



ROANOKE REGIONAL AIRPORT COMMISSION

March 26, 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.
2. **CONSENT AGENDA**
Minutes of the regular Commission meeting held on February 20, 2024.

INFORMATION ITEMS

3. Executive Director's report on Airport activities.
4. Finance Department report.
5. Procurement Division report.

ACTION ITEMS

6. Adoption of the FY 2024-2025 Budget (Resolution No. 06-032624).
7. Approval of the FY 2024-2025 Capital Improvements Plan (Resolution No. 07-032624).
8. Authorization for the Executive Director to negotiate and execute a contract for Fixed Base Operations (Resolution No. 08-032624).
9. Authorization for the Executive Director to enact a Title VI Non-Discrimination Plan (Resolution No. 09-032624).

10. 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, March 22, 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.

11. New Business

12. Comments by Commission members.

13. Adjourn.