



**FAYETTEVILLE REGIONAL AIRPORT  
AIRPORT COMMISSION MEETING  
FIRST FLOOR CONFERