



**FAYETTEVILLE REGIONAL AIRPORT
AIRPORT COMMISSION MEETING
FIRST FLOOR CONFERENCE ROOM
Tuesday, May 28, 2019
2:00 P.M.**

ATTENDANCE

Mr. Hector Ray, Mr. Vic Carnevale, Mr. Mark Lynch, Mrs. Sandy Ammons, Mrs. Judy Dawkins, Robert Van Geons

ABSENT

Ms. Dawn Gibson, Mr. Jay Wyatt, Mr John Meroski, Mr. Wilson Lacy

OTHERS

Mr. Bradley Whited, Airport Director
Ms. Trinia Wolfe, Administrative Assistant
Ms. Allison Rogers, Airport Marketing Specialist
Ms. Valeria Pacheco, Intern
Mr. Gordon Johnson, Gordon Johnson Architecture
Ms. Alicia Young, City Attorney
Ms. Angel Wright-Lanier, Assistant City Manager
Mr. John Lewis, Former Commission Member

Mr. Whited introduced the new Assistant City Manager Ms. Angel Wright-Lanier, The Assistant City Attorney Ms. Alicia Young and our Intern, Ms. Valeria Pacheco.

Chairman Ray called the meeting to order at 2:00 P.M.

ITEM 1: Consider Approval of the Agenda

Chairman Ray asked for a motion to approve the agenda.

Mr. Lynch made a motion to approve the agenda.

Mrs. Ammons seconded the motion.

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ACTION: The motion was carried unanimously.

ITEM 2: Consider Approval of the Minutes of the Meeting held April 30, 2019

Chairman Ray asked for a motion to approve the minutes.

Mrs. Dawkins made a motion to approve the minutes.

Mr. Carnevale seconded the motion.

ACTION: The motion was carried unanimously.

ITEM 3: Consider approval of Signature Flight Support Lease

Mr. Ray stated last November his company was approached by a project manager to bid on renovations at Signature Flight Support. Mr. Ray contacted Ms. Alicia Young about how to handle this issue. He was advised not to vote on any issues so there will be no conflict of interest. He was notified that his company won the bid. Mr. Ray has not seen any plans as of yet but is looking to beginning work in June.

Mr. Whited said negotiations have been ongoing for about a year and a half with Signature for upgrades and investment in exchange for a 25 year lease extension. Over the 20 years, there have been nine amendments to the lease. Mr. Coleman has consolidated all the amendments and made a few adjustments. This has been reviewed by the City Attorney.

Chairman Ray asked for a motion to approve Signature Flight Support Lease.

Mr. Carnevale made a motion to approve the Signature Flight Support Lease.

Mr. Lynch seconded the motion,

ACTION: The motion was approved with Mr. Ray abstaining from the vote.

ITEM 4: Consider approval of Sierra Nevada Sub Lease

Mr. Whited stated all tenant sub leases have to be approved by the Airport Commission. Praetorian Standard Incorporated (PSI) is wanting to lease space from Sierra Nevada. Airport Management recommends approval.

Chairman Ray asked for a motion to approve Sierra Nevada Sub Lease.

Mr. Carnevale made a motion to approve the Sierra Nevada Sub Lease.

Mr. Lynch seconded the motion,

ACTION: The motion was carried unanimously.

ITEM 5: Update of Terminal Renovations Part II – Funding vs. Cost

Presented by: Gordon Johnson Architecture

Mr. Johnson updated the Commission on the renovations of the Terminal Project. The project has been estimated to be significantly over budget. This is due to the construction climate over the past five years. The economy has improved and contractors/construction companies are in demand and costs have increased. The recent construction estimate was 31 million dollars and the budget is 25 million dollars. A scope analysis was provided to the Commission. Mr. Gordon described in detail the changes in the revised plans. Concourse “B” is still going to be updated. We are still making sure the customer experience will be enhanced.

Mrs. Ammons asked if there were any plans for art. Mr. Whited did approach City Council and they did not support the recommendation. Mrs. Ammons asked when completion is estimated. Mr. Johnson said the spring of 2021.

Chairman Ray asked for a motion to approve Terminal Renovation Part II plan.

