



**FAYETTEVILLE REGIONAL AIRPORT
AIRPORT COMMISSION MEETING
FIRST FLOOR CONFERENCE ROOM
Tuesday, July 31, 2018
2:00 P.M.**

ATTENDANCE

Mr. Naynesh Mehta, Mr. Gene Vance, Ms. Dawn Gibson, Mr. John Lewis, Mr. Vic Carnevale,
Ms. Katherine Marable

ABSENT

Mr. Hector Ray, Mr. John Meroski, Mr. Robert Van Geons, Mr. T.J. Jenkins

OTHERS

Mr. Bradley Whited, Airport Director
Ms. Patricia Campbell, Sr. Administrative Assistant
Ms. Trinia Wolfe, Administrative Assistant
Mr. Jay Wyatt, former Commission Member

Chairperson Mehta called the meeting to order at 2:00 P.M.

ITEM 1: Consider Approval of the Agenda

Chairman Mehta asked for a motion to approve the agenda.

Ms. Marable made a motion to approve the agenda.

Ms. Gibson seconded the motion.

ACTION: The motion was carried unanimously.

ITEM 2: Consider Approval of the Minutes of the Meeting held June 26, 2018

Chairman Mehta asked for a motion to approve the minutes.

Ms. Gibson made a motion to approve the minutes.

400 AIRPORT ROAD, SUITE 1
FAYETTEVILLE, NC 28306
(910) 433-1160 • FAX (910) 433-1765

www.flyfay.com www.fayettevillenc.gov
www.facebook.com/cityoffayettevillegovernment www.twitter.com/CityOfFayNC
An Equal Opportunity Employer

Mr. Carnevale seconded the motion.

ACTION: The motion was carried unanimously.

ITEM 3: Introduce Employee of the Quarter – Trinia Wolfe

Mr. Whited introduced Ms. Trinia Wolfe, Administrative Assistant. She has been with the City for 16 years and with the Airport for about three years. She was voted on by her peers as our Employee of the Quarter.

ITEM 4: Management Report

Enplanements: Total enplanements for all carriers as of June 2018 were 17,135. This indicates a 26.8% decrease compared to June of last year and a 9.7% decrease year to date. NOTE: United has not been reporting correctly since April and once all corrections are made, Commission will be advised.

USO visitor stats for the month of June 2018 were 2,299. The year to date total is 12,430. Mr. Whited found a picture of a Norman Rockwell painting a boy in the USO. Ms. Campbell framed it and it was donated to the USO.

Terminal Construction Update – Progress continues.

- 1) TSA move in September
- 2) Switch PWC power to new transformer 8/2/18

Social Media Monthly Review provided to Mr. Whited from Ms. Allison Rogers is as follows:

- Facebook - ↑ Page Likes Up 2,897 to 2,914 (17 new)
 ↑ Reach up 219% from last month - average reach 4,837
- Twitter - Impressions down from .09%
 Followers Up 88 to 100

The next Tenant Managers Meeting will be Wednesday, August 1, 2018 (tomorrow) at 8:30 A.M. in P. Inc. Please feel free to join us.

ITEM 5: Commission Members Concerns

Mr. Vance said he was approached about a more private area in the USO for breastfeeding. Mr. Whited said there is a room sectioned off in the USO, but for more privacy, there is a room specifically for breastfeeding mothers in the “B Concourse. The USO staff will be reminded about this room in case someone would like more privacy.

Ms. Gibson had no concerns.

Mr. Lewis said the security light above his hangar (#27 on South GA) stays on constantly. Mr. Whited said it would be passed on the Maintenance. He asked that if there are maintenance issues, please call the office so work orders can be filled out for the Maintenance Staff.

Mr. Carnevale had no concerns.

Ms. Marable had no concerns.

Mr. Mehta asked for a quarterly update on the budget versus profit and loss statements and actuals. He suggested some ad campaign about the construction going on to let the public know and be informed. Mr. Whited said that there is an RFP out for marketing creative. We would like a firm to create a new theme and design ads for general marketing. Mr. Mehta asked if there were responses to any comments on our social media. Mr. Whited said that Ms. Rogers does comment back and is very good and interactive with customers and comments. Mr. Mehta said that he did have a concern about the parking lot. He flew in on a flight that was delayed getting in at 2:00 A.M. He was trying to get out of the parking lot and there was a line of cars. There was a note on the booth that attendant was doing inventory. Mr. Mehta said he was lucky because he could use his credit card, but the cash paying customers were stuck. He suggested that the attendant look at the flight schedule to see if there are delayed flights so this doesn't happen in the future. Mr. Whited said he would talk with the Manager of the parking lot.

Mr. Wyatt asked if the newspaper asked for the information that is sent to the Commission Members. Mr. Whited said that information is public information but since Andrew Barksdale left the Observer, the paper doesn't contact the Airport much. He also asked if we had a pet relief area. Mr. Whited stated the Airport does and that it is federally mandated.

ITEM 6: The next regularly scheduled meeting of the Airport Commission is Tuesday, August 28, 2018 at 2:00 P.M.

Chairman Mehta asked for a motion to adjourn the meeting.

Mr. Lewis made a motion to adjourn the meeting.

Ms. Gibson seconded the motion.

ACTION: The meeting was adjourned.

Dawn Gibson, Secretary
Transcribed: PAC 8/06/18

Mr. Lewis said the security light above his hangar (#27 on South GA) stays on constantly. Mr. Whited said it would be passed on the Maintenance. He asked that if there are maintenance issues, please call the office so work orders can be filled out for the Maintenance Staff.

Mr. Carnevale had no concerns.

Ms. Marable had no concerns.

Mr. Mehta asked for a quarterly update on the budget versus profit and loss statements and actuals. He suggested some ad campaign about the construction going on to let the public know and be informed. Mr. Whited said that there is an RFP out for marketing creative. We would like a firm to create a new theme and design ads for general marketing. Mr. Mehta asked if there were responses to any comments on our social media. Mr. Whited said that Ms. Rogers does comment back and is very good and interactive with customers and comments. Mr. Mehta said that he did have a concern about the parking lot. He flew in on a flight that was delayed getting in at 2:00 A.M. He was trying to get out of the parking lot and there was a line of cars. There was a note on the booth that attendant was doing inventory. Mr. Mehta said he was lucky because he could use his credit card, but the cash paying customers were stuck. He suggested that the attendant look at the flight schedule to see if there are delayed flights so this doesn't happen in the future. Mr. Whited said he would talk with the Manager of the parking lot.

Mr. Wyatt asked if the newspaper asked for the information that is sent to the Commission Members. Mr. Whited said that information is public information but since Andrew Barksdale left the Observer, the paper doesn't contact the Airport much. He also asked if we had a pet relief area. Mr. Whited stated the Airport does and that it is federally mandated.

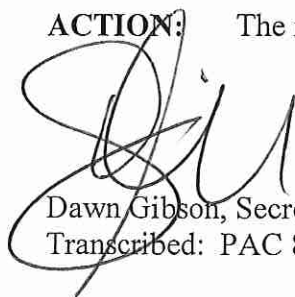
ITEM 6: The next regularly scheduled meeting of the Airport Commission is Tuesday, August 28, 2018 at 2:00 P.M.

Chairman Mehta asked for a motion to adjourn the meeting.

Mr. Lewis made a motion to adjourn the meeting.

Ms. Gibson seconded the motion.

ACTION: The meeting was adjourned.



Dawn Gibson, Secretary
Transcribed: PAC 8/06/18