

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

CALL TO ORDER

The December 9, 2025, Virginia Tech Montgomery Regional Airport Authority (the “Authority”) meeting was called to order at 3:38 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
Dr. Nathaniel Bishop (at-large member) – attended in person
Mr. Steve Ross (Christiansburg) – 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. Scott Stansfield, Director of Operations - attended in person
Mr. Jon McCalmont, Parrish 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 Mrs. Belshe, the December 9, 2025, agenda and the establishment of the next meeting on January 13, 2026, and the minutes of the October 14, 2025, meeting as presented were approved unanimously on a voice vote. The November meeting was cancelled and moved to December due to Veterans Day Holiday being on the date of our normal meeting time.

PUBLIC COMMENTS

There was no public comment.

MANAGERS REPORT

Previous and Upcoming Meetings

Mr. Holt provided a recap of meetings that included his presentation to the Town of Christiansburg Town Council, coordination of the WWII Museum of the New River Valley’s aircraft flyover, Chamber of Commerce Business after hours, Public Meeting on the Master Plan update, and the public’s invitation to welcome the new Virginia Tech Football Coach.

Misc. Updates

Mr. Holt provided updates on the final three home football games. He also reported on the preliminary numbers on the new Statewide Economic Impact report, which tallied the economic impact of the Virginia Tech/Montgomery Executive Airport to be \$36.8 Million annually.

OPERATIONS AND FINANCE REPORT

Mr. Holt reported that in October, the airport sold 4,458 gallons of Avgas and 34,024 gallons of Jet Fuel, and in November, the airport sold 3,205 gallons of Avgas and 40,588 gallons of Jet Fuel, setting a new single-month Jet A sales record.

NEW BUSINESS

FY2027 Budget

Mr. Holt said the FY2027 budget is beginning to be prepared, and the intent is to keep the local government requests the same as last year.

Approval for Signature FAA Grant for Phase 3 Hangar Construction

Mr. Holt stated that the federal grant for the third phase of the hangar construction has been submitted to the FAA. Not knowing the exact timeline of when the federal government will award the grant and send us the paperwork for signature, he suggested getting signature authority for the grant now in the event the grant is awarded between Authority meetings. On a motion by Mr. Stipes, seconded by Mrs. Belshe, the Authority accepted and granted signature authority for the federal grant for Phase 3 Hangar Construction.

OLD BUSINESS

Construction Project Update

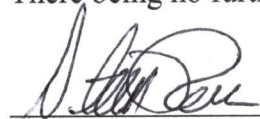
Mr. Holt reported that the construction of the executive hangar is complete, a certificate of occupancy has been issued, and the tenant's move-in date is imminent. The concrete slab for the BETA Aircraft charger will be poured this week, and the new charger should be installed soon.

Master Plan Update

Mr. McCalmont provided an update on the Master Plan project. He mentioned that the documents have been submitted to the FAA and DOAV. He discussed the good turnout and discussion at the Public Community Meeting. He discussed the next steps, which, after the documents are reviewed by the FAA and DOAV, the report will come back to the Airport Authority for their acceptance.

ADJOURN

There being no further business to come before the Authority, the meeting adjourned at 4:56 p.m.



Secretary-Treasurer