

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

A hybrid (in-person/ remote) meeting of the Smith Reynolds Airport Board was held on Tuesday, May 18, 2021, at 4:00 p.m. with a quorum present.

Smith Reynolds Airport Board Members Present:

Mr. Scott G. Piper, Chairman
Mr. Tom McKim, Vice Chairman
Mr. Ted Kaplan, Board Member and County Commissioner (Remote)
Mr. Perry Hudspeth, Board Member (Remote)
Mrs. Gayle Anderson, Board Member
Mr. Nicholas Pierce, Board Member
Mr. Michael Baughan, Board Member
Ms. Cynthia Jeffries, Board Member

Also Present:

Mr. Mark Davidson, A.A.E, Airport Director, Forsyth County
Mr. Gordon Watkins, Attorney, Forsyth County
Mrs. Becca Colangelo, Signature Flight Support (Remote)
Dean John Carstens, Forsyth Tech Mazie S. Woodruff Aviation Lab (Remote)
Mr. Greg Purvis, Forsyth Tech Mazie S. Woodruff Aviation Lab (Remote)
Mr. Charlie Creech, North State Aviation (Remote)
Mr. James Moose, Avcon, Inc. (Remote)
Mr. Chris Voglar, Forsyth County (Remote)
Mrs. Shanna Smith, Forsyth County (Remote)

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 May 18, 2021, Smith Reynolds Airport Board (SRAB) meeting to order at 4:00 p.m.

2. Conflict of Interest Statement

Mr. Piper 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.

3. Approval of Minutes

A motion was made to approve the April 20, 2021, regular minutes.

Motion	McKim
Second	Pierce
Result	Approved
Vote	Unanimous

4. Public Comments

No public comments.

5. Financial Review

Mr. Davidson gave an overview of the Airport Department's financial statements which were developed from the County's Performance software for April 2021. Mr. Davidson summarized the financial statements using a scorecard which included notes and insight into the budget.

6. Consideration of Dedicated Lobbyist for Smith Reynolds Airport

Chairman Piper discussed the possibility of hiring a lobbyist that would be dedicated to the specific needs of Smith Reynolds Airport. Chairman Piper asked Mr. Davidson to read the proposed scope of work for the lobbyist and instructed him to send the draft to the Board after the meeting to gather input. The Board discussed different strategies for proceeding and securing a lobbyist. Mr. Watkins suggested the Board meet the current lobbyist the County recently acquired.

7. Economic Development Update

Mr. Davidson reported that County Commissioners formally approved the Economic Development Administration (EDA) grant from the CARES Act and advised that Pay-Go funds will be used for the local match. The grant will go towards various capital repairs at 4001 N. Liberty Street and the County is looking to acquire more CARES Act funds for other projects at the Airport.

Mr. Davidson reported that he is working with North State Aviation for a temporary measure to hangar a couple of CRJ aircraft until hangars are built adjacent to Taxilane Lima. The staff is also working with Greater Winston-Salem to update the digital brochures to show available properties around the Airport.

8. Airport Operations Update

Mr. Davidson gave an update on operations and fuel volumes at the Airport. The Colonial Pipeline did not affect Signature Flight Support operations which was good since it was one of the busier days of the year with Wake Forest University graduation.

Mr. Davidson gave an update on the FAR Part 139 Inspection and advised that the majority of discrepancies will be fixed by June 10th. This annual inspection by the FAA is required to maintain the airport's certification for air carrier service.

Mr. Davidson announced that the NCDOT and FAA is back to funding projects. The design for the Runway 15-33 Rehabilitation project is 90% complete and it now includes

the drainage project. In addition, AVCON is working on preliminary layouts of Taxiway Alpha which will be submitted to the FAA before being included in the Airport Layout Plan.

Mr. Davidson presented recent photos of the Mazie S Woodruff Forsyth Aviation Technology Lab and advised that the latest completion date is June 8, 2021.

Mr. Baughan requested an estimate of the funds that might be available after the local match is committed for grant eligible projects.

The next Airport Board Meeting is scheduled for June 15, 2021 at 4pm.

9. Other Business

Chairman Piper asked the status of the land sale at 4897 Lansing Drive. Mr. Watkins advised that the sale is moving forward, but did not have a specific date for closing.

10. Closed Session

A motion was made at the SRAB Meeting to go into a closed session at 4:43 pm to consult with the Attorney Pursuant to provisions of North Carolina General Statute 143-318.11 (a) (3).

Motion	McKim
Second	Anderson
Result	Approved
Vote	Unanimous

At 4:43 pm a three-minute break was taken before the following SRAB members went into closed session: Scott Piper, Tom McKim, Perry Hudspeth, Ted Kaplan, Nicholas Pierce, Michael Baughan, Gayle Anderson, and Cynthia Jeffries, Jed McMillan. The following SRAB members were also present: Mark Davidson, Gordon Watkins.

A motion was made at the SRAB Meeting to adjourn the closed session.

Motion	Piper
Second	McKim
Result	Approved
Vote	Unanimous

11. Adjourn

A motion was made to adjourn the meeting at 5:18 pm

Motion	Pierce
Second	Jeffries

Result	Approved
Vote	Unanimous

Composed by Shanna K. Smith

Respectfully Submitted:

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Mark Davidson - Director A.A.E.

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

Received: *Scott G. Piper*

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Scott G. Piper

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Scott G. Piper, Chairman