

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

A remote meeting of the Smith Reynolds Airport Board was held on Tuesday, July 21, 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
Mr. Nicholas Pierce, Board Member
Mr. Michael Baughan, Board Member

Also Present:

Mr. Mark Davidson, A.A.E, Airport Director, Forsyth County
Mr. Charlie Creech, North State Aviation
Mrs. Becca Colangelo, Signature Flight Support
Mr. Jim Hopkins, Signature Flight Support
Mr. Andy Dale, AOPA
Mr. Gordon Watkins, Attorney, Forsyth County
Mr. Kyle Haney, Forsyth County
Mr. Kirby Robinson, Forsyth County
Mr. Shoaib Quader, Forsyth County
Mrs. Shanna Smith, Forsyth County
Mr. Kyle Mounts, Mount Peitho, LLC
Mr. David Mounts, Inmar Inc.
Mr. Mark Owens, Greater Winston-Salem, Inc.
Ms. Laura Lee, Greater Winston-Salem, Inc.

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 July 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.

Mr. Mounts announced his resignation as a Smith Reynolds Airport Board Member and expressed his appreciation for the experience. Mr. Mounts shared his focus on innovation expansion to promote growth in the community.

2. Approval of Minutes

A motion was made to approve May 19, 2020, regular minutes.

Motion	McKim
Second	Hudspeth
Result	Approved
Vote	Unanimous

3. Public Comments

There were 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 months of May and June 2020. Mr. Davidson summarized the financial statements using a scorecard which included notes and insight into the budget.

5. AeroX Strategy Implementation – UAS Market Opportunity

Mr. Baughan gave an overview of the AeroX Strategy Implementation and explained Winston-Salem's unique position to be a hub for Unmanned Aircraft Systems (UAS). Mr. Baughan advised that due to a lack of funding North Carolina Division of Transportation – Division of Aviation (NCDOT-DOA) is unable to continue a contract with Hovecon which is owned and managed by Basil Yapp. Mr. Baughan recommended that the SRAB support efforts being made by the County to work with Greater Winston-Salem Inc. to enter into a contract to move Hovecon to Winston-Salem and bring UAS business to the community.

Mr. Charlie Creech expressed his concerns on the effects of drones in the airspace at Smith Reynolds Airport. Mr. Mounts advised that there would be opportunities for input as plans develop to integrate UAS traffic with traditional flights.

A motion was made to allow Chairman Piper to sign, on behalf of the Airport Board, a letter to the County Commissioners supporting a contract with Hovecon.

Motion	McKim
Second	Hudspeth
Result	Approved
Vote	Unanimous

6. County Land Development

Kyle Haney, Economic Development Program Administrator, requested feedback from the SRAB about a possible land acquisition of a County owned parcel located at 4897 Lansing Drive (County School Bus Lot) by a local business employer. Mr. Haney advised that he will be taking their feedback to the County Commissioner on Thursday, July 23, 2020. Mr. Haney reported that the buyer is not interested in a ground lease and would like to purchase the parcel. Mr. Davidson reported North Carolina is a block grant state and the County would have to get approval from the NCDOT and the FAA before selling the property since it is included on the Airport Layout Plan.

Mr. McKim expressed concerns of not being able to expand Runway 4-22 in the future and having the land available for drone and EVTOL development in that area. Mrs. Anderson mentioned that this parcel was very important property for long-term growth according to the Aerotropolis Study. Mr. Owens suggested that selling the parcel could be a big advantage to the community since it would bring job growth and new development to the Northeast Ward. He also advised that the company's current headquarters is in Winston-Salem. SRAB did not support this request due to the aggressive timeline and the business being non-aviation.

7. Economic Development Update

Mark Owens, President & CEO, Greater Winston-Salem, Inc. gave an overview of the new organization and their role in aerospace development. He introduced his newest team member, Laura Lee, Senior Vice President of Economic Development. Ms. Lee advised that she was excited about her new role and coming back to Winston-Salem since she graduated from Wake Forest University.

Mr. Owens advised that they are under contract with Piedmont Triad Partnership and Mr. Rick Reed has been actively recruiting for Smith Reynolds Airport. Each month, Mr. Reed provides Greater Winston-Salem, Inc. a report on his progress and business leads. In addition, Mr. Owens is working on an external marketing plan and started conversations with entities such as Forsyth Tech and K-12 Schools to have Future of Flight technology in the local high schools. Mr. Owens announced receiving a \$1.1 million grant from Truist to offer paid internships.

