

**CURRITUCK COUNTY
AIRPORT ADVISORY AUTHORITY
MINUTES OF MEETING OF
MAY 17, 2006**

The regular monthly meeting of the CCAAA was held on May 17, 2006, at the Terminal Building Conference Room. Members present: Tracy Eure, Chair, Tom Brady, Denise Hall, Ed Ish, and Bob Kohler. Also present: Commissioner Paul Martin, Wayne Leary, Economic Development Director. Guests: Leland Gibbs and Jack McNeal. Absent: Jerry Old and Richard Turner.

1. **Call to Order** – Chairman Eure called the meeting to order and welcomed everyone.
2. **Additions or Deletions to the Agenda** – Ms. Hall requested a discussion of airport equipment under New Business. Mr. Kohler moved to approve agenda as amended. Mr. Brady seconded the motion. Agenda was approved.
3. **Approval of Minutes** – Ms. Hall moved to approve the April 26, 2006, minutes as submitted. Mr. Kohler seconded the motion. Minutes were approved.
4. **Progress Report for 23 Approach Zone** – Mr. Leary reported that all trees which needed to be cut were down and most had been hauled away. Four additional trees which could become an encroachment in the next few years were also cut. He was hoping to have the runway extension open by Memorial Day.

Mr. Kohler asked whether a ceremony was being planned for the opening. Mr. Leary felt there should be one. It was agreed that the Division of Aviation should be invited and Mr. Leary was going to try to schedule it to coincide with an Aeronautics Council meeting, possibly in two months.

5. **Old Business**

- **Hangar Leases** – A work session had been held prior to the meeting. Chairman Eure noted that those already on the waiting list would be grandfathered, and rules and regulations would be revised to be brought to the Commissioners for approval. To save time, a draft would be sent to the Authority members as soon as it is completed. Commissioner Martin asked about the waiting list. Chairman Eure stated that the list as it stands would remain the same. Names would stay in the same place without the persons having to do anything. Mr. Kohler stated that some of the requirements had been removed and rules restated in laymen's terms. This would take some of the responsibility off the Finance Office. Until the final document has been reviewed by the Authority and is ready for submittal to the Board of Commissioners, revisions will not be published.

- **FBO/Hangar Building** – Chairman Eure questioned Commissioner Martin on whether there had been any progress on the 10,000 square foot hangar. Commissioner Martin replied that, while the BOC is ready to build the hangar, the County is facing the expense of \$85 million in school construction costs. He indicated that the BOC is in favor of whatever the Authority recommends regarding the use of the building until an FBO is secured or whether a T-hangar building was needed first. He felt that possibly one building could be constructed the next fiscal year and the other building, the following year. He asked for a recommendation. Following discussion regarding which building was needed first, Mr. Brady moved to recommend that the County build the 10,000 square foot FBO hangar/office building. Mr. Kohler seconded the motion. Motion carried. Commissioner Martin was to take this recommendation to the Commissioners.

6. **New Business**

- **Daily Maintenance of Equipment** – A question had been brought to Ms. Hall's attention regarding funds for maintenance on the mower and pickup truck. Mr. Leary related that another vehicle for the airport from surplus was being explored. The age of the current vehicle would not warrant replacing brakes and repairing other problems. The airport budget would cover expenses for oil changes, etc. As Airport Manager, Mr. Leary would be responsible for these things. He noted that, to date, he had been more involved with the business end of airport projects. He was looking for opportunities for training in airport operations.
- **Southern Aviation** – Mr. Kohler asked about Southern Aviation as an FBO. Mr. Leary was of the opinion that they were off the scope. Commissioner Martin related that the County had done all they could.

7. **Consent Agenda**

- **Fuel Report** – Mr. Leary noted that Jet A fuel sales were up. He requested that the Authority consider selling fuel to off-field aviation businesses. These clients would pick up from the airport in their fuel trucks.

There was discussion on whether to develop a policy to discount fuel prices for large aviation fuel clients. Mr. Kohler moved to recommend that the County pursue this and enter negotiations with off-field aviation businesses to purchase fuel from Currituck County. Mr. Ish seconded the motion. Motion carried.

8. Adjourn

There being no further business, Mr. Kohler moved to adjourn. Ms. Hall seconded the motion. The meeting was adjourned.