

**CHARLOTTE DOUGLAS INTERNATIONAL AIRPORT  
AIRPORT ADVISORY COMMITTEE**

**Minutes from the July 10, 2008 meeting  
Piedmont Conference Room  
8:00 a.m.**

**Present**

Stan Campbell, Chair  
Diane Carter, Vice Chair  
Charlie Baker  
Andrew Riolo  
Dr. Henry Nicholson  
Stan Vaughan  
Crystal Jackson  
Paul Korry  
Jeff Hay  
Grace Bailey

**Staff Present**

TJ Orr, Aviation Director  
Jennifer Long, Staff Advisor  
Erika Helm, Community Outreach Specialist

**Guest Speakers**

Lee Davis, Airport Marketing and Communications Specialist  
Matt Bauer, Airport Parking Assistant Manager

**Absent**

Tony Almeida

**1. Call to Order**

Chair Stan Campbell called the meeting to order at 8:00 a.m.

**2. Pledge of Allegiance**

**3. Approval of the June 5, 2008 Minutes**

The minutes were approved as written.

**4. Business Agenda**

**1. Avis Rental Car Parking Expansion**

**Action:** Award the low bid of \$232,230.00 by Blythe Construction, Inc. of Charlotte for the expansion of Avis Rental Car's existing storage parking lot.

**Background:**

This project will expand Avis Rental Car's existing storage parking lot on the airport.

**Small Business Opportunity**

Established SBE Goal: %

Committed SBE Goal: %

Pursuant to Part B: Section 2.4 of the SBO Program, no SBO utilization goal was set for this contract because subcontracting is not anticipated.

**Summary of Bids:**

Blythe Construction, Inc.	\$232,230.00
Showalter Construction Co.	\$265,510.00
Blythe Brothers Asphalt Co.	\$268,145.00
Ferebee Corp.	\$269,625.00
Siteworks, LLC	\$282,062.00
MV Momentum Construction	\$313,565.00
Sealand Contractors Corp.	\$313,605.00
Jones Grading & Fencing, Inc.	\$336,735.00
United Construction, LLC	\$356,250.00

Newcon Construction, Inc.

\$559,396.00

**Council Date:** July 28, 2008

Motion: Vaughan  
Second: Nicholson  
Vote: 10-0

## **2. Old Dowd Road Water Main Extension**

**Action:** Approve a change order with Scurry Construction, Inc. of Cornelius, NC in the amount of \$293,240 for extension of a water main to tie into the existing Charlotte Mecklenburg Utilities water main on Old Dowd Road.

**Background:**

- In March 2008, City Council awarded a contract to Scurry Construction, Inc. in the amount of \$3,376,681.47 for paving, drainage, water main and sewer force main installation for a new section of Old Dowd Road.
- This relocation was necessary to replace a portion of the existing Old Dowd Road located in the footprint of the new runway.
- As part of the project, Charlotte Mecklenburg Utilities funded the installation of a portion of water main along the new road.
- Change Order#1 will fund the extension of the water main to tie into the existing line on the east end of the new road. The change order unit prices have been negotiated for most items to be at nearly the same unit costs as the original contract amounts.
- The original contract included the water line within the limits of construction for the road relocation. This extension will follow the existing road to the active water line.
- Funding for this change order comes from the Charlotte Mecklenburg Utilities Water and Sewer Capital Improvement Fund.

### **Disadvantaged Business Enterprise**

Established DBE Goal: 18%

Committed DBE Goal: 0% (self performed work)

**Council Date:** July 28, 2008

Orr: We will be reimbursed for this work by the Utility Department.

Motion: Carter  
Second: Campbell  
Vote: 10-0

## **3. Airport Parking Deck**

- Action:**
- A. Approve a contract with Shelco, Inc. of Charlotte, NC in the amount of \$44,875,000 for construction of a 3,200 space parking deck; and**
  - B. Approve a contract with MACTEC Engineering and Consulting, Inc. of Charlotte, NC in the amount of \$250,000 for material testing services; and**

**C. Adopt a budget ordinance in the amount of \$45,125,000 from the Airport Discretionary Fund to be repaid from proceeds of the 2008 General Airport Revenue Bonds.**

**Background:**

- In April 2007, City Council approved a contract with LS3P Associates, LTD for architectural design, engineering and construction administration services for a new parking deck.
- The 3,200-space deck will be used for the Airport's Business Valet parking product and public parking, includes 6,000 square feet of lobby space, and will be located on the corner of Wilkinson Boulevard and Harlee Avenue.
- These contracts will provide for the construction of the parking deck and materials testing services during construction.
- Funding for these contracts comes from proceeds of the 2008 General Airport Revenue Bonds, the debt service of which is paid for by parking revenues.

