



## **ROANOKE REGIONAL AIRPORT COMMISSION**

**January 16, 2024, 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.

#### **CONSENT AGENDA**

2. Minutes of a specially called Commission meeting held on October 26, 2023, and the regular Commission meeting held on November 14, 2023 and December 4, 2023.

#### **INFORMATION ITEMS**

3. Executive Director's report on Airport activities.
4. Finance Department report and audit review.
5. Procurement Division report. Marketing & Public Relations report.
6. Public relations and Marketing report.
7. Human Resources report.
8. Special Projects: ROA parking lot renovation & public information plan.

#### **ACTION ITEMS**

9. Consideration of a contract with RS&H for EMAS construction administration services, in the amount of \$239,704. (Resolution No. 01-011624).
10. Consideration of a contract with Branch Builds for EMAS Installation, in the amount of \$3,418,700.00 (Resolution No. 02-011624)
11. Consideration of a contract with Delta Consultants for Taxiway B Rehabilitation Design, in the amount of \$435,000.00 (Resolution No. 03-011624).

12. Consideration of a contract with Delta Consultants for Runway 6-24 Rehabilitation Preliminary Design, in the amount of \$525,000.00 (Resolution No. 04-011624).

13. Consideration of a 2024 authorization for retiree health insurance (Resolution No. 05-011624).

**14. PUBLIC COMMENT**

Any comments to be read into the record or requests to speak must be emailed to: [Karen.Faber@flyroa.com](mailto:Karen.Faber@flyroa.com) no later than 4:00 p.m. on Friday, January 12, 2024.

Each speaker will be allotted three minutes (submitted comments are limited to 3 minutes as read aloud). 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 submitting comments or requesting to speak must identify themselves by name and address, including 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 speaker violating these rules may be removed from the meeting and their comments disallowed.

**15. New Business**

- a. Consideration of RRAC meeting schedule for 2024.
- b. Commission member financial disclosure filings.

16. Comments by Commission members.

**17. EXECUTIVE SESSION**

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

- A. Disposition of real estate in the vicinity of I-581 (Code of Virginia § 2.2-3711(A)(3), acquisition/disposition of real estate).
- B. Consideration of the investment of public funds for Airport operations and technology infrastructure improvements, where disclosure would negatively affect the Commission's bargaining position (Code of Virginia 2.2-3711(A)(6)).
- C. Consideration of personnel

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

19. Adjourn.