

**ROCKY MOUNT – WILSON REGIONAL AIRPORT AUTHORITY
MEETING**

Tuesday, May 23rd, 2023

JOSH L. HORNE CONFERENCE ROOM

BOARD MEMBERS PRESENT

MR. GARRY HODGES, CHAIRMAN
MR. DAN HERRING, SECRETARY
MR. CARL WARREN, TREASURER
MR. CHARLES MULLEN
MR. JAMES JOHNSON
MR. JOHNSON BISSETTE

BOARD MEMBERS NOT PRESENT

EX OFFICIOS & STAFF PRESENT

MR. DION J. VIVENTI, CM, PE CFII DIRECTOR & FINANCE OFFICER

MR BOB LEAGE, AIRPORT AMBASSADOR

GUESTS PRESENT

MR. JASON KENNEDY, PE, WK DICKSON, INC.
MS. HILLARY CRAWFORD, EIT, PARRISH AND PARTNERS, LLC
MR. E. NORRIS TOLSON, CEO, CAROLINAS GATEWAY PARTNERSHIP
MR. ANDY HAGY, DIRECTOR, NASH CO. ECONOMIC DEVELOPMENT

OPENING

CALL TO ORDER

A regular meeting of the Rocky Mount – Wilson Regional Airport was called to order by Chairman Garry Hodges at 12:00 p.m.

INVOCATION

Mr. Charles Mullen delivered the invocation and blessed the food.

PLEDGE

Mr. James Johnson led the Pledge of Allegiance.

INTRODUCTIONS

Chairman Garry Hodges welcomed Mr. E. Norris Tolson, Mr. Andy Hagy Mr. Jason Kennedy, Hillary Crawford and Mr. Bob League.

GUEST SPEAKERS

Ms. Hillary Crawford gave a presentation on the final draft copy and preferred alternative from the Aviation Industrial Park Feasibility Study and Master Plan Update project. Ms. Crawford pointed out the updates provided from the comment period since last meeting including the revised location of the business park and EVTOL areas as well as the phasing of the land acquisition and initial project investment estimates. Hillary provided all in attendance with copies of the final report and preferred alternative mapping. There was a lengthy discussion initiated by Mr. E. Norris Tolson concerning the importance of securing options for the properties and that many of them had been secured previously but had expired. Mr. Tolson also explained that there was never a better time to consider the development of a mega-site in this area as corporations, surrounding Counties and State of NC were all searching for locations large enough to accommodate these mega-sites since large swaths of property were increasingly becoming harder to find. Norris also opined that this location was uniquely qualified to accommodate such a proposal because of its proximity to existing transportation infrastructure. He also noted that work force availability would be a crucial aspect of consideration to companies wishing to locate here and that existing corporations such as Cummins and Bridgestone recruit from many surrounding Counties. Norris stressed the importance of coordinating with the Railroad and the NCDOT division of Highways as they can be a valuable partner in the endeavor. Mr. Andy Hagy commented that there was extensive interest by

corporations willing to locate here but that currently, having property available as an incentive was making a big difference in RecruitAbility and competitiveness for interest in available sites. Mr. Hagy also noted that Nash County was currently looking to construct shell buildings on its industrial site in order to attract more interest in their existing property. Andy remarked that the mega-site business was very competitive and having as many assets as possible in place will make a big difference in recruitment.

READING / APPROVAL OF MINUTES

The minutes from the previous meeting were distributed prior to the meeting and read by the board members. A motion was made by Mr. Charles Mullen and seconded by Mr. Carl Warren to approve the minutes. All board members in attendance approved.

