

## **DECEMBER 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 December 11, 2025.

**Present:** Bill Pifer (City of Winchester), Carley Walker (Frederick County), Rhett Champagne (Frederick County), Marcus Zechini (Clarke County), Frank Haun (Shenandoah County), Gene Fisher (Frederick County), John Eberhardt (City of Winchester), Thomas Leone (Frederick County), Chip Newcome (City of Winchester Council Liaison)

**Absent:** Jerome Butler (Warren County)

### **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 John Eberhardt, second by Marcus Zechini. Motion passed unanimously.

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

**Motion:** Approve minutes as distributed – by Marcus Zechini, second by Carley Walker. Motion passed unanimously.

### **PUBLIC COMMENT**

None

### **CHAIRMAN COMMENTS**

Chairman wished everyone a happy holiday season.

### **COMMITTEE REPORTS**

(a) **Executive** – No report

(b) **Finance & Budget** – Rhett delivered a report on the pre-audit financials for November 2025.

**Motion:** Accept report as presented – by Frank Haun, second by Carley Walker. Motion passed unanimously.

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

(d) **Foundation & Community Outreach** – The Foundation held its annual meeting. We are working on a joint Go Virginia grant proposal to support aerospace CTE curriculum in area schools.

**Motion:** Accept report as presented – by Gene Fisher, second by Carley Walker. Motion passed unanimously.

## **OPERATIONS REVIEW – OPERATIONS SUPERVISOR**

Dave delivered the airport operations report including recent construction activity. The airport is in receipt of 90% plans for the Taxiway – Section 3 project. The airport is prepared for snow removal operations. Dave also detailed the airport’s support for aerial operations for a missing person’s case.

## **NEW BUSINESS - EXECUTIVE DIRECTOR**

Nick’s report included the following items for information only:

Nick gave an overview for a proposed master plan update to be done within the next 5 years. Delta Airport Consultants has been invited to attend the March meeting to give a presentation about the topics that could be studied further under such a project. John Eberhardt asked if advanced air mobility (AAM) concepts would be considered in a master plan and Nick responded affirmatively. John wants to ensure our local plans are aligned with FAA guidance and there was full agreement for this approach.

Carley provided an update on the strategic planning update. A survey has been sent to all Authority board members for completion before the next business meeting.

The Wincrest Drive Warehouse Project MOU is under review by the Authority attorney and will be brought for approval at a future meeting.

Nick provided an overview of the FY2027 budget. Board members are encouraged to continue to provide feedback on the proposed revised airport funding model, as it is incorporated on budget submissions being sent to the localities. There was discussion about ensuring there are sufficient guardrails in place to address situations in which there are significant budgetary constraints (e.g., economic downturn).

The Northside Environmental Assessment (EA) has been under review by FAA/HQ since August 2025. There was consensus among the Board to begin a congressional inquiry and allow that process to conclude before escalating the issue.

## **COMMENTS – BOARD MEMBERS**

None

## **ANNOUNCEMENTS**

None

## **ADJOURNMENT**

**Motion:** There being no further business, a motion was made to adjourn the meeting at 6:05 P.M. – by Carley Walker, second by Frank Haun. Motion passed unanimously.

Respectfully submitted,

Nick Sabo, Executive Director

---

WRAA Adopted:

---