**Small Business Enterprise for Action A**

Established SBE Goal: 18%

Committed SBE Goal: 2.97%

Shelco, Inc. failed to meet the SBE goal, but earned the required number of Good Faith Effort Points. They have committed 2.97% (\$1,334,400) of the total contract amount to the following SBE firm: Southern States Rebar of SC

**Small Business Enterprise for Action B**

Established SBE Goal: 0%

Committed SBE Goal: 5%

The City negotiated a SBE goal with Mactec Engineering and Consulting, Inc. after the proposal selection process. (Part C: Section 2.2 of the SBO Policy) Mactec committed 5% (\$\$ amount) to the following SBE firm: Capstone Civil Group.

**Public Art**

The parking deck is an Eligible Project. One percent (\$448,750) will be transferred to the Public Art Fund.

**Summary of Bids**

Shelco	\$44,875,000
Hunter Roberts	\$47,400,000
Walbridge Southeast	\$47,645,000
Choate	\$47,889,000
PCL Construction Services	\$48,480,000
Crowder Construction	\$48,708,000
Whiting Turner	\$52,495,000
Archer Western	\$52,838,725

**Council Date:** July 28, 2008

Korry: Will this deck be for valet parking?

Orr: Yes, it will be a valet deck.

Carter: Is it going to be a pre-cast deck?

Orr: No, they require a lot of maintenance and that is difficult for a deck here because our parking facilities stay full.

Vaughan: How long will this take?

Orr: We plan on starting in August and anticipate it taking 14 months to complete.

Motion: Vaughan  
Second: Korry  
Vote: 10-0

#### **4. Aviation Relocation Assistance Services Change Order**

**Action:** Approve a change order to the contract with Terrell Hundley & Carroll, Inc. in the amount of \$375,000 extending the contract until July, 2009 for relocation assistance services required for the Airport's land acquisition programs.

**Background:**

- Property acquired by the Airport is purchased in accordance with Federal Regulations under our Noise Program or Master Plan. Federal Regulations require the Airport to provide relocation assistance services to those affected by such property acquisitions.
- Council approved a contract with Terrell Hundley & Carroll, Inc. ("THC") in April, 1999. THC was selected to provide the relocation services necessitated by the Airport's acquisition of land under its Master Plan and Noise Program. THC has two employees at the Airport who work for the City 80% of the time and for the County 20% of the time. The Airport continues to need relocation assistance services for ongoing and upcoming Noise Program and Master Plan projects, including anticipated relocations of a mobile home park with approximately 55 tenant/homeowners and properties on West Boulevard, including a business park with 76 tenants. Continuing to use THC will provide consistency and continuity of service for those eligible for relocation assistance under Airport programs.
- Additionally, continuing to use THC at the Airport will provide consistency with the County's relocation assistance programs because THC is also working on projects for Mecklenburg County Storm Water Services and for the City of Monroe.
- This change order will fund THC's work until July 2009 on an agreed-upon hourly rate of \$155.45 for one employee and \$62.39 for the second employee with a not to exceed a total of \$375,000.
- The cost of providing relocation assistance services covered by this change order is eligible for 75% reimbursement by the Federal Aviation Administration.

#### **Disadvantaged Business Enterprise Program**

DBE Established Goal: 0%

DBE Committed Goal: 0%

The Federal DBE Program neither requires nor permits goals for every contract. The City must meet its DBE goal through a mix of contract-specific goals and race-neutral means. No goal was set for this contract because THC is not a DBE and other participation opportunities are not anticipated.

