

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, November 19, 2024, 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
Mr. William Moore, III, Board Member
Mr. Joshua Burcham, Board Member

Also Present:

Mr. Mark Davidson, A.A.E.; Airport Director, Forsyth County
Mr. Gordon Watkins, Attorney, Forsyth County
Ms. Becca Colangelo, Signature Flight Support
Mr. Kevin Brookshire, Signature Flight Support
Mr. Greg Purvis, Forsyth Technical Community College
Mr. Myles Regier Forsyth Technical Community College
Mr. Shoaib Quader, Forsyth County
Ms. Shanna Smith, Forsyth County
Mr. Bob Oglesby, AOPA
Ms. Barbara Knotts, Forsyth County (Remote)
Ms. Jaquetta Turner, Citizen

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 November 19, 2024, Smith Reynolds Airport Board (SRAB) meeting to order at 4:00 p.m.

2. 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."

3. Approval of Minutes

A motion was made to approve the September 17, 2024 (Regular minutes).

Motion	Lambe
Second	Hudspeth
Result	Approved
Vote	Unanimous

4. Public Comments

Bob Oglesby, AOPA Representative, read the following statement and requested that it become part of the meeting minutes.

"Thank you, Chairman McKim, and distinguished Committee Members, and guests. I'm Bob Oglesby, AOPA's Airport Support Network Volunteer for Smith Reynolds Airport. Since the devastating Helene disaster in Western North Carolina on September 28, our airport has been one of several focal points for receiving and distributing aid. Signature Aviation accumulated more than 100,000 pounds of relief materials. Essential items including food, water, clothing, medicine and medical devices, tarps, cleaning supplies, and pet food were collected. In the first few weeks after the hurricane struck, a number of our pilots flew supplies to mountain airports such as Asheville, Elk River, Rutherfordton, Ashe County, Avery County, and even Pickens, South Carolina. Pilots volunteered their aircraft and fuel to deliver from 75 to 80 plane loads of relief materials. In addition, at least one larger aircraft shuttled supplies out to Asheville and returned for additional flights carrying rescued dogs and cats. As roads opened up in the Asheville area, four tractor trailer and numerous vans, cars, and trucks continued the relief efforts with materials amassed at one of our new large hangars. Many volunteers helped to sort, weigh, and load items received from all over North Carolina and even other states. Special thanks to Becca Colangelo and Signature Aviation for coordinating this massive relief effort. Doesn't it just do your heart good to know the impact that Smith Reynolds Airport and its pilots, service staff, and the many volunteers can have on our fellow man in such a dire situation and caused by a natural disaster – Helene. Thank you!"

5. Financial Review

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

6. Aero8 Lease

Ownership at Aero8 is changing and a new lease has been developed for the current space at 3820 N. Liberty Street. TM Aero, LLC. has been working with the Small Business Administration to obtain a loan and will continue doing business as Aero8. All the parties have agreed to a three year lease of 3,687 square feet of shop space, 2,260 square feet of office space, and 14 auto parking spaces.

A motion was made to allow the SRAB Chairman to execute a new lease agreement and Landlord Subordination and Consent Agreement after it has been processed in the County's Contract Control System and approval as to form and legality by the County Attorney.

Motion	Hudspeth
Second	Lambe
Result	Approved
Vote	Unanimous

7. Rates and Charges

Mr. Davidson proposed a new schedule of charges, fees, and rental rates for the Forsyth County Airport Department to ensure rates are current with the market and promote transient activity. The renovated terminal is scheduled to open March 2025 and with the loss of the ramp space due to the FAA's enforcement of the Runway Object Feet Area (ROFA), it was necessary to update the Schedule. T-hangar rate increase and the elimination of hourly main terminal parking fees imposed by the Airport are included.

A motion was made to adopt the Schedule of Charges, Fees, and Rents for the Forsyth County Airport Department which would be implemented March 1, 2025.

Motion	Lambe
Second	Hudspeth
Result	Approved
Vote	Unanimous

8. Economic Development Update

The NCDOT Impact Study will be out on January 2, 2025 and Kirby Robinson is the new Director of Community and Economic Development for the County.

The new lease agreements with Signature Aviation, Special Event Transportation, and Novant Health are fully executed and the County is working on a Consent to Assignment of Hangar Lease from Mount Aero Properties to Signature Aviation.

Terracon's landfill assessment is 90% complete and is available for review. The report provides insight on alternatives to build upon the landfill site.

The MRO Hangar and Taxi lane Lima projects are still held up by the NCDEC and Army Corp of Engineers. In order to obtain the 401 and 404 permits, the organizations are asking for more details in regards to design plans for the alternate sites not selected.

The 4001 N. Liberty Street EDA Project Kick-off meeting with Bar Construction is next week. This project is partially funded by an EDA Grant.

Mr. Davidson and Mr. Quader have been meeting with North State Aviation and reviewing the Terracon Facility Assessment to generate a priority maintenance list for the building at 4001 North Liberty Street.

ArchStudio7 has started design work to fill the "pit" at Piedmont Propulsion Systems. If successful, this project should generate additional jobs.

9. Capital Improvement Update

The Terminal Building is scheduled to open March 2025 and the Taxiway Alpha Rehabilitation Project is complete.

Design plans for the Brushy Fork Creek project is 60% complete. Mr. Davidson is working with the County Attorney and Resource Institute to obtain a survey to generate a Plat for the easements.

The Airfield Lighting and Rehabilitation Project design is complete and bids are due Thursday at 10 am.

The Carwash Project was approved by the County Commissioners on November 7th and Construction Manager, James Anderson is working on this project.

Mr. Davidson announced going in a new direction with the doors located at 3820 N. Liberty Street by refurbishing them in place. The building will be painted to match the Corporate Hangars and Becca Colangelo with Signature Flight Support advised that they may be painting the current FBO the same colors.

Mr. Davidson gave an update on the new fuel farm location.

10. Airport Operations Update

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

The Airport needs a new Crash Fire Rescue Truck and the staff is working on obtaining funds to pay the \$1.4M required for a new truck.

Tax Assessor John Burgess joined the KINT Pilot Group on November 6th and spoke on the revaluation of property tax and aircraft exemption.

The next SRAB Meeting is to be held on January 21, 2025.

11. Other Business

No other business was discussed.

12. Adjourn

A motion was made to adjourn the meeting at 4:50 pm

Motion	Lambe
Second	Hudspeth
Result	Approved
Vote	Unanimous

Composed by Shanna K. Smith

Respectfully Submitted:



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

Received:



Thomas F. McKim, Chairman