

**CHARLOTTE DOUGLAS INTERNATIONAL AIRPORT  
AIRPORT ADVISORY COMMITTEE**

**Minutes from the November 5, 2009 meeting  
Piedmont Conference Room  
8:00 a.m.**

**Present**

Stan Vaughan, Chair  
Drew Riolo, Vice Chair  
Joe Carpenter  
Crystal Jackson  
Shawn Dorsch  
Colvin Edwards  
Todd Fuller  
Jeff Hay  
Russell McMillan  
Ed McMahan

**Staff Present**

TJ Orr, Aviation Director  
Jennifer Long, Customer Relations Specialist  
Erika Helm, Community Outreach Specialist  
Jack Christine, Airport Planner

**Absent**

William Taylor

**1. Call to Order**

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

**2. Pledge of Allegiance**

**3. Approval of the October 1, 2009 Minutes**

The minutes were approved as written.

**4. Business Agenda**

**1. Airport Flight Information Display Maintenance Contract Extension**

**Action: Approve a 1 year contract extension with Signature Technologies, Inc. d/b/a ComNet in the amount of \$118,800 for maintenance of the Airport's Flight Information Display System.**

**Background:**

- In September 2003 Council approved a three year contract with Signature Technologies, Inc. d/b/a ComNet, to provide proprietary parts and maintenance at a cost of \$270,000.
- In January 2007 Council approved a one year contract extension with Signature Technologies in the amount of \$114,360 for maintenance on 525 devices.
- In December 2007 Council approved a one year contract extension with Signature Technologies in the amount of \$114,420 for maintenance on 489 devices.
- This contract extension will provide the proprietary parts and maintenance service on the 497 devices for a period of one year at a cost of \$118,800.
- This contract can be cancelled within 60 days notice without cause.

**Small Business Opportunity**

Pursuant to Appendix Section 23.2 of the SBO Program regarding purchases without competitive bidding this is an exempt contract. Signature Technologies, Inc. is the sole source provider for maintenance of this proprietary system.

**Council Date:** November 9, 2009

Motion: Carpenter  
 Second: Dorsch  
 Vote: 11-0

## 2. Airport Fuel System Improvements Change Order # 2

**Action: Approve change order #2 with Poling and Bacon Construction Company in the amount of \$118,868.19 for changes needed to complete the Fuel System Improvement project.**

### Background:

- In January 2008, City Council awarded a contract to Poling and Bacon, Inc in the amount of \$6,798,000 for construction of two additional 30,000 barrel fuel storage tanks and install associated piping and control systems within the facility to increase system capacity
- In June 2009, the Aviation Director executed Change Order #1 in the amount of \$27,315.06 for a sump pump, additional piping and other miscellaneous grading items to accommodate changes in the field during construction.
- This change order includes changes to the security fence, an additional fire alarm system and changes to facilitate the next phase of expansion to the fuel farm.
- This project is funded by the 2004 General Airport Revenue bonds the debt service of which is paid by airline rentals.

### Small Business Enterprise

Established SBE Goal: 0%

Committed SBE Goal: 0%

All additional work involved in this change order will be performed by the current Contractor and their existing subcontractors. This change order complies with Part D: Section 6 of the SBO Program.

**Council Date:** November 9, 2009

Dorsch: How many days of fuel do you normally have?

Orr: Based on the contract, we are supposed to have seven, but we typically have four to five without these tanks.

Dorsch: When you expand it the next time, how many days will you go to?

Orr: Up to 14 or 15.

Fuller: This is just for jet fuel?

Orr: Just Jet A-1. The fuel is pumped from two, 12-inch lines down and around the concourses. There are hydrants that go straight into the airplane.

Dorsch: Is that a loop?

Orr: It's a double loop. It also goes to a truck-fill stand on the way over to the cargo side. So it fills trucks out of this system to fuel the freighters.

Carpenter: What about gas?

Orr: The only thing that burns gas is the smaller airplanes over at the corporate ramp and there are not many.

McMahan: Where does the supply come from?

Orr: Valero Refinery in New Orleans and an additional refinery in Galveston. It comes up two lines, Plantation and Colonial. Those two lines cross at Pawcreek. One of the lines goes into a holding tank in Pawcreek and is pumped through a smaller line directly into this system.

