

ROANOKE REGIONAL AIRPORT COMMISSION
November 16, 2021
8:30 a.m.

The Roanoke Regional Airport Commission met in the Airport Conference Room, Second Floor of the Terminal Building on Tuesday, November 16, 2021, at 8:30 a.m. Mr. Guidry, Chair, presided.

PRESENT: Commission members Dale Guidry "Chair", N.L Bishop (via Zoom), Randy Clements, Robert Fralin, William Gust, Cynthia Lawrence, Gary Powers7.

ABSENT:0.

MINUTES

The minutes of the regular monthly meeting held on October 19, 2021 were before the body.

Mr. Powers 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.

AIR TRAFFIC REPORT

The Air Traffic Report for September 2021, was before the body.

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

REPORTS OF AIRPORT BUSINESSES

Mike Mancuso with Signature Flight was present, he reported on the upcoming NextGen aviation event for youth. The event is scheduled to take place November 16-18 and again December 7-9.

HEARING OF CITIZENS UPON AIRPORT MATTERS

Basil Akers, spoke to the Commission regarding his thesis on airport operations.

COMMENTS BY THE EXECUTIVE DIRECTOR

Mr. Stewart provided an updated that touched on the holiday decorations, municipal flags flying out front of the airport, his visit with the Shenandoah Regional Airport Director, and McAlister's planned reopening date of Nov. 22, 2021. He also spoke on his meeting with the First Monday Group, ATC Zero procedures, the recent health fair, TPO meeting, and his briefing with RS&H regarding the master plan.

ROANOKE REGIONAL AIRPORT COMMISSION AIR SERVICE UPDATE

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

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

MONTHLY FINANCIAL REPORT

The monthly financial report for the four months ended October 2021, was before the body.

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

AUTHORIZING A LEASE AGREEMENT WITH THE GREENBRIER HOTEL CORP. FOR THE USE OF HANGAR 10

A report from the Executive Director with regard to authorizing a lease agreement with The Greenbrier Hotel Corp. for the use of Hangar 10.

Mr. Gust made a motion adopt a Resolution authorizing the Executive Director to enter into a lease agreement with the Greenbrier Hotel Corp. for the use of Hangar 10, upon certain terms and conditions. The motion was seconded by Ms. Lawrence and adopted by the following vote:

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

NAYS: None.....0.

(Report on file in Airport Commission Office.)

(Resolution No. 28-111621 on file in Airport Commission Office.)

AUTHORIZING A LEASE AGREEMENT WITH THE CITY OF ROANOKE FOR THE USE OF TRAINING SPACE IN BLDG. 51

A report from the Executive Director with regard to authorizing a lease agreement with the City of Roanoke for the use of training space in Bldg. 51.

(Report on file in Airport Commission Office.)

Ms. Lawrence made a motion to authorize the Executive Director to enter into a lease agreement with the City of Roanoke for training space in Building 51, upon certain terms and conditions. The motion was seconded by Mr. Gust and adopted by the following vote:

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

NAYS: None.....0.

(Resolution No. 29-111621 on file in Airport Commission Office.)

AUTHORIZING A LEASE AGREEMENT WITH JET STAR AVIATION FOR THE USE OF A STORAGE SHED

A report from the Executive Director with regard to authorizing a lease agreement with Jet Star Aviation VA LLC for a 12 X 24 storage shed, upon certain terms and conditions.

(Report on file in Airport Commission Office.)

Mr. Gust made a motion to authorize the Executive Director to enter into a lease agreement with the Jet Star Aviation VA LLC for a 12 X 24 storage shed, upon certain terms and conditions. The motion was seconded by Ms. Lawrence and adopted by the following vote:

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

NAYS: None.....0.

(Resolution No. 30-111621 on file in Airport Commission Office.)

APPOINTING THE COMMISSION'S MEMBER REPRESENTATIVE TO THE ROANOKE VALLEY TRANSPORTATION PLANNING ORGANIZATION POLICY BOARD AND THE TRANSPORTATION TECHNICAL COMMITTEE

A resolution appointing the Commission's Member Representative to the Roanoke Valley Transportation Planning Organization Policy Board and the Transportation Technical Committee. Ms.

Lawrence made a motion to approve, the motion was seconded by Mr. Gust and was adopted by the following vote:

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

NAYS: None.....0.

(Resolution No. 31-111621 on file in Airport Commission Office.)

AUTHORIZING THE ISSUANCE OF A REVENUE BOND IN A PRINCIPAL AMOUNT NOT TO EXEC \$3,520,000

A report from the Treasurer regarding the financing of real property currently owned by Nordt Properties, LLC bearing City of Roanoke Tax Parcel #6630107.

Mr. Lawrence made a motion authorizing the issuance of a revenue bond in a principal amount not to exceed \$3,520,000. Mr. Clements seconded the motions and it was adopted by the following vote:

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

NAYS: None.....0.

(Resolution No. 32-111621 on file in Airport Commission Office.)

2022 SCHEDULE OF COMMISSION MEETINGS

Mr. Powers made a motion the Commission adopt a schedule of 2022 Airport Commission meetings, was before the body. The motion was seconded by Mr. Gust and unanimously approved.

INQUIRIES AND/OR COMMENTS BY COMMISSION MEMBERS

Ms. Lawrence made a motion to go into Closed Session for the following purposes, a discussion and consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to section 2.2-3711.A.(3), Code of Virginia (1950), as amended related to a proposal made by a current lessee of Commission property, and for the discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected pursuant to Va. Code § 2.2-3711.A.6 related to the Airport's Master Plan. The motion was seconded by Mr. Powers and adopted by the following vote:

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

NAYS: None.....0.

The Commission convened in closed meetings at 9: 9:30.

The Commission reconvened at 10:15 a.m.

There being no further business to come before the Commission, Mr. Guidry adjourned the meeting at 10:17 a.m.

ATTEST: 
Secretary