

**VIRGINIA TECH/MONTGOMERY REGIONAL
AIRPORT AUTHORITY
TUESDAY, SEPTEMBER 9, 2025 MEETING MINUTES**

CALL TO ORDER

The September 9, 2025, Virginia Tech Montgomery Regional Airport Authority (the “Authority”) meeting was called to order at 3:35 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. Ross, Mrs. Belshe, 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
- Mr. Steve Ross (Blacksburg) – attended in person
- Dr. Nathaniel Bishop (at-large member) – attended in person
- Mrs. Lynsay Belshe (Virginia Tech) – 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. Dan Siegel, Sands Anderson – attended via Zoom
- Mr. Kyle Eldridge, Sands Anderson – attended via Zoom

CONSENT AGENDA

On a motion by Dr. Bishop, seconded by Mr. Stipes, the September 9, 2025, agenda and the establishment of the next meeting on October 14, 2025, and the minutes of the August 12, 2025, meeting as presented were approved unanimously on a voice vote.

PUBLIC COMMENTS

There was no public comment.

MANAGERS REPORT

Authority Member Reappointment Status

Mr. Holt provided an update on the reappoints. Mr. Stipes has been reappointed by the Town of Christiansburg, and his term will expire August 31, 2029. Dr. Bishop has been approved by all the jurisdictions for re-appointment as the at-large representative, and his term will expire August 31, 2029.

Misc. Updates

Mr. Holt provided a variety of updates, including previous and upcoming meetings, to include a

very well-attended safety seminar held on August 14th. Mr. Holt and Mr. Stansfield attended the Virginia Aviation Conference in Roanoke, which was very well done, and the Roanoke Regional Airport was a fantastic host for that event. Mr. Holt gave a presentation to the Blacksburg Rotary and the Montgomery County Board of Supervisors. Mr. Holt provided a summary of the game-day traffic and mentioned an upcoming meeting with the Regional Tourism office.

OPERATIONS AND FINANCE REPORT

Mr. Holt reported that in August, the airport sold 3,999 gallons of Avgas and 18,381 gallons of Jet Fuel.

NEW BUSINESS

Approval for Signature General Engineering Services Contract

Mr. Holt presented a general engineering services contract with Parrish and Partners following the successful RFQ process and selection. On a motion by Mr. Ross, seconded by Mrs. Belshe, the contract was approved and signature authority granted by unanimous vote.

OLD BUSINESS

Construction Project Update

Mr. Holt reported that the construction of the executive hangar is moving along with the door siding complete, and the doors should be operational by the end of the week. The contractor has completed the punch-list items identified on the apron expansion project. The solar panels have been installed on the BETA Charge Pad buildings, with utility hookups scheduled to be completed this week. Finally, a contractor should start work on repairing a failing storm drain structure near the dumpster this week.

Master Plan Update

Mr. McCalmont provided an update on the Master Plan project. He mentioned that the Alternatives Analysis is in review, and the ALP sheets and Implementation Plans are being drafted. He discussed the ongoing FAQ's on the website and plans on working to schedule an upcoming TAC meeting.

ADJOURN

There being no further business to come before the Authority, the meeting adjourned at 4:53 p.m.



Secretary-Treasurer