McMahan: Did you have a shortage years ago from the hurricane?

Orr: After Katrina, we got down to a one hour supply. It is not so much availability as it is the ability to move it. When the pipeline shuts down, the refinery can have all the fuel in the world, but it doesn't help if it can't get here.

Motion: Carpenter

Second: McMahan

Vote: 11-0

### 3. Taxiway Extension Design Contract

**Action: Approve a contract to Talbert, Bright, & Ellington, Inc. in the amount of \$750,000 for the design to extend Taxiway 'D' on the north and south ends of the taxiway.**

**Background:**

- The Master Plan Update, which was approved by City Council in 1997, showed the need for extending Taxiway 'D' on the east side of the airfield to increase capacity for aircraft using the general aviation facilities, as well as aircraft accessing the Air National Guard ramp.
- In September 2009, City Council accepted an Airport Improvement Program grant from the Federal Aviation Administration (FAA) for the design of extensions to Taxiway 'D', which runs parallel to Runway 18L/36R. When constructed, these extensions will complete the taxiway so it is the full length of the runway.
- This contract provides preliminary design, engineering, and bidding services for the project.
- Funding for this contract comes from FAA grants and proceeds of future General Airport Revenue Bonds, the debt service of which will be paid for with Passenger Facility Charge (PFC) revenues.

**Council Date:** November 9, 2009

Motion: Edwards

Second: Fuller

Vote: 11-0

### 4. Corporate Aviation and Fuel Facility Leases

**Action: Approve Termination of Corporate Aviation and Fuel Facility Leases with Wells Fargo & Company (formerly First Union/Wachovia/Hawkaire) and payment of \$3,200,000 as compensation for the value to the City of the leasehold improvements.**

**Background:**

- Wells Fargo & Company leases a Corporate Aviation Facility and Fuel Facility ("Hawkaire Facility") from the City of Charlotte at the Airport. Wells Fargo is the successor to Wachovia Corporation. The lease is a ground lease only as Wells Fargo paid for the leasehold improvements.
- In June 2009, City Council approved an assignment of the Hawkaire Facility leases to SPX Corporation and to terminate the current Hangar Lease with SPX Corporation.
- Because Wells Fargo and SPX Corporation could not consummate the assignment, the City will not proceed with the termination of the SPX Hangar Lease.

- Wells Fargo has elected to close its Corporate Aviation operation in Charlotte and has instead requested that it be permitted to return the land and leasehold improvements back to the Airport and for the City to compensate Wells Fargo for the value to the City of the leasehold improvements paid for by Wachovia.
- The Airport has negotiated a payment to Wells Fargo of \$3,200,000 as full payment for the surrender of these assets to the Airport.
- The Airport and Wells Fargo have agreed upon the terms of a Termination Agreement to effectuate this transaction, and it had been executed by Wells Fargo pending Council approval.
- Upon execution of the Termination Agreement, the Airport will take possession of the Hawkaire Facility and operate it as part of the Wilson Air Center FBO.

**Council Date:** November 9, 2009

Carpenter: What's the value?

Orr: They spent \$6 million about seven years ago.

Carpenter: Explain the figure.

Orr: They have a lease in which they are obligated to pay rent. We don't care if they occupy the building, but they must pay us the rent as long as the lease is in effect. You take the present value of all those future payments, and we deducted that. So we are not losing that future rent. Plus we get a very nice facility that we can lease.

Motion: Carpenter

Second: Jackson

Vote: 11-0

## 5. Airport Runway Project Change Order

**Action: Approve change order # 8 with E.S. Wagner Co., LLC in the amount of \$398,521.90 for additional work on the Third Parallel Runway.**

