

**CHARLOTTE DOUGLAS INTERNATIONAL AIRPORT
AIRPORT ADVISORY COMMITTEE**

**Minutes from the September 4, 2008 meeting
Piedmont Conference Room
8:00 a.m.**

Present

Dr. Henry Nicholson, Chair
Crystal Jackson, Vice Chair
Jeff Hay
Andrew Riolo
Stan Campbell
Paul Korry
Stan Vaughan
Diane Carter
Tony Almeida
Grace Bailey
Shawn Dorsch

Staff Present

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

Guest Speaker

Jason Lawrence, CATS

1. Call to Order

Chair Dr. Henry Nicholson called the meeting to order at 8:00 a.m.

2. Pledge of Allegiance

3. Welcome New Member

Nicholson welcomes Shawn Dorsch to the committee as a Mayoral appointee and replacement for Charlie Baker. Dorsch is the Co-founder and President of Blackbird Holdings. Dorsch is also an aircraft owner and pilot and is on the board of the Carolinas Historic Aviation Commission.

4. Approval of the August 7, 2008 Minutes

The minutes were approved as written.

5. Business Agenda

1. Airport Facility Design Contract

Action: Approve a contract with C Design in the amount of \$170,500 for design services for terminal restroom renovations and office renovation in the Airport's Maintenance Facility.

Background:

- In November 2006, City Council approved a contract with C Design to redesign restrooms in four of the Concourses and the ticketing level of the Terminal.
- With that work now completed, the restrooms on the baggage level are in need of renovation prior to more extensive expansions of the Terminal. Much of the previous work done by C Design will be applicable to this renovation work.
- In February 2005, the City Manager approved a contract with C Design to design a renovation package to permit the Airport's Maintenance divisions to occupy a vacant big box on the corner of Wilkinson Boulevard and Harlee Avenue.
- The Airport is planning to consolidate all of the administrative functions in the Maintenance Facility. The first part of the project is to design a detailed plan for the entire 35,000 square feet of office and support space.
- Following completion of the detailed plan for the entire space in the Maintenance Facility, C Design will provide construction documents for the

initial 4,500 square feet of renovations as well as permit, procurement, and construction phase services.

Small Business Program

Established SBE Goal: 0%

Committed SBE Goal: 0%

Pursuant to Part C: Section 2.4 of the SBO Program, no SBO utilization goal was set for this contract because subcontracting is not anticipated., however, C-Design is a SBE company performing 100% of the work themselves.

Council Date: September 8, 2008

Korry: Will the quality expectation of what they're doing match the work they have done in the terminal?
Orr: Yes, it is the same architect. We might even do a change order with the same contractor. When we bid the second portion within the terminal, we only had two bidders. The work is difficult.

Motion: No motion was made

Second: No second was made

Vote: 11-0

2. E-Concourse Jetway Electrical Wiring

Action: Award the low bid of \$111,855.00 by Diversitec, Inc of Charlotte, NC. to provide power to 21 gates on the E-concourse to support preconditioned air units for the airplanes.

Background:

- Preconditioned air units are equipment that is powered through a building's electrical system to provide hot or cold air to the aircraft while parked at the gate.
- Heating or cooling can also be done by a small jet engine on the aircraft; however, with the escalating cost of jet fuel it is considerably cheaper to use the building's power system and also reduces emissions.

Small Business Opportunity

Established SBE Goal: 0%

Committed SBE Goal: 0%

Under the revised SBO Policy, construction contracts under \$200,000 are considered informal with regard to the SBE subcontracting goal setting process, therefore establishing SBE goals are not required. (Appendix Section 29.1 of the SBO Policy)

Summary of Bids:

Diveritec, Inc	\$111,855.00
Howard Brothers Electric	\$126,250.00
STARR Electric Company	\$170,000.00

Council Date: September 8, 2008

Riolo: When the airplane is at the gate, there are two things that the Airport provides so that the aircraft does not have to run its systems. When an airplane is at the gate and is going to have cooling from the air conditioning unit it must run in the airplane what's called auxiliary power unit. That auxiliary power unit will burn up to 50 gallons an hour. So you don't want to have any power that is produced by the airplane operating because it burns so much fuel. So when you get to the gate you shut down both engines and then you shut down what is the third jet engine in the airplane called the auxiliary power unit. Therefore you go to the ground system to provide you with electrical power so that the lights are

on and then you go to the pre-conditioned air unit which are those big round yellow hoses you see. That way you get air conditioning and cooling at the airplane along with the electrical cords that get plugged in from the jet and there does not have to be any operation of the aircraft itself and there is fuel conservation, as much as 50 to 100 gallons per hour.

Korry: So we have power to the gates but this is for 21 additional gates that we haven't provided power to?

Orr: Some of them yes, but some are original gates.

Korry: The conduit is fed from the main terminal to Concourse E?

Orr: That's right. It all has to be fed from the terminal. There is a tremendous environmental savings in not running what's essentially a diesel engine in very low speeds.

Riolo: What defines when we put something out for bid and when we don't?