REPORTS

DIRECTOR'S REPORT

Mr. Viventi briefed the Authority Members with the following Director's Report for the previous month:

Executive Administration

On April 20th, Mr. Garry Hodges and I met with the Mayor of Rocky Mount, Sandy Roberson, and City officials at the Belmont CC, hosted by the Chamber of Commerce to formally welcome Mr. Keith Rogers, City Manager of Rocky Mount to his new position. On April 25th, Jason Kennedy, Joseph Barkevich with WK Dickson along with Mr. Hodges and I met with Nash County leaders and Planning representatives to review the proposed airport overlay district uniform development ordinance (UDO) text change revisions and to make plans to formally present to the County Planning Board. Nash County requested a list of property owners affected and positive talking points to be prepared for the County planning board's review. Following the meeting, Mr. Hodges and I attended the NC Airports Association Legislative Event at the Tobacco Road Café in Raleigh. On April 26th I met with our commercial building insurance representative for our annual insurance audit and inspection. That same day Tim Gruebel and I held a Teams meeting with Nash County Planning Director, Adam Tyson to discuss the Obstruction Removal public notification process. On April 27th, I met with Rod Lindsey, AIA to discuss preparations for a new Airport Terminal Conceptual Layout. On May 6th Garry and I volunteered along with several other area pilots and flew Young Eagles flights at Wilson Industrial Airport sponsored by the Wilson Chapter 1047 Experimental Aircraft Association.

Finance Management

A Project Ordinance to account for expenses relating to the T-Hangar PH II project is ready for approval. A draft report for our 2021-2022 FY audit has been prepared and is currently being finalized. Our March financial report is ready to be reviewed at this time.

Airport Maintenance Operations

Airfield mowing has been in full force for the previous month with all tractors and equipment field ready and being deployed. The operations building has had its spring cleaning and has been re-organized. The ARFF truck is in for repairs on the inverter and top turret and should be operational again in the next few weeks. On May 18th, Patrick Robertson and I met with Mr. Rajendra Kodapalli, PE, Statewide Airports Program Manager for NCDOT DOA and Mr. Paul Rogers, PE of KPR Engineering to evaluate the existing airport paving for possible maintenance project this year. To that end, I have signed a new maintenance agreement with the NC DOA to qualify RWI for 100% funding to accommodate the project. The Airport maintenance and ARFF staff have prepared all paperwork and facilities for the annual FAA Part 139 inspection which is now scheduled for June 26th.

KRWI Fixed Based Operations

KRWI total fuel flowage for April was again over 32.5K gallons. Self-serve fuel made up approximately 50% of our AvGas fuel sales and 22% of total fuel sales. FBO sales including fuel, merchandise and operation fees generated approximately \$139.7K in revenue (down from \$179K in March)

FINANCIAL REPORT

Mr. Warren went over the financial statements for March and commented that the FBO was operating at a loss for the year when considering fuel sales alone but that we would need to consider all the fees and overhead in order to get a better picture. Mr. Warren also mentioned that we have spent a considerable amount of money making improvements to the existing hangars. Chairman Hodges commented that this was the plan and that these improvements although more expensive than budgeted were making a tremendous impact on public perception of the airport and that he had received multiple comments from local leaders and businesses on the appeal of the improvements to the airport. Mr. Viventi stated that the FY 23-24 budget for next year was being prepared for the next meeting and that all we needed was our May financials to complete an amended budget for FY 22-23. Mr. Viventi commented that we were still behind on our financial reports due to multiple circumstances but that we were currently working with staff and our accountant to have the April and May reports ready for the June meeting. Mr. Viventi presented a 100% funded project ordinance for the T-Hangar PH II design project provided by the State of NC, administered by Nash County, and recommended it for approval. Mr. Dan Herring made a motion to approve, and the motion was seconded by Mr. Warren. Mr. Dan Herring also made a motion to approve the financial statements and then seconded by Mr. Charles Mullen. Both motions were carried unanimously by all board members in attendance.

