

**CHARLOTTE DOUGLAS INTERNATIONAL AIRPORT  
AIRPORT ADVISORY COMMITTEE**

**Minutes from the January 3, 2011 meeting  
Piedmont Conference Room  
8:00 a.m.**

**Present**

Andrew Riolo, Chair  
Shawn Dorsch, Vice Chair  
Russ McMillan  
Crystal Jackson  
Colvin Edwards  
Todd Fuller  
Ed McMahan  
George Pretty  
Tim Gause  
Stan Vaughan

**Staff Present**

TJ Orr, Aviation Director  
Erika Helm, Community Outreach Specialist  
Jennifer Long, Customer Relations Specialist  
Haley Gentry, Public Affairs Manager

**Absent**

Scott Culpepper

**1. Call to Order**

Chair Andrew Riolo called the meeting to order at 8:00 a.m.

**2. Pledge of Allegiance**

**3. Approval of the December 2, 2010 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 \$128,400.00 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.
- In November 2009 Council approved a one year contract extension with Signature Technologies in the amount of \$118,800 for maintenance of 497 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 \$128,400.00.
- This contract can be cancelled with 60 days notice without cause.
- This one-year contract provides the Airport the ability to modify and expand the contract to meet the needs required from continual growth.

### **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:** January 10, 2011

Motion: Vaughan

Second: Dorsch

Vote: 9-0 (Fuller absent for vote)

### **2. Airport Fuel Farm Facility Expansion**

**Action: A. Approve contract with Robert & Company in the amount of \$142,600 for design services related to the expansion of the Airport fuel farm facility for the Hourly/Rental Car Parking Deck.**

**B. Adopt a budget ordinance in the amount of \$142,600 from the Contract Facility Charge Fund to the Airport Capital Investment Plan.**

#### **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 and included six (6) 10,000 barrel storage tanks.
- As discussed in the September 7, 2010 Council Workshop, the Airport is currently designing a new hourly/rental car parking deck, which includes fueling facilities for rental cars on the bottom floor of the deck. The fueling facilities require storage tanks for the gasoline to operate the system.
- Rather than install new underground fuel tanks near the deck, the Airport has determined the best location for the tanks would be the Airport Fuel Farm Facility.
- This contract funds the retrofit of one of the existing 10,000 barrel jet fuel tanks so it can be used to store unleaded gasoline. The gas will be pumped via pipeline from the fuel farm to the parking deck.
- Funds for this contract are available from the Contract Facility Charge (CFC) Fund.

### **Small Business Enterprise**

For professional service-based contracts, the City negotiates SBE goals during the contract negotiation phase (Part C: Section 2.2 of the SBO Policy). On this contract, Robert & Company committed 4% (\$5,704) of the total contract amount to the following firm: Richa Graphics (printing)

**Council Date:** January 10, 2011

Motion: McMahan

Second: Vaughan

Vote: 9-0 (Fuller absent for vote)

### **3. Airport Telecommunications Antenna Site Lease**

**Action: A. Approve a five (5) year extension to the lease between the City and Nextel South Corporation for a telecommunications antenna site on the Airport's Rotating Beacon.**

**B. Approve a five (5) year extension to the lease between the City and NewCingular Wireless PCS, LLC for a telecommunications antenna site on the Airport's Rotating Beacon.**

**Background:**

- The Airport constructed the Rotating Beacon, which is a navigational aid required by the Federal Aviation Administration, in 1999. The beacon tower was designed to accommodate the antennae and related equipment for up to four (4) telecommunication service providers.
- Council approved a five (5) year Telecommunications Antenna Site Lease between the City and Nextel South Corporation on November 14, 2005 for a telecommunications antenna site on the Rotating Beacon. The lease is presently set to expire on March 14, 2011. This amendment would (i) extend the lease term for an additional five (5) years beginning on March 15, 2011; and (ii) increase the rent from \$3,000 per month to \$3,500 per month with three percent (3%) annual escalations. The remaining terms and conditions of the lease are not affected by this Amendment.
- Council approved a five (5) year Telecommunications Antenna Site Lease between the City and NewCingular Wireless PCS, LLC on June 12, 2006 for a telecommunications antenna site on the Rotating Beacon. The lease is presently set to expire on August 31, 2011. This amendment would (i) extend the lease term for an additional five (5) years beginning on September 1, 2011; and (ii) increase the rent from \$3,000 per month to \$3,500 per month with three percent (3%) annual escalations. The remaining terms and conditions of the lease are not affected by this Amendment.