**Council Date:** July 28, 2008

Motion: Korry  
Second: Vaughan  
Vote: 10-0

#### **5. North Carolina Department of Transportation Grants**

**Action:** A. Adopt a resolution accepting a North Carolina Department of Transportation (NCDOT) grant in the amount of \$500,000 for FY 2008, and

- B. Adopt a budget ordinance to appropriate funds received from the North Carolina Department of Transportation (NCDOT) grants in the amount of \$500,000, which will displace a like amount of 2004 General Airport Revenue Bond proceeds.**

**Background:**

- Each year, the NCDOT Division of Aviation allocates funds for the State's Aid to Airports grant program to the state's airports.
- Charlotte, Raleigh, and Greensboro Airports' allotment from this fund is \$500,000 for FY08.
- This grant will fund a portion of the grading and drainage for the Third Parallel Runway.
- In December 2006, the FAA issued a Letter of Intent (LOI) to provide \$80 million dollars over 8 years in federal grant funds to be applied towards the cost of constructing the new third parallel runway.
- The FAA grants provide 75% funding for the project. The remaining 25% is funded with 2004 General Airport Revenue Bond (GARB) proceeds.
- This grant will displace 2004 GARBs previously allocated to the project.

**Summary of Bids**

N/A

**Council Date:** July 28, 2008

Motion: Carter

Second: Korry

Vote: 10-0

**6. Property Transaction**

**Action:** Approve the following property acquisition.

**Background:**

- A. Project: Airport Master Plan Land**  
**Owner(s): Jackson Park Ministries**  
**Property Address: 4328, 4350, & 4412 Ashley Drive**  
**Property to be acquired: 3.21 acres**  
**Improvements: Vacant land**  
**Purchase Price: \$151,000.00**  
**Remarks:** The purchase price was determined by an independent appraiser and was reviewed by a second appraiser. Each appraisal takes into consideration the specific quality and quantity of the land. The tax value is determined on a more generic basis and will be higher or lower for land/house with certain attributes. Property is acquired per Federal Guidelines 49 CFR Part 24 of the Uniform Acquisition and Relocation Act of 1970. Acquisition costs are eligible for Federal Aviation Administration reimbursement  
**Zoned: R-17MF Use: Vacant Land**  
**Tax Value: \$196,700 (entire parcel value)**  
**Tax Code: part of 115-063-05**

**Council Date:** July 28, 2008

Motion: Vaughan  
Second: Korry  
Vote: 10-0

### **FOR INFORMATION ONLY**

The following items were approved by City Council on June 23, 2008.

#### **1. Airport Escalator/Elevator Maintenance Services**

**Action: Approve a 5-year contract with Otis Elevator Service of Farmington, Connecticut for maintenance service on the Airport's escalators and elevators.**

**Background:**

- This contract will provide maintenance and repair services for all of the airport's 71 moving sidewalks, escalators, and elevators.
- Request for Proposals were issued on April 27, 2008 and four vendors, Otis Elevator, Schindler, Kone and Thyssen Krup, requested the proposal package.
- On May 23, we received proposals from Schindler and Otis Elevator. Kone and Thyssen Krup declined to submit a proposal.
- The work scope will provide required maintenance and inspection of all of the units and response to any breakdowns or failures between the hours of 6 am and 9 pm, seven days a week. Any call backs between 9 pm and 6 am are chargeable based on their published labor rates.
- The first year's contract amount is \$570,000 with an additional \$30,000 for parts that are not included as part of the contract
- Each subsequent years' contract amount would increase based on the Producer Price Index for Metals.

#### **Small Business Opportunity**

Established SBE Goal: 0 %

Committed SBE Goal: 0 %

No SBO utilization goal was set for this contract because subcontracting opportunities are not anticipated. (Part C: Section 2.4 of the SBO Policy)

#### **Summary of Proposals**

Otis Elevators \$570,000 w/4% annual discount proposed

Schindler \$570,000 w/3% annual discount proposed

Riolo: There is an elevator is Ticketing that has been out of order for more than six weeks now. What's going on with that?

Orr: We do have a contract for continued maintenance on our elevators and escalators. It has been fixed several times now, but continues to break. The issue has something to do with parts.

Riolo: Do you know the estimated time for when it will be fixed?

Orr: We are awaiting the parts now.

