ROANOKE REGIONAL AIRPORT COMMISSION
July 21, 2026
Commission Meeting Minutes

The Roanoke Regional Airport Commission convened in the Airport Conference Room, Second Floor of the Terminal Building, on Tuesday, July 21, at 8:30 a.m. Chairlady Marko presided.

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

ABSENT: None, Dr. Clements and Mr. Fralin were present via phone.

Dr. Bishop moved to allow Dr. Clements and Mr. Fralin, who were out of town, to participate remotely pursuant to Commission policy and Code of Virginia § 2.2-3708.3(B).

The motion was seconded by Mr. Gust. There was no further discussion of the motion. The motion was adopted by the following roll call vote:

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

NAYS: None (Dr. Clements and Mr. Fralin abstained) ....0.

A quorum was present for the conduct of business.

APPROVAL OF MINUTES

Dr. Bishop moved that the minutes of the meetings conducted June 16, 2026, be approved without amendment and the minutes of the July 1, 2026, meeting be approved as amended to reflect that Mr. Gust was absent. Mr. Guidry seconded the motion. The motion passed unanimously by voice vote.

COMMENTS BY THE EXECUTIVE DIRECTOR

Mr. Stewart presented a report on meetings, projects, and activities during the past month. He reported that staff continue to work with consultants RS&H to finalize the new Airport Layout Plan for submission to the FAA for approval. He also participated in a virtual meeting with representatives of United Airlines to discuss the airport's performance and the potential for new air service to either Denver or Houston.

Mr. Stewart also participated in several speaking engagements to provide updates on airport initiatives and ongoing developments.

Jayme Verish, Director of Operations, Maintenance and Building Services, co-led an ACI-NA webinar on EMAS and aircraft recovery. Mr. Stewart also noted that the airport also aired a series of creative advertisements during the FIFA World Cup.

FINANCIAL REPORT

Director of Finance Jeavons presented the monthly financial report for June. Mr. Gust moved adoption of the report. Mr. Powers 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.

ACTION ITEMS

Dr. Bishop moved Resolution 13-072126, awarding a contract with W.M. Jordan Company for Preconstruction Services.

The motion was seconded by Mr. Gust. There was no further discussion of the motion. The motion was adopted by the following roll call vote:

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

NAYS: None.. 0.

Mr. Gust moved Resolution 14-072126, approving a task order with RS&H for redesign of the car rental return parking lot

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: Bishop, Fralin, Guidry, Gust, Powers, Marko .... 6.

NAYS: Clements.. 1.

PUBLIC COMMENT

Matt Broughton asked for chance to sit down and talk about airport operators driving access “inside the fence”.

NEW BUSINESS: 2026 ANNUAL MEETING

Mr. Gust was nominated for Chair at the June meeting. There were no additional nominations.

Mr. Gust was elected Chair by the following roll call vote:

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

NAYS: None .... 0.

Dr. Clements was nominated for Vice Chair at the June meeting. There were no additional nominations.

Dr. Clements was elected Vice Chair by the following roll call vote:

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

NAYS: None .... 0.

Mr. Jeavons and Mr. Monday were elected to continue serving as Commission Treasurer and Secretary, respectively, by voice vote.

Mr. Monday presented a review of proposed revisions to the Commission Bylaws, as shown in a redlined version given to each Commission member. Review draft of revisions to Commission Bylaws.

COMMENTS BY COMMISSION MEMBERS

None.

CLOSED SESSION

Mr. Gust made a motion to go into closed session for the following purpose:

A. 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. Bishop 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, Marko, Gust, ... 5.

NAYS: None .... 0.

The Commission convened in closed session at 8:56 a.m. The Commission reconvened in open session at 9:37 a.m.

Mr. Gust 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 Mr. Guidry. There was no further discussion of the motion. The motion was adopted by the following roll-call vote:

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

NAYS: None .... 0.

No further action or discussion occurred after closed session.

A quorum was present at all times. The meeting was adjourned at 10:17 a.m.

The agenda packet for this meeting is attached to and incorporated as a part of these Minutes of the Commission meeting conducted July 21, 2026. The audio recording of the meeting is also incorporated as a part of these minutes.

ATTEST:

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Eric H. Monday, RRAC Secretary