### Background:

- In February 2007, Council approved a contract with ES Wagner in the amount of \$43,626,829 for grading of the new runway.
- In August 2007, Council approved change order #1 in the amount of \$3,514,989 allowing the Airport to expedite the paving of Wallace Neel Road and providing additional clearing and erosion control modifications.
- In January 2008, Council approved change order #2 in the amount of \$1,585,744 providing funding for additional clearing around the runway to improve line of sight from the Air Traffic Control Tower, additional pavement for the relocation of Wallace Neel Road, and payment for fuel escalation.
- In May 2008, Council approved change order #3 in the amount of \$2,099,884 providing funding for constructing a road to the future airfield electrical vault, additional erosion control measures and maintenance, and payment for fuel escalation.
- In August 2008, Council approved change order #4 in the amount of \$1,468,699 for additional clearing for navigational aid lights and payment for fuel escalation.
- In August 2008, Council approved change order #5 in the amount of \$2,191,341 for additional clearing & grubbing and excavation in preparation for a separate contract to build two Taxiway Bridges.
- In November, 2008 Council approved change order # 6 in the amount of \$1,976,046.07 for additional grading at the runway light line and navaid pads, as well as for fuel escalations.

- In September, 2009 Council approved change order # 7 in the amount of \$2,367,943.90 for erosion control and drainage at north and south light lines, permanent Stormwater Management devices, erosion control maintenance requested by DWQ and fuel escalations.
- Change order #8 includes grading, drainage and erosion control for two berm areas between the runway and Wallace Neel Road to block line of sight of I-485 from the Air Traffic Control Tower.
- As with previous change orders, this change order takes advantage of favorable bid pricing due to large quantities in existing contract and facilitates an expedited construction schedule.
- The budget for the grading and drainage for the runway was \$71,457,950. The total contract amount to date, including this change order is \$59,229,998.74.
- Funding for this change order comes from proceeds of the 2007 General Airport Revenue Bond Issue, the debt service of which is paid by Passenger Facility Charge (PFC) revenues, and proceeds from federal grants.

### **Disadvantaged Business Opportunity**

ES Wagner Co. committed to 13.5% DBE participation with the original contract. The current change order does not meet this goal as the majority of the work is self-performed; however the contractor has confirmed that the overall goal for the contract plus Change Orders #1-8

**Council Date:** November 9, 2009

Dorsch: The fence is down along the runway.

Orr: That is so we can move the dirt. There is also a smaller portion down where someone ran into it.

Vaughan: Did you also notice the top of the trees?

Dorsch: Yes, that was my other question. Why didn't we just remove the trees?

Orr: We didn't take them down because we wanted to leave that buffer between the runway in the neighborhood so we just cut the tops off to meet the requirement.

Carpenter: This is at the same unit price?

Orr: Yes.

Motion: Dorsch

Second: Carpenter

Vote: 11-0

## **6. Property Transactions**

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

### **A. Project: Airport Master Plan Land Acquisition**

**Owner(s): Jeffrey Todd Covington**

**Property Address: 4811 Beam Road**

**Property to be acquired: .89 acres**

**Improvements: single family residence**

**Purchase Price: \$201,000**

**Remarks:** The purchase price was determined by an independent Member Appraisal Institute (MAI) appraiser and was reviewed by a second MAI 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: R3 Use: single family residence**

**Tax Value: \$88,300**

**Tax Code: 141-054-12**

Motion: McMahan  
Second: Dorsch  
Vote: 11-0

**B. Project: Airport Master Plan Land Acquisition**

**Owner(s): Aubrey J. Elam, Jr., et al**

**Property Address: 9319, 9335,9425 Dixie River Road**

**Property to be acquired: 47.18 acres**

**Improvements: vacant land**

**Purchase Price: \$1,985,000.00**

**Remarks:** The purchase price was determined by two independent Member Appraisal Institute (MAI) appraisers and was reviewed by a third MAI 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: R3 Use: vacant land**

**Tax Value: \$616,800**

**Tax Codes: 113-152-11, 113-152-12, 113-152-13, 113-152-14**

McMahan: It says it is eligible for FAA money. Is that guaranteed?

Orr: No, it's not guaranteed. For as long as I have been here, we have always had more eligibility for federal funds than the availability of those funds.

Carpenter: The tax value and purchase price are very different. How did you arrive at the purchase price?

Orr: We did two appraisals and a review appraisal. I would also point out that the tax values in Mecklenburg County are getting old now and tax values around the Airport are historically very low.

