



**FAYETTEVILLE REGIONAL AIRPORT  
AIRPORT COMMISSION MEETING  
FIRST FLOOR CONFERENCE ROOM  
Tuesday, January 30, 2018  
2:00 P.M.**

**ATTENDANCE**

Mr. Naynesh Mehta, Mr. Jay Wyatt, Ms. Dawn Gibson, Mr. John Lewis, Mr. PJ Wachtler, Ms. Katherine Marable, Mr. T.J. Jenkins, Mr. Robert Van Geons

**ABSENT**

Mr. Gene Vance, Mr. John Meroski

**OTHERS**

Mr. Bradley Whited, Airport Director  
Mr. Toney Coleman, Deputy Airport Director  
Ms. Patricia Campbell, Sr. Administrative Assistant  
Ms. Trinia Wolfe, Administrative Assistant  
Maronica Hill, Employee of the Quarter

Member Wachtler 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.

Mr. Lewis made a motion to approve the agenda.

Ms. Marable seconded the motion.

**ACTION:** The motion was carried unanimously.

**ITEM 2: Consider Approval of the Minutes of the Meeting held November 28, 2017**

Chairman Mehta asked for a motion to approve the minutes.

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

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Mr. Wyatt made a motion to approve the minutes.  
Ms. Gibson seconded the motion.

**ACTION:** The motion was carried unanimously.

**ITEM 3: Introduce the Employee of the Quarter**

Mr. Whited introduced Ms. Maronica Hill. She is a custodian and was voted on by her peers as our Employee of the Quarter.

**ITEM 4: Consider approval of Lease Amendment #2 for Enterprise Service Area**

Mr. Wachtler asked if the amendment was to extend the existing lease five years. Mr. Whited said it is for the service center that is a month to month lease. Enterprise is wanting to do some renovations and wants this lease to coincide with the Enterprise Concession Agreement. The City Attorney had no objections to the lease amendment. Mr. Wachtler said he would like the original lease to read as he feels he would be voting on extending a lease amendment without all the information of the original lease. Mr. Coleman left the meeting to get copies of the lease for Commission Members. Chairman Mehta said ITEM 4 would be revisited. After ITEM 5, Mr. Coleman had the original lease. All leases were redone in July 2016. The term is for five years, beginning July 1, 2016 and ending June 30, 2021. The service area capacity is not sufficient for the amount of business they have and Enterprise would like to spend money to upgrade this area. They would feel better if both leases would coincide. The original lease changed to month to month in 2011. This was not included in our Rates and Charges survey. Enterprise is the only business interested in leasing this facility so there is no competition stated Mr. Whited. We also are collecting (Customer Facility Charges) CFCs and a lot of revenue is collected from rental cars. After much discussion of voting, Ms. Marable asked for clarification of what motion is being voted on. Mr. Wachtler stated there is no visibility on what is being voted for. He feels they are being asked to vote on something that the Commission does not have eyes on. Mr. Wachtler suggested we postpone ITEM 4 for next month's meeting to give Commission Members a chance to look at both the lease and lease amendment.

Mr. Lewis made a motion to move ITEM 4 to the February 27, 2018 meeting.

Mr. Wachtler seconded the motion.

**ACTION:** It was voted unanimously for the lease and the lease amendment be emailed to Commission Members and to be brought back to the February 27, 2018 meeting.

**ITEM 5: Management Report**

**Enplanements.** Total enplanements for all carriers as of November 2017 were 21,373. This indicates a 9.0% increase compared to November of last year and an 8.4% increase year to date. Total enplanements for December 2017 were 19,544. This indicates a 5.3% increase compared to December of last year and an 8.1% year to date.

USO visitor stats for the month of November were 1,898. The total year to date total is 30,471. The total visitor stats for December were 1,727 which brings the yearly total to 32,198. There have been some issues with their new sign in system, so numbers are still showing a little low.

Terminal construction update. A Power Point presentation will be prepared for City Council for the work session on March 5th. This will be shown to the Commission at the February 27<sup>th</sup> meeting. The interior demo of Concourse "A" and connector is complete. We expect asbestos removal as the next step prior to exterior demolition. The work has started to install new regulator to terminal and new emergency generator.

Mr. Whited updated the Commission on the audit of Republic Parking reference employee embezzlement.

The status of the up escalator is that the quote was received from Kone on January 10<sup>th</sup>. To repair would be \$74,951.00 and to replace would be \$350,000.00. The City Attorney reviewed and revisions were sent to Kone on January 22<sup>nd</sup>. We are waiting for Kone's response/signature of contract. Kone is requiring a 50% deposit prior to parts order and scheduling work. PO and deposit waiting for Kone contract signature.

The next Tenant Managers Meeting will be Wednesday, February 7th, 2018 at 8:30 A.M. in P. Inc. Please feel free to join us.

#### **ITEM 6: Commission Members Concerns**

Mr. Wyatt suggested that Mr. Whited brief new City Council members on the Airport.

Ms. Gibson had no concerns.

Mr. Van Geons said he is meeting with Mr. Whited tomorrow reference economic development of the Airport and the potential the Airport has.

Mr. Lewis said he attended a stakeholders meeting for the Master Plan this week with Mr. Whited. He said it was very interesting and informative. This is a meeting that Commission members should attend.

Mr. Jenkins had no concerns.

Mr. Wachtler said he was never given any guidance on duties and responsibilities of a Commission Member. Mr. Whited said that new Commission Member packets are sent to incoming members. Mr. Wachtler said he never received one. Mr. Whited said he would ask Ms. Campbell to send out a packet.

Ms. Marable had no concerns.

Mr. Mehta said he attended a meeting with Mr. Whited and State (NCDOT's Division of Aviation) and it was recommended to get Commissioners and State Senators involved in our renovation process.

**ITEM 7:** Consider cancelling the next regularly scheduled meeting of the Airport Commission on Tuesday, March 27, 2018 at 2:00 P.M. due to the North Carolina Airports Conference

Last year the Commission Meeting was Skyped with marginal success during the North Carolina Airports Conference. This meeting can be moved to another date if Commission would like. Mr. Whited said a Special Meeting may be called due to the Master Plan update.

Chairman Mehta asked for a motion to discuss ITEM 7 at February 27, 2018 meeting.

Mr. Wyatt made a motion to bring ITEM 7 back next month.

Mr. Lewis seconded the motion.

**ACTION:** The motion was carried unanimously to bring back ITEM 7 to next month's meeting.

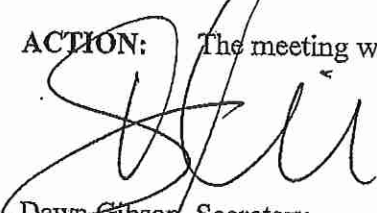
**ITEM 8:** The next regularly scheduled meeting of the Airport Commission is Tuesday, February 27, 2018 at 2:00 P.M.

Chairman Mehta asked for a motion to adjourn the meeting.

Mr. Jenkins made a motion to adjourn the meeting.

Mr. Wyatt seconded the motion.

**ACTION:** The meeting was adjourned.



Dawn Gibson, Secretary  
Transcribed: PAC 2/09/18