Orr: We put everything out for bid. The exceptions are sole source where we have to have a certain part for a machine because other parts won't fit, or we need to buy something to be consistent with the other units, or an emergency purchase.

Riolo: What about on the first action we approved, Airport Facility Design Contract?

Orr: Professional contracts like engineers, architects, surveys, soil testing firms, etc., by State law, you are not allowed to bid. It is considered unethical. Therefore we request proposals for qualifications and then we determine who is qualified and select based on qualifications. Following that, we will then negotiate the fee. It can be difficult to negotiate a fee after you have already selected a company for the job.

Motion: Vaughan

Second: Carter

Vote: 11-0

3. FAA Memorandum of Agreement

Action: **A. Authorize the Aviation Director to execute a Memorandum of Agreement with the Federal Aviation Administration (FAA) to reimburse the Airport 100% of the cost for the design and installation of a portion of the Runway Status Lights system on the airfield; and**

B. Adopt a budget ordinance of \$700,500 to appropriate the FAA funds from the agreement.

Background:

- The FAA has developed a safety initiative to help reduce the possibility of an aircraft or vehicle entering an active runway without permission from air traffic control.
- In July 2008, the FAA announced that Charlotte was identified as one of 22 airports to participate in this program.
- This MOA provides funding for the Airport to design and install portions of the system over the next three years which assists the FAA in deploying the Runway Status Light system at the Airport.
- As stipulated in the MOA, the costs incurred by the Airport will be reimbursed 100% by the FAA. The FAA will install the remaining parts of the system at their own cost.
- Funding for this contract comes from FAA funds as stipulated by the MOA.

Council Date: September 8, 2008

Riolo: These are basically stoplights. When you get to the end of the runway awaiting clear for take-off, this is a red light you will see flashing at you telling you not to go.

Korry: This will be controlled and activated by an automated system?

Orr: It is automatically controlled by sensors, but can be over-ridden by the Controllers. That is my understanding, but it is still in design so it could change. The intent is to do it to our other runways too.

Korry: So this system has not been implemented at other airports and we will be one of the first to do so?

Orr: I don't believe it has been implemented at any other airport.

Riolo: There have been two test facilities. One has been Dallas Forth Worth and the other was a smaller airport.

Orr: Based on that, they are still adjusting the system.

Korry: I think this could be a distinct advantage for Charlotte.

Orr: The reason we moved up in this list is because we are building this runway now and are saving a lot of money by putting the cans in before we pave. With the other runways, we will have to cut the pavement to put it in.

Motion: Carter

Second: Vaughan

Vote: 11-0

Campbell leaves meeting at 8:15 a.m.

4. E-Concourse Office Upfit

Action: Approve a change order with Edison Foard in the amount of \$579,772 for construction services for airline office upfit space.

Background:

- In August 2006, City Council awarded a contract to Edison Foard, Inc. for construction of a six gate expansion to the commuter concourse and second level office area.
- In May 2007 change order #1 was approved by council which added an additional 120 foot expansion of the 6-gate building currently under construction. This change order will provide architectural and engineering services and pre-purchase the steel at existing prices to fast track the construction of this addition.
- In June 2007, change order #2 was approved by council for 120 foot expansion of the 6-gate building currently under construction. The additional area will allow up to 1,000 square feet of food and beverage space.
- This change order will provide for the construction upfit of the second level office space to include mechanical, electrical, plumbing, and general construction services.
- Funds are available from the project budget for this change order. Funding comes from proceeds of the 2004 General Airport Revenue Bonds.
- This space will be leased to Piedmont Airlines, PSA Airlines, and US Airways. The rent collected will pay the debt service for this space.

Small Business Program

Established SBE Goal: 0%

Committed SBE Goal: 20.7%

All additional work involved in this change order will be performed by the current contractor, Edison Foard, inc. and their existing sub contractors. Edison Foard has committed \$117,000 to Superior Mechanical Systems and \$3,237.20 to The Blind Man.

Council Date: September 8, 2008

Riolo: We have three ways that we control airplanes and I was wondering if on the third way we could get it more coordinated? When you are in the air, you are of course speaking to the FAA control tower, when you are on the ground and taxiways then you are speaking to the Ground control tower and those are all FAA employees, but when you move to the ramp you are talking to the Ramp control tower. The Ramp controls are done by certain airlines in charge of that ramp. For example, if you are on B and C

Concourse, you are under the ramp control of US Airways. When you move around the corner to Concourse E, who does that? Is that Hinson?

Orr: It is actually Piedmont. The airplane is still under the control of the US Airways controllers, the Piedmont controllers are talking to their airplanes just until they start taxing. As soon as they start taxing, it's the US Airways tower that is talking to them.

Riolo: Not if you go out of Concourse D to 18L. You go from the Piedmont controller to the Ramp controller. My question is when on the ground at the gate, how many different people do we have controlling airplanes, is there any way to better coordinate that? There is a lot of confusion when you go around Concourse D and you switch from a US Airways controller to a Piedmont controller. Can that be coordinated under one place and not have different people of different airlines doing that?

