from the Airpark? Mr. Tomar opined that property values have gone down in recent years.
 - i. Mr. Miller indicated that the state abandoned lead testing because the results were immaterial. The Federal Aviation Administration (FAA) designated leaded fuel to be a hazard and will mandate a change to unleaded fuel by 2030.
- c. Kevin Linck, President of the East Village Homes Corporation addressed the Board. He expressed concern and frustration with noise, low flying aircraft, and indicated a desire for a new noise study. Mr. Linck also requested community input for a new airport master plan.
- d. Nancy Shenck, who also attended the meeting as an observer, spoke. She stated that she served on the former Airport Liaison Committee, expressed concern regarding noise and safety issues. She stated that the noise generated by the flight schools’ aircraft has affected her ability to enjoy her backyard. She indicated that she would be happy

to host the Board in her backyard so that they can get an idea as to what goes on.

2. Item 2: Approval of the minutes of April 28, 2026

- a. A motion was made by Mr. Bridge and seconded by Mr. Clayton to approve the minutes of April 28, 2026. Carried.

3. Item 3: Adoption of MCRA's FY 2027 Operating Budget

- a. No comments were received regarding the proposed FY 2027 budget and no changes were made since the April 28, 2026 meeting.
- b. A motion was made by Mr. Bridge and seconded by Ms. Ware to approve MCRA's FY 2027 Operating Budget as previously presented. Carried.

4. Montgomery County Airpark Update

- a. The subject of the Hangar Waitlist was discussed.
- b. Mr. Miller stated that the new Airpark website should be launched by the end of the fiscal year (June 30). Many documents are already on the existing website and more will be added to the new site. Additionally, Mr. Miller highlighted updates to include social media and communications.
- c. A new application to track noise complaints at the Airpark was discussed. The reports will be posted on the Airpark website in both English and Spanish. In the meantime, the existing noise complaint system is working.
- d. Fly Neighborly/Fly Friendly guidelines have been in place with many iterations since 1970. The last update to the guidelines was done in 2019 with the former Airport Liaison Committee. That update incorporated the addition of a voluntary no training period between 8:00 pm and 8:00 am. However, some night-time training is required. Mr. Miller has attempted to coordinate facilitation by the Airport Owners and Pilots Association (AOPA) to review and update the guidelines. In 2021, the head of the FAA Eastern Region stated that training at the Airpark cannot be limited.
- e. A process to change regulations to limit or restrict activities is not feasible to pursue. At another general aviation airport in the country, such a change was attempted at a cost to the airport of millions of dollars, and the FAA did not award the change.

- f. The runway lighting project is anticipated to start in June and will cause the Airpark to close every night for approximately 35 nights.
- g. The Board was updated on the North End Hangar project.
- h. The Federal Aviation Administration issued a Request for Proposals for a project to install a Remote Tower System. The Montgomery County Airpark is the busiest general aviation airport in the area without a control tower. The addition of a Remote Tower System will increase safety, air traffic efficiency, and airport accessibility by providing enhanced surveillance. The deadline to submit proposals has been changed from May 15, 2026 to June 15, 2026. No Board action is necessary at this time. The project will be required to go through Montgomery County's Capital Improvement Plan process.

5. Other Business: There was no other business.

Next Meeting

The next Open Session will be held on June 23, 2026.

Adjournment

A motion was made by Mr. Bridge and seconded by Mr. Clayton to enter into Closed Session to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals. Mr. Biswas, Mr. Bridge, Mr. Clayton, Mr. Edwards, and Ms. Ware voted affirmatively. Carried.

They, in addition to Mr. Madaleno, Ms. Conrad, Ms. Dominick, Mr. Lobenstine, Mr. Miller, Mr. Horton, and Mr. Neary attended the Closed Session.

The Open Session adjourned at 9:10 a.m.