

**CURRITUCK COUNTY
AIRPORT ADVISORY AUTHORITY
MINUTES OF MEETING OF
September 17, 2008**

The regular monthly meeting of the CCAA was held on September 17, 2008, at the Terminal Building Conference Room. Members present: John Gross, Dave Messina, Ken Norris, Jerry Old and Jim Winebarger. Also present: Commissioner Gene Gregory and Wayne Leary, Airport Manager. Excused Absence: Chairman Tracy Eure and Denise Hall. Guests: Leland Gibbs, Ben Woody, and Holly White.

1. **Call to Order** – Mr. Old called the meeting to order.
2. **Welcome** – Mr. Old welcomed everyone.
3. **Additions or Deletions to the Agenda** – Add Item 4A. Presentation on Airport Small Area Plan Advisory Board by Ben Woody and Holly White. Mr. Norris moved to approve the agenda as amended. Mr. Gross seconded the motion. Agenda was approved.
4. **Approval of Minutes** – Mr. Gross moved to approve the July 16, 2008, minutes as submitted. Mr. Messina seconded the motion. Minutes were approved.
- 4A. **Presentation on Airport Small Area Plan Advisory Board by Ben Woody and Holly White** – Mr. Woody and Ms. White outlined plans for an advisory board to study and make recommendations for an airport overlay district to protect the airport for future expansion. Following the presentation, there was discussion. The first meeting was to be scheduled for sometime the week of September 29. Members were supportive of the overlay district and suggested aspects to consider for the study – 400 feet of separation for parallel taxiway, consideration by FAA of Currituck serving as backup for Norfolk International in case of emergency, future plans for US 158, prospective development, and future expansion needed when mid-county bridge is constructed. An immediate moratorium on development was suggested until the study could be completed.

Mr. Winebarger suggested that a plan be in place for presenting to the public planned growth of the airport in light of the County's position against an OLF. It was noted that there was a big difference between an airport and an OLF, both economically and with regard to noise. Members also remarked that emails to the Navy complaint site would not go through. Commissioner Gregory asked members to try again and contact him if unsuccessful since he and four concerned citizens were to go to Washington, DC the following Monday to visit congressional staff regarding the OLF.

5. **Old Business**
 - **Hangar Construction Update** – Construction was going well. Scheduled to be on line December 15. Mr. Leary suggested allowing for individual improvements to the new corporate hangars, hangars to be separately metered, subject to County approval. Also, he mentioned the possibility of an extended lease.

The need for three-phase service was also discussed. Plans are to include three-phase with the parallel taxiway grant. Mr. Leary was to explore the possibility of bringing it in with the corporate hangar project.

- **Land Acquisition Update** – Closing was held September 11.
- **Fuel Truck Prices** – Mr. Leary requested the board's support to set prices from \$.30 to \$.50 to stay competitive. Mr. Winebargar moved to give Airport Manager the discretion to set fuel prices for self-service and full-service to stay competitive. Motion was seconded and passed. The positioning of the fuel truck was discussed. It was noted that a concrete pad is needed at the refueling point.
- **Committee Updates** – There were none.

6. **New Business**

- **NC Aeronautics Council Report** – Mr. Leary reported that they had been unable to attend due to the weather.
- **NC DOT AV Visit** – Mr. Leary related that Rick Barkes and two project managers as well as FAA inspectors had visited earlier in the day. Everything passed inspection and received compliments. They recommended starting the parallel taxiway as soon as possible.
- **Kitty Hawk Kites** – Mr. Leary had discussed Kitty Hawk Kites with DOA and FAA and received support from DOA to not renew the lease in October.

7. **Consent Agenda**

- **Fuel Report** – It was noted that the Jet A sales decrease from the previous year was due to SeaAir's lack of operation.
- **Rental Car** – Mr. Winebargar discussed the potential of developing an airport access fee for cars being rented at the airport as well as any other vendors which may be providing services. Mr. Leary noted that the County also rented cars from the airport. As with other airports a courtesy car is also available. There was also discussion about after-hours charges for aircraft arriving after 5:00 requesting staff assistance.

8. **Adjourn**

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