

SMITH REYNOLDS AIRPORT BOARD  
3801 NORTH LIBERTY STREET  
WINSTON-SALEM, NORTH CAROLINA 27105  
MINUTES OF MEETING

A hybrid meeting of the Smith Reynolds Airport Board was held on Tuesday, January 24, 2022, at 4:00 p.m. with a quorum present.

**Smith Reynolds Airport Board Members Present:**

Mr. Thomas McKim, Chairman (Remote)  
Ms. Gayle Anderson, Vice Chairman  
Mr. Perry Hudspeth, Board Member  
Mr. Nicholas Pierce, Board Member  
Ms. Cynthia Jeffries, Board Member  
Mr. Clarence Lambe, Jr., Board Member  
Mr. Basil Yap, Board Member  
Mr. William Moore, III, Board Member  
Mr. Joshua Burcham, Board Member (Remote)

**Also Present:**

Mr. Mark Davidson, A.A.E.; Airport Director, Forsyth County  
Mr. Gordon Watkins, Attorney, Forsyth County  
Mr. Michael Vinay, Signature Flight Support (Remote)  
Mr. James Moose, AVCON, Inc. (Remote)  
Mr. Chris Vogler, Forsyth County (Remote)  
Mr. Shoaib Quader, Forsyth County  
Ms. Shanna Smith, Forsyth County  
Mr. Andy Dale, AOPA (Remote)

Purpose of Meeting: To review the following agenda items and pass the necessary motions for conducting airport business.

**1. Call to Order**

Chairman McKim called the January 24, 2023, Smith Reynolds Airport Board (SRAB) meeting to order at 4:00 p.m.

**2. Election of Smith Reynolds Airport Board Officers for 2023**

A motion was made to approve Thomas F. McKim for Chairman and Gayle Anderson for Vice Chair of the Smith Reynolds Airport Board.

Motion	Hudspeth
Second	Jefferies
Result	Approved
Vote	Unanimous

### **3. Conflict of Interest Statement**

Chairman McKim read the following statement: "It is the duty of every Smith Reynolds Airport Board member to avoid conflicts of interest. If any Board Member has a conflict of interest or appearance of conflict with respect to any matters coming before the Smith Reynolds Airport Board today, they should identify the conflict, refrain from any participation in the matter involved, and leave the meeting room during Board consideration of such matter."

### **4. Approval of Minutes**

A motion was made to approve November 15, 2022 as amended (Regular minutes)

Motion	Hudspeth
Second	Pierce
Result	Approved
Vote	Unanimous

### **5. Public Comments**

No Public Comments

### **6. Financial Review**

Mr. Davidson gave an overview of the Airport Department's financial statements which were developed from the County's FC Connect System for November and December. Mr. Davidson summarized the financial statements using a scorecard which included notes and insight into the budget.

### **7. AEROX Update**

Basil Yap provided the Airport Board with an update regarding AeroX and their efforts in the Advanced Air Mobility market. The presentation included a Strategic Plan, an overview of Aerox, Strategic Priorities, and recent accomplishments. Some of the recent projects included the use of drones for first responders in Clemmons and Project Atlas.

### **8. Economic Development Update**

Mr. Davidson shared the results of the most recent NCDOT Economic Impact Study. Based upon the data provided, Smith Reynolds Airport remains at the top of the 62 general aviation airports in the State and is ahead of four of the ten commercial service airports in regards to total economic impact. The estimated impact for the Airport is \$894 million and the Airport supports 3,160 jobs.

The County is still working with Piedmont Flight Training on a new ground lease and in the meantime, an amendment has been executed to extend their lease for the Old Air Cargo building until March 31, 2023. The current plan is for the flight school to move to the Mount Aero Properties hangar during negotiations and possible construction of their new facility on the South Ramp.



The County is executing the last one-year lease renewal option with Epes Transport Systems, LLC. They are interested in staying for a longer term and later this year the Airport Department will negotiate a new agreement to take to the SRAB.

Mr. Davidson advised that North State Aviation is not willing to enter into an agreement for the new MRO Hangar. This will allow the County the opportunity to search for other MRO providers and add diversity to the revenue stream.

The County received the engineering report for the Quonset Hangar and according to James Anderson the hangar is unsafe and should be demolished. Mr. Davidson worked with the County Attorney's Office to send a Notice to Vacate to Signature Flight Support. The next step is to solicit bids for demolition.

## **9. Capital Improvements**

The Corporate Hangar construction should be complete by June and a recent change order was approved by the County Commissioners for the use of concrete instead of asphalt for the ramp. The lower level parking lot stormwater drainage pipe repair will be handled in a separate project.

Five proposals were received for the design-build MRO Hangar project. The next step is the selection of the firm and approval by the County Commissioners. The Airport Director and County Attorney advised that the current selection process is conducted by the staff and Board members have refrained from participation due to a number of reasons including fairness, structure of the committee, and the avoidance of conflicts of interests.

The Taxilane Lima and Ramp project is at the final stages of the Environmental Assessment (EA) and the NCDOT Division of Aviation has raised a number of items that need to be addressed before it can be finalized. This action adds several months to the project.

The FAA does not have the funds to relocate Taxiway Alpha and has asked the County to refurbish the asphalt in place. This option will not cost as much and should not take as long since no EA will be required.

The EDA Grant for repair at 4001 N. Liberty Street is moving forward and the engineer is developing a package to bid for contractors.

The Greenway on the eastside of the airport is on hold until further notice.

American Coating and Insulation Systems was the winning bidder for the roof coating project at 4400 Lansing Drive. The project is complete and looks great.

Mr. Davidson advised that the airport is looking into building an automated car wash across the street that would be beneficial to Avis Budget Rental Car and the County

fleet. The bids are due February 1<sup>st</sup> and will be taken to the County Commissioners for approval once funds are secured.

Terminal Renovation Construction Documents deadline has been moved to February 14<sup>th</sup> with hopes to have it advertised in March, approved by County Commissioners in April, and construction in May.

#### **10. Airport Operations Update**

Mr. Davidson gave an update on fuel volumes and flight operations at the Airport.

Mr. Davidson reported a fatal aircraft incident near the airport involving a 1964 twin-engine Piper PA-30 (N7295Y) on November 19<sup>th</sup> around 11:15 am. The National Transportation Safety Board (NTSB) held a press conference in front of the Terminal building the next day. Shoaib Quader did a great job providing information from the Airport's ADS-B equipment and the report should be done in approximately 12 to 18 months.

Mr. Davidson is working with NC Cooperative Extension for the restoration of the Brushy Fork Creek Project. The application required by the NC Land and Water Fund requires the County to start work on obtaining easements with the neighbors adjacent to the Creek. Mr. Davidson mailed out notifications in attempt to measure willingness to execute easements.

Mr. Davidson gave an overview of the Airport Leadership and Management Program and is proud to announce that Shoaib Quader has completed the program and now has the designation of a North Carolina Airport Professional.

The next SRAB meeting will be on April 4, 2023.

#### **11. Other Business**

County Attorney Gordon Watkins advised that the County will be voting on a County Commissioner to be assigned to the Smith Reynolds Airport Board next week.

#### **12. Adjourn**

Meeting adjourned at 5:10 pm

*Composed by Shanna K. Smith*

*Respectfully Submitted:*

  
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Mark R. Davidson, A.A.E., Airport Director

Received: 

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Thomas F. McKim, Chairman