

**ROANOKE REGIONAL AIRPORT COMMISSION**

**August 17, 2021**

**8:30 a.m.**

The Roanoke Regional Airport Commission met in the Airport Conference Room, Second Floor of the Terminal Building on Tuesday, August 17, 2021, at 8:30 a.m. Mr. Guidry, Chair, presided.

**PRESENT:** Commission members Nathaniel L. Bishop, Randy Clements, Robert Fralin, William Gust, Cynthia Lawrence, Gary Powers, and Dale Guidry.....7.

**ABSENT:** None.....0.

**MINUTES**

The minutes of the regular monthly meeting held on July 20, 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 Ms. Lawrence and unanimously approved.

**AIR TRAFFIC REPORT**

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

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

**REPORTS OF AIRPORT BUSINESSES**

Mike Mancuso with Signature Flight was present and is looking forward to meeting Mr. Stewart.

**ROANOKE REGIONAL AIRPORT COMMISSION AIR SERVICE UPDATE**

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

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

**AUTHORIZING AMENDMENT 24 TO THOMPSON & LITTON, INC. FOR THE SCHEMATIC DESIGN, DESIGN DEVELOPMENT, CONSTRUCTION DOCUMENTS, AND BID ASSISTANCE FOR THE LONG-TERM AND SHORT-TERM PARKING LOT RECONFIGURATION PROJECT**

A report from the Interim Executive Director with regard to authorizing Amendment 24 to Thompson & Litton, Inc. for the Schematic Design, Design Development, Construction Documents, and Bid Assistance for the Long-Term and Short-Term Parking Lot Reconfiguration project was before the body. Sue Winslow was in attendance to provide background to the project and answer any questions.

(Report on file in Airport Commission Office.)

Mr. Gust made a motion to adopt a Resolution Authorizing Amendment 24 to Thompson & Litton, Inc. for the Schematic Design, Design Development, Construction Documents, and Bid Assistance for the Long-Term and Short-Term Parking Lot Reconfiguration project. The motion was seconded by Mr. Fralin and adopted by the following vote:

AYES: Commission members Bishop, Clements, Fralin, Lawrence, Powers and Guidry.....6.

NAYS: None.....0.

ABSTAIN.....1.

(Resolution No. 23-081721 on file in Airport Commission Office.)

**AWARDING CONTRACT TO BUCHER MUNICIPAL NORTH AMERICA FOR THE PURCHASE OF ONE A900 AIRPORT SERVICE VEHICLE**

A report from the Director of Facilities and Grounds with regard to awarding Contract to Bucher Municipal North America for the Purchase of One A900 Airport Service Vehicle. A motion was made by Ms. Lawrence and seconded by Mr. Gust. The resolution approving the contract was 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. 24-081721 on file in Airport Commission Office.).

**AUTHORIZING APPLICATION, ACCEPTANCE, and ALLOCATION OF STATE AVIATION AND AIRPORT PROMOTION AND STATE ENTITLEMENT FUNDS FOR FISCAL YEAR 2022.**

A report from the Interim Executive Director with regards to the authorization to apply, accept and allocation of State Aviation and Airport Promotion and State Entitlement Funds for Fiscal Year 2022. Mr. Gust made the motion to approve, the motion was seconded by Ms. Lawrence and was adopted by the following vote:

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

NAYS: None.....0.

(Resolution No. 26-081721 on file in Airport Commission Office.)

**COMMENTS BY INTERIM EXECUTIVE DIRECTOR**

Mr. Jeavons provided an update on the Airfield Signage and Lighting Project.

Mr. Jeavons provided an update on hangars 10 and 12 which are currently under construction.

Mr. Jeavons provided an update on the Nordt property due diligence.

Mr. Jeavons expresses staff excitement regarding the announcement of Mike Stewart.

**INQUIRIES AND/OR COMMENTS BY COMMISSION MEMBERS**

Mr. Gust brought up hangar expansion and the need to identify possible sites for future hangars.

Mrs. Lawrence discussed working with Del. Austin in creating a regional transportation strategy.

**A RESOLUTION APPROVING A CERTAIN EMPLOYMENT CONTRACT BETWEEN BARRY MICHAEL STEWART AND THE REGIONAL AIRPORT COMMISSION.**

Mr. Gust made a motion approving a certain employment contract between Barry Michael Stewart and the Regional Airport Commission. Ms. Lawrence seconded the motion and it was approved by the following vote:

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

NAYS: None.....0.

Dr. Bishop made a motion for a closed meeting to discuss the protocol for communications on behalf of the Commission with outside parties pursuant to Section 2.2-3711.A.1 of the Code of Virginia, 1950, as amended. 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.

The Commission convened in Closed Meetings at 9:17 a.m.

The Commission reconvened at 9:54 a.m.

There being no further business to come before the Commission, Mr. Guidry who adjourned the meeting at 9:55 a.m.

ATTEST:  
  
Secretary 

