



## **ROANOKE REGIONAL AIRPORT COMMISSION**

**September 16, 2025, 8:30 a.m.**

### **Agenda**

**Individuals with disabilities who require special assistance or special arrangements in order to participate or attend Commission meetings are requested to provide adequate advance notice to the Commission Secretary at (540) 362-1999 so that reasonable efforts can be made to provide accommodations.**

1. Call to Order & Roll Call.  
Remote participation motion, per Code of Virginia § 2.2-3708.3(B).

#### **CONSENT AGENDA**

2. Minutes of the regular Commission meetings held on July 15, 2025.

#### **INFORMATION ITEMS**

3. Executive Director's report on Airport activities.
4. Finance Department report on July & August 2025 financials and insurance renewal.
5. Staff Reports (in agenda packet, staff will be available for questions).
6. AccessU update on new website and "Fly For the Future" campaign.

#### **ACTION ITEMS**

7. Consideration of a change order for the parking lot rehabilitation project  
(Resolution 08-091625).
8. Consideration of the purchase of new de-icing truck (Resolution 09-091625).
9. Consideration of a task order for design work on Runway 6-24 (Resolution 10-091625).
10. Consideration of a task order for construction administration services on Taxiway B  
(Resolution 11-091625).

#### **PUBLIC COMMENT**

11. Any comments to be read into the record or requests to speak must be emailed to:  
[Kimberly.petersen@flyroa.com](mailto:Kimberly.petersen@flyroa.com) no later than 4:00 p.m. on Friday, September 12, 2025.

Each speaker will be allotted three minutes. Groups of speakers on the same topic must designate a single representative. Speakers may not yield time. The public comment period provides citizens the opportunity to discuss matters relevant to the operation of the Airport, which are not listed on the printed agenda. Any person wishing to comment must identify themselves by name, address and zip code, limit their remarks to 3 minutes or less, address a

topic of Airport business, and refrain from making any personal references or accusations of a factually false and/or malicious nature. Any comments violating these rules may be disallowed.

12. New Business.

13. Comments by Commission members.

**EXECUTIVE SESSION**

14. *Pursuant to Code of Virginia § 2.2-3711(A), the Commission will consider convening in Executive Session for the following purposes:*

Consideration of the potential acquisition of real estate for an enabling project for Terminal improvements. (Code of Virginia § 2.2-3711(A)(3)).

15. Reconvene in Public Session and certification of Executive Session.

16. Adjourn.