Motion: Carpenter  
Second: McMahan  
Vote: 11-0

**Council Date:** November 9, 2009

**A. Project: Airport Master Plan Land Acquisition**

**Owner(s): Jeanene H Wilcox**

**Property Address: 6328 Teresa Avenue**

**Property to be acquired: .42 acres**

**Improvements: Single Family Residence**

**Purchase Price: \$100,900**

**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: R3 Use: single family residence**

**Tax Value: \$48,700**

**Tax Code: 055-365-15**

Motion: Carpenter  
Second: McMahan  
Vote: 11-0

**Council Date:** November 23, 2009

#### **7. Airport Runway Project - Old Dowd Road – Two Bridge Construction Change Order**

**Action:** Approve change order #2 with Crowder Construction in the amount of \$400,000 (*estimated amount*) for addition of a Turn Lane from Wilkinson Blvd needed to complete the Connector Road project.

#### **Background:**

- In September 2008, City Council awarded a contract to Crowder Construction Company in the amount of \$7,243,723 for construction of two new bridges on the relocated Old Dowd Road and a new portion of road to connect Old Dowd Road to Wilkinson Boulevard.
- In January, 2009 City Council awarded Change Order #1 to the contract in the amount of \$1,608,271.00. This change order covered a pre-cast concrete culvert installed over an existing Duke Energy transmission line running in the path of the connector road, as well as installation of an additional drainage structure to carry an existing stream, and for lengthened approach slabs for both of the project's bridges.
- This change order includes construction of a turn lane from Wilkinson Boulevard onto the Connector Road being constructed as part of the original contract. The Turn Lane was deemed necessary during NC Department of Transportation review of the project documents. Construction of the turn lane includes tie-in to existing road, new asphalt and curb & gutter, sidewalk, pavement markings and associated erosion control.
- These items in the change order are necessary for the completion of the project and are within the original budget.

#### **Disadvantaged Business Enterprise**

Established DBE Goal: 14%

Committed DBE Goal: 14%

Crowder Construction submitted their bid on the original contract with a 10% commitment, meeting GFE requirements, but has since been able to increase their commitment to 14% DBE participation.

**Council Date:** November 23, 2009

Motion: Dorsch  
Second: Fuller  
Vote: 11-0

## 8. Airport Lost and Found Resolution

**Action:** Approve a resolution to allow the Aviation Director discretion to dispose of lost and unclaimed property in the manner he deems most appropriate.

**Background:**

- Often passengers travelling through Charlotte Douglas International Airport leave items in public spaces.
- CLT, the air carriers, TSA, and the airport's master concessionaire all have lost and found processes.
- CLT's process consists of retrieval, record keeping, storage and an exhaustive search for the owners of lost items. If owners are discovered, staff arranges reuniting customers with their property.
- Approximately 70% of the lost/unclaimed items are clothing or luggage, 10% small electronic items, and the other 20% miscellaneous items.
- If approved, after 60 days of storage and attempted reclamation, CLT would dispose of these items through local charitable organizations or would use for Airport purposes including law enforcement training.

**Small Business Opportunity**

Established SBE Goal: N/A

Committed SBE Goal: N/A

**Council Date:** November 23, 2009

No vote required; action was approved by the committee during the September meeting.

Carpenter: Does 60 days seem like a fair amount of time?

Orr: Yes. If you can't identify it and the owner hasn't looked for it in 60 days, you usually never hear from them at all.

Dorsch: Does this include stuff left on an airplane?

Orr: Sometimes. Each airline does its own lost and found. It just depends on where it turns up. US Airways has a warehouse here for lost and found items from their entire system.

## 9. Airport Maintenance Shop office Phase IV

**Action:** Approve a contract with Edison Foard, Inc. in the amount of \$298,500 for the renovation of office space.

**Background:**

- In December 2004, the Airport acquired a 121,640 square foot big box building on Wilkinson Boulevard.
- In September 2008, City Council approved a design contract with C Design for the renovation of 4,500 square feet of office and support space in the building.
- This construction project will provide facilities for the Airport's Development, accounting, and public relations Divisions and permit a relocation of additional Airport personnel from the terminal building.

