

**VIRGINIA TECH/MONTGOMERY REGIONAL
AIRPORT AUTHORITY
TUESDAY, AUGUST 12, 2025 MEETING MINUTES**

CALL TO ORDER

The August 12, 2025, meeting of the Virginia Tech Montgomery Regional Airport Authority (the “Authority”) was called to order at 3:31 p.m.

Chairperson Biggs called the meeting to order. In addition to the Chair, Mrs. Biggs, the following Board members were present: Mr. Stipes, Mr. Stipes, and Dr. Bishop.

The following individuals were in attendance during the public portion of the meeting:

Authority Members:

Mrs. Mary Biggs, Chair (Montgomery County) – attended in person
Dr. Nathaniel Bishop (at-large member) – attended in person
Mr. Brad Stipes (Christiansburg) – attended in person

The following people also attended:

Mr. Keith Holt, Airport Director - attended in person
Mr. Jon McCalmont, Parish and Partners – attended in person
Mr. Kyle Eldridge, Sands Anderson – attended via Zoom

CONSENT AGENDA

On a motion by Mr. Stipes, seconded by Dr. Bishop, approval of the August 12, 2025, agenda and the establishment of the next meeting on September 9, 2025, approval of the minutes of the July 8, 2025, meeting as presented were approved unanimously on a voice vote.

PUBLIC COMMENTS

There was no public comment.

MANAGERS REPORT

Misc. Updates

Mr. Holt provided a variety of updates, including previous and upcoming meetings to include a Safety Seminar to be held at the airport on August 14th, the Virginia Aviation Conference in Roanoke August 13-15, Mr. Holt will present to the Blacksburg Rotary on August 20, and the Montgomery County Board of Supervisors on September 8th. Mr. Holt provided an update on the re-appointment of Mr. Stipes which is on the Town of Christiansburg Agenda for August 26th. At that time, the Town of Christiansburg will also take up the re-appointment of Dr. Bishop as the at-large member. Dr. Bishop’s re-appointment is also planned to be considered by the Town of Blacksburg on August 26th and the Virginia Tech Board of Visitors on August 18-20. Montgomery County has already provided approval for Dr. Bishop’s re-appointment. Mr. Holt also provided an update and shared the news stories from the Future of Flight event at the airport on July 14th with Electra Aero.

OPERATIONS AND FINANCE REPORT

Mr. Holt reported that in July, the airport sold 3,136 gallons of Avgas and 18,347 gallons of Jet Fuel.

NEW BUSINESS

Approval of AWOS Present Weather Sensor Repair DOAV Grant

Mr. Holt explained that the present weather sensor on the weather system has gone out and its replacement is nearly \$37,000. A grant application was made with the Virginia Department of Aviation that has agreed to cover \$35,103.52 (95%) in the form of a grant. On a motion by Mr. Stipes, seconded by Dr. Bishop it was unanimously approved on voice vote to accept the DOAV grant for the AWOS and to allow for all parties to sign the grant agreement.

Election of Officers

The slate of officers was presented as: Mrs. Biggs – Chair; Mr. Stipes – Vice-Chair; and Mr. Ross – Secretary/Treasurer.

On a motion by Dr. Bishop, seconded by Mr. Stipes the slate of officers was approved unanimously on a voice vote.

OLD BUSINESS

Construction Project Update

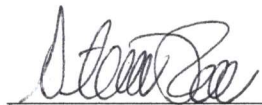
Mr. Holt reported the construction of the executive hangar is moving along nicely the electrical sub-contractor on-site this week. A walk-thru was completed with the Virginia Department of Aviation on the Apron project, with only a few minor issues noted to be fixed. Finally, the BETA Charge Pad building construction is on-going and the replacement airport shed association with the project was installed this week.

Master Plan Update

Mr. McCalmont provided an update on the Master Plan project. He stated the Demand/Capacity & Facility Requirements sections has been accepted by the FAA. The alternative analysis report is being prepared and additional FAQ's have been published to the airport's website. Next steps include preparing the implementation plan and the Airport Layout Plan Set.

ADJOURN

There being no further business to come before the Authority, the meeting adjourned at 4:19 p.m.



Secretary-Treasurer