Orr: That is all under the control of the US Airways Control Tower Manager. They are all in the same place.

Riolo: So the Piedmont person that does Concourse E is in the same place as the person that does Concourse B?

Orr: Yes.

Riolo: I didn't know they were in the same place. They have different frequencies but are in the same place?

Orr: Yes, they are all in the same tower.

Korry: Who does Concourse A?

Orr: US Airways controls the entire ramp.

Vaughan: I didn't know there was still a Piedmont Airlines.

Orr: US Airways acquired the name.

Riolo: US Airways wanted the rights to the three names that made-up the present US Airways. There was a combination of Piedmont Airlines, Allegany and PSA. They didn't want those to go away so they took those names and put, them on regional airlines. For example, the old Hinson Airline out of Salisbury, Maryland is now Piedmont Airlines, which was a wholly-owned subsidiary. In Pittsburgh, there was Chautauqua, which is known as Allegany. There is another one that feeds into that area out of Ohio, called PSA. US Airways took all three of those names, and then they merged with America West. All airlines have a call sign. We were always US Airways 700, US Airways 719, US Airways 720, then the America West people were all Cactus. On September 1, we all switched over to the call sign of Cactus. I just flew to Venice, Italy and the controllers were totally confused not knowing who Cactus was. So the call sign has completely switched now.

Orr: Piedmont and PSA are wholly-owned subsidiaries of US Airways. Chautauqua I believe is owned by Republic, who is a major share holder with US Airways.

Korry: They took the names also so that no one else could take the name and resurrect an airline under that name. So part of it is a marketing proprietary movement.

Carter: How many square feet is involved in that upfit?

Orr: It is 6,000 square feet.

Motion: Korry

Second: Carter

Vote: 10-0

5. Airport Fuel Farm Facility Expansion

Action: Approve a contract with Robert & Company of Atlanta, GA in the amount of \$437,500 for Phase II design of an expansion of the Airport fuel farm facility.

Background:

- In 1982, the Airport constructed a fuel farm for the purpose of providing fuel to the air carriers operating at the Airport. The fuel farm supplies fuel to the aircraft through an in-ground fueling system around the terminal building.
- In 2001, the airlines that use the fuel farm employed the services of Robert & Company to conduct a study to determine the future needs of the facility in light of the increase in fuel throughput over time.

- In July 2006, the Airport contracted with Robert & Company to design Phase I of the Airport Fuel Farm Expansion. This work is currently under construction.
- This contract will provide the design and bidding services for the second phase of the expansion, which includes the addition of two (2) 30,000 barrel fuel tanks and associated piping, new fuel pumps, and the addition of a 16" fuel line from the fuel farm to the north edge of Ramp 'E'.
- Funds for this contract are available from the proceeds of the 2007 General Airport Revenue Bonds, the debt service of which is paid through fuel farm user fees.

Small Business Enterprise

Pursuant to Section 2.21 of the program policy regarding contracts entered into without a competitive process, this contract is exempt from the Small Business Opportunity Program.

Robert and Company has committed 1% or \$4,375.00 to the following SBEs:

The Survey Co, Inc. and Richa Graphics.

Council Date: September 22, 2008

Motion: Vaughan

Second: Korry

Vote: 10-0

6. Navigational Aid Installation

- Action:**
- A. Approve a contract to the lowest responsive bidder for the installation of the navigational aids for the Third Parallel Runway; and**
 - B. Adopt a budget ordinance in the amount of \$TBD from the Airport Discretionary fund to be replaced with future federal grants and proceeds of the upcoming 2008 General Airport Revenue Bond issue.**

Background:

- In the past, the Federal Aviation Administration (FAA) constructed, owned, maintained, and operated the navigational aids on airports.
- Over the last few years, the FAA has changed their policy and now requires airports to install the navigational aids and turn them over to FAA after construction for operation and maintenance.
- In August 2006, City Council approved a reimbursable agreement with the FAA for the procurement of the navigational aid equipment for the Third Parallel Runway.
- The navigational aids to be installed include electronic equipment and light systems off each end of the runway that are used to guide pilots to the runway for landing.
- This contract includes the installation of the systems so they are operational in time for the runway commissioning by the FAA in February 2010.
- Permanent funding for this contract comes from a combination of future FAA Airport Improvement Program grants and proceeds of the upcoming 2008 General Airport Revenue bond issue, the debt service of which will be paid for with Passenger Facility Charge (PFC) revenues.

Disadvantaged Business Opportunity

Established DBE Goal: 13%

Committed DBE Goal: TBD%

Summary of Bids:

Bids will be received on September 4, 2008
Estimated budget: \$8,150,000

Council Date: September 22, 2008

Motion: Korry
Second: Almeida
Vote: 10-0

7. Chiller & Cooling Towers Replacement

Action: Approve a contract in the amount of \$651,000.00 with Cost-Effective Maintenance Inc. of Charlotte, NC for the replacement of a chiller and two cooling towers.