**Summary of Bids**

Edison Foard, Inc,	\$298,500.00
Shelco, Inc	\$317,000.00
Marand Builders, Inc	\$329,455.00
R.J. Griffin and Company	\$330,216.00



Murray	\$334,700.00
HR Construction	\$336,000.00
The Bowers Group, LLC	\$337,700.00
Monteith Construction Corp.	\$337,760.00
Camps Construction Company	\$337,870.00
C.A. Scism Construction Co.	\$338,000.00
MV Momentum Construction , LLC	\$339,000.00
Metro Landmarks	\$344,102.00
Farley and Associates, LLC	\$349,000.00
H.C. Rummage, Inc.	\$350,240.00
J.G. Coram Company, Inc.	\$352,000.00
Edifice General Contractors	\$358,000.00
Beam Construction Company, Inc.	\$365,000.00
Moss- Marlow Building Co., Inc	\$378,897.00
Hamlett Associates, Inc.	\$374,972.00
Lomax Construction, Inc.	\$384,500.00
D.E . Brown Construction	\$388,109.00
CH Sons Construction, Inc.	\$388,838.00
Hall Builders North and South Carolina, LLC	\$394,272.00

### **Small Business Opportunity**

Established SBE Goal: N/A

Committed SBE Goal: N/A

**Council Date:** November 23, 2009

Motion: Carpenter

Second: Jackson

Vote: 11-0

### **10. Airport Janitorial Contract**

**Action: A: Award a contract on a unit-cost basis for a three (3) year period with two one year extensions to Sunshine Cleaning Services, Inc. of Fort Lauderdale, FL for janitorial services.**

**B: Authorize City Manager to execute the two (2) one (1) year extensions.**

#### **Background:**

- The Airport advertised for proposals to provide janitorial services on August 31, 2009 with a mandatory Pre-Bid meeting held September 10, 2009. Eight companies responded to the Pre-Qualification documents and six companies were found to meet those requirements.
- Under this contract, Sunshine Cleaning Services Inc. is responsible for providing all personnel management, supervision, and equipment and janitorial supplies necessary to perform cleaning tasks.
- The contract identifies cleaning specifications that describe performance standards and number of cleaners required per shift and equipment. Payment for personnel is at a fixed bid rate per worker and payment for consumables is at unit cost per passenger passing through the airport. Payment for equipment is also specified in the contract.

- Project work will be assigned by the Airport Janitorial Manager as needed and is paid at a bid unit cost for labor, materials and equipment.
- All outlying facilities are subcontracted to a SBE for a flat rate per building.
- The first year contract is estimated at \$5,627,718.70 and will begin on February 1, 2010. This is a three-year contract with two one-year extensions available at the Airport's sole discretion for the same unit prices.

### **Small Business Opportunity**

Established SBE Goal: 8 %

Committed SBE Goal: 11.7 %

Sunshine Cleaning Services, Inc., the low bidder, met the SBE goal. They committed 1137% of the total contract to the following certified SBE firms:

GDC Supplies and the Professional Mgt Group

### **Summary of Bids**

Sunshine Cleaning Services, Inc.	\$5,627,718.70
Gali Services Industries	\$5,759,263.03
ISS Services	\$5,808,826.53
ABM Janitorial Services	\$5,943,841.29
GCA Services Group	\$6,371,623.93
UGL Unicco	NO BID

**Council Date:** November 23, 2009

Edwards: Any local bidders?

Orr: No. We require bidders to have experience in buildings over 500,000 square feet.

Lucas: There is an SBE part that has a local sub-contractor.

Orr: That is 11.7% of the total contract.

Motion: Hay

Second: Dorsch

Vote: 11-0

## **5. Status Reports**

### **1. Bond Issue**

Orr: We have been trying to sell some General Airport Revenue Bonds for about a year now and we keep putting it off based on market conditions. We are now ready to sell these bonds at the end of December and close on January 16. It is a little over \$200 million in bonds. There will be three issues of bonds:

1. \$152 million Fixed Rate Non-AMT Bonds to:
  - Finish the runway
  - Reline a storm drain pipe that goes under the terminal
  - De-icing Facility
  - Business Valet Deck
  - Next phase of the fuel farm
  - Active road signage
  - New parking system
2. \$75 million Fixed Rate AMT Bonds to:
  - Refund some 1997 bonds and 1992 bonds.

Carpenter: What's the rating on these bonds?

Orr: They will be A+. These bonds are based on our rating, which is A+. They are General Airport Revenue Bonds which means they are not a debt of the tax payer but are a debt of the Airport revenues.