#### **2. Airport Noise Compatibility Program**

- Action:**
- A. Approve a change order with Andrew S. Harris, Inc. of Manchester, MA in the amount of \$294,500 to complete an update of the Noise Compatibility Program, and**
  - B. Adopt a budget ordinance in the amount of \$294,500 from the Airport Discretionary Fund to be repaid with future federal grants and proceeds from future General Airport Revenue Bonds.**

## Background:

- The Airport started a Noise Compatibility Program in 1989 to measure airport noise and implement a program to mitigate the impacts of noise in certain areas around the Airport.
- Since the program's inception, the Airport has spent over \$60 million on noise mitigation in the community.
- The Federal Aviation Administration recommends updating the Noise Compatibility Program every 5 years.
- In August 2002, City Council approved a contract with Andrew S. Harris, Inc. to update the Noise Compatibility Program.
- While significant progress was made toward completing the Program Update, the volatility of the aviation activity in the years after September 11<sup>th</sup> has made it impossible to finish the Update
  - Bankruptcies of five airlines
  - Wholesale changes in aircraft serving the Airport
  - Numerous fluctuations in the number of operations at the Airport
- In order to have a Program Update that the Airport can use moving forward, it must take into account the massive changes in the industry post-9/11.
- This change order will fund the preparation of new aviation forecasts, noise contours, and revise noise mitigation measures to acknowledge our new environment as necessary to complete the program update.
- Permanent funding for this contract will come from a future Airport Improvement Program (AIP) grant and proceeds from future General Airport Revenue Bonds, the debt service of which will be paid for with Passenger Facility Charge (PFC) revenues.

## Disadvantaged Business Opportunity

Established DBE Goal: 0%

Committed DBE Goal: 0%

The DBE program neither requires nor permits a DBE participation goal on each contract. The City may meet its annual DBE utilization goal through a mix of contract goals and DBE-neutral means. Andrew S. Harris, Inc. intends to utilize certified DBE firm, Neighboring Concepts, PLLC for a portion of this work.

## Summary of Bids

N/A

Carter: How long will this update take?

Orr: It will take about a year.

Riolo: Why did we go from 1989 to 2001 without an AIP update if we are required to update it every five years?

Orr: We have just stretched the update time out further.

Riolo: Will the update include stage-three aircraft and the impact of the new runway?

Orr: Absolutely.

Riolo: Will the consultant contact pilots and the airlines to get their feedback when developing the update?

Orr: Yes, the airlines and their unions will be invited to the public meetings we hold.

Riolo: I would like to be made aware of when the public meetings will be held.

Orr: We will make you aware through your involvement on this committee.

Korry: When will we begin this?

Orr: In a couple weeks.

Korry: And it will take a year to complete?

Orr: Yes.

Korry: It include the new runway even though it won't be open yet?

Orr: Yes, and throughout this process there will be public hearings and workshops. The purpose of the update is to produce new noise contour maps, review the existing program measures and make appropriate adjustments and to determine if additional measures are needed for the program.

Riolo: Why do actions come to us after they have already been approved by Council as a For Information Only item?

Orr: That happens sometimes because of scheduling. Council will sometimes have two meetings a month and this committee only meets once a month.

## **5. Status Reports**

### **1. Recognition of Retiring Member**

Committee member Charles Baker was recognized by the committee and Aviation Direction for his service on the committee, as well as for his many years of service within the community. This was Baker's last Airport Advisory Committee meeting, following the completion of two, three-year terms on the committee. Chairman Stan Campbell presented Baker with a US Airways model airplane, for his service on the committee.

### **2. Nominating Committee**

Chair Stan Campbell announces the need for a Nominating Committee to make a recommendation to the committee next month for the positions of Chair and Vice Chair. Campbell asks for volunteers to serve on the Nominating Committee. Drew Riolo, Paul Korry and Diane Carter volunteer to serve on the Nominating Committee.

### **3. Airport Parking**

Lee Davis, Airport Marketing Communications Specialist, presented to the committee what the Airport is doing in preparation for the summer travel season.

In anticipation of a very busy summer travel season and demand on Airport parking, CLT has developed a comprehensive SmartPark Marketing Plan to educate customers on where and how to park at the Airport. This is being done in two pieces, on-site branding of CLT's SmartPark Program and a SmartPark Media Campaign.

