

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, January 21st, 2020 at 4:00 p.m. with a quorum present.

Smith Reynolds Airport Board Members Present:

Mr. Scott G. Piper, Chairman
Mr. James Shaw, Vice Chairman
Mr. Thomas McKim, Secretary Treasurer (via conference call)
Mr. Ted Kaplan, Board Member and County Commissioner
Mr. Perry Hudspeth, Board Member
Mrs. Gale Anderson, Board Member
Mr. Jed McMillian, Board Member (via conference call)
Mr. Nicholas Pierce, Board Member (via conference call)
Mr. Michael Baughan, Board Member

Also Present:

Mr. Mark Davidson, A.A.E, Airport Director, Forsyth County
Mr. Mike Darcangelo, Avcon
Mr. Andy Dale, AOPA
Ms. Tara Connell, Piedmont Flight School
Mr. Houston Symmes, Piedmont Flight School
Mr. David Morse, SRA Tenant
Mr. Gordon Watkins, Forsyth County
Mr. Todd Luck, Forsyth County
Mr. Kirby Robinson, Forsyth County
Ms. Chelsea Swaim, Forsyth County
Mr. James Griffin, 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 January 21, 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. Welcome and swearing-in of new Smith Reynolds Airport Board Member

Mr. Michael Baughan was sworn in.

3. Election of Smith Reynolds Airport Board Officers for 2020

A motion was made to make no changes to the officers for 2020. Scott G. Piper as Chairman, James W. Shaw as Vice Chairman, and Thomas F. McKim as Secretary Treasurer.

4. Approval of Minutes December 17th, 2019 (Regular Meeting)

A motion was made to approve the December 17th, 2019 regular minutes.

Motion	Shaw
Second	Kaplan
Result	Approved
Vote	Unanimous

5. Public Comments

Ms. Tara Connell introduced herself as the new general manager of Piedmont Flight Training. Ms. Connell gave a brief overview of the future of the flight school including the purchase of five (5) new Pipistrel Alpha Trainers designed specifically for flight training which is safe to operate, environmentally friendly, more economical and easier to maintain.

6. 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 December 2019. Mr. Davidson summarized the financial statements using a scorecard which included notes and insight into the budget.

7. MRO Holdings – North State Aviation

Mr. Davidson informed the SRAB of the progress that had been made since the December meeting in regards to the proposed 5th Amendment. Mr. Watkins provided additional insight in regards to the lease language proposed by MRO Holdings and other negotiated terms. Chairman Piper shared discussions he directly had with Mr. Rob Cords, COO of MRO Holdings, and recommended that the SRAB consider forgiving the deferred rent over a two year term and modifying the increase in rent in 2023 in exchange for the lease extension.

A motion was made to allow the Chairman to execute the Fifth Amendment with North State Aviation after implementing the proposed terms by Chairman Piper.

Motion	Anderson
Second	Shaw

Result	Approved
Vote	Unanimous

8. Epes Transport Systems, LLC

Mr. Davidson advised that the lease with Epes Transport System, LLC located at 4400 Lansing Drive is set to expire. Epes Transport Systems utilizes the existing leasehold for tractor and trailer maintenance and is requesting a one year lease with three (3) one year renewal options. Epes Transport has agreed to a 2% annual rent increase and the agreement will include language that will allow the County to modify the leasehold for the construction of Taxiway Lima in the future.

A motion was made to allow the Chairman to execute a one year lease with three (3) one year renewal options once the agreement is reviewed and approved by the County Attorney.

Motion	Anderson
Second	Shaw
Result	Approved
Vote	Unanimous

9. Economic Development Update

At the December 2019 meeting, Mr. Mounts proposed a Resolution that requests that Forsyth County and the City of Winston-Salem collaborate and deliver a solution that reduces property taxes on equipment at Smith Reynolds Airport and approved properties within 2 miles of the Airport by 50% or greater and sustains them for a period of at least 10 years. The solution should take effect by March 31, 2020, and be effective for the calendar year 2020. Mr. Davidson incorporated the proposed language in a draft Resolution and presented to the Board. Mr. Watkins advised that the City and County do not have the authority to reduce property taxes.

