

**ROANOKE REGIONAL AIRPORT COMMISSION**

**May 16, 2017**

**8:30 a.m.**

The Roanoke Regional Airport Commission met in the Airport Conference Room, Second Floor of the Terminal Building, on Tuesday, May 16, 2017, at 8:30 a.m. John E. Dooley, Chairman, presided.

**PRESENT:** Commission members William Gust, Cynthia Lawrence, H. Odell Minnix and John E. Dooley.....4.

**ABSENT:** Commission member Randy Clements.....1.

**MINUTES**

The minutes of the regular monthly meeting and work shop held on March 28, 2017, were before the body.

Ms. Lawrence 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.

**ROANOKE REGIONAL AIRPORT COMMISSION AIR TRAFFIC REPORT – MARCH 2017**

The Roanoke Regional Airport Commission Air Traffic Report for March 2017, was before the body.

Ms. Lawrence made a motion that the Air Service Updates be received and filed. The motion was seconded by Mr. Gust and unanimously approved.

**PETITIONS AND COMMUNICATIONS**

A copy of City of Roanoke Resolution No. 40789-040317 approving the Roanoke Regional Airport Commission's Budget for Fiscal Year 2017-2018, which Resolution was adopted by Roanoke City Council at its regular meeting on April 3, 2017, was before the body.

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

A copy of County of Roanoke Resolution No. 041117-1 approving the Roanoke Regional Airport Commission's Budget for Fiscal Year 2017-2018, which Resolution was adopted by the Roanoke County Board of Supervisors at its regular meeting on April 11, 2017, was before the body.

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

**VIDEO MONTH IN REVIEW**

This month's Video Month In Review was narrated by Amanda DeHaven and included clips of ARFF training with the Virginia Department of Aviation simulator; the May 6<sup>th</sup> Women Can Fly event; installation of the new passenger boarding bridges; spring mulching/gardening/mowing; Robbie Palmer and Ray Clark being sworn in as captains for the Public Safety Department; a tour of the airport for Round Hill Elementary School students; and two military charters.

**HEARINGS OF CITIZENS**

Troy Larimer, representing taxi drivers, discussed the airport's website and asked if the B. Early Cab Company could be added to it.

Ben Early addressed the Commission regarding his recent interactions with the Executive Director. He presented the book, "Mind Hunter – Inside the FBI's Elite Serial Crime Unit" by John Douglas and Mark Olshaker, to Mr. Bradshaw.

**AIRPORT BUSINESSES**

Brian Brogan with Standard Parking advised that the airport parking operation was running smoothly.

**AIR SERVICE UPDATE**

The May 2017 Air Traffic Report was before the body.

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

Brad Boettcher advised the Commission that air traffic was down a small percentage in April, largely due to severe weather in Atlanta. United will increase its Chicago service to three per day in June. American should be phasing out its Dash 8's by the end of the year and Delta will continue to add to its fleet. We continue to encourage American Airlines to add Dallas service.

**MONTHLY FINANCIAL REPORT**

The monthly financial report for April 2017, was before the body.

(Financial Reports on file in Airport Commission Office.)

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

**REAPPOINTMENT OF MEMBERS TO THE ROANOKE VALLEY TRANSPORTATION PLANNING ORGANIZATION (RVTPO)**

A report from the Executive Director recommending the appointment of the Commission's Member Representative and Alternate to the Roanoke Valley Transportation Planning Organization, was before the body.

(Report on file in Airport Commission Office.)

Mr. Minnix made a motion to adopt a Resolution appointing the Commission's Member Representative and Alternate to the Roanoke Valley Transportation Planning Organization. The motion was seconded by Mr. Gust and adopted by the following vote:

AYES: Commission members Gust, Lawrence, Minnix and Dooley.....4.  
NAYS: None.....0.

(Resolution No. 10-051617 on file in Airport Commission Office.)

**COMMENTS BY EXECUTIVE DIRECTOR**

Mr. Bradshaw advised that the Roanoke Regional Airport Commission reached its 30<sup>th</sup> anniversary in April. He expressed appreciation to all who participated in the recent Women Can Fly Event, especially to Diana Lewis for her role in that event.

Mr. Bradshaw introduced Frank Martin who is the real estate listing agent for the old fire station and the former BB&T bank building. The Director gave a review on the last Master Plan was completed in 2008 which identified property that should be purchased if and when it became available – the BB&T building being one of the properties. Mr. Bradshaw outlined the different areas available for development on and around the Airport.

Mr. Bradshaw introduced Matt Dubbe and Dustin Wolff with Mead & Hunt. They reviewed the recent Parking Lot Master Plan that was completed in 2016. Several options for landside development were discussed including a hotel, restaurant, etc.

Dr. Dooley thanked Mr. Dubbe and Mr. Wolff for their presentation and interesting ideas for maximizing land use at the airport.

**COMMENTS FROM COMMISSION MEMBERS**

Mr. Gust expressed his appreciation to Brad Boettcher for his continuing work on improving air service.

Mr. Minnix expressed his concern about the recent negative remarks against the Executive Director. He stated that he takes exception to those comments and that he has complete confidence in Mr. Bradshaw and that he does an excellent job as Executive Director. Dr. Dooley advised that Mr. Minnix's comments are the same for all the Commission members.

There being no further business to come before the Commission, the meeting was adjourned at 9:45 p.m.

Read and approved at the June 20, 2017 meeting of the Roanoke Regional Airport Commission.

ATTEST:

  
Secretary