

## **APRIL 2025 Meeting Minutes Winchester Regional Airport Authority**

The Winchester Regional Airport Authority Board of Directors met in regular session at the Terminal Building Business Center located at 491 Airport Road at 5:00 P.M. on April 10, 2025.

**Present:** Bill Pifer (City of Winchester), Gene Fisher (Frederick County), Marcus Zechini (Clarke County), Frank Haun (Shenandoah County), Rhett Champagne (Frederick County), Carley Walker (Frederick County), Jerome Butler (Warren County), John Eberhardt (City of Winchester)

**Absent:** Thomas Leone (Frederick County), Vicky Cooke (Warren County), Chip Newcome (City of Winchester Council Liaison)

### **OPEN MEETING**

Chairman Bill Pifer called the meeting to order at 5:00 P.M.

### **APPROVAL OF AGENDA**

**Motion:** Approve meeting agenda as distributed – by Frank Haun, second by Rhett Champagne. Motion passed unanimously.

### **APPROVAL OF MINUTES – March 13, 2025, Regular Meeting**

**Motion:** Approve minutes as distributed – by Rhett Champagne, second by Frank Haun. Motion passed unanimously

### **PUBLIC COMMENT**

None

### **CHAIRMAN COMMENTS**

Mr. Pifer welcomed Peter Ballard with the Commemorative Air Force (CAF) to deliver a presentation about their organization and opportunities for partnership.

### **COMMITTEE REPORTS**

(a) **Executive** – No report

(b) **Finance & Budget** – Nick delivered a pre-audit report on the March 2025 financial reports.

**Motion:** Accept finance report as presented – by Gene Fisher, second by Frank Haun. Motion passed unanimously.

(c) **Marketing & Business Development** – No report.

(d) **Foundation & Community Outreach** – Carley briefed the latest community outreach efforts. She is working with the air show planning committee to ensure there is messaging about the Winchester Regional Aviation Foundation (WRAF) in event materials. She also recapped an aviation town hall event held at the Leesburg Airport (JYO) with the new AOPA President and GAMA CEO.

### **OPERATIONS REVIEW – OPERATIONS SUPERVISOR**

The airport continues to prepare for the 2025 Apple Blossom Air Show. Staff schedules will be adjusted accordingly to accommodate the event. The airport will issue NTP for the next capital project, “Taxiway A Relocation – Section 1” on/about April 25, 2025. We anticipate the project to begin the first week of May. The next project (i.e., “Section 2”) will be published for bid on/about May 6, 2025.

**NEW BUSINESS - EXECUTIVE DIRECTOR**

Nick introduced David Foley from Robinson Farmer Cox Associates (RFCA) (attending virtually) to deliver the FY2024 audit report.

**Motion:** Accept FY2024 audit as presented – by Jay Butler, second by John Eberhardt. Motion passed unanimously.

The airport was an exhibitor at the National Business Aviation Association (NBAA) Schedulers and Dispatchers conference in New Orleans, LA. John added that it is important for OKV to be connected to the Part 135 community since many AAM operators are expected to operate under those rules.

The airport sponsored the 2025 Widget Cup at the Shihadeh Center. The event is a competition between high school students from Clarke County, Frederick County, and the City of Winchester.

There are 4 grants that are currently awaiting closeout from the Virginia Department of Aviation (DOAV). The USDA loan is closed as of March 13, 2025.

The GO Virginia-funded project, “AAM Workforce Pipeline Development Study” held a kickoff on March 13<sup>th</sup>. John encouraged all board members to leverage their network to contribute to this project.

**COMMENTS – BOARD MEMBERS**

None

**ANNOUNCEMENTS**

None

**ADJOURNMENT**

**Motion:** There being no further business, a motion was made to adjourn the meeting at 6:18 P.M. – by Jay Butler, second by Marcus Zechini. Motion passed unanimously.

Respectfully submitted,

Nick Sabo, Executive Director

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WRAA Adopted:

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