



ROANOKE REGIONAL AIRPORT COMMISSION

February 18, 2025, 8:30 a.m.

Commission Meeting Minutes

The Roanoke Regional Airport Commission convened in the Airport Conference Room, Second Floor of the Terminal Building, on Tuesday, February 18, 2025, at 8:35 a.m. Chairman Fralin presided.

PRESENT: Fralin, Marko, Bishop. Powers, Guidry, Clements.

ABSENT: Dr. Bishop entered the meeting at 8:42 a.m. (he was not present to abstain for the vote on his remote participation).

A quorum was present for the conduct of business.

Mr. Gust moved to allow Dr. Bishop, who had a conflicting appointment, to participate remotely pursuant to Commission policy and Code of Virginia § 2.2-3708(B)(1).

The motion was seconded by Ms. Marko.

There was no further discussion of the motion.

The motion was adopted by the following roll call vote:

AYES: Fralin, Marko, Gust, Powers, Guidry, Clements 6.

NAYS: None 0.

APPROVAL OF MINUTES

Mr. Powers moved that the minutes of the meeting conducted January 21, 2025 be approved without amendment.

Mr. Gust seconded the motion.

The motion passed unanimously by voice vote.

COMMENTS BY THE EXECUTIVE DIRECTOR

Mr. Stewart presented a report on ROA successfully dealing with three winter weather events, attendance at the Virginia Aviation Business reception and legislative day at the General Assembly, the annual banquet of the Roanoke Chamber of Commerce, an extension of the SCADSP grant, and the Route Americas conference. Routes Americas discussions indicated that American remains pleased with their loads to Charlotte, Philadelphia and LaGuardia, and is unlikely to look at Dallas until 2026. Delta has no room for service to Boston, and Denver remains more of a 2026-27 consideration. Frontier, Breeze and Avelo all had first time meetings with ROA. The conference mood was upbeat and positive.

FINANCIAL REPORT

Director of Finance presented the monthly financial report for January.

Mr. Gust moved adoption of the report.
Dr. Clements seconded the motion.
There was no further discussion of the motion.
The motion passed unanimously by voice vote.

STAFF REPORTS

The reports presented in the agenda packet were received without comment.

ACTION ITEMS

Mr. Gust moved Resolution 02-021825, allowing the use of Construction Management at Risk procurement for improvements to the Terminal, with amendments improving syntax (amended Resolution attached to these minutes).

The motion was seconded by Ms. Marko.
There was no further discussion of the motion.
The motion was adopted by the following roll call vote:

AYES: Fralin, Marko, Bishop. Powers, Guidry, Clements, Gust 7.
NAYS: None 0.

PUBLIC COMMENT

No comments were submitted in advance or delivered at the meeting.

NEW BUSINESS

None.

COMMENTS BY COMMISSION MEMBERS

Mr. Gust requested a future update on FBO activities by Signature.

CLOSED SESSION

Mr. Gust made a motion to go into closed session for the following purposes:

Consideration of the performance review of the Executive Director (Code of Virginia § 2.2-3711(A)(1)).

Mr. Guidry seconded the motion.
There was no further discussion of the motion.
The motion was adopted by the following roll-call vote:

AYES: Bishop, Clements, Guidry, Powers, Marko, Gust, Fralin 7.
NAYS: None 0.

The Commission convened in closed session at 9:24 a.m.
Dr. Clements left the meeting at 10:10 a.m.
The Commission reconvened in open session at 10.12 a.m.

Mr. Gust made a motion certifying pursuant to Code of Virginia § 2.2-3712 that only the business identified in the motion to convene in closed session was heard, discussed or considered by the Commission.

The motion was seconded by Mr. Guidry.

There was no further discussion of the motion.

The motion was adopted by the following roll-call vote:

AYES: Bishop, Guidry, Powers, Marko, Gust, Fralin 6.

NAYS: None 0.

No further action or discussion occurred after closed session.

A quorum was present at all times for the conduct of business.

The meeting was adjourned at 10:13 a.m.

The agenda packet for this meeting, containing staff reports as referenced above is attached to and incorporated as a part of these Minutes of the Commission meeting conducted February 18, 2025.

ATTEST:


Eric H. Monday
RRAC Secretary