**Council Date:** January 10, 2011

Motion: Dorsch

Second: Pretty

Vote: 10-0

**Council Date:** January 10, 2011

**4. Runway 18C/36C Reconstruction**

**Action: Approve a contract with Hi-Way Paving, Inc. in the amount of \$17,864,856.80 for reconstruction of Runway 18C/36C.**

**Background:**

- This will provide reconstruction of Runway 18C/36C.
- Reconstruction will begin in late summer/early fall of 2011.

**Disadvantaged Business Opportunity**

Established DBE Goal: 16%

Committed DBE Goal: 17.36%

**Summary of Bids:**

Hi-Way Paving, Inc.	\$17,864,856.80
McCarthy Improvement Company	\$21,292,251.75
The Harper Co.	\$21,657,599.33
Archer Western Contractors	\$22,288,891.35
The Scruggs Company	\$22,769,739.01
Boggs Paving, Inc.	\$23,525,796.60
APAC Tennessee, Inc.	\$24,979,227.00
Blythe Development/Austin Bridge	\$26,780,000.00
The Lane Construction Corporation	\$29,007,434.90

Kiewit Infrastructure South Co.                    \$32,999,921.00

**Council Date:** January 24, 2011

McMahan: Where are they based out of?

Orr: Ohio.

Riolo: The enormity of this project should be noted. That runway is nearly two miles long and going across about 100 feet.

Motion: McMahan

Second: Edwards

Vote: 10-0

## **5. Status Reports**

### **1. Holiday recap**

#### Passenger Traffic

On average, overall local passenger traffic was up 14.6 percent, compared to 2009, during the duration of Christmas and New Year's based on the amount of passengers screened through the security checkpoints.

#### Operation Exodus

CLT assisted with Operation Exodus, which is the annual movement of soldiers from Ft. Jackson going home for the holidays. On December 17<sup>th</sup>, 2000 soldiers passed through the terminal. The Airport coordinated drop-off, check-in and a hospitality room. The USO also assisted.

#### Inclement Weather

During the holidays, the inclement weather impacted CLT and airlines, as well as other cities along the east coast. The Airport did have passengers remain in the terminal overnight due to flight cancellations. The Airport accommodated passengers with cots and sleeping mats and also worked with the concessions to extend their hours of operation.

### **2. HMSHost Update**

#### Sales Summary for 2010

Food & Beverage Sales for the year totaled \$99,550,250, which is nearly an eight percent increase over the previous year. Total concession sales, including Retail, were \$146,173,695, nearly a seven percent increase over the previous year.

Riolo: What is the leading venue with the highest gross revenues?

Orr: Chili's, which grossed \$7.3 million followed by Tequileria, which grossed \$5.8 million.

Edwards: How about Bojangles?

Orr: They are doing very well.

Gentry: Almost \$3 million.

Riolo: What does Starbucks bring in?

Orr: One million per outlet.

#### Healthy Food Options

HMSHost continues to provide healthy food options for passengers including:

- Smoked Sliced Turkey Breast entree or Veggie Plate at Brookwood Farms Carolina Pit BBQ
- Made-to-Order Salad Bar, Sandwiches at Great American Bagel B
- Portabella Mushroom Sandwich at Carolina Beer Company, Stock Car Cafe
- Veggie or Tuna Sub at Quiznos
- Made-to-Order Sandwiches, Salads w/fat-free dressings at Fresh Attractions

- Mixed Vegetable Medley at Sbarro
- Veggie Burrito or Grilled Chicken Taco Salad at Salsaritas on Con E
- Turkey Burger, Shrimp Ceviche, and Grilled Vegetable Sandwich at The Original Rum Bar & Grill
- Chicken Verde Tacos, Mango Salad, and Fruit Plate at Tequileria

Additionally, the Starbucks locations throughout the terminal now offer a new assortment of healthy pastries (this meeting's breakfast included these pastries).

#### Concourse D Former Club Space

HMSHost is currently developing new concepts for existing concession space and new space. The first proposed concept would occupy the old US Airways Club space, located on Concourse D, which is 3,400 square feet. The airline stopped operating the club shortly after September 11th, but continued using the space for various airline-related needs. The proposed concept would transform the former airline club space into a variety of popular eateries including PinkBerry, Ciao Gourmet Market and a sushi bar.