ENGINEER'S REPORT – PARRISH & PARTNERS

Ms. Hillary Crawford gave the following report:

1. Obstruction Clearing (Design/Bidding)

- a. Current Status
 - i. Awaiting confirmation of State Funding
 - ii. Coordination with Marth Hodge at NCDOA on EA
- b. Changes Since Last Discussion
 - i. Met with Nash and Wilson County Planning Directors for approval of property owner letters
 - ii. Finalizing documents
- c. Next Steps
 - i. Discussion/meeting with concerned landowners
 - ii. Submittal of EA to NCDOA
 - iii. Final review of plans by NCDOA
 - iv. Bidding

2. Aviation Industrial Feasibility Assessment and MP Update

- a. Current Status
 - i. All tasks complete to date
 - ii. Final Draft Alternative Review and Comment – Today!
- b. Changes Since Last Discussion
 - i. Draft report produced for review
 - ii. Draft preferred alternative created from prior comments
- c. Look Ahead
 - i. Preferred Alternative presentation to authority
 - ii. Finalize report and Alternative with any changes from today & any comments
 - iii. Begin ALP Update of ALD and Exhibit A

PROJECT PROGRESS REPORT - WK DICKSON

Mr. Jason Kennedy gave the board the following report:

1. Airport Master Plan and Airport Layout Plan (ALP)

Text changes to the Airport Overlay District sections of the Uniform Development Ordinance (UDO) for both Nash and Wilson Counties have been submitted for consideration. The proposed text change will update the UDO language for each county to reflect the most current airspace map and land use planning recommendations from the newly approved Airport Layout Plan.

The next meeting with Nash County has been scheduled for April 24th to discuss the updated documents. The tentative schedule for future meetings include Nash County Planning Board on May 15th and a Public Hearing and County Commissioners meeting on June 5th.

The Wilson County Planning Board discussed the proposed text change during their meeting on October 17th. At this meeting the board elected to not make a recommendation on the text change until after Nash Counties review is complete.

2. Underground Fuel Farm Closure and Above Ground Fuel Farm Improvements.

Driveway paving and most of the sitework for the Fuel Farm is complete. The 20,000-gallon Jet-A tank is scheduled to be delivered and installed in Summer of 2023.

3. T-Hangar Development Phase II (Design)

This project includes development of the next 24 Hangar units and associated site work. Geotechnical Investigation and Survey is complete. Design work has started and is scheduled to be completed in June so that bid plans are ready by July 1st, 2023. 90% design documents will be ready for RWI review by the end of May.

BUSINESS

NEW BUSINESS

Mr. Viventi advised the Chairman that he had economic development information to share with the board and that we would need to go into closed session to discuss.

OLD BUSINESS

Mr. Viventi requested that the board take the Aviation Industrial Park Feasibility Study and Market Analysis reports home make their final review and comments before the next meeting when he could then make a recommendation based on any final comments for approval in June. Mr. Viventi advised that once adopted by the board, the project would then go to the NC Division of Aviation for their review and ultimate recommendation for approval by the FAA. Mr. Viventi commented that once the project was approved by the FAA that improvements on the plan would be justified by the provided data and that certain aspects of the project would qualify for financial assistance and may then become eligible for funding from multiple sources as listed in the funding opportunities section of the report.

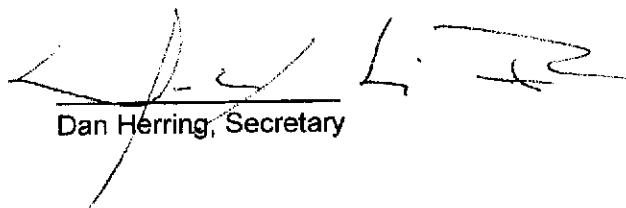
CLOSING SESSION

At 1:42 p.m., the board went into closed session to discuss economic development.

ADJOURNMENT

At 1:53 p.m. the board returned to open session when Chairman Hodges thanked to board for their time and commitment during the extended session and presentations. At 2:08 p.m., there being no further business to come before the board, the meeting of the Rocky Mount – Wilson Regional Airport Authority was adjourned.

Respectfully Submitted:

A handwritten signature in black ink, appearing to read 'Dan Herring', is written over a horizontal line. The signature is stylized with a large 'D' and a long horizontal stroke.

Dan Herring, Secretary