

**CURRITUCK COUNTY  
AIRPORT ADVISORY AUTHORITY  
MINUTES OF MEETING OF  
MARCH 28, 2007**

The regular monthly meeting of the CCAA was held on March 28, 2007, at the Terminal Building Conference Room. Members present: Tracy Eure, Chair, Denise Hall, Ed Ish, Jerry Old, and Jim Winebarger. Also present: Commissioner Gene Gregory and Wayne Leary, Airport Manager. Excused Absence: John Gross. Guests: Jack Kitchen and Leland Gibbs.

1. **Call to Order** –Chairman Eure called the meeting to order.
2. **Welcome** – Chairman Eure welcomed everyone.
3. **Additions or Deletions to the Agenda** – Under New Business - Lighting
4. **Approval of Minutes** – Mr. Ish noted that John Gross was also a member of the Safety Committee. Ms. Hall moved to approve the February 21, 2007, minutes as submitted with one addition. Mr. Old seconded the motion. Minutes were approved.
5. **Old Business**

Mr. Leary commented on the following:

- **Fuel Farm Update** – North Carolina Petroleum had submitted a management plan. The Board of Commissioners had approved a request to the Division of Aviation for \$50,000 to apply to upgrades to the fuel farm.
- **Security Fence** - Bids were due at Talbert & Bright's office the following Tuesday, April 3. Results should be available that afternoon with a schedule for construction. Mr. Winebarger related some concerns that fencing companies had raised due to unusual specifications in the bid documents. Expensive items they felt were excessive. He suggested a closer inspection of the bid documents to try to save money. Mr. Leary was to discuss with the engineer the next morning.
- **FBO** – Contract has been signed.
- **Hangar Numbering** – After washing doors, it was determined that painting was needed. The painting on Hangar A has been completed with the exception of handicapped restrooms. Gary Ambrose has made the decals for the doors and will make new ones for the restrooms.
- **Committee Updates**

**Public Relations** – Mr. Eure related the committee had met and suggested that two groups should be targeted. The general public needed more information about the airport functions and economic impact. Other pilots needed to know about fuel prices, etc. He mentioned a possible article on Gary Ambrose, who received an award for the number of his students who had received pilot's

licenses. Mr. Leary noted that a presentation on the economic impact of the airport would be made to the Board of Commissioners by him and the Division of Aviation staff member who headed up the recent study. Following that presentation, a press release would be in order.

**Capital Improvements** - Mr. Winebarger read the minutes from the committee meeting which suggested that plans prepared by Talbert & Bright and McKim & Creed be reviewed for compatibility with airport operations. Mr. Leary showed a preliminary sketch prepared by McKim & Creed which showed a second entrance road. However, the sketch would limit access to the airport. He mentioned an aviation-related business which is interested in a large tract with runway access. There was discussion on the two master plans. Members were concerned with encroachment on the airport. Mr. Leary noted that Talbert & Bright had not been authorized to plan the entire acreage. However, what they planned was eligible for 90% matching funds. It was felt that a strong case for aviation-related businesses should be recommended to the Board of Commissioners.

Mr. Winebarger also noted that the committee discussed an additional T-hangar building. They are looking at putting together data for justification of moving forward with construction and what size hangars would be needed. Mr. Leary related that funds would be available for construction after the beginning of the fiscal year.

**Safety** – No report.

- **T-Hangar List** – Mr. Leary reported that the waiting list would remain as posted. With the new hangars coming soon, these would be taken care of. Four new names have been added. When the new policies come back, there will be no priority and/or non-priority sections.
- **Conference** – Mr. Leary related that registration and reservations were complete.

## 6. New Business

**Lighting** – Mr. Winebarger requested that Mr. Leary ask Public Works to adjust the timing on the lights.

**Wildlife** – Mr. Leary reported that the USDA had made recommendations for controlling wildlife in the area. Keeping grass mowed and a stormwater management plan were suggested. Wildlife Resources had offered suggestions for controlling geese and deer. Permits had been applied for. Coordination between departments would be necessary. Ms. Hall moved to support and move forward with these recommendations. Mr. Ish seconded the motion. Motion carried.

**Meeting Date** – There was discussion on whether another date would work. It was decided to leave it at the third Wednesday, 7:00 PM. Since the members would be attending the conference on the third Wednesday in April, they decided to hold their meeting at the conference.

**7. Consent Agenda**

**Fuel Report** – Mr. Eure directed attention to the fuel report. Mr. Leary reported that no more MOGAS was being sold.

**9. Adjourn**

There being no further business, Mr. Old moved to adjourn. Mr. Winebarger seconded the motion. The meeting was adjourned.