



## ROANOKE REGIONAL AIRPORT COMMISSION

NOVEMBER 19, 2019

8:30 a.m.

### TENTATIVE AGENDA FOR THE COMMISSION

1. Call to Order -- Roll Call

2. CONSENT AGENDA

C-1 Minutes of the regular monthly meeting held on September 17, 2019.

RECOMMENDED ACTION: Dispense with the reading thereof and approve as recorded.

C-2 Roanoke Regional Airport Commission Air Traffic Report – September 2019.

RECOMMENDED ACTION: Receive and file.

REGULAR AGENDA

3. Hearing of Citizens Upon Airport Matters

A. Kay Strickland, CDO, Carilion Clinic Foundation – Update on the spring Carilion Foundation Gala.

4. Reports of Airport Businesses

5. Reports through/from the Executive Director

A. The monthly Air Service Update from the Director of Marketing and Air Service.

B. The monthly financial report from the Commission Treasurer.

C. A report from the Director of Finance and Administration with regard to authorizing a retiree health insurance contribution for 2020. **(Resolution No. 28-111919)**

D. A report from the Director of Facilities and Grounds with regard to authorizing a contract with Austin Electric Company for the Tunnel Lighting Project. **(Resolution No. 29-111919)**

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- E. A report from the Executive Director with regard to adopting a schedule of meetings for 2020.
- F. A report from the Executive Director with regard to authorizing a lease agreement with Summit Helicopters for land area for construction of an aircraft hangar. **(Resolution No. 30-111919)**
- G. A report from the Executive Director with regard to authorizing the amendment of the Commission's Ground Transportation Rules and Regulations for Roanoke-Blacksburg Regional Airport. **(Resolution No. 31-111919)**
- H. A request from the Executive Director for a Closed Meeting to discuss the Commission's negotiating strategy for the Commission's FBO services contract where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Commission, pursuant to Section 2.2-3711 (A) (29), Code of Virginia (1950), as amended.

RECOMMENDED ACTION: Concur in request for Closing Meeting

- 6. Motions and Miscellaneous Business:
  - A. Comments by Executive Director.
  - B. Inquiries and/or Comments by Commission Members.
    - 1. A request from the Commission Chair for a Closed Meeting to discuss the performance and salary of a specific Commission employee, being Executive Director, pursuant to Section 2.2-3711 (A)(1), Code of Virginia (1950), as amended.

RECOMMENDED ACTION: Concur in request for Closing Meeting.

- 7. Convene in Closed Meetings
- 8. Reconvene
- 9. Certification of Closed Meetings
- 10. 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.