



ROANOKE REGIONAL AIRPORT COMMISSION

July 18, 2023, 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 the regular Commission meeting held on June 20, 2023.

INFORMATION ITEMS

3. Executive Director's report on Airport activities.
4. Finance Department monthly report.
5. Procurement Division monthly report.
6. Marketing & Public Relations report.
7. Human Resources Report.
 - a. ROA Employee Service Awards
 - b. Affirmative Action Plan review
8. Recognition of former RRAC board member Cynthia Lawrence.

ACTION ITEMS

9. Consideration of a work order for Passero & Associates, contracted RRAC on-call architects, for preliminary design work for in-line baggage handling, TSA checkpoint, and main terminal concourse flooring, at a total cost of \$265,664 (Resolution No. 17-071823).
10. Consideration of a contract with Fence and Field LLC for replacement of the perimeter fence at a cost of \$220,828.15 (Resolution 18-071823).
11. Presentation and Consideration of the conceptual ROA Master Plan.

PUBLIC COMMENT

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, July 14, 2023.

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 for consideration by the Commission.
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. Consultation with General Counsel concerning corporate governance directed by the Commission Bylaws. (Code of Virginia 2.2-3711(A)(7), consultation with legal counsel on a matter requiring legal advice.
 - B. Long-term financial and capital development of Airport assets. (Code of Virginia § 2-3711(A)(6), investment of public funds, where disclosure would be detrimental to the Commission's financial interests).
15. Reconvene in Public Session and certification of Executive Session.
16. Adjourn.