Background:

- The existing chiller and cooling towers have been in operations for twenty three (23) years and have developed system leaks and inefficiencies.
- This equipment provides a portion of the primary comfort cooling capacity for the spaces of the Main Terminal and Concourses A, B and C at Charlotte-Douglas International Airport.
- On August 19, 2008, we received five bids for this project (TM 08-014).
- The request included Alternate #1, the cost of providing (VSD's) Variable Frequent Drive unit on the cooling towers in lieu of the standard two-speed tower fans.

Small Business Opportunity

Established SBE Goal: 5%
Committed SBE Goal: 9.4%

Summary of Bids

Cost-Effective Maintenance	\$651,900.00
Boiler Masters Inc.	\$760,000.00
Cam-Ful Industries	\$820,000.00
Southern Mechanical	\$850,000.00
L.T. Mechanical	\$930,900.00

Council Date: September 22, 2008

Motion: Vaughan
Second: Korry
Vote: 10-0

8. Airport Program Management Contract

Action: Award a contract to Newton & Associates, Inc. not to exceed \$350,000 for Airport Program Management Services during FY2008-2009.

Background:

- The Airport is undergoing a significant, multi-year multi-million dollar Capital Improvement Program intended to provide facilities to accommodate the continuing growth of the Charlotte region and the resulting increase in the demand for aviation and related transportation services. When completed the CIP will have included:

- Acquisition of \$120 million of additional Airport land
- A third parallel runway and taxiway system;
- Expansion of Concourse A;
- Construction of new Concourses D and E and Federal Inspection System;
- Expansion of the Terminal Building;
- Multiple parking decks;
- New Rental Car Facilities in Parking Decks at the Terminal
- Expanded airline fuel system;
- Expanded Airport roadway system;
- Continued development and operation of the FBO/Air Cargo Center; and;
- A Truck/Rail Container Transfer Facility.
- Funding for this program thus far comprises \$199 million Series 1999 Revenue Bonds, \$165 million Series 2004 Airport Revenue Bonds, \$148 million Series 2007 Airport Revenue Bonds and federal and state funds. Debt service on much of the program will be paid from PFCs collected by the airlines from passengers using the Airport.
- Thus far work has been completed on Concourse D and is nearing completion on concourse E. The Airport has taken over operation of the FBO has constructed three new hangars and is planning a series of other needed improvements. Two new public daily parking decks have been constructed and a third is under construction. Work on the runway has commenced and is expected to be complete in the spring of 2010.
- Additional financing in the form of \$265 million of Series 2008 Bonds is scheduled for September of 2008 and additional bonds will be issued in future years to complete the planned development.
- The Airport requires specialized professional assistance in managing the financing and implementation of this complex CIP beyond the scope of the skills and experience routinely possessed by Airport staff. Such services include;
 - Assistance in preparing and monitoring the plan of finance for the CIP;
 - Assistance in liaison with City Finance, the NC Local Government Commission, investment bankers and bond counsel regarding financing the CIP;
 - Evaluate economic analyses, land use plans and cost estimates prepared by others concerning the CIP;
 - Assistance in relations with the FAA concerning the federal requirements for Airport facilities and federal funding of the CIP;
 - Assist the Aviation Director in preparing reports to Council and others on the CIP, its financing and implementation;
 - Continued assistance in the conduct of FBO operations; and assistance in developing additional corporate hangars and GA facilities;
 - Re-development of the airline fuel storage and distribution system including negotiating the terms of the use of the fuel system by airlines serving the Airport;
 - Assistance in obtaining required environmental permitting; and
 - Serving as a key member of the CIP Program Management Team
- Newton & Associates, Inc. is a local DBE/SBE firm that specializes in providing program management assistance to airports. The firm's members possess the expertise to provide the required services and have been an integral part of the airport development team throughout the formulation and implementation of the CIP since 1996. They will be paid at an hourly rate for services.

Small Business Opportunity

Established SBE Goal: 0%

Committed SBE Goal: 100%

Pursuant to Section 5 of the SBO Program, no SBO utilization goal was set for this contract because subcontracting is not anticipated. Newton & Associates, Inc. is certified as a SBE, a WBE and as a DBE. Its participation will be included in the Aviation Department's overall DBE achievement.

Council Date: September 22, 2008

Riolo: The hourly rate is \$175 per hour, not to exceed \$350,000.

Orr: Yes, other members of the firm are lesser, but that is the maximum of the principle.

Motion: Korry

Second: Vaughan

Vote: 10-0

9. Airport Property Exchange—1

Action: Recommend approval of a resolution authorizing a land exchange between the City and the South 36R LLC Property

Background:

- Charlotte Airport owns 1.426 acres of land at 5116 Eaton Circle, tax parcel 115-071-08. We have surveyed the north part of this parcel which contains .67 acres of land plus a house built in 1948.
- George and Vasiliki Stamoulis own .659 acres of land at 5123 Airport Drive, tax parcel 115-071-12
- The City wants to exchange the property for the Stamoulis to accommodate some storm water issues
- An independent MAI appraiser has appraised the proposed exchange. The City will exchange .67 acres (valued at \$66,850) for the .659 acres (valued at \$66,000)
- This exchange was advertised in the Charlotte Observer on September 3, 2008.