3. \$29 million Variable Rate Bridge Bonds
  - Will be backed by Bank of America Letter of Credit

Orr: The Airport will receive federal grants over 8 years and we need to spend the money now to pay the contract on the runway project and some other projects. These bonds will give us the cash to pay the contracts now. We will call these bonds as those grants come in.

Dorsch: You mentioned you wanted to do this for a while and the market wasn't there for it. Has that affected your work schedule?

Orr: No.

Riolo: Regarding the De-icing Facility. Is that the widening of 23?

Orr: Yes, it is the widening of 23 and the installation of some drains, a capture system and to make us complaint with the new EPA regulations that are in the process of coming out.

## 2. Construction Update

- Star Alliance Baggage Service Office is complete and will be occupied by US Airways, United, Lufthansa and Air Canada. Each airline previously had separate offices.
- Visitor Info Center renovations are underway and scheduled for completion in November. The Visitor Info Center is operated by the Charlotte Regional Visitors Authority (CRVA). The CRVA will add their branding symbol to the renovated location and will staff the counter.
- Baggage Claim Restroom renovations are complete. All the restrooms are complete except for one set on Concourse D, which will be impacted by upcoming expansion and will therefore be relocated.
- Hourly Parking Deck repairs are complete.
- A second Airport Fire Station is underway and scheduled for completion in July. The Airport received approximately \$7 million from the Air National Guard to build a second fire station.
- Business Valet Deck is finished and awaiting Permit of Occupancy. The cost is \$10 per day.
- Ticket Lobby modifications are coming soon. Delta has acquired Northwest becoming one airline. They will therefore combine counters and operate out of Delta's current space. Continental, United and Air Canada, which are members of the Star Alliance, along with US Airways, will relocate so that they are all together, located beside US Airways. Lufthansa, also a member, will remain on the east end near the international concourse. This will require a considerable amount of baggage conveyor work. The TSA is giving the Airport some Stimulus Funds for an in-line baggage system. If it is enough money, which will need to be more than they have originally offered, we will put the system in, which will also require re-work of the conveyor system. The re-work of the ticket counter space will result in additional space for the A and B checkpoints, allowing us to widen them and add lanes. We are in-design and out for bid for this work.
- Upper level roadway repairs are underway by repairing the pedestrian crosswalks and some joint repairs, similar to that of the Hourly Deck repairs.
- Third Parallel Runway is ready to open. However, the Airport will not use the runway until January 6. If we tried to open the runway now, we could only open it for daylight/good-weather use. This would require our second fire crew to be in place and we would be starting use during the holidays. Therefore, we will wait until January 6. The runway will be commissioned on February 11 making it available for full instrumental operations. The runway will open on schedule and under budget. The committee Chairman suggested a tour of the runway at our December meeting. We continue to work with the FAA to get their approval on the lease with Norfolk Southern for the Intermodal Facility. Norfolk Southern insisted that the FAA approve the lease, although the Airport does not require their approval of the lease.

### 3. Concession Contract for Retail Services

- On June 8, 2009, Charlotte City Council approved an amendment to the Airport's Concession Contract.
- At that time, the Airport had a single contract with HMS Host that permitted Host to operate food & beverage and merchandise facilities at the Airport.
- The term of the contract was set to expire on June 30, 2010.
- The amendment gave the Airport the right to immediately begin to implement a new merchandise program at the Airport while preserving the stability of the existing food & beverage operations.
- On October 28, the Airport distributed a Request for Proposals (RFP) to operate merchandise concessions in a location or locations within the Terminal building at CLT.
- In 2008, merchandise concessions revenues totaled \$46,360,281.

