

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

A regular meeting of the Smith Reynolds Airport Board was held on Tuesday, February 18th, 2020 at 4:00p.m. with a quorum present.

Smith Reynolds Airport Board Members Present:

Mr. Scott G. Piper, Chairman
Mr. James Shaw, Vice Chairman
Mr. Tom McKim, Secretary/Treasurer
Mr. Ted Kaplan, Board Member and County Commissioner
Mrs. Gayle Anderson, Board Member
Mr. David Mounts, Board Member
Mr. Jed McMillian, Board Member
Mr. Nicholas Pierce, Board Member
Mr. Michael Baughan, Board Member (via conference call)

Also Present:

Mr. Mark Davidson, A.A.E, Airport Director, Forsyth County
Mr. Mike Darcangelo, AVCON
Mrs. Becca Colangelo, Signature Flight Support
Mr. Andy Dale, AOPA
Ms. Tara Connell, Piedmont Flight School
Mr. Charlie Creech, North State Aviation
Mr. Joel Marion, North State Aviation
Mr. Bill Brown, North State Aviation
Mr. David Morse, SRA Tenant
Mr. Kyle Haney, Forsyth County
Mr. Gordon Watkins, Forsyth County Attorney
Mr. James Griffin, Forsyth County
Mr. Chris Vogler, Forsyth County
Mr. Shoaib Quader, Forsyth County
Mrs. Shanna Smith, Forsyth County

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

1. Call to Order

Chairman Piper called the February 18th, 2020, Smith Reynolds Airport Board (SRAB) meeting to order at 4:00p.m. and 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.

2. Approval of Minutes January 21, 2020 (Regular Minutes)

A motion was made to amend the January 21, 2020, regular minutes to include verbiage stating that the new Pipistrel Alpha Trainers are more efficient and safer.

Motion	McKim
Second	Shaw
Result	Approved
Vote	Unanimous

3. Public Comments

Ms. Tara Connoll with Piedmont Flight School gave an update that all five (5) Pipistrel Alpha Trainers have been delivered and they are working with the manufacturer's instructor to train the local flight instructors. Ms. Connell also reported that they have been working with the Fire Department in regards to safety and fueling operations. The MOGAS refueling trailer is scheduled to arrive this week.

Mr. Charlie Creech announced that North State Aviation has been purchased by MRO Holdings and expressed great appreciation for everyone's efforts to help make it possible. Mr. Creech also mentioned that they are pleased that the County and North State Aviation agreed to amend the existing lease agreement to include a four-year lease extension to the year 2027.

4. Financial Review

Mr. Davidson gave an overview of the Airport Department's financial statements which were developed from the County's Performance software for the month of January 2020. Mr. Davidson summarized the financial statements using a scorecard which included notes and insight into the budget.

5. Piedmont Flight School

Mr. Davidson advised that the County was approached for two authorizations back in January. Since that time, the first request has been withdrawn which was to consent to a sublease between Piedmont Flight School and Signature Flight Support. The two parties executed a sublease for the Heritage Hangar and it was decided that it was not necessary for the County to consent. The second authorization was for approval of fueling equipment to be stored and used by Piedmont Flight School to self-fuel the new Pipistrel Alpha Trainers on the County's main terminal ramp. Since the Self-Fueling License was developed, Piedmont Flight School has requested that the existing tie-down fee per spot be changed from \$100 a month to \$60 a month. In addition, they are requesting the County pay to have two additional tie-down spots on the terminal ramp.

A motion was made to reduce the tie-down rate from \$100 to \$60 and for the County to develop and pay for two new spots on the main terminal ramp for Piedmont Flight School to lease.

Motion	McMillin
Second	McKim
Result	Approved
Vote	Unanimous

6. Economic Development Update

Mr. Davidson reported Chelsea Swaim, the County's Property Manager did a great job assisting the Airport Department and the County Attorney's Office develop a new lease with Epes Transport Systems, LLC. The lease has been executed by Epes and has been entered into the County's Contract Control system to be executed by the County. On February 16th, the Airport hosted the highly attended fourth public Strategic Area Plan Meeting for Whittaker Park and Smith Reynolds Airport. The City County Planning Department has agreed to share the findings of the plan at the next SRAB in March. To improve the strategic position of the Airport in regards to the UAS market, Mr. Davidson presented a letter to ask RVA, Inc. to support a re-evaluation of the existing grid over Winston-Salem. The SRAB Members agreed to sign the letter and directed Mr. Davidson to send to RVA.

Mr. Haney with Economic Housing and Development provided an update on efforts to assist the Airport. The update included the status of the \$7.4M request to the US Economic Development Disaster Recovery Grant Program. The grant which would be a 80/20 split, was submitted last month and the County should hear back within 60 days. If awarded, the grant funds would be applied to the facility at 4001 N. Liberty Street. Mr. Haney also announced that a group is working with Ms. Hilary Sherman with EDA for another grant with a 50/50 split, which could include funding between \$1.5M and \$1.9M. This grant is geared towards business incubators and accelerators which might be a good match for the facility located at 3820 N. Liberty Street. In addition to the grants, Mr. Haney has been assisting with finding a tenant for the building at 3817 N. Liberty Street and working with the City for a solution in regards to fair personal property taxes at Smith Reynolds Airport.

7. ADS-B Update at Smith Reynolds

Mr. Shoaib Quader presented the ADS-B System (Automatic Dependent Surveillance-Broadcast System) and explained the next steps in GPS navigation. Mr. Quader gave insight into the new technology and explained some of the data that can be captured such as runway usage data, aircraft type, traffic volumes, and activities. In addition, Mr. Quader created a Google Business Account for the Airport to capture data on how viewers interact online during their searches. For instance, Smith Reynolds Airport was searched 102,183 times within the last month. Mr. Mounts announced the branding sub-committee is on the way and explained how each search is an opportunity to marketing for the Airport. Mr. McKim asked if the data could be incorporated into the monthly operations report.

8. Airport Operations Update

Mr. Davidson shared that he and Mr. Quader were able to participate in an emergency tabletop scenario at the last department head meeting at the Government Center on February 14th. The exercise was good for the entire organization and assisted the Airport Department in creating relationships and a better understanding of other departments. Mr. Davidson also announced that TSA completed its annual inspection earlier this month and provided positive feedback.

Construction is on schedule for the new Forsyth Tech Aviation Lab. The building is approximately 60% complete and scheduled to be done in August. A Task Order with AVCON has been executed to start design for the rehabilitation of Runway 15-33 and another Task Order is working its way through contract control for the drainage project approved in the capital ordinance budget. Mr. Davidson advised that Tim Hall is working on the chiller plant solution at Piedmont Propulsion and he is also pushing for the final version of the Terracon Report. On February 6th, the Airport hosted a workshop for the North Carolina's City/County Manager Association. A presentation was given and due to the poor weather the participants were unable to fly as planned with Piedmont Flight School.

Due to conflicting schedules, the next Smith Reynolds Airport Board Meeting is scheduled for March 11, 2020.

9. Other Business

None

10. Adjourn

A motion was made to adjourn the meeting at 4:56 pm

Motion	McKim
Second	Kaplan
Result	Approved
Vote	Unanimous

Composed by Shanna K. Smith

Respectfully Submitted:



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

Received:



Scott G. Piper, Chairman