

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

Tuesday, June 20, 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. MICHAEL WETHERINGTON
MR. JAMES JOHNSON

BOARD MEMBERS NOT PRESENT

MR. JOHNSTON BISSETTE

EX OFFICIOS & STAFF PRESENT

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

MRS ANGELA HESS, FINANCE MANAGER

GUESTS PRESENT

MR. JASON KENNEDY, PE, WK DICKSON, INC.
MR TIM GRUEBEL, PE, PARRISH AND PARTNERS, LLC
MS. MORGAN COLEY, CPA, MARTIN STARNES & ASSOCIATES, PA

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. James Johnson delivered the invocation and blessed the food.

PLEDGE

Mr. James Johnson led the Pledge of Allegiance.

INTRODUCTIONS

Chairman Garry Hodges welcomed Ms. Morgan Coley, Jason Kennedy, Tim Gruebel, and Mr. Andy Hagy to the meeting.

GUEST SPEAKERS

Ms. Morgan Coley from our audit team, Martin Starnes & Associates, gave a presentation on the final audit for FY 2022 – 2023. Ms. Coley reported that the airport had a Revenue Increase of 6 %, and Expenditures Increase of 18%. Ms. Coley also stated that there were no findings or exceptions, and that the auditor provided an unmodified (clean) opinion with a quick ratio of 28 (very good). There was a motion made by Mr. Dan Herring to approve the proposed audit contract for FY 23 with Martin Starnes & Associates. Mr. Charles Mullens seconded the motion. All board members present unanimously approved.

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. Carl Warren and seconded by Mr. Charles Mullen to approve the minutes. All board members in attendance unanimously approved.

REPORTS

DIRECTOR'S REPORT

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

Executive Administration

On June 9th, the airport was paid a visit by the President of the United States and the First Lady aboard Marine One. A motorcade delivered President Biden and First Lady, Dr. Jill Biden, to Nash Community College where they met with Governor Roy Cooper and NCC staff for a speech and brief tour of the County's Advanced Manufacturing Institute as part of Biden's Investing in America Tour. The motorcade brought the First Family back to RWI where they departed for Pope Army Airfield before their return to Seymour Johnson Air Force Base for their eventual trip back home in Airforce One. We coordinated with the White House Communications Agency Lead, Air Force One advance team, The US Army radar remote unit, Marine Helicopter Squadron One, NC State Troopers, Nash County Sheriff Dept., Rocky Mount Fire Dept., and of course, the Secret Service for a few weeks ahead of the visit. Everything went well and operations went smoothly and uneventful. We received a Certificate of Appreciation from both Marine Helicopter Squadron One and the Whitehouse Communication Lead for our team's help in coordination and accommodating their facility needs, requests for space, and logistical assistance.

Finance Management

Our April and May financial reports are ready to be reviewed at this time. A 4th QTR End of Year Budget amendment and a FY 2023 -2024 Proposed Budget have both been prepared for review and approval. Martin and Starnes have prepared a final Audit for 2021 – 2022 FY and are here to present it to the board for review and approval.

Airport Maintenance Operations

Airfield mowing operations have continued in full force for the previous month with all tractors and equipment in the field being deployed. All runway and taxiway edging has been completed. The ARFF truck inverter repairs are complete and operational although it will be back into repairs for the turret again in the next few weeks. The Airport Maintenance and the ARFF staff have prepared all paperwork and facilities for the annual FAA Part 139 inspection which is still scheduled for June 26th. The suction line on the AvGas Self-Serve fuel farm has failed and needs to be replaced. We are waiting for an estimate from Rebel fuel services. Until then, the AvGas SS has been NOTAM'D for the public as being out of service.

KRWI Fixed Based Operations

KRWI total fuel flowage for May was down 31.7K gallons from 32.5K gallons in April. Self-serve fuel made up approximately 21% of our total fuel sales. FBO sales including fuel, merchandise and operation fees generated approximately \$157K in revenue (up from \$140K in April)

FINANCIAL REPORT

Mr. Warren went over the financial statements for April and May. Mr. Warren stated that nothing really showed too much concern. He mentioned that we did get the Sales Tax Refund in April. Mr. Warren also mentioned that we have spent a considerable amount of money on improvements to the existing hangars. Chairman Hodges commented, as previously mentioned in the May board meeting, 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 on the appeal of the improvements to the airport. Mr. Carl Warren made a motion to approve the FY 2022 – 2023 Amended Budget and was seconded by Mr. Dan Herring. A motion was made by Mr. Charles Mullens to approve the FY 2023 -2024 Proposed Budget and was seconded by Mr. Dan Herring. Both motions were unanimously approved by all board member present.

ENGINEER'S REPORT – PARRISH & PARTNERS

Ms. Hillary Crawford gave the following report:

1. Obstruction Clearing (Design/Bidding)

- Current Status
 - Awaiting confirmation of State Funding
 - Coordination with Marth Hodge at NCDOA on EA
- Changes Since Last Discussion
 - Public Notice Underway: RWIComments@parrishandpartners.com
 - Five emails
 - (919) 823-4605 (dedicated line)
 - Seven calls so far
 - Primarily questions about which trees to be cut (tall pines)
 - Most upset landowner with pond adjacent to RW 4; Southern Stars Holding Company
 - Attempting to reach Clifton Williams Jr. about him clearing his own land to avoid potential wetland issues
 - Awaiting State Clearinghouse comments
 - Summary of State Agency Input

- Next Steps
 - Discussion/meeting with concerned landowners
 - Submittal of EA to NCDOA
 - Final review of plans by NCDOA
 - Bidding

2. Aviation Industrial Feasibility Assessment and MP Update

- Current Status
 - Awaiting Final comments from Stakeholders on Final Draft Report
 - ALP Sheets Updated – Awaiting QC
- Changes Since Last Discussion
 - Report presented
 - ALP Updated underway
- Look Ahead
 - Finalize report based on stakeholder comments
 - Finalize ALP Update
 - Submit to NCDOA for review

PROJECT PROGRESS REPORT - WK DICKSON

Mr. Jason Kennedy gave the board the following report:

- **Airport Land Use Planning, Unified Development Ordinance (UDO) Update**
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.

A meeting with Nash County Leadership was held on April 25th to discuss the requested text change. At this meeting Nash County leaders discussed the changes and requested that the Airport participate in future work sessions with County Commissioners to discuss the proposed changes prior to the request going before the planning board. Documents requested for these work sessions are being prepared now and are expected to be ready for Nash County by July 1st.

- **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.

- **T-Hangar Development Phase II (Design)**

This project includes development of the next 24 Hangar units and associated site work. 90% of design documents were submitted to RWI on June 2nd for review. Final Design, permitting, preparation of bid documents is scheduled for July.

BUSINESS

NEW BUSINESS

Mr. Carl Warren made a motion to reappoint Mr. Garry Hodges as Chairperson for the Airport Authority and was seconded by Mr. James Johnson. The Treasurer and Secretary positions will be voted on during the next board meeting in August.

OLD BUSINESS

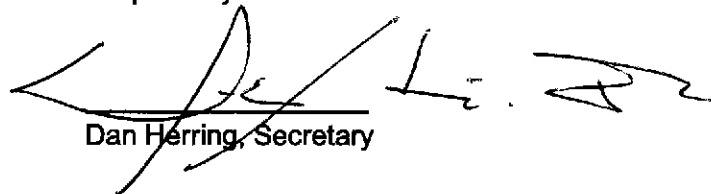
CLOSED SESSION

At 1:31 p.m., the board went into closed session to discuss economic development.

ADJOURNMENT

At 1:42 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 1:43 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:



Dan Herring, Secretary