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, May 19, 2026, 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. Clarence Lambe, Board Member
Ms. Cynthia Jeffries, Board Member
Mr. Basil Yap, Board Member
Ms. Alexandria Shaw, Board Member

Also Present:

Mr. Mark Davidson, A.A.E.; Airport Director, Forsyth County
Mr. James Moose, Avcon, Inc. (Remote)
Mr. Bob Oglesby, AOPA (Remote)
Ms. Shanna Smith, Forsyth County
Ms. Wendy Harless, Volunteer Airport Tour Coordinator
Ms. Becca Colangelo, Signature Aviation

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 May 19, 2026, 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 March 10, 2026 regular meeting minutes.

Motion	Lambe
Second	Jeffries
Result	Approved
Vote	Unanimous

4. Public Comments
Bob Oglesby announced that he is working on a building mission in Burnsville, and the Chairman thanked him for his service and good deed.

5. Financial Review
Mr. Davidson provided an overview of the Airport Department's financial statements for March and April, as developed through the County's Oracle System. He summarized the financial statements using a scorecard that included notes and insights related to the budget. Mr. Davidson also gave an overview of the Airport Department Budget for Fiscal Year Ending 2027.

6. Terminal Office Lease - Stephen Potts, MD PLLC
An action item was presented to approve an amendment with Eye Candy Aviation and execute a new lease with Stephen Potts, MD, PLLC for office space located on the second floor of the terminal building.

A motion was made to authorize the County Manager to execute an amendment with Eye Candy Aviation and a new lease with Stephen Potts, MD, PLLC after the documents have been processed through the County's Contract Control System and approved by the County Attorney.

Motion	Lambe
Second	Jeffries
Result	Approved
Vote	Unanimous

7. Terminal Office Lease – Tom Davis Fund
An action item was presented to approve a new three-year lease with the Tom Davis Fund, including a mutual two-year renewal option, for office space located on the first floor of the terminal building.

A motion was made to authorize the County Manager to execute the new lease after it has been processed through the County's Contract Control System and approved by the County Attorney.

Motion	Lambe
Second	Jeffries
Result	Approved
Vote	Unanimous

8. Economic and Capital Development Update

Mr. Davidson advised that the airport was not selected to receive the FAA eIPP Advanced Air Mobility Grant. He noted that several state Departments of Transportation, including agencies in Florida, Utah, Texas, Pennsylvania, and North Carolina, were among the grant recipients.

The kickoff for the NCDOT sponsored Advanced Air Mobility (AAM) Plan for the local region has begun. The airport paid the required 10% local match contribution in the amount of $30,000. Mr. Davidson advised that meetings regarding the project scope of work will be held on the first Friday of each month at 11:00 am. Board members were invited to attend and participate in planning discussions related to the grant initiative.

Data gathering for the Airport Master Plan Update and Airport Layout Plan (ALP) has started. Infrastructure Consulting & Engineering, LLC (ICE) was selected to perform the work associated with the master planning effort. Representatives from the firm visited the airport on May 6, 2026, to begin collecting operational data and site photographs as part of the planning process.

Mr. Davidson spoke at the monthly meeting of the KINT Pilot Group on May 6, 2026, where he provided updates regarding ongoing and upcoming airport projects. He also provided an update regarding the air traffic control tower project. Staff had initially anticipated completion in time to support operations associated with Wake Forest University graduation activities; however, the project timeline was delayed. The delays resulted from outstanding issues involving stairwell pressurization and smoke evacuation fans, which had not yet been received and installed. The equipment is expected to arrive the following week.

The North parking deck rehabilitation project at 4001 N. Liberty Street is ongoing, which is tied to an approximately $6 million project partially funded through approximately $4.4 million in Economic Development Administration (EDA) assistance.

The construction project at Piedmont Propulsion is also ongoing, including the conversion of a former pit area into usable workspace through the installation of epoxy flooring, rolling doors, and related enhancements. These improvements are expected to support future workforce expansion and additional hiring opportunities.

