

**CURRITUCK COUNTY
AIRPORT ADVISORY AUTHORITY
MINUTES OF SPECIAL MEETING OF
SEPTEMBER 12, 2007**

A special meeting of the CCAA was held on September 12, 2007, at the Terminal Building Conference Room. Members present: Tracy Eure, Chair, John Gross, Denise Hall, Ed Ish, Ken Norris, Jerry Old, and Jim Winebarger. Also present: Commissioner Gene Gregory and Wayne Leary, Airport Manager. Guests: Peter Bishop, Economic Development Director, John Kitchen and John Snowden.

1. **Call to Order** – Chairman Eure called the meeting to order.
2. **Welcome** – Chairman Eure welcomed everyone.
3. **Additions or Deletions to the Agenda** – Mr. Bishop requested to give a report on a meeting he was to attend. Ms. Hall moved to approve the agenda. Mr. Norris seconded the motion. Agenda was approved.
4. **Peter Bishop** – Mr. Bishop related that he would be attending a National Business Aviation Association trade show on September 25-27 in association with the NC Northeast Commission. Approximately 500 presenters were expected. He was putting together a marketing package and outlined items he was including.
5. **Business**
 - **Hangar Door Repairs** – Mr. Leary had discussed possible solutions to the bird problem with Harrellsville Metal. Their estimate for repairs to the doors was \$16,375 per building. Mr. Winebarger had previously repaired his door and it had been effective in keeping a majority of the birds out. He felt the estimate was excessive and that the work could be accomplished in house with the help of Public Works.
 - **Corporate Hangar Rent** – Mr. Leary related that there were discrepancies in the amount of hangar rent. He asked for a recommendation to move forward with making the rents consistent. Following discussion, a motion was made, seconded and passed to authorize him to adjust the rent as necessary.
 - **Proposed Corporate Hangar** - Mr. Leary reported that the Vision 100 money was available so the proposed building could go forward. He estimated a start date of March or April with a maximum size of 12,500 square feet. There was discussion on site placement of the new hangar.
 - **Equipment Storage** – Mr. Leary stated that the master plan included storage of the tractor and mower. He had received an estimate of \$34,034 for a 50' x 30' lean to which would attach to the corporate hangar by extending the roof line. Bids would be solicited. Mr. Winebarger moved to request the commissioners' support for funding for a tractor storage lean to and support staff in obtaining competitive bids for construction and installation as soon as possible. Mr. Old seconded the motion. Motion carried.

- **Potential Land Leases** – Mr. Leary noted that airports can enter long term land leases without going out for bids. He distributed copies of a sample land lease. There was discussion on pros and cons of offering leases. Mr. Leary had been approached by four companies who are interested in obtaining a long term land lease to build hangars for lease. Members felt that it would be helpful to survey other airports which had offered long term leases to determine if that would be a good move. Some were of the opinion that the airport should be an economic asset to the county. However, it was felt that the vision held by the commissioners should be sought before making any recommendations. It was hoped that the upcoming work session with the Board of Commissioners would give direction. Further discussion was postponed to a future meeting.

Mr. Leary reported that \$846,000 for the parallel taxiway was expected to be approved at the next Aeronautics Council meeting.

Mr. Winebarger commended and thanked staff on the appearance of the airport.

6. Adjourn

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