



**ROANOKE REGIONAL AIRPORT COMMISSION  
TENTATIVE AGENDA  
March 28, 2017  
12:30 p.m.**

This is the March 2017 meeting of the Roanoke Regional Airport Commission.  
The meeting is held at the offices of the Virginia Tech Foundation, Inc., 902 Prices Fork Road,  
Blacksburg, Virginia.

1. Call to Order -- Roll Call

1.A. Approval of Prepared Agenda

2. **CONSENT AGENDA**

C-1 Minutes of the regular monthly meeting held on February 21, 2017.

RECOMMENDED ACTION: Receive and file.

C-2 Roanoke Regional Airport Commission February 2017 Air Traffic Report.

RECOMMENDED ACTION: Receive and file.

**REGULAR AGENDA**

3. Petitions and Communications: None

4. Reports through the Executive Director

A. Items Recommended for Action:

1. The monthly Air Service Update from the Director of Marketing and Air Service.
2. The monthly financial report from the Commission Treasurer.
3. A report from the Director of Finance and Administration regarding adopting the FY 2018 Budget. **(Resolution No. 05-032817)**
4. A report from the Director of Planning and Engineering Authorizing the Second One-Year Extension of Term Contract 5993 with Mead & Hunt, Inc. for Professional Airport Architectural Services Relating to Construction for Multiple Projects. **(Resolution No. 06-032817)**
5. A report from the Director of Planning and Engineering with regard to authorizing Amendment No. 16 to Contract 5986 Airport Engineering Services with Delta Airport Consultants, Inc. to provide Engineering Design and Bid Services for the Rehabilitate General Aviation Ramp East Project. **(Resolution No. 07-032817)**

6. A report from the Director of Public Safety with regard to authorizing a Contract with Cardinal Criminal Justice Academy for Commission Public Safety Officer Training. **(Resolution No. 08-032817)**
  7. A report from the Executive Director with regard to authoring an application by Kane's Communication Systems, Inc. d/b/a Star Flight Training to do business at the Airport as a Specialized Fixed Base Operator providing Part 61 Flight Instruction. **(Resolution No. 09-032817)**
5. Motions and Miscellaneous Business:
    - A. Comments by Executive Director
    - B. Inquiries and/or Comments by Commission Members
  6. Recess
  7. Reconvene for Work Shop
  8. Work Shop
  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 five 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.