



ROANOKE REGIONAL AIRPORT COMMISSION

November 18, 2025, 8:30 a.m.

Commission Meeting Minutes

The Roanoke Regional Airport Commission convened in the Airport Conference Room, Second Floor of the Terminal Building, on Tuesday, November 18, at 8:30 a.m. Chairlady Marko presided.

PRESENT: Powers, Guidry, Gust, Clements, Marko.

ABSENT: Fralin. Dr. Bishop attended remotely.

A quorum was present for the conduct of business.

Mr. Gust moved to allow Dr. Bishop, with a conflicting appointment, to participate remotely pursuant to Commission policy and Code of Virginia § 2.2-3708(B)(1).

The motion was seconded by Mr. Guidry

There was no further discussion of the motion.

The motion was adopted by the following roll call vote:

AYES: Gust, Powers, Guidry, Clements, Marko 5.

NAYS: None (Dr. Bishop abstained) 0.

APPROVAL OF MINUTES

Mr. Powers moved that the minutes of the meetings conducted October 21, 2025, be approved without amendment.

Mr. Guidry seconded the motion.

The motion passed unanimously by voice vote.

COMMENTS BY THE EXECUTIVE DIRECTOR

Mr. Stewart presented a report on the effects of the government shutdown on flight reductions, attendance at TakeOff North America in Tallahassee, Allegiant's ending of Sarasota flights in May 2026 due to poor ticket sales, and the Fly for the Future campaign.

FINANCIAL REPORT

Director of Finance Jeavons presented the monthly financial report for October.

Dr. Clements moved adoption of the report. Mr. Guidry seconded the motion.

There was no further discussion of the motion. The motion passed unanimously by voice vote.

STAFF REPORTS

The reports presented in the agenda packet were received without comment.

ROA CARE CUPBOARD

Mrs. Briehl reported on the Airports food pantry efforts for TSA & FAA personnel during the government shutdown.

ROA MEDIA & PUBLIC RELATIONS

Mrs. Briehl reviewed current public relations efforts in conjunction with AccessU.

ACTION ITEMS:

Mr. Gust moved Resolution 14-111825, awarding a contract for Construction Manager at Risk (CMAR) architectural services for the Terminal Improvements to Abstract Group, Inc.

The motion was seconded by Mr. Guidry.

There was no further discussion of the motion.

The motion was adopted by the following roll call vote:

AYES: Marko, Bishop, Powers, Guidry, Clements, Gust 6.

NAYS: None 0.

Mr. Gust moved Resolution 15-1118825, awarding a contract for the repair of the September incursion of the EMAS to Runway Safe, Inc., a sole-source provider.

The motion was seconded by Mr. Powers.

There was no further discussion of the motion.

The motion was adopted by the following roll call vote:

AYES: Marko, Bishop, Powers, Guidry, Clements, Gust 7.

NAYS: None 0.

PUBLIC COMMENT: None.

NEW BUSINESS:

The Commission decided by consensus that the December 1 joint meeting with Roanoke City Council would replace the regularly scheduled December 16 meeting.

COMMENTS BY COMMISSION MEMBERS

None.

CLOSED SESSION

Mr. Gust made a motion to go into closed 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)).

Discussion of the investment of public funds for airport infrastructure improvement, where competition or bargaining is involved, where, if made public initially, the financial interest of the Commission would be adversely affected.

(Code of Virginia § 2.2-3711(A)(6)).

Dr. Clements seconded the motion.

There was no further discussion of the motion.

The motion was adopted by the following roll-call vote:

AYES: Bishop, Clements, Guidry, Powers, Marko, Gust, 6.
NAYS: None 0.

The Commission convened in closed session at 9:23 a.m.

Mr. Gust left the meeting at 10:01 a.m.

The Commission reconvened in open session at 10:03 a.m.

Mr. Guidry made a motion certifying pursuant to Code of Virginia § 2.2-3712 that only the business identified in the motion to convene in closed session was heard, discussed or considered by the Commission.

The motion was seconded by Dr. Clements.

There was no further discussion of the motion.

The motion was adopted by the following roll-call vote:

AYES: Bishop, Guidry, Powers, Marko, Clements 5.
NAYS: None 0.

No further action or discussion occurred after closed session.

A quorum was present at all times. The meeting was adjourned at 10:04 a.m.

The agenda packet for this meeting, is attached to and incorporated as a part of these Minutes of the Commission meeting conducted November 18, 2025. The audio recording of the meeting is also incorporated as a part of these minutes.

ATTEST:


Eric H. Monday
RRAC Secretary