



ROANOKE REGIONAL AIRPORT COMMISSION

January 21, 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 meeting held on November 12, 2024.
The December 17, 2024 meeting was cancelled.

INFORMATION ITEMS

3. Executive Director's report on Airport activities.
4. Finance Department report, approval of November and December 2024 financials.
5. Procurement Division report.
6. Marketing & Public Relations report
7. General Counsel's report.
8. Human Resources report.
9. Airport Improvements update

ACTION ITEMS

10. Consideration of Resolution 01-012125, permitting Star Flight Foundation to conduct flight instruction and other aviation-related education and training.

PUBLIC COMMENT

11. Any comments to be read into the record or requests to speak must be emailed to: Karen.Faber@flyroa.com no later than 4:00 p.m. on Friday, January 17, 2025.

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.

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:*

- A. Consideration of the acquisition of real estate related to enabling projects for Airport Terminal improvements (Code of Virginia 2.2-3711(A)(3)).
- B. Consideration of the investment of public funds in air service recruitment and infrastructure improvements where competition or bargaining is involved, and where, if made public initially, the financial interest of the governmental unit would be adversely affected (Code of Virginia 2.2-3711(A)(6)).
- C. Consideration of the performance review of the Executive Director (Code of Virginia § 2.2-3711(A)(1)).

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

16. Adjourn.