



ROANOKE REGIONAL AIRPORT COMMISSION

Meeting at:
Shenandoah Club
TENTATIVE AGENDA
March 23, 2021
8:30 a.m.

Because of present state of emergency due to the COVID-19 pandemic, and until further notice, the public cannot be accommodated physically in proximity to the Commissioners and Staff Participants. Meeting will be set up through Zoom at <https://www.facebook.com/flyROA/live/>

Any requests to speak must be emailed to: Danielle.poe@flyroa.com no later than 5:00 p.m. on Friday, March 19, 2021. After request is received, zoom meeting information will be provided to the requester by 8:15 a.m. on the day of the meeting. Each speaker will be allotted three minutes.

1. Call to Order -- Roll Call

2. **CONSENT AGENDA**

C-1 Minutes of the special meeting held on February 12, 2021 and the regular monthly meeting held on February 16, 2021.

RECOMMENDED ACTION: Receive and file.

C-2 Roanoke Regional Airport Commission Air Traffic Report - January 2021.

RECOMMENDED ACTION: Receive and file.

REGULAR AGENDA

3. Hearings of Citizens Upon Airport Matters

4. Reports of Airport Businesses

5. Reports through the Interim Executive Director

A. Items Recommended for Action:

1. The monthly air service update.

RECOMMENDED ACTION: Receive and file.

2. The monthly financial report from the Commission Treasurer.

RECOMMENDED ACTION: Receive and file.

3. A report from the Interim Executive Director with regard to authorizing award of a contract to W. C. English, Incorporated for the Long and Short Term Parking Lot Rehabilitation. **(Resolution No. 08-032321)**
4. A report from the Director of Finance and Administration with regard to authorizing the Interim Executive Director to complete, file and execute the Coronavirus Response and Relief Supplemental Appropriation Act (CRRSA) Grant 3-51-0045-Pending for Operating Expenses, Debt Service, and Debt Service Reserve Funds. **(Resolution 09-032321)**
5. A report from the Director of Finance and Administration regarding adopting the FY 2022 Budget and authorization to pick up employee's mandatory contributions. **(Resolution No. 10-032321 and Resolution No. 11-032321)**
6. A report from the Director of Finance and Administration with regard to authorizing procurement of health insurance through The Local Choice (TLC), for Fiscal Year 2022 with Anthem Blue Cross Blue Shield of Virginia. **(Resolution No. 12-032321)**

6. Motions and Miscellaneous Business:

- A. Interim Executive Director
- B. Inquiries and/or Comments by Commission Members

7. Resignation of Cathy S. Bowman as Commission Secretary

8. Election of Officer: Commission Secretary

9. Adjourn

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 or adaptations.

In accordance with guidelines adopted by this Commission, please be advised that all speakers making presentations as part of the "Reports of Airport Businesses" and the "Hearings of Citizens Upon Public Matters" section of the agenda shall be confined to three minutes, unless additional time has been requested of and granted by the Commission, or unless such presentation is extended by reason of the Commission's request for additional information.