

ROANOKE REGIONAL AIRPORT COMMISSION

January 19, 2021

8:30 a.m.

The Roanoke Regional Airport Commission met in the Airport Conference Room, Second Floor of the Terminal Building on Tuesday, January 19, 2021, at 8:30 a.m. Mr. Powers, Chair, presided.

PRESENT: Commission members Nathaniel L. Bishop, Randy Clements, Robert Fralin, Dale Guidry, William Gust, Cynthia Lawrence, and Gary Powers.....7.

ABSENT: None.....0.

MINUTES

The minutes of the regular monthly meeting held on December 15, 2020, were before the body.

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

AIR TRAFFIC REPORT

The Air Traffic Report for November 2020, was before the body.

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

HEARING OF CITIZENS UPON AIRPORT MATTERS

Geoff Campbell representing B Early Cab Company addressed the Commission on the Commission's lack of a taxi cab stand and contract with a cab company.

ROANOKE REGIONAL AIRPORT COMMISSION AIR SERVICE UPDATE – JANUARY 2021

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

Mr. Gust made a motion to receive and file the report. The motion was seconded by Dr. Clements and unanimously approved.

MONTHLY FINANCIAL REPORT

The monthly financial report for the six months ending December 31, 2020, was before the body.

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

FINANCING FOR CONSTRUCTION OF TWO (2) HANGARS

A report from the Commission Treasurer recommending the Commission adopted a Resolution authorizing the Chair, Interim Executive Director, and Treasurer to take any and all actions, and to execute any and all documentation, including the issuance of the Commission's Taxable Airport

Revenue Bond in the amount of \$1,100,000, was before the body.

(Report on file in Airport Commission Office.)

Mr. Fralin made a motion to adopt a Resolution authorizing the issuance of a revenue bond in a principal amount not to exceed \$1,100,000. The motion was seconded by Dr. Clements and adopted by the following vote:

AYES: Commission members Bishop, Clements, Fralin, Guidry, Gust, Lawrence and Powers...7.

NAYS: None.....0.

(Resolution No. 01-011921 on file in Airport Commission Office.)

FY 2022 CAPITAL IMPROVEMENT PROGRAM

A report from the Director of Finance and Administration recommending the Commission adopt a Proposed Capital Improvement Program for 2022 and authorize the submittal of the projects to the City and County 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 2022. The motion was seconded by Dr. Bishop and adopted by the following vote:

AYES: Commission members Bishop, Clements, Guidry, Gust, Lawrence and Powers.....7.

NAYS: None.....0.

(Resolution No. 02-011921 on file in Airport Commission Office.)

APPOINTING TEMPORARY MEMBER REPRESENTATIVE TO RVTPO

A resolution appointing the Commission Chair to serve as the Commission's temporary member representative on the Roanoke Valley Transportation Planning Organization Policy Board and the Transportation Technical Committee until such time as , was before the body.

Mr. Gust made a motion to adopt a Resolution appointing the Commission's Temporary Member Representative to the Roanoke Valley Transportation Planning Organization Policy Board and the Transportation Technical Committee. The motion was seconded by Dr. Bishop and adopted by the following vote:

AYES: Commission members Bishop, Clements, Fralin, Guidry, Gust, Lawrence and Powers...7.

NAYS: None.....0.

(Resolution No. 03-011921 on file in Airport Commission Office.)

COMMENTS BY INTERIM EXECUTIVE DIRECTOR

Mr. Jeavons advised that bids for the rehabilitation of parking facilities are due next week and that a report for recommendation of a contractor should be on the agenda for the February meeting.

Mr. Jeavons stated that he hoped to have the Commission's air service consultant at the February meeting.

INQUIRIES AND/OR COMMENTS BY COMMISSION MEMBERS

The members of the Commission expressed appreciation to David Jeavons for the job he is doing as Interim Executive Director, Director of Finance and Administration and Commission Treasurer.

Mr. Gust advised that there could possibly be a future opportunity to partner with Spirit Airlines. He asked Mr. Boettcher to put together a packet that could be presented to Spirit.

Mr. Powers made a motion that the Commission convene in a closed meeting to discuss a long term contract, where discussion in an open session would adversely affect the bargaining or negotiating strategy of the Commission, pursuant to Section 2.2-3711.A.(29), Code of Virginia (1950), as amended. The motion was seconded by Ms. Lawrence and adopted by the following vote:

AYES: Commission members Bishop, Clements, Fralin, Guidry, Gust, Lawrence and Powers...7.
NAYS: None.....0.

Mr. Powers made a motion that the Commission convene in a closed meeting to discuss personnel matters, specifically staffing, pursuant to Section 2.2-3711.A.(1), Code of Virginia (1950), as amended. The motion was seconded by Mr. Guidry and adopted by the following vote:

AYES: Commission members Bishop, Clements, Fralin, Guidry, Gust, Lawrence and Powers...7.
NAYS: None.....0.

Mr. Powers made a motion that the Commission convene in a closed meeting to discuss specific legal matters requiring advice by legal counsel, pursuant to Section 2.2-3711.A.(8), Code of Virginia (1950), as amended. The motion was seconded by Dr. Bishop and adopted by the following vote:

AYES: Commission members Bishop, Clements, Fralin, Guidry, Gust, Lawrence and Powers...7.
NAYS: None.....0.

The Commission convened in Closed Meetings at 9:24 a.m.

The Commission reconvened at 10:34 a.m.

Ms. Lawrence made a motion that with respect to the Closed Meetings just concluded, that each member of the Airport Commission certify to the best of his or her knowledge that (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and (2) only such public business matters as were identified in the motions by which the Closed Meetings were convened, were heard, discussed or considered in the meetings by the Commission. The motion was seconded by Mr. Fralin and adopted by the following vote:

AYES: Commission members Bishop, Clements, Fralin, Guidry, Gust, Lawrence and Powers...7.
NAYS: None.....0.

Mr. Powers reminded the Commission members that the next regularly scheduled meeting is February 16, 2021.

There being no further business to come before the Commission, Mr. Powers adjourned the meeting at 10:36 a.m.

ATTEST:
Cathy S. Bowman
Secretary