The 3820 N. Liberty Street renovation project, intended to improve accessibility and functionality, includes the addition of more convenient women’s restroom facilities on the first floor serving the Piedmont Aviation Snack Bar, Piedmont Turbine Solutions, and Aero8, Inc., designed by Michael Graves Architecture & Design, will be out to bid next month.

The 3820 N. Liberty Street Fencing Project is nearing completion.

Resource Institute will proceed with the Brushy Fork Creek design project. Although two residents have not yet signed the required easements, the project will move forward due to time constraints. Mr. Davidson attended a neighborhood meeting on April 23, 2026, to ensure all affected parties remained informed regarding the project status and next steps.

Design for the Signature Aviation Fuel Farm project is approximately 90% complete. The airfield lighting upgrade project is near completion. Remaining areas include the North portion of Taxiway F, Runway 15-33, and signs on Taxiway A. The Lower Parking Lot Improvement Project is currently out for bid. A mandatory pre-bid meeting was held and was highly attended. Bids are due May 20, 2026.

The General Services Department helped secure a temporary chiller unit for the Piedmont Propulsion facility following the failure of the existing chiller system. Jeff Hargett Mechanical was awarded the bid in the amount of $410,787. Mr. Davidson expressed appreciation for the department's support and technical expertise throughout the process.

Staff are currently working on an agreement with EXP Services, Inc. to develop pre-design cost estimates focused on evaluating building systems associated with 4001 N. Liberty Street to establish a clearer understanding of anticipated renovation costs. These estimates will help define the scope and financial requirements for future renovation considerations. This project will be funded through the State Capital Infrastructure Funding (SCIF) Grant.

Shoaib Quader is presenting a contract to the County Commissioners with Hoffman Building Technologies to replace the existing building automation controls with an updated centralized system. The upgrade will automate temperature and environmental controls throughout the facility, reducing the need for manual adjustments by staff and improving operational efficiency.

Mr. Davidson provided an update regarding an outage of the Automated Surface Observing System (ASOS) located on the airfield. He explained that the ASOS unit provides critical weather data, including cloud ceiling, temperature, and wind conditions, and can also be accessed via telephone for operational use.

9. Airport Operations Update

Mr. Davidson provided an update regarding fuel volumes and flight operations.

The FAA Part 139 inspection, required to maintain certification, has been completed successfully. Mr. Davidson thanked Shoaib Quader and the entire airfield maintenance team.

The new Oshkosh Striker 4x4 crash fire rescue truck is currently being built and is expected to be delivered in the Fall of 2026.

The airport welcomed two new Facility Maintenance Technicians, Mateo Perez and Giovanni Lumaro. Mr. Davidson also introduced Wendy Harless as the new volunteer Smith Reynolds Airport Tour Coordinator.

The airport hosted FAR Part 139 Wildlife Training at the Terminal Building on March 24, 2026.

The Jim Shaw ACE Golf Tournament, held on Friday, May 8, 2026, was successful and helped raise funds for the summer camp.

Perry Hudspeth will be hosting Ukrainian students next week for a tour of the airport.

The German national football team will be staying at Graylyn Estate during the upcoming FIFA World Cup tournament. The team will be flying in and out of the airport throughout the tournament, with increased coordination surrounding logistics and security. Representatives from the German national football team and FIFA security have already visited the airport to coordinate planning and operations. Activities and travel operations are expected to begin around June 8, with ongoing coordination continuing throughout the tournament.

The next SRAB Board Meeting will be held on July 21, 2026.

10. Other Business
None

11. Adjourn
A motion was made to adjourn the meeting at 4:59 pm.

Motion	Lamb
Second	Jeffries
Result	Approved
Vote	Unanimous

Composed by Shanna K. Smith

Respectfully Submitted:

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

Received:

_____
Thomas F. McKim, Chairman