### 4. Runway Run Recap (Herbert Judon, Airport Operations Manager)

- The Third Annual Runway 5K Run/Walk was held on October 31st and exceeded expectations.
- The race drew 1,881 participants, up from 563 last year and raised \$34,259.51.
- Proceeds from this year's race benefit LifeSpan's Community Activity and Employment Transition Program (CAET), an organization supported by the United Way. The organization assists children and adults with developmental disabilities by providing education, employment and enrichment opportunities that promote inclusion, choice, family supports and other best practices. Currently, 14 LifeSpan participants work at CLT with the majority working as Restroom Attendants.
- The top male and female winner each received a US Airways airline gift card, valued at \$500 each. The top male and female baby-jogger each received a JetBlue Airways round-trip airline ticket to anywhere in the United States.
- Sponsors of the event included JetBlue Airways, Turner Construction, US Airways, Edison Foard, The AeroClinic, Wilson Air Center, Toyota Scion of Concord, Valley Crest Landscape Maintenance, HMS Host, CarolinaMoneySaver.com, Wingate by Wyndham, Carolina Printwear and 107.9 The Link.
- Additionally, the North Carolina Air National Guard had a C-130 aircraft replica, which was built locally at the guard. The mini-aircraft featured a functioning engine allowing for ground-rides. The Carolinas Historic Aviation Commission displayed their Piedmont DC-3 and provided tours of the antique aircraft.

### 5. Director's Report

#### 1. CLT Wins Employer of the Year by NCAPSE (Bob Lucas, Airport Housekeeping Manager)

- Charlotte Douglas International Airport was awarded the highest honor of Employer of the Year at the North Carolina Association for Persons in Supported Employment (NCAPSE) Conference, held September 22-25.
- The award was based on criteria including the Airport's efforts as they pertain to hiring individuals with developmental disabilities and fully integrating them into the work place.
- The Airport was nominated for the award by LifeSpan, an organization that assists children and adults with developmental disabilities, by providing education, employment and enrichment opportunities that promote inclusion, choice, family supports and other best practices.
- The Airport established a relationship with LifeSpan in 2007 to provide housekeeping services. Currently, 14 LifeSpan participants work at the Airport, mostly as restroom attendants.
- During the conference, LifeSpan participant Monteith Williams, an Airport Restroom Attendant, was awarded the NCAPSE Supported Employee of the Year Award, also nominated by LifeSpan. Monteith was the first LifeSpan participant to be hired at the Airport in 2007.

## **2. United Way Campaign**

- The Aviation Department's United Way Campaign wrapped up on October 6, exceeding its goal by raising \$17,644.
- The United Way of Central Carolinas supports 91 agencies and 200 programs in Mecklenburg, Cabarrus, Anson, Mooresville/Lake Norman and Union communities.
- In addition to raising funds, the Airport collected more than 200 cans for the Uptown Shelter, a facility that provides food and shelter to 200-300 homeless men every night.

## **3. Rotary Flight of Honor Held**

- On October 20, the Rotary District 7680, in partnership with US Airways, sponsored its third "Rotary Flights of Honor" from CLT.
- This flight was sponsored by Senator Elizabeth Dole, in honor of her brother, John Hanford, a dedicated Navy Veteran of WWII who passed away last year.
- The first two flights were held on April 18 and September 19.
- The flight transports WWII veterans to Washington DC for the day to see the WWII Memorial.
- The flights departed from gate D2 at 9:00 a.m., and return on the same day at 8:30 p.m.
- The Airport offers complimentary Valet parking to the veterans, a dedicated screening lane at the security checkpoint and refreshments provided by the USO.
- The Flight of Honor is a service project of Rotary District 7680 which honors the lives, valor and courage of World War II veterans who live in mid-western North Carolina.
- Rotary District 7680 includes 14 counties in central North Carolina. There are 52 Clubs in this District with over 3,000 Rotarians who provide their time and talent towards the Rotary International goal of "*Service Above Self*".

## **4. Explorers Post 747 Kicks-off (Haley Gentry, Public Affairs Manager)**

- This school year's Explorer Post 747 kicked-off on September 22 with an Open House. The program, sponsored by the Airport and the Boy Scouts of America, is an opportunity for high school students to learn about the various careers in aviation.
- The Airport has sponsored the program since 1996.
- Participating partners include the Carolinas Historic Aviation Commission, Transportation Security Administration, Federal Aviation Administration (Air Traffic Control Tower), Fire Station 17, North Carolina Air National Guard, Wilson Air Center and US Airways.
- This year, 19 students have signed up to participate.
- The students meet twice monthly with the various partners and based on their attendance, are eligible to receive school credit.

**Meeting adjourned at 9:00 a.m.**

  
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 T. J. Orr, Aviation Director

Distribution:

Mayor & City Council  
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