Mr. Lynch made a motion to approve Terminal Renovation Part II plan.

Mr. Carnevale seconded the motion,

ACTION: The motion was carried unanimously.

ITEM 6: County Zoning Case P18-35, Lazy Acres RV Park Expansion

Closed session: Attorney-Client Privileged Matter [N.C.G.S. § 143-318.11.3]

Briefing by: Alicia Young, Assistant City Attorney

Bradley Whited, Airport Director

Mr. Ray made a motion to go into closed session for an attorney-client privileged matter.

Ms. Dawkins seconded the motion to go into closed session.

ACTION: The motion was carried unanimously.

The regular session recessed at 2:38 P.M. The regular session reconvened at 3:06 P.M.

Mr. Lynch made a motion to go into open session.

Mr. Carnevale seconded the motion to go into open session.

ACTION: The motion was carried unanimously.

Mr. Ray left at 3:10 P.M.

ITEM 7: Marketing Brief by Allison Rogers

Allison Rogers showed a power point presentation to the Commission of the marketing plan and strategy. She has worked with City Information Technology Department and Corporate Communications Department to redesign a new website. Since Fayetteville is such a transient community, new and ongoing marketing ideas are needed to showcase the airport to let the community know about our airport. Mr. Lynch said we need reasons for people to go to the airport website. Ms. Rogers hopes to meet individually with the tenants to get ideas of what she can add to the website for information about their business. Ms. Rogers showed the “Time Fly’s” commercial that is airing. She is looking into Spotify marketing. School tours and school fairs are becoming popular. Ms. Rogers is always looking for additional community engagements to participate in to get the community aware of what our Airport offers.

ITEM 8: Management Report

Enplanements. Total enplanements for all carriers as of April 2019 were 17,847. This indicates a 7.5% decrease compared to April of last year and a 1.0 % decrease year to date.

USO visitor stats for the month of April 2019 were 2,733. The year to date total is 11,068.

Our Annual FAA Certification Inspection was held May 15 and 16th and went very well. Only two notations. One being a stop sign needing to be replaced and an emergency shut off sign being raised.

Social Media Monthly Review: Ms. Rogers stated Facebook likes were up by 3,400 and Twitter is up to 234.

Terminal Construction Update (see below chart) – May 22, 2019

Last 30 Days	Next 30 Days
Finish Rough Terrazzo	Finish Sheetrock in Rotunda
Prime Walls	Start Terrazzo Polish
Finish Tile in Bathrooms	Start Finish Paint
Set Bath Fixtures	Install Toilet partitions and accessories
Set Roof Top Unit	Finish all underground utilities
Finish Water Line Install	Start penetrating secured/unsecured areas
Start Rotunda Windows	Finish Site concrete
Start Ceiling Grid	Start testing PM&E systems
Start Lighting Install	Finish Glass
Start Sewer Connection	Install metal roofing
Start Ramp Retaining Wall	Install Skylight
Will Finish EFIS Today	Install bathroom countertops
99% Complete with Glass	Finish lighting
Finish Passenger Boarding Bridge install Concourse A	Start demobilizing excess materials

Airline with route map with destination information was passed out to Commission Members showing the 231 destinations you can get to from Fayetteville with a one-stop flight.

The next Tenant Managers Meeting will be Wednesday, June 5, 2019 at 8:30 A.M. in the restaurant. Please feel free to join us.

ITEM 9: Commission Members Concerns

Mr. Van Geons is sending out the usage study to Chamber members.

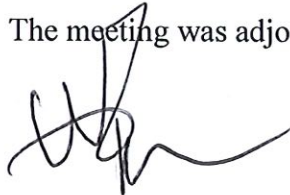
ITEM 10: The next regularly scheduled meeting of the Airport Commission is Tuesday, June 25, 2019 at 2:00 P.M.

Vice Chairman Carnevale made a motion to adjourn the meeting.

Mr. Lynch seconded the motion.

ACTION: The motion was carried unanimously.

The meeting was adjourned at 3:38 P.M.



Mark Lynch, Secretary
Transcribed: PAC 06/06/19