

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 Wednesday, March 11, 2020, at 4:00 p.m. with a quorum present.

**Smith Reynolds Airport Board Members Present:**

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

**Also Present:**

Mr. Mark Davidson, A.A.E, Airport Director, Forsyth County  
Mr. Gordon Watkins, Forsyth County Attorney  
Mr. Kirk Ericson, City/County Planning  
Mr. Mike Darcangelo, Avcon  
Mrs. Becca Colangelo, Signature Flight Support  
Mr. Andy Dale, AOPA  
Mrs. Terri Watkins, SpinFrogs  
Mr. Todd Luck, 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 March 11, 2020, Smith Reynolds Airport Board (SRAB) meeting to order at 4:00 p.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 February 18, 2020 (Regular Minutes)**

A motion was made to approve February 18, 2020, regular minutes.

Motion	McKim
Second	Hudspeth
Result	Approved
Vote	Unanimous

### 3. Public Comments

No public comments

### 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 February 2020. Mr. Davidson summarized the financial statements using a scorecard which included notes and insight into the budget. Mr. Davidson advised that authorization to enter a contract to repair the ARFF Truck is scheduled for approval on April 2, 2020 by the Board of County Commissioners. The County Manager has reviewed the proposed FYE 2021 Budget and a copy of the Budget will be provided next month. Mr. Mounts suggested adding a new report which depicts the utilization of space at the Airport which includes market potential, possible revenue, and land lease opportunities.

### 5. Piedmont Advantage Credit Union

Mr. Davidson advised that Piedmont Advantage Credit Union would like to continue servicing their customers by adding a drive-up ATM on the Airport south of the Main Terminal Building on North Liberty Street. Mr. Davidson advised that Piedmont Advantage Credit Union is willing to execute a ten-year land lease at the initial rate of \$650 per month with a two percent annual increase. A motion was made to allow the Chairman to execute a lease agreement with Piedmont Advantage Credit Union after final terms have been negotiated and approved by the County Attorney.

Motion	Hudspeth
Second	Anderson
Result	Approved
Vote	Unanimous

### 6. Smith Reynolds Airport/Whitaker Park Strategic Area Plan

Mr. Kirk Ericson, Assistant Planning Director provided an overview of the DRAFT Smith Reynolds Airport / Whitaker Park Strategic Area Plan. Mr. Ericson reviewed strategies for transforming these areas which include promoting economic development, improve the appearance of surrounding areas, and highlighting the connection between the Airport, Whitaker Park, and Innovation Quarter. Mr. Ericson advised of four public meetings that were well attended by residents and local business owners for input on economic development. A copy of the Strategic Area Plan was distributed.

### 7. Economic Development

Mr. Davidson announced hosting the WS/Forsyth County Schools Career Coordinators meeting on March 4, 2020 and summarized the last Winston-Salem Business Inc. meeting which occurred on February 26, 2020. Mark Owens was the primary speaker

at the last WSBI meeting and has committed to presenting at the May 2020 SRAB meeting. The Airport Department received a new proposed UAS facility map from RVA after receiving the letter signed by all the SRAB members. The proposed altitudes for UAS operations have been modified for greater flexibility and will be submitted to the FAA for approval and publication.

**8. Airport Operations Update**

Mr. Davidson gave an update on operations and fuel volumes for the month of February. Mr. Davidson advised the Runway 15-33 will be closed Wednesday, March 18, 2020, from 9:30 pm to 6:30 am for destructive testing for the Runway 15-33 Rehabilitation project. A grant from the NCDOT in the amount of \$375,352 is scheduled for approval by the County Commissioners on March 19, 2020. The grant is for the design and planning of the Runway 15-33 Rehabilitation project. A temporary chiller plant has been placed at Piedmont Propulsion until permanent repairs can be done. The cost of the temporary chiller is \$16,000 per month which will have a major impact on the budget. Forsyth Tech is still on schedule for a completion date of August 17, 2020. FAA advised that they are waiting on the aeronautical study to be completed for the Modification to Standard. Once it is done, they will send it to FAA Division for approval or rejection. A task order to start design on the drainage project is being processed by the NCDOT. The KINT Pilot meeting on March 4, 2020 was highly attended and presentations were made by Kyle Mounts, Tara Connell, and Alan Hutchison. The next KINT Pilot meeting will be held on April 1, 2020, at 6:30 pm and the presenter is Britt Wilkins, Tower Manager. The next Smith Reynolds Airport Board Meeting is scheduled for April 28, 2020.

**9. Other Business**

None

**10. Adjourn**

A motion was made to adjourn the meeting at 4:59 pm

Motion	McKim
Second	Hudspeth
Result	Approved
Vote	Unanimous

*Composed by Shanna K. Smith*

DocuSigned by: *Respectfully Submitted:*  
*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, Chairman