

ROANOKE REGIONAL AIRPORT COMMISSION
January 17, 2023
9:30 a.m.

The Roanoke Regional Airport Commission reconvened in the Airport Conference Room, Second Floor of the Terminal Building on Tuesday, January 17, 2023, at 9:30 a.m. Dr. Bishop, Chair, presided.

PRESENT: Commission members NL Bishop “Chair”, Robert Fralin, Dale Guidry, Bill Gust, Cynthia Lawrence, Gary Powers6.

ABSENT: Randy Clements left the meeting after Salem City Council adjourned1.

MINUTES

The minutes of the regular monthly meeting held on December 20, 2022 were before the body.

Mr. Fralin 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.

COMMENTS BY THE EXECUTIVE DIRECTOR

Mr. Stewart advised the Commission of the following personnel changes:

New Hires:

- Eric Monday, General Counsel, effective January 30, 2023
- Troy Philpott, Procurement Manager, effective January 24, 2023
- Tim Ramsay, Airport Maintenance Technician, effective January 3, 2023

Promotions:

- Robbie Palmer transferred to Service Captain, filling the vacancy left by Ray Clark’s retirement.
- Josh Herron was promoted to Public Safety Captain.

RRAC sponsored the VA Tech/Clemson basketball game on January 4, 2023. A \$500 gift certificate was presented to a student to be used for an airline that flies out of ROA.

January 5, 2023, Mr. Stewart participated on a panel at the Delta Airport Consultants company annual meeting discussing the value their engineers and planners bring to airports.

Mr. Stewart met with Ryan Hawkins, CEO of Secure Parking, parent company of Interflight Parking, to discuss the strategic use of data now available from the new parking revenue control system.

A joint meeting with the Roanoke County Board of Supervisors is now tentatively planned for May 2023.

Mr. Stewart has a meeting scheduled with Vicki Cox, VA Aviation Board on Wednesday, January 18, 2023.

Upcoming Flight Changes for Summer:

- American Airlines will reduce their flights to Charlotte from 7 to 6 flights, all Embraer 145s.

- United Airlines will fly the Embraer 175 on 2 of their 3 routes to Chicago, increasing the number of seats by 25 on each of those two flights. Additionally, flights to Dulles will increase to three flights a day.
- Allegiant Air reinstates their flights to Nashville beginning in February through May, 2023.

MONTHLY FINANCIAL REPORT

The monthly financial report for the six months ended December 2022 was presented by the Director of Finance.

FISCAL YEAR 2023 CAPITAL IMPROVEMENT PROGRAM

A report from the Director of Planning and Engineering recommending the Commission adopt a Proposed Capital Improvement Program for 2024 and authorize the submittal of the projects to Roanoke City Council, Roanoke County Board of Supervisors, and Salem City Council for their approval at the appropriate time, was before the body.

(Report on file in Airport Commission Office.)

Ms. Lawrence made a motion to adopt a Resolution approving the proposed capital improvement program for fiscal year 2024. The motion was seconded by Mr. Gust and adopted by the following vote:

AYES:

Commission members Fralin, Guidry, Gust, Lawrence, Powers and Bishop6.

NAYS:

None.....0.

(Resolution No. 01-011723 on file in Airport Commission Office.)

There being no further business to come before the Commission, Dr. Bishop adjourned the meeting at 10:00 a.m.

ATTEST:


Secretary