

NOTICE OF SPECIAL MEETING

Take notice that a special meeting of the Mount Airy/Surry County Airport Authority will be held at the Surry County Government Center, 118 Hamby Road, Dobson, NC at 7:00 PM on Wednesday, May 17, 2017. The purpose of the meeting is to conduct the following agenda:

- 7:00 p.m. Call to Order
 - 7:05 p.m. Elect Officers for the remainder of FY17
Elect Officers for FY18
 - 7:10 p.m. Approve minutes of the April 10, 2017 meeting
 - 7:15 p.m. Consideration of financial and management contracts with Surry County
Appoint a Clerk and Finance Officer to the Authority Board
 - 7:25 p.m. Recommendation of new by-laws
 - 7:35 p.m. Consideration of audit contract
 - 7:45 p.m. Results of bid opening on May 8, 2017
 - 7:55 p.m. Update on Bannertown Fire Department grading bill
 - 8:10 p.m. Division of Aviation Funding Project Review
 - 8:25 p.m. Manager's Report
- Adjourn

This is the 15th day of May, 2017.

Mount Airy-Surry County Airport Authority

Mount Airy / Surry County Airport
Authority

AGENDA

**Surry County Government Center
Room 335**

June 15, 2017

6:00 p.m.

- 6:00 p.m. Call to Order-Airport Authority Chairman Eddie Harris
- 6:05 p.m. Approval of minutes from the May 15, 2017 meeting (Attachment A)
- 6:10 p.m. Sarah Bowen, Finance Officer
- Public Hearing for the FY 2017-2018 Budget (Motion to adopt the FY 2017-2018 Budget)
- 6:20 p.m. Jeff Kirby, Parrish & Partners
- ✓▪ CIP Planning Table
 - ✓▪ Paving Bids
- 6:40 p.m. Chris Knopf, County Manager
- ✓▪ Draft By-Laws
- 6:50 p.m. Sarah Bowen, Finance Officer, Finance Update
- ✓▪ Capital Project Ordinance
 - ✓▪ Budget Amendment no. 1 (Motion to adopt the Amendment)
 - ✓▪ Year-to-Date Budget Report
- 7:10 p.m. Dennis Jones, RA-Tech
- ✓▪ Managers' Report
- Adjourn

Mount Airy / Surry County Airport Authority

AGENDA

Meeting Location: Mount Airy/Surry County Airport

July 20, 2017

6:00 p.m.

- 6:00 p.m. Call to Order-Airport Authority Chairman Eddie Harris
- 6:05 p.m. Approval of minutes from the June 15, 2017 meeting (Attachment A)
- 6:10 p.m. Jay Williams, Mount Airy Surry County Airport Authority Attorney
 - Proposed Leases
- 6:20 p.m. Jeff Kirby, Parrish & Partners
 - CIP Planning Table
 - Runway Extension Site Preparation Change Order no. 5
- 7:00 p.m. Sarah Bowen, Finance Officer
 - Capital Project Ordinance Amendment no. 1
 - Budget Update
 - 310 Holly Avenue Rental
- 7:05 p.m. Dennis Jones, RA-Tech
 - Managers' Report
- 7:20 p.m. Other Airport Authority Business
 - Insurance requirement for all based tenants.
 - Commitment clarification for future grants.
 - Runway Project Update.
 - Presentation of tax collected/allocation (2006-2016).
- Adjourn

Mount Airy / Surry County Airport Authority

AGENDA

**Meeting Location: Surry County Government
Center-Room 335**

August 29, 2017

6:00 p.m.

