



## **ROANOKE REGIONAL AIRPORT COMMISSION**

**March 28, 2023, 8:30 a.m.**

### **Agenda**

**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.**

1. Call to Order & Roll Call.
2. Welcome of newly appointed Commission Member Amanda Marko and authorization to attend remotely.

#### **CONSENT AGENDA**

3. Minutes of the regular Commission meeting held on February 21, 2023.

#### **INFORMATION ITEMS**

4. Executive Director's report on Airport activities.
5. Finance Department monthly report.

#### **ACTION ITEMS**

6. Consideration of the Director of Finance and Administration report and recommendation of adoption of the Fiscal Year 2023-2024 Budget (Resolution No. 04-032823).
7. Consideration of the Director of Finance and Administration's report and recommendation with regard to authorizing procurement of health insurance through The Local Choice (TLC) for fiscal year 2023-2024 (Resolution No. 05-032823).
8. Consideration of a contract with Passero Associates, and with Reynolds, Smith & Hill, for on-call, as needed professional aviation architectural services, relating to multiple capital projects (Resolution No. 06-032823).
9. Consideration of a contract with Carrier Commercial Service for HVAC replacement in both the Nordt Building and Building 51 (Resolution No. 07-032823).
10. Consideration of a contract with Power Line Rent E Quip Inc. to purchase a boom truck for the Maintenance Department (Resolution No. 08-032823).

11. Consideration of the purchase of enhanced exterior lighting for the terminal building, concourse, gates and apron, from Musco Sports Lighting, LLC. This purchase would be via a preexisting Cooperative Purchase Agreement (Resolution No. 09-032823).

### **PUBLIC COMMENT**

Any comments to be read into the record or requests to speak must be emailed to: [Karen.Faber@flyroa.com](mailto:Karen.Faber@flyroa.com) no later than 4:00 p.m. on Friday, March 24, 2023.

Each speaker will be allotted three minutes (submitted comments are limited to 3 minutes as read aloud). Groups of speakers on the same topic must designate a single representative. Speakers may not yield time.

The public comment period provides citizens the opportunity to discuss matters relevant to the operation of the Airport, which are not listed on the printed agenda. Any person submitting comments or requesting to speak must identify themselves by name and address, including zip code, limit their remarks to 3 minutes or less, address a topic of Airport business, and refrain from making any personal references or accusations of a factually false and/or malicious nature. Any speaker violating these rules may be removed from the meeting and their comments disallowed.

12. New Business for consideration by the Commission.
13. Comments by Commission members.

### **EXECUTIVE SESSION**

*Pursuant to Code of Virginia § 2.2-3711(A), the Commission will consider convening in Executive Session for the following purposes:*

- A. Potential acquisition of real estate in the vicinity of Aviation Drive, and of additional real estate contiguous to Commission property (Code of Virginia § 2.2-3711(A)(3), acquisition/disposition of real estate).
  - B. The current compliance status of several leases. (Code of Virginia § 2.2-3711(A)(7) & (8), consultation with legal counsel).
  - C. Long-term financial and capital development of Airport assets. (Code of Virginia § 2-3711(A)(6), investment of public funds, where disclosure would be detrimental to the Commission's financial interests).
14. Reconvene in Public Session and certification of Executive Session.
  15. Adjourn.