A motion was made to accept the Resolution as written.

Motion	Anderson
Second	Shaw
Result	Approved
Vote	Unanimous

Mr. Davidson informed the SRAB that after hearing Mr. Mount's concerns regarding the current approach to potential leasing opportunities, a discussion was had with the County Manager. Both the County Manager and Airport Director agreed to formulate a new strategy that was in line with other County wide economic development strategies, as well as utilizing more County resources and the Greater Winston-Salem, Inc. Mr. Davidson introduced Kirby Robinson, Assistant Director of General Services and Chelsea Swaim, Property Manager, both of whom will assist in property issues at the

Airport. Mr. Robinson shared their experience in real estate and advised that they would be able to assist in lease negotiations, drafting agreements and marketing properties on MLS and other real estate web sites. Mr. Davidson mentioned that he will continue to ensure that nothing will jeopardize the grant assurances and FAA Orders regarding rates and charges.

Mr. Davidson announced an upcoming meeting with Hilary Sherman to be held on February 7, 2020. This meeting was established in conjunction with the Chamber of Commerce to see if other funding opportunities are available. He also reported that the Airport hosted the third public meeting on January 16, 2020 for the Airport / Whitaker Park Strategic Plan. The meeting was highly attended and the presentation was given by the City/County Planning Department. A final public meeting is scheduled for February 13, 2020 at 6pm in the Departure Lounge. The City of Winston-Salem has a web page with links to the presentation.

Mr. Davidson announced upcoming scholarship opportunities for Forsyth Tech Aviation Center. Piedmont Advantage Credit Union along with Signature Flight Support has committed to supporting Forsyth Tech by offering scholarships and assisting students with tuition costs. Mr. Davidson also announced the Airport Department will be hosting the Winston-Salem/Forsyth County School System Career Counsel monthly meeting on March 4th, 2020 in the Departure Lounge. This will provide great exposure to the Airport and let the School Counselors know of the job opportunities at the Airport and the new Forsyth Tech Aviation Lab.

10. Airport Operations Update

Mr. Davidson announced the National Guard will be running an exercise in Winston-Salem and at the Airport in June 2020. Shoaib Quader is actively involved in planning the operation and the staff is hopeful that they will conduct a fence inspection during the drill. Mr. Davidson also announced that the Forsyth Tech Aviation Center is over 50% complete and Tim Hall is working on the Chiller Plant solution at Piedmont Propulsion. Other projects included the approval by the County Commissioners to purchase the property at Milton Drive and the Mod to Standard for Taxiway Alpha was submitted to the FAA.

The next Smith Reynolds Board Meeting is scheduled for February 18th, 2020.

11. Piedmont Flight School

Mr. Davidson announced that Piedmont Flight Training is acquiring five Pipistrel Alpha Trainers that are designed specifically for flight training. Mr. Davidson advised that the County has been approached for two authorizations. The first one is to consent to a Sublease since Signature Flight Support wants to lease the Heritage Hangar to Piedmont Flight Training for storage and maintenance of their fleet. Although the agreement has not been finalized, the Airport Director wanted to share the request to keep the Board advised since it is time sensitive. The second authorization is to approve a License to allow the Flight School to introduce equipment to fuel the Pipistrel

aircraft and to store fuel on County property. Mr. Davidson summarized the request and provided a possible solution that was discussed with Flight School Management prior to the SRAB meeting. Both the Sublease and License would be reviewed by the County Attorney before they would be executed or implemented.

12. Other Business

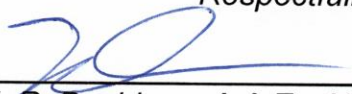
13. Adjourn

A motion was made to adjourn the meeting at 5:29 pm

Motion	Shaw
Second	Baughan
Result	Approved
Vote	Unanimous

Composed by Shanna K. Smith

Respectfully Submitted:



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

Received:



Scott G. Piper, Chairman