

ROANOKE REGIONAL AIRPORT COMMISSION
September 21, 2021
8:30 a.m.

The Roanoke Regional Airport Commission met in the Airport Conference Room, Second Floor of the Terminal Building on Tuesday, September 21, 2021, at 8:30 a.m. Mr. Guidry, Chair, presided.

PRESENT: Commission members Randy Clements, Robert Fralin, William Gust, Cynthia Lawrence, Gary Powers, and Dale Guidry.....6.

ABSENT: N.L. Bishop.....1.

MINUTES

The minutes of the regular monthly meeting held on August 17, 2021 were before the body.

Ms. Lawrence made a motion that the reading of the minutes be dispensed with and approved as recorded. The motion was seconded by Mr. Gust and unanimously approved.

AIR TRAFFIC REPORT

The Air Traffic Report for July 2021, was before the body.

Ms. Lawrence made a motion to receive and file the Air Traffic Report. The motion was seconded by Mr. Gust and unanimously approved.

REPORTS OF AIRPORT BUSINESSES

Mike Mancuso with Signature Flight was present, commended the efforts put towards the Full Scale event.

ROANOKE REGIONAL AIRPORT COMMISSION AIR SERVICE UPDATE

The Roanoke Regional Airport Commission Air Service Update for September 2021 was before the body.

Mr. Powers made a motion to receive and file the report. The motion was seconded by Ms. Lawrence and unanimously approved.

MONTHLY FINANCIAL REPORT

The monthly financial report for the two months ended August 2021, was before the body.

Ms. Lawrence made a motion to receive and file the report. The motion was seconded by Mr. Powers and unanimously approved.

INSURANCE STATUS REPORT

A status report from the Director of Finance and Administration regarding procurement of insurance, insurance companies providing insurance, cost of insurance coverage and the broker's commission, was before the body.

(Report on file in Airport Commission Office.)

Mr. Gust made a motion to receive and file the insurance status report. The motion was

seconded by Ms. Lawrence and unanimously approved.

AUTHORIZING A SECOND MODIFICATION AGREEMENT BETWEEN ROANOKE REGIONAL AIRPORT COMMISSION AND CARTER BANK & TRUST

A report from the Director of Finance and Administration with regard to a Second Modification Agreement between Roanoke Regional Airport Commission and Carter Bank & Trust entering into a Financing Agreement in connection with the financing of the Commission's public parking facilities expansion project.

(Report on file in Airport Commission Office.)

Mr. Gust made a motion to adopt a Resolution authorizing the Director of Finance and Administration with regard to a Second Modification Agreement between Roanoke Regional Airport Commission and Carter Bank & Trust entering into a Financing Agreement in connection with the financing of the Commission's public parking facilities expansion project. The motion was seconded by Ms. Lawrence and adopted by the following vote:

AYES: Commission members Clements, Fralin, Gust, Lawrence, Powers and Guidry.....6.
NAYS: None.....0

(Resolution No. 27-092121 on file in Airport Commission Office.)

COMMENTS BY INTERIM EXECUTIVE DIRECTOR

Mr. Jeavons thanked everyone involved in the Full Scale exercise for a well run event.

Mr. Jeavons updated the Commission on the airfield signage and lighting project which is about 85% complete.

Mr. Jeavons provided an updated-on hangars 10 and 12. Hangar 12 we are waiting on a Certificate of Occupancy. Hangar 10 construction has begun and is expected to be completed the end of October.

INQUIRIES AND/OR COMMENTS BY COMMISSION MEMBERS

Mr. Gust asked for a parking lot update.

Mrs. Lawrence informed the Commission of the date for Mr. Stewarts reception.

Mr. Powers discussed the transition of tasks to Mr. Stewart; FBO, Master Plan, etc.

Mr. Guidry thanked Mr. Jeavons for his work as Executive Director.

There being no further business to come before the Commission, Mr. Guidry adjourned the meeting at 9:05 a.m.

ATTEST:

Secretary