AIRPORT COMMISSION OF FORSYTH COUNTY SMITH REYNOLDS AIRPORT WINSTON-SALEM, NORTH CAROLINA 27115 MINUTES OF MEETING

A regular meeting of the Airport Commission of Forsyth County (ACFC) was held on Wednesday, March 23, 2016 at 4:00 p.m. with a quorum present.

Commissioners Present:

Mr. Scott G. Piper, Chairman

Mr. James W. Shaw, Vice Chairman

Mr. Thomas F. McKim, Secretary Treasurer

Mr. C. Mark Wiley, Commissioner

Mr. Ted Kaplan, Commissioner

Also Present:

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

Ms. Beverly Shelton, Administrative Coordinator Mrs. Jeannette Huntley, Administrative Assistant

Mr. Mike Darcangelo, AVCON

Mr. Andy Dale, (AOPA) Airport Support Network Volunteer

Mr. Dave Morse, Airport Volunteer, EAAC

Mr. Bill Brown, NSA Mr. Joel Marion, NSA

Mr. Charlie Creech, NSA

Ms. Tracine Anderson, Signature Aviation

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

1. Call to Order

Chairman Piper called the March 23, 2016 meeting to order at 4:00 p.m.

2. Approval of Minutes: February 16, 2016 (Regular Minutes)

A motion was made to approve the February 16, 2016, regular minutes as amended.

Motion	Shaw
Second	McKim
Result	Approved
Vote	Unanimous

3. Acknowledge Receipt of Financial Statements (February 2016)

A motion was made to acknowledge receipt of the financial statements for the month of February, 2016.

Motion	McKim
Second	Wiley
Result	Approved
Vote	Unanimous

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4. Public Comments

Mr. Creech, President, North State Aviation, announced that the U.S. Small Business Administration (SBA) named the eight-member executive management team of North State Aviation the NC Small Business Persons of the Year for 2016.

5. Contract to Audit Accounts

Mr. Davidson reported that each year the ACFC is required by the Local Government Commission (LGC) to contract with an external Certified Public Accountant (CPA) to conduct a governmental financial audit. For the past six years, the ACFC has utilized Stout Stuart McGowan & King and have been satisfied with the professional services provided by the firm. A motion was made to execute contract to audit accounts with Stout Stuart McGowan & King for fiscal year ending 2016.

Motion	McKim
Second	Shaw
Result	Approved
Vote	Unanimous

6. Lease Listing Agreement with Meridian Realty Group, Inc.

Mr. Davidson reported Piedmont Aviation Components is vacating the facility located at 3817 North Liberty St on April 30, 2016. On February 2, 2016, the ACFC requested proposals from three local commercial real estate firms. Based upon the three proposals received, the staff recommends partnering with Meridian. A motion was made to approve the execution of an Exclusive Right to Lease Listing Agreement with The Meridian Realty Group, Inc. for the facility.

Motion	McKim
Second	Shaw
Result	Approved
Vote	Unanimous

7. Strategic Agenda: Flight Plan 2016-2019

Mr. Davidson distributed and summarized a Draft Strategic Agenda which describes the business plans for operating Smith Reynolds Airport for the four calendar years from 2016-2019.

8. Economic Development

Mr. Davidson advised that the Strategic Agenda validates the fact that the Airport is at an economic disadvantage when compared to other airports in the Region and State. Existing stormwater fees on all impervious surfaces and exorbitant personal property taxes, place a financial burden upon the ACFC and aircraft owners. Each year the City collects approximately \$118,000 in stormwater fees from ACFC and approximately \$294,000 in personal property taxes from tenants. A motion was made to explore the establishment of an economic enterprise zone or de-annexation from the City of Winston-Salem.

Motion	Wiley
Second	Shaw
Result	Approved
Vote	Unanimous

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9. Other Business

There was no other business

10. Airport Activity Updates

Mr. Mark Davidson reported on operations, fuel volumes, capital projects, and business development. Next Airport Commission meeting is scheduled for April 25, 2016 at 4pm.

11. Adjourn

At approximately 4:35 p.m., a motion was made to adjourn.

Composed by Jeannette Huntley

Respectfully Submitted:

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

Received:

Scott G. Piper, Chairman