Benefits to the City are:

- The City needs the property at 5123 Airport Drive to allow the Airport to build a storm water basin
- Mr. and Mrs. Stamoulis did not want to sell their property but did agree to an exchange
- The City will still have sufficient land from the parcel on Eaton Circle to build the basin (.756 acres)

Council Date: September 22, 2008

Motion: Korry

Second: Almeida

Vote: 10-0

10. Airport Property Exchange—2

Action: Recommend approval of a resolution authorizing a land exchange between the City and the South 36R LLC Property

Background:

- Charlotte Airport is in the process of submitting a plan which is mandated by the Federal Aviation Administration (FAA), to re-use some of the land purchased under the FAR Part 150 Noise Compatibility Program. The Beam Road property is listed as one of the areas we will be required to re-use. The proceeds from the sale will be used for other projects in the FAR Part 150 program.
- The South 36R LLC Property owns 36.2494 acres of land on the south side of the Airport, tax parcels 143-122-02 and 143-122-01. They want to exchange 8.343 acres of this land for adjacent land owned by the City.
- The City owns two tracts of land on Beam Road. One tract is 6.938 Acres and the other tract is 4.437 acres. First tract is identified as tax parcels 143-122-04/05/06/07/08/10/11 and the second tract is parcels 143-122-13 and 143-122-14.
- An independent MAI appraiser has appraised the proposed exchange. The city will exchange 11.375 acres (valued at \$1,413,000) for 8.343 acres (valued at \$592,000) with the South 36R LLC Property paying the difference in value of \$821,000.

Benefits to the City are:

- The acreage acquired consists of a pond, streams, wetlands, and a buffer area that can be used for environmental credits as the airport continues to expand
- This will help the City comply with the Re-Use Plan that has been submitted to the Federal Aviation Administration for approval.
- Appropriately restructuring of property lines allows maximum utilization of the property currently owned by South 36R LLC which they plan to develop and will maximize property taxes to the City.

Council Date: September 22, 2008

Motion: Almeida

Second: No second was made

Vote: 10-0

11. Airport Property Exchange—3

Action: Approve of a resolution authorizing a land exchange between the City and Charlotte Mecklenburg Board of Education and the City of Charlotte and Berryhill Baptist Church

Background:

- The City owns tax parcels: 061-081-03 (* Denver Av), 061-081-04 (* Denver Av), & 061-081-05 (4430 Denver Av)
- Charlotte Mecklenburg Board of Education owns 061-081-02 (* Denver Av) and 113-361-18 (* Walkers Ferry Rd).
- The City wishes to trade their three parcels for the two parcels owned by the Board of Education

- Total acreage of the three parcels owned by the City is .575 acres. Total acreage owned by Board of Education is .555 acres.
- The tax value of the City's property is \$25,000 and the tax value of the Board of Education is 27,100, which indicates that the trade is within 15% fair market value range
- Following the trade with the Board of Education, the City wants to trade the acquired .474 acre tract on Walkers Ferry to Berryhill Baptist Church for .474 acres of land on the east side of tax parcel 113-361-19

Benefits to the City are:

- The City needs the property on Walkers Ferry Road to trade to Berryhill Baptist Church for the east side of their property, specifically, we will trade the .474 acre tract (113-361-18) for .474 acres of land on the east side of tax parcel 113-361-19 (owned by Berryhill Baptist Church).
- The City needs to have the east side of the Berryhill Baptist Church property to allow a Duke Power right-of-way to be established to move the power line on the east of I-485 to the west side to accommodate the new runway.
- Benefits to the Board of Education is that the City parcels are adjacent to Westerly Hills Elementary School. This trade will give the school better frontage on Denver Av.
- Benefits to Berryhill Baptist Church is the Board of Education property is already cleared and further west of I-485. The east side of the Church property is immediately adjacent to the interstate and there are noise issues for the Church when the property is used.

Motion: No motion was made
 Second: No second was made
 Vote: 10-0

12. Property Transaction

Action: Approve the following property acquisition.

- A. Project: Airport Master Plan Land**
Owner(s): Pradip Patel and Rati Patel
Property Address: 7424 Wilkinson Blvd.
Property to be acquired: 2.11 acres
Improvements: fire damaged building
Purchase Price: \$500,000.00
Remarks: The purchase price was determined by two independent appraisers and was reviewed by a third 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: B2 Use: fire damaged building only
Tax Value: \$50,300.00
Tax Code: 055-371-14

Council Date: September 8, 2008

Motion: Carter
Second: Korry
Vote: 10-0

FOR INFORMATION ONLY

The following item was approved by City Council on August 25, and sent to the AAC for review on August 21.

1. Airport Lease with Department of Transportation (FAA)

Action: Approve a Lease extension with the Department of Transportation (DOT) for an office building at the Airport.

Background:

- On October 1, 2003, the Airport leased 804 square feet of office space to the Federal Aviation Administration – Weather Control Bureau for one year with annual renewals.
- The FAA requests an extension of the lease under the same terms and conditions for two additional years, until September 30, 2010.
- The proposed extension will provide office space at a rate of \$8844 per year.
- The FAA – Weather Control Bureau is a required function to be located on Airport property. The Weather Control Bureau provides hourly weather observations.