#### Concourse E Existing Food Space

The existing food concepts in the main rotunda of Concourse E, which include Fox Sports Bar and Speedway Grill, will soon be reconcepted into a one-of-a-kind market-style eatery, which will feature a variety of food "stations." The proposed concept, which has yet to be named, will feature an assortment of food options, including a raw bar, sushi bar, pizza bar and a grill. It will be operated by a chef and will feature a variety of fresh food options, to-go options and sit down options.

Riolo: What's the timeframe on this?

Gentry: Late summer.

Edwards: Will there continue to be directories throughout that tell passengers where these places are?

Orr: Yes.

Edwards: Will it be just the name or will it also offer an explanation?

Gentry: With some of these newer concepts, we may have to provide a description.

#### Wendy's

Wendy's has replaced KFC on Concourse A. The concession also offers a breakfast menu.

#### Food Court Renovations

Renovations are coming soon to the Airport's food court area. Improvements will include new signage, seating and+ finishes. The entire seating area will also be reconfigured to improve passenger flow.

### **3. Recycling Efforts**

#### Background

In 2009, CLT produced 9,500 tons of waste that was deposited in the landfill (19,000,000 lbs). In 2009, CLT recycled 395 tons of cardboard (790,000 lbs). Over the past two years (Dec. 2008 – Dec. 2010) CLT has recycled 28.65 tons of coffee grounds from Starbucks (57,300 lbs). The average trash deposited by each passenger that visits CLT is ½ lb.

#### Next Steps

In July 2009, CLT worked with an independent company to conduct a waste audit. The findings show:

- Approximately 70% of the waste produced at CLT, including the air carriers, is recyclable.
- The Airport's current recycling efforts were not working, recycled items were being contaminated.
- With City Council's approval, CLT will contract with a third party to operate an Airport Recycling Center, which will sort all the trash collected for recycling.

This will make a large environmental impact on how CLT operates its business through garbage disposal and reducing costs.

Orr: The equipment will cost approximately \$1 million. We will purchase the equipment and set-up the facility and contract it out.

Edwards: With the amount of land the Airport has, is there any potential for a landfill here?

Orr: We do have a lot of land and it is very expensive land. We have spent a lot of money over the years actually digging stuff out of the ground that people put there.

Pretty: How far do you currently have to haul?

Lucas: To the facility by the speedway.

Orr: Occasionally it gets hauled to Gastonia when the speedway has events due to congestion.

### **Miscellaneous Discussion**

McMahan: When do you expect to start demolition of the parking deck?

Orr: We are debating over that now. I expect to tear down the east deck when we reach a certain point in the new deck construction to accommodate those vehicles.

McMahan: When do you start construction on the new deck?

Orr: July 4<sup>th</sup>.

Orr: Madrid service starts May 4<sup>th</sup>. It is seasonal service. Dublin service also starts in May and will be seasonal. US Airways is adding a second Frankfurt flight. This was just announced yesterday.

Riolo: Two flights a day to Frankfurt is a pretty big deal.

Orr: This is getting to be a big airport. We are now 8<sup>th</sup> in the country in terms of passenger boardings.

Edwards: When do you plan to start on more gate construction?

Orr: We are currently adding additional gates to E. There are plans for additional gates on B, but there is not a timeframe for that yet.

Riolo: I want to recap the number of nonstop flights to Europe coming and going at the same time: London, Paris, Rome, two to Frankfurt, Madrid, Dublin and Munich.

Pretty: Any further word from Customs regarding the Global Entry Program?

Gentry: Charlotte has not been named yet in the roll-out for the program. Our Port Director expects this to happen soon.

Riolo: What this program enables you to do is bypass passport control and Customs. For a fee, and an interview, you receive a card with a code. When you go to passport control, you insert that card and code and get a ticket. You then show that ticket when you go by the passport control officer.

Additionally, there are some airports that have a separate lane which allows you to bypass Customs with your bags.

Pretty: The cost is minimal. It is \$100 for five years.

Riolo: The flight crews love it too.

The committee viewed a video that is a 24-hour observation of all of the large aircraft flights in the world, condensed down to 1 minute.

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

  
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 T. J. Orr, Aviation Director

#### **Distribution:**

Mayor & City Council

Curt Walton, City Manager

Stephanie Kelly, City Clerk

Jeanne Peek, City Boards and Commissions Clerk

Ronnie Bryant, President/CEO, Charlotte Regional Partnership

Bob Morgan, Charlotte Chamber