



ROANOKE REGIONAL AIRPORT COMMISSION

May 16, 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 April 18, 2023.

INFORMATION ITEMS

3. Executive Director's report on Airport activities.
4. Finance Department monthly report.
5. Procurement and contracts update.
6. Update on Runway 16-34 EMAS production and installation process.
7. Presentation on new Social Media policy.
8. Presentation on recent employee activities.

ACTION ITEMS

9. Consideration of a contract with Service Roofing & Sheet Metal Co. for replacement of the concourse roof. (Resolution No. 13-051623).
10. Consideration of revision of the Commission's Procurement Policy (Resolution No. 14-051623).
11. Consideration of reappointments to the Roanoke Valley Transportation Planning Organization (Resolution 15-051623).

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, May 12, 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

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

- A. A lease of real estate in the vicinity of Dent Road (Code of Virginia § 2.2-3711(A)(3), acquisition/disposition of real estate).
- B. Consultation with staff members and legal counsel concerning the status of a grant program (Code of Virginia § 2.2-3711(A)(8)).

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

15. Adjourn.