

ROANOKE REGIONAL AIRPORT COMMISSION

December 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, December, 2021, at 8:30 a.m. Mr. Guidry, Chair, presided.

PRESENT: Commission members Dale Guidry "Chair", NL Bishop, Randy Clements (via Zoom), Robert Fralin, Cynthia Lawrence, Gary Powers6.

ABSENT: William Gust.....1.

MINUTES

The minutes of the regular monthly meeting held on November 16, 2021 were before the body.

Dr. Bishop made a motion that the reading of the minutes be dispensed with and approved as recorded. The motion was seconded by Mr. Powers and unanimously approved.

AIR TRAFFIC REPORT

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

Dr. Bishop made a motion to receive and file the Air Traffic Report. The motion was seconded by Mr. Powers and unanimously approved.

COMMENTS BY THE EXECUTIVE DIRECTOR

Mr. Stewart invited Chief Cook to present on recent events that have taken place at the airport. Chief Cook shared a powerpoint and discussed the recent National Guard Troop deployment and the December Nextgen event that took place in the GA.

Mr. Stewart provided an updated that touched on the completion of the airfield signage and lighting project, the City of Roanoke's RFP for development of Countryside, the opening of McAllister's and AirHost being acquired by Tailwind. Additionally, Mr Stewart commented on Hertz interest in reopening an airport location, the upcoming FBO solicitation, parking lot design plans, Designa parking lot equipment has been delivered and installation will begin, extending the rental car canopy, and lastly RS&H will brief the Commission on the Master Plan in January or February.

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ROANOKE REGIONAL AIRPORT COMMISSION AIR SERVICE UPDATE

The Roanoke Regional Airport Commission Air Service Update for December 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.

MONTHLY FINANCIAL REPORT

The monthly financial report for the five months ended November 2021, was before the body.

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

AUTHORIZING A RETIREE HEALTH CONTRIBUTION FOR CALENDAR YEAR 2022

A report from the Director of Finance recommending the Commission authorize the Executive Director to arrange for payments to the City of Roanoke for the Commission's participating retirees, if any, to reduce the retiree's health insurance premium, was before the body.

Mr. Powers made a motion to adopt a Resolution authorizing a Retiree Health Insurance Contribution for qualifying and participating Commission retirees for calendar year 2022. The motion was seconded by Ms. Lawrence and adopted by the following vote:

AYES: Commission members Bishop, Clements, Fralin, Lawrence, Powers and Guidry.....6.

NAYS:0.

(Report on file in Airport Commission Office.)

(Resolution No. 33-122121 on file in Airport Commission Office.)

REPORTS OF AIRPORT BUSINESSES

Mike Mancuso with Signature Flight was present, he reported on the December NextGen aviation event for youth and thanked RRAC staff for assistance throughout each of the recent events.

INQUIRIES AND/OR COMMENTS BY COMMISSION MEMBERS

Mr. Fralin requested streamline presentations by staff, specifically in reference to air service reports.

There being no further business to come before the Commission, Mr. Guidry adjourned the meeting at 9:35 a.m.

ATTEST:

Secretary