Mr. Davidson restated the three primary goals and recommendations of the Aerotropolis Task force which were to allow the County to focus on infrastructure development at and around the Airport, while the Greater Winston-Salem Inc. focused on economic development. The other recommendation was for the City-County Planning Department to focus on a Strategic Area Planning. The final Smith Reynolds / Whitaker Park Strategic Area Plan is currently being reviewed and approved by the City Council's Community Development Committee on August 11, 2020 at a meeting at 4pm.

Mr. Davidson announced the arrival of the first American Airlines B737 at NSA and he thanked Mr. Pierce for his connections. Mr. Davidson also mentioned that NSA was able to bring back furloughed employees and they have been working on United and Swift aircraft.

Mr. Davidson announced funds were available under the EDA's CARES Act Recovery Assistance Program and with the help of Kyle Haney, the Airport has submitted a grant to the EDA for \$ 4,854,412 with the County putting in \$1,765,240. The funds would go to the asset located at 4001 N. Liberty Street.

Mr. Davidson announced that Chairman Plyler sent a letter to Governor Roy Cooper asking him to come to Winston-Salem in October to announce Smith Reynolds Airport being designated as a Legacy Airport. Once a date is finalized, an invitation will be sent to the Airport Board.

Mr. Davidson reported on the progress of soliciting letters of interest for a second FBO. The opportunity was posted on the Airport's website, National Air Transport Association (NATA) website, NC State Procurement website, and the Independent FBO's Association website. In addition, the North Carolina Airports Association (NCAA) and the Airport Staff sent out over 400 direct emails.

Mr. Davidson advised that the Piedmont Advantage Credit Union Lease is fully executed and construction should start soon. In addition, both the County and Signature Flight Support have hired appraisers and they have been on-site.

Mr. Davidson announced the NCDOT Division of Aviation is updating the economic contribution study of NC Airports. The Airport Department is asking tenants to provide employment numbers to support study.

8. Piedmont Flight School

Mr. Davidson reported that T-Hangar 2 is currently being rented by Piedmont Flight School and a previous tenant painted the floor without permission and now the paint on the floor is starting to chip away. Mr. Davidson reported that the County has committed to returning the floor back to its original condition and should be under \$5,000.

In addition, Mr. Davidson announced that negotiations have begun with Piedmont Flight School for new space at the Airport. The current facility leased by the Flight School from Signature Flight Support is in poor condition and according to the Facility Condition Assessment Report, it should be demolished. Once a lease has been drafted and both the County and Flight School are ready to execute, Mr. Davidson advised that he would like to circulate it to the SRAB. Mr. Piper instructed Mr. Davidson to move forward with the lease and bring before the Board.

9. Airport Operations and Update

Mr. Davidson gave an update on operations and fuel volumes.

Mr. Davidson announced that the FAA is conducting a virtual FAR Part 139 Inspection until further notice. Mr. Quader has submitted documentation and has gathered inspections reports from both the Fire Department and Signature Flight Support.

Mr. Davidson reported sending a letter to City Council Member Tee-Tee Parmon since the City Code allowing USDA to use rifles will expire on August 19, 2020. Mr. Davidson advised that he was contacted by the Assistant City Manager and Smith Reynolds Airport is schedule to be on the Public Safety Agenda on August 10, 2020 and then the full City Council on August 17, 2020.

Mr. Davidson announced that the Airport has become the site for the "Reopen Forsyth" PPE Kit Program handing out packets to help businesses get back on their feet.

Mr. Davidson advised that Forsyth Tech is proceeding and is on schedule.

Mr. Davidson advised that AVCON, Inc. has completed 30% of the plans for Runway15-33 Rehabilitation Project. The NCDOT, AVCON, and the Airport Department held a meeting to discuss plans to minimize any closures or impacts.

10. Other Business

The Smith Reynolds Airport Board will have its next meeting on August 18, 2020.

11. Adjourn

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

Motion	Hudspeth
Second	Baughan
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

DocuSigned by:
 Received: *Scott Piper*
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 Scott G. Piper, Chairman