Korry: Is that a 24/7 position?

Orr: I believe so, yes.

Riolo: I think one of the disappointing things is when the national weather service moved down to Spartanburg and we don't have it on our property anymore. But we have to get hourly observations to tell us about the winds and the activity around the Airport. I would like to see us bring that back to Charlotte.

Orr: Our weather comes from a radar that is in Greenville/Spartanburg. This observation is most critical when you are having severe weather like freezing rain. The only way to really tell if freezing rain is freezing is to look at it on the surface. The significance of that is in light freezing rain you can operate, it it's freezing rain, you can't operate. That can change quickly.

Riolo: It is even more exact then that depending on which type of freezing rain and how they classify it. It is mandatory that you get an aircraft under the de-icing machine. Even when you are sitting in the airplane and you see that it is just rain rolling of the aircraft, you would still be liable if you didn't go and get the airplane de-iced because the weather observer says there is icy-freezing rain occurring. These things need to be exact because the cost of de-icing an airplane can range from \$2,000 to \$10,000 and then all the stuff that follows on the re-capture and delays. So these observations must be very precise because they control these types of actions.

Vaughan: Last meeting we approved a contract in advance because of the timing of when the bids were received and when we met. I believe the estimate was \$21,000,000. I would just like to highlight that the actual bid came in at \$17,000,000.

Orr: That was for the taxiway bridges. The budget was \$21,000,000 and the bid was approximately \$18,000,000. We had ten bidders which is highly unusual for this type of project.

6. Status Reports

1. CATS—West Corridor Update

Jason Lawrence with CATS addresses the committee with an update on the west corridor enhanced bus plans for the Airport.

The long term plan for the west corridor came out of the 2030 Corridor System Plan, which was

approved by the Metropolitan Transit Commission (MTC) in 2006. The streetcar was selected as the local preferred alternative (LPA) and will be part of the Center City plan to Ashley Road by 2029, and then Ashley Road to the Airport by 2034. Since that is a long way off, the MTC has requested that another option be created to promote ridership and provide some level of capital investment to Morehead and Wilkinson Blvd. out to the Airport and that is the enhanced bus project which will be operational by June 2009 along with the West Blvd. corridor and the future Freedom Drive corridor. Enhanced bus has been implemented in various other cities including Los Angeles. It is like bus rapid transit with increased frequency, a dedicated bus fleet, a higher level of stop amenities, public art, branded service and schedule information displays. The CATS Enhanced Bus Program will consist of a dedicated hybrid bus fleet with a total of five vehicles by March 2009, increased frequency between 15-20 minutes and a branded service with a unique paint scheme. These special designed buses will only be on Morehead and Wilkinson and will replace Route 5. The brand is called Sprinter Airport. As more and more corridors are added, their names will be Sprinter Freedom or Sprinter West Blvd. The frequency of the Airport's route will be doubling and tripling depending on the time of day. There will also be a public art component to this project that will be incorporated into the shelter or into the concrete. In addition, a new shelter design will be introduced. There are no other amenity investments along Morehead and Wilkinson, therefore from a visual standpoint this will be heavy investment for bus stop amenities. The route will follow the west corridor streetcar LPA which comes out of Trade Street to Cedar Street to Morehead and then out Wilkinson Blvd. to the Airport. CATS is working with the Airport to coordinate its plans. There will be 14 stops outside of downtown along Morehead and Wilkinson. There were about 38 to 40 stops inbound and outbound. So this will consolidate some of these stops to make the route more efficient. Some of the areas looked at in developing the stop locations included the spacing of each stop, sidewalk and crosswalk availability in the stop location, the ability to transfer, rider survey data, overall travel time, average daily ridership and connections to neighborhoods and employment areas. Right now, Route 5 is a half hour at the peak and will go to every 15 to 20 minutes. Public involvement for this plan has included public meetings. A public meeting was held on May 20 with 40 people in attendance. CATS has also met with community groups along the corridor including Camp Greene, Westerly Hills, Wesley Heights and Third Ward is scheduled for this month. CATS has also been meeting with stakeholders throughout the project including Center City Partners, Corridor Business Groups, Disability Rights and Resources, Charlotte Area Hotel Association, Transit Services Advisory Council, Charlotte Airport and NCDOT. CATS next steps are to continue with public involvement, finalize the hybrid bus specifications, issue stop amenity request for proposals, select a vendor, obtain NCDOT approval, bus delivery scheduled for March 2009, stop amenity installation with service beginning in June 2009.

Korry: We'll we be the first user of the Sprinter?

Lawrence: Yes.

Korry: Will the fees change?

Lawrence: We are going up to \$1.50 in October.

Korry: Is there any funding for this plan that comes from the State?

Lawrence: We did get a \$1,000,000 Congestion Mitigation Air Quality grant to help with purchasing the hybrid buses. As far as the project goes, that is all paid by CATS (City) money.

