

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 21, 2025, at 4:00 p.m. with a quorum present.

Smith Reynolds Airport Board Members Present:

Mr. Thomas McKim, Chairman
Ms. Gayle Anderson, Vice Chairman (Remote)
Mr. Perry Hudspeth, Board Member
Mr. Clarence Lambe, Board Member
Ms. Cynthia Jefferies, Board Member
Mr. Basil Yap, Board Member (Remote)
Ms. Tonya McDaniel, County Commissioner/Board Member (Remote)
Mr. Joshua Burcham, Board Member
Mr. Alan Baker, Future Board Member (Remote)

Also Present:

Mr. Mark Davidson, A.A.E.; Airport Director, Forsyth County
Ms. Becca Colangelo, Signature Aviation
Mr. Kevin Brookshire, Signature Aviation
Mr. Anthoney Charaf, North State Aviation
Mr. James Moose, Avcon, Inc. (Remote)
Mr. Bob Oglesby, AOPA

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 21, 2025, Smith Reynolds Airport Board (SRAB) meeting to order at 4:00 p.m.

2. Election of Smith Reynolds Airport Board Officers for 2025

A nomination was made to elect Thomas McKim as Chairman and another nomination was made to elect Gayle Anderson as Vice Chairman. There were no objections, and the slate of officers was approved with one vote.

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. No Airport Board Member may discuss or vote on any contract with a nonprofit organization, or any appropriation to the nonprofit, if that Board Member is a director, officer, or governing board member of the nonprofit organization."

5. Approval of Minutes

A motion was made to approve November 19, 2024 (Regular minutes).

Motion	Lambe
Second	Hudspeth
Result	Approved
Vote	Unanimous

6. Public Comments

No public comments

7. Financial Review

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

8. Lease Amendment North State Aviation

Forsyth County received a grant from the US Economic Development Administration (EDA) to make improvements to the hangar facility at 4001 North Liberty Street which is leased by North State Aviation. Bar Construction was the winning bidder and entered a contract with the County in the amount of \$5,533,000. North State Aviation will vacate the warehouse space which equates to 13,500 square feet. In consideration of the loss of warehouse space within their leasehold, staff recommends reducing the rent by \$3,937.50 per month for 12 months.

A motion was made to allow the SRAB Chairman to execute a lease amendment after it has been executed by North State Aviation and processed in the County's Contract Control System and approved by the County Attorney.

Motion	Anderson
Second	Lambe
Result	Approved
Vote	Unanimous

9. Economic Development Update

According to the Economic Impact Study, Smith Reynolds Airport is #1 out of 62 General Aviation Airports with an Economic Impact of \$885 Million Dollars. Mr. Davidson is working with Ed McNeil, Forsyth County's Communication Director, to spread the good news. Since the announcement, the news has been on Forsyth County Connections, Forsyth County Web, Facebook, Airport Newsletter, and the Airport's Facebook page.

An application for the NCDOT Division of Aviation Advanced Air Mobility (AAM) Planning Grant Program was submitted. To position the County for success, the Airport Department worked with City-County Purchasing to advertise for an "Advance Air Mobility Planning and Consulting Services" and the submissions are due February 7, 2025.

The County executed the new lease with Aero8, and the Consent to Assignment from Mount Aero Properties to Signature Aviation is fully executed.

Mr. Davidson is working on getting the 401 and 404 Permits for the MRO Hangar and Taxilane Lima Project. The Army Corp of Engineers and NCDEQ went from 90% to 15% design alternatives and is working with the NCDOT to obtain 100% funding to cover the requirements.

To fund the new car wash construction project, the Airport Department has been working to use the interest income from the SCIF funds instead of using the Airport's net income from operations. The project is starting in January.

ArchSTUDIO7 provided schematic drawings for the Piedmont Propulsion Project and the entire project should be within the total Budget, which is \$2 Million.

10. Capital Improvement Update

Mr. Davidson gave an update on the Terminal Building progress. Separate from the Terminal Renovation Project, the County was notified by the FAA that we were awarded \$2 Million for a control tower renovation project. To meet the deadline for design, the County is entering a contract with AVCON to work with Michael Graves to design the project.

The Brushy Fork Creek design is 65% complete and a new contract was approved to develop a plat that will be used for the easements with each property owner.

Mr. Davidson shared the proposed location of the new fuel farm that Signature Aviation is required to install. The proposed location is north of North State Aviation and south of Piedmont Propulsion.

RG Tenney Electric, Inc. is the winning bidder of the Airfield Lighting and Signage Rehabilitation Project in the amount of \$5,223,441. The next step is to get the NCDOT

Division of Aviation to approve and develop two grant agreements. In addition, the contract with RG Tenney and AVCON for construction phase services will need to be approved by the County Commissioners.

Mr. Davidson acknowledged North State Aviation manager's concerns regarding their leasehold and informed the entire Airport Board that the staff is working with the County's General Service Department and County Management to help address building issues and concerns. The County Commissioners recognize the need for refurbishment of the facility and included the funding request to the local State legislators.

11. Airport Operations Update

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

On January 10, staff performed anti-ice pretreatment as the runways began to get slippery. The crew was able to plow approximately 1.25 inches of snow. Inclement weather prep costs approximately \$6,000 per incident.

The next SRAB Meeting is to be held on March 18, 2025.

12. Other Business

No other business was conducted.

13. Adjourn

A motion was made to adjourn the meeting at 5:09 p.m.

Motion	Hudspeth
Second	Jefferies
Result	Approved
Vote	Unanimous

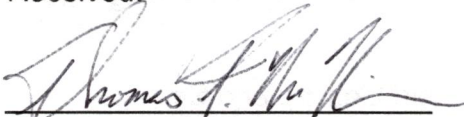
Composed by Shanna K. Smith

Respectfully Submitted:



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

Received:



Thomas F. McKim, Chairman