The first piece, on-site branding, involved the addition of parking maps in the parking lot bus shelters as well as on the commercial lane. The maps show all the Airport's parking facilities and have a "You Are Here" indicator. Each map includes take-away cards with the bus shelter's identifying letter. The maps also provide general SmartPark information, which is part of the Airport's parking awareness campaign. Along with the installation of the parking maps, oval SmartPark window graphics are being installed on Airport shuttle buses. Smaller SmartPark logos will be placed on the cutaway buses, and this will complete the SmartPark Logo campaign on CLT's shuttle buses.

The second piece is the SmartPark Media Campaign, which includes two-phases. In order to educate the public on parking, the Airport developed a public awareness campaign. The Airport entered into a contract with Lyerly Agency, a local Public Relations Firm, who originally conceived SmartPark three years ago. The Airport began a two-phase media campaign, which began June 16 and will last approximately two months. The goals of the media campaign are to educate Airport customers on where to park, educate Airport customers on where and how to get the latest Airport parking condition updates and to promote Business Valet. Up-to-date parking information, including lot availability, can be found on the Airport's website, [www.charlotteairport.com](http://www.charlotteairport.com) or by calling 704-359-5555. The first phase of the SmartPark Media Campaign includes radio advertisements on WLNK and WFNZ. The run dates are 6/23-8/3. The other piece of the campaign includes online banner advertisements on multiple media outlet web sites including, [www.wsocv.com](http://www.wsocv.com), [www.gocarolinas.com](http://www.gocarolinas.com), [www.wfnz.com](http://www.wfnz.com) and [www.1079thelink.com](http://www.1079thelink.com). The run dates: 6/15-8/15.

To complement these efforts, the Airport has developed a six-minute "How to Park at the Airport" video. This video provides a virtual tour of the Airport's parking facilities by taking customers along for a ride to



the parking lots and along the way provides a variety of parking options. The video will assist customers in determining their best parking option before coming to the Airport. "How to Park at the Airport" video can be accessed on CLT's website, [www.charlotteairport.com](http://www.charlotteairport.com) and will also air on the Government Channel-Channel16.

The committee was shown the video at the end of the meeting.

The Airport is already seeing some results from the SmartPark Media Campaign. Calls to the general parking status number, 704-359-5555, have increased.

- Before SmartPark Campaign – 500 calls (weekly average)
- 1<sup>st</sup> week of Campaign – 856 calls
- 2<sup>nd</sup> week of Campaign – 1,116 calls

Currently, since April 1, 2008, the Airport has seen an overall parking increase (number of vehicles) of just under 3% over the same period last year. Overflow traffic has also increased just over 5%.

Orr: We are doing a lot of good things to educate the customer on parking, but we still have a long way to go. Our parking operation is being slammed due to the rapid increase in local passenger traffic. Because of this, it is difficult to build new parking options fast enough to meet the demand. We also have poor signage.

Carter: I know we have talked about signage before and the Airport recently improved the interior signage, but is the exterior signage next?

Orr: Yes, we should have the exterior signage updated in a year. The exterior signage is currently in design.

Riolo: What are you doing in the interim to address these issues?

Orr: We have a lot of parking personal and make-shift signs.

Riolo: Have the parking complaints increased? Is parking now the number one complaint as opposed to the restrooms?

Orr: Our parking complaints have increased. Most of them are from customers who are upset that they couldn't park in the \$3 lot, because it's full, and therefore have to park in the next most affordable lot, which is \$6. Customers feels it's their entitlement to get to park in the \$3 lot.

Korry: How often are we in Overflow?

Bauer: We have been in Overflow regularly since May, but once the school year ended in June, we have been in Overflow two to three times a week. When we are in Overflow, we are usually using around 2,000 spaces.

### **3. Concessions Update**

Bojangles' has opened its first outlet in an Airport at CLT. It is located on Concourse B.

The mini food court on Concourse E opened on June 9. It includes Burger King, Salsarita's and Zia.

More and more international flights are departing on other concourses, and the Airport therefore opened a second World Passage (Duty Free Shop) location in the Atrium.

On May 21, Salsarita's Express opened in the Atrium. Pizza Hut shifted left and replaced Frankly Gourmet and Salsarita's Express replaced Pizza Hut's former location.

The Rum Bar & Grill opened on Concourse D on July 7 and replaces the Budweiser Brewhouse.