Korry: Are you able to use the types of hybrids that the Airport currently uses?

Lawrence: I believe the Airport uses Design Line?

Orr: There are two providers available, Design Line and Gillig.

Lawrence: CATS has gone with Gillig but we continue to meet with Design Line.

Vaughan: Do you have some type of information or promotion within the Airport so that customers are aware that they can get to downtown for only \$1.50?

Lawrence: Yes, we will be working with the Airport on some signage and advertisements.

Vaughan: Will the buses have luggage racks?

Lawrence: We are looking at several different options for luggage racks. One way we may approach this is to make the aisles wider and take out some of the seats.

Almeida: What will the schedule look like on the weekends?

Lawrence: Not sure about the weekends just yet, we are still looking at that. We will be looking at load factors to determine the schedules.

Riolo: I would like to echo what Stan said regarding some type of advertisement to communicate the

message that you can use public transit very inexpensively in Charlotte to get to downtown. Right now your clientele is made up almost exclusively of employees. If you can make the bus friendlier and notify customers that the bus is leaving every half hour to go downtown and that it is friendly to luggage, I think that would increase your ridership. When you come to the Airport to pick-up and drop-off, are you going to do that on the upper level?

Orr: We will probably keep that on the lower level in the commercial lane.

Riolo: Who will design that shelter?

Orr: The Airport.

Riolo: Will it have weather protection for the users?

Orr: Yes.

Riolo: So the way I understand it is that there is one route for the Airport which is Route 5. You anticipate any other routes such as to Southpark or the University Area?

Lawrence: Not right now, but we have had some requests to connect to the Route 60, which is the Tyvola/Southpark route. We are considering these requests.

Riolo: When you say we will have increased frequency, what does that look like?

Lawrence: We will go from every half hour to every 15 to 20 minutes at the peak.

Riolo: I just want to make sure you are looking at employee usage in terms of the frequency. Many people that work at the Airport depend on public transportation to get back and forth. One thing you might look at is the work-shift hours for employees at the Airport. For example, we know there is a big shift that starts at 6:00 a.m./7:00 a.m. and then a shift change at 3:00 p.m./4:00 p.m. So you may want to look at those particular periods because I know I sometimes see hundreds of people waiting for public transportation.

Carter: Another suggestion would be to coordinate with Center City Partners because there is a lot of people that could just leave their car downtown where they work.

Lawrence: Yes, we have been meeting with Center City Partners.

Korry: I think your timing is great because they are considering increasing the taxi rates.

2. Annual Certification Inspection

CLT failed to achieve its goal of a “zero defects” during its annual Airfield Certification Inspection in July, conducted by the Federal Aviation Administration (FAA). The deficiency was the result of Aircraft Rescue Firefighting personnel (Charlotte Fire Department) failing its response drill. No deficiencies were found in the areas that fall under the Aviation Department’s control. The three-day inspection ensures airports are meeting safety requirements set forth by the FAA. CLT was examined in the following areas: pavement conditions, airfield signage, lights, safety areas, approach zones, firefighter drill response, wildlife hazardous management plan, self inspection records, airport certification manual, fueling operations and various training records.

3. New Artwork Installed

The Airport recently added a new exterior art display in the courtyard between the Daily parking decks, as part of the City’s Public Art Program, which is administered by the Arts and Science Council. The artwork titled “Heritage4Charlotte” is comprised of four columns, roughly 22 ft., carved with imagery derived from four significant ethnic groups who built the cultural foundation of the region (African-Americans, Germans, Scottish-Irish, and Native Americans). The four columns are composed of a limestone base element with detailed relief carvings, each supporting a stainless steel crown. It also includes color-changing LED lights, which provide a striking counterpoint to the cobalt-blue glass elevator shafts of the adjacent parking decks. The works were created by Artists Andrea Myklebust and Stanton Sears from Minneapolis, MN. The artworks were funded through the 1% public art ordinance of eligible capital improvement project funds for public art. This ordinance ensures artworks enhance our public spaces and become an integral part of urban and economic development efforts.

4. Parking Rate Increase

Effective September 15, the parking rates will increase in the Remote Lot and the Long Term Lots. The current and proposed are:

Parking Lot	Current Rate	Proposed Rate
Hourly	Free for the first 30 minutes; \$1 per additional 30 minutes; maximum daily rate of \$16	No Change
Daily	\$1 per hour with a maximum daily rate of \$6	No Change
Remote	\$3 per 24-hour period	\$1 per hour with a maximum daily rate of \$6
Long Term	\$3 per 24-hour period	\$4 per 24-hour period
Curbside Valet	\$4 for the first 30 minutes; \$1 for each additional hour; maximum daily rate of \$19	No change
Business Valet	\$4 for the first 30 minutes; \$1 for each additional 30 minutes; maximum daily rate of \$10	No change

The purpose for raising the rates is to regulate demand for distinctive parking products. The current price of the Remote Lot is unbalanced in comparison with the price of the Long Term Lots when the convenience of the Remote Lot (highly convenient) is compared with the Long Term Lots (less convenient). An adjustment in this price/convenience disparity is necessary to regulate demand for the Remote Lot.