- 6:00 p.m. Call to Order-Airport Authority Chairman Eddie Harris
- 6:05 p.m. Approval of minutes from the July 20, 2017 meeting
- 6:10 p.m. Jay Williams, Mount Airy Surry County Airport Authority Attorney
- Rental Leases
 - Purchase of Airport Property
- 6:20 p.m. Jeff Kirby, Parrish & Partners
- Runway Extension Update
 - NTE Invoice
- 6:30 p.m. Sandy Snow, Assistant County Manager for Human Resources and Operations
- Insurance Coverage
- 6:45 p.m. Sarah Bowen, Finance Officer
- Financial Update
- 7:00 p.m. Rhonda Nixon, Internal Auditor
- FBO Loss of Revenue
- 7:10 p.m. Commissioner Larry Johnson
- Brown Property Right-of-Way Request
- 7:20 p.m. Chris Knopf, County Manager
- Grant Agreement Update

- 7:30 p.m. Dennis Jones, RA-Tech
- Repair of hanger door
 - Lease of vacant property
 - Managers' Report
- 7:45 p.m. Other Airport Authority Business
- Adjourn

Mount Airy / Surry County Airport Authority

AGENDA

**Meeting Location: Surry County Government
Center-Room 335**

September 26, 2017

6:00 p.m.

- 6:00 p.m. Call to Order-Airport Authority Chairman Eddie Harris
- 6:05 p.m. Approval of minutes from the August 29, 2017 meeting
- 6:10 p.m. Jay Williams, Mount Airy Surry County Airport Authority Attorney
- Hanger Leases
 - Bannertown Volunteer Fire Department Memorandum of Lease
- 6:20 p.m. Jeff Kirby, Parrish & Partners
- Extension Update
- 6:30 p.m. Sandy Snow, Assistant County Manager for Human Resources and Operations
Rhonda Nixon, Internal Auditor
- Insurance Coverage
- 6:45 p.m. Sarah Bowen, Finance Officer
- Capital Project Ordinance
 - Budget Amendment no. 3
 - Financial Update
- 7:00 p.m. Dennis Jones, RA-Tech
- Managers' Report
- 7:15 p.m. Other Airport Authority Business

Adjourn

Mount Airy / Surry County Airport Authority

AGENDA

**Meeting Location: Surry County Government
Center-Room 335**

November 14, 2017-5:00 p.m.

- 5:00 p.m. Call to Order-Airport Authority Chairman Eddie Harris
- 5:05 p.m. Approval of minutes from the September 26, 2017 meeting
- 5:10 p.m. Jeff Kirby, Parrish & Partners
- Extension Update
- 5:20 p.m. Sarah Bowen, Finance Officer
- Financial Update
 - 219 Airport Road-Pet Security Deposit Refund
- 5:30 p.m. Rhonda Nixon, Internal Auditor
- Sowers Construction Invoice
 - Rental Property Coverage
 - General Liability Renewal Coverage
- 5:40 p.m. Chris Knopf, County Manager
- Ra Tech Contract
 - Hangar 21
 - EMG Project
 - Rezoning on Airport Road
- 5:50 p.m. Dennis Jones, RA-Tech
- Managers' Report

Adjourn

Mount Airy / Surry County Airport Authority

AGENDA

**Meeting Location: Surry County
Government Center-Room 335**

December 12, 2017-6:00 p.m.

- 6:00 p.m. Call to Order-Airport Authority Chairman Eddie Harris
- 6:05 p.m. Approval of minutes from the November 14, 2017 meeting
- 6:10 p.m. Tim Gruebel, Parrish & Partners
- Timber cutting on Sage Lane
 - Holly Springs Road funds for relighting of taxiway
 - 219 Holly Springs Road Map
- 6:20 p.m. Rondale Ratcliff, Bannertown Fire Department
- 6:45 p.m. Sarah Bowen, Finance Officer
- Financial Update
- 7:00 p.m. Rhonda Nixon, Internal Auditor
- Rules and Regulations
 - Hangar Policy
 - Rental Property Coverage/Replacement Costs
- 7:15 p.m. Authority Member Larry Phillips
- Certified Flight School
- 7:30 p.m. Chris Knopf, County Manager
- Eagle Carport Request
 - 2018 Meeting Schedule
- 7:45 p.m. Dennis Jones, RA-Tech
- Managers' Report

8:00 p.m.

Closed Session for legal matters pursuant to
G.S. 143-318.11(a)(3)

Adjourn