### **6. Director's Report**

#### **1. Lufthansa**

- On June 10, due to increased customer demand, Lufthansa upgraded capacity by nearly 40 percent on its Charlotte-Munich route by deploying the world's longest aircraft, the Airbus A340-600.
- The airline will serve its Charlotte-Munich route on this larger aircraft until September 30.

- The 306-seat plane is the largest to serve CLT on a scheduled basis
- A growing number of customers are selecting Lufthansa's Charlotte-Munich service to benefit from convenient 30-minute connections to more than 90 destinations throughout Germany, Europe, Asia-Pacific and the Middle East.
- Lufthansa began serving CLT in March 2004 with daily nonstop service to and from Munich on an Airbus A340-300, equipped with 266 seats.

Riolo: If you are ever in the Southpark area around 5:30 p.m. or 6:00 p.m., you can see the Lufthansa plane. It usually departs on Runway 18L and makes a slow left turn.

## **2. FAA Exhibit at CLT**

- During the week of June 2, a Federal Aviation Administration (FAA) Exhibit was displayed at CLT in its Atrium.
- The exhibit consisted of two fifty inch plasma screens. One screen showed all of the real-time active airborne aircraft that were flying in the National Airspace System (this screen also contained all of the major weather systems affecting the nation). The second screen displayed all of the local CLT arriving and departing aircraft in real-time.
- The information depicted on the screens was derived over the internet from the Air Traffic Control System Command Center.
- All of the information on the screens was automatically updated every two minutes.
- The purpose of the exhibit was to provide an outreach to the flying public on the National Airspace System, the daily operations of the air traffic system, the effect that weather has on the system and delays at airports. Charlotte Douglas Air Traffic Control Tower is presently the second busiest tower on the east coast after the Atlanta Hartsfield Tower.

## **3. Connections Published** **Connections Spring 2008**

- This issue included articles on summer travel, new concessions, runway update and more.
- *Connections* is the Airport's quarterly newsletter and is distributed to nearly 21,000 people.
- Copies were provided to each member

## **4. 13<sup>th</sup> Annual Airport Youth Day Held**

- The Aviation Department held its 13<sup>th</sup> Annual Youth Day celebration on June 17, which hosted 86 youth between the ages of four and 18.
- The event kicked off with breakfast for all, and then groups of children visited various airport job sites including the North Carolina Air National Guard, First Station 17 and the Carolinas Historical Aviation Museum. New this year, teenage participants were treated to an inside look of the FAA Tower following lunch.
- In the afternoon, youth spent time with their employee hosts, and then enjoyed activities at the Airport's Maintenance Facility, complete with face painting and magic show.
- The event concluded with a recognition ceremony where each youth received a certificate and goody bag.
- Youth Day began in 1996, with 38 participants, as an opportunity for Aviation Department employees to teach young people about their work and the various careers at the Airport. This annual event gives a behind-the-scenes look at CLT and an introduction to other organizations associated with the Airport.

## **5. Neighborhood Task Force Meeting Held**

- The Neighborhood Task Force, which is a subcommittee of the Airport Advisory Committee, meets quarterly with the Aviation Director.
- A task force meeting was held on June 12 and the members were provided a general airport update, re-zoning update and FAR Part 150 update.

- The Neighborhood Task Force was created in 1991 to give residents living in the airport's noise contours a forum to learn about and discuss issues relating to airport noise. The Task Force is composed of individuals who live at the end of the Airport's runways, and in the areas impacted by the proposed runway.

Orr: One other thing I would like to mention to you is that we recently presented a re-zoning petition to Council that would re-zone residential to I-2. The Airport has filed a petition for the re-zoning of approximately 2,165 acres to I-2, which is industrial zoning. The land was acquired by the Airport over the past several years with the purpose of bringing primary Airport property under one-zoning. We only had a couple people object, who were from Steeplecreek Presbyterian Church. We own the land in that area and there is a creek in-between our land and the church. We therefore agreed to withdrawal 22 acres of land, which is land we wouldn't be using for a long time anyways.

**Meeting adjourned at 8:50 a.m.**



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T. J. Orr, Aviation Director

Distribution:  
Mayor & City Council  
Curt Walton, City Manager  
Brenda Freeze, City Clerk  
Ronnie Bryant, President/CEO, Charlotte Regional Partnership  
M. Schuster, UNCC Library  
Art Fields, Chamber Av. Committee  
Bob Morgan, Charlotte Chamber