5. Annual Report Presented to Council

Part of the Airport Advisory Committee's charge by City Council is to develop an annual "Report to the Community" (Annual Report) highlighting the Airport's achievements as they relate to the Balanced Scorecard. The 2007 Annual Report was presented to City Council on August 25 by the 2007 committee Chairman, Stan Campbell.

7. Director's Report

1. US Airways Service Update

- On September 2, US Airways suspend its Charlotte-Panama City, FL service. The airline blames "skyrocketing fuel costs and softening demand for unsustainable losses."
- On October 15, US Airways will begin twice daily nonstop flights between Charlotte and Key West, FL. The Charlotte-Key West flights will replace service through Orlando and Ft. Lauderdale, FL.
- CLT Daily Flights (US Airways)
 - August 2008: 575
 - August 2007: 533

- CLT Daily Flights (Total)—June 2008 is the most recent CLT Activity Report
 - June 2008: 675
 - June 2007: 614

2. Connections Published

Connections Summer 2008

- This issue included a runway update, upcoming parking deck, restroom renovations, passenger surveying and more
- Connections is the Airport's quarterly newsletter and is distributed to nearly 21,000 people.
- Copies were given to each member.

Miscellaneous Discussion

Korry: On the inspection of the airfield regarding the fire department missing the goal, was it by much?

Orr: It wasn't by much, but you either make it or you don't.

Korry: So it's a simple pass or fail?

Orr: Yes. It's a three-minute test.

Carter: Didn't we add an extra location?

Orr: We are adding one, but it is not operational yet.

Riolo: Since we have new members on the committee, can you email us a new member roster with contact information?

Long: Yes, I will send that out to each member.

Riolo: I also wanted to mention that we just celebrated the second anniversary of the USO here at the Airport and the usage numbers are outstanding. In the two years that the USO has been open, they have had 150,000 visitors. The other thing I want to ask about is regarding an Airport diagram I found on the internet of Charlotte Airport (Riolo shares the diagram with the committee). I would like to ask Jerry either once a quarter or semi-annually to brief us on the strategic plan of the Airport and where we are and what we're doing. I bring this up because I saw an article in the Charlotte Business Journal and it was the first time I heard that we were going to expand the terminal. This was a surprise to me. Is this diagram I found anything that is official?

Orr: That diagram is somewhat dated; it is not new. That diagram is probably five or six years old.

Riolo: What about the expansion of Concourse A as listed in the Newton and Associates action within the Business Agenda?

Orr: What is meant by the expansion of 'A' in the Business Agenda is actually a new international concourse, not what is now considered Concourse A. This international terminal would be where the car rentals are currently located. The current Concourse A cannot be expanded any further.

Riolo: Will we expand Concourse B?

Orr: Yes, there are plans to expand 'B'.

Riolo: Why isn't the expansion of 'B' listed in the Newton and Associates action in the Business Agenda?

Orr: If we are to expand 'B', it will be within Newton and Associates scope. There scope really is to do what needs to be done today. What is listed in the action are simply examples of what that could include. Remember that our program is driven by demand and demand in the aviation industry is a very fluid thing. These projects you see listed suffer through many starts and stops before they come to fruition.

Riolo: What will the mode of connection be from the terminal to the new international terminal and Concourse E, as depicted in the diagram? Will it be overhead or underground?

Orr: That has not been determined yet.

Riolo: Could we have a briefing on this expansion project at an upcoming meeting? I am very confused about what's planned.

Orr: Yes, we can do that. Just remember the state of the economy right now and there are a lot of uncertainties. We are about to go into the market and try and sell bonds without insurance for the first time ever. That's because insurance companies have all been downgraded and they are now more of a handicap than a help. Remember that thirty years ago we used to have to have the airlines on board for backing our debt to sell bonds. Now we get a better credit rating without them. So we have to proceed carefully.

Riolo: One other question I have is regarding an action we approved recently for the design of signage. Can you tell us where we are with that? I think we are reaching a point where we need to do something temporarily.

Orr: The design will be complete this month and then we will go to bid.

Riolo: When you enter from the 'D' checkpoint, there is no signage that provides gate information. Is there any way to put up something temporary?

Orr: The design is for exterior signage, not interior. The interior signs are complete, except for the expansion of Concourse E and the lobby area.

Riolo: So there will be no improvement on the interior signage? We need to improve the signage that directs people to their gate.

Orr: You are talking about FIDS (Flight Information Display System), not signage. Yes, we do have plans to replace the FIDS. That is a several million dollar project.

Riolo: Do you know when we will have that?

Orr: We are working on that now. FIDS is something that is traditionally provided by the airlines, but the airlines are no longer supplying it. So we are having to continue handling all the things we normally do, plus step-up to handle all the things the airlines used to handle.

Riolo: I understand the information is furnished by the airlines, but do they also provide the signage?

Orr: Traditionally the airlines supplied all of that.

Meeting adjourned at 9:14 a.m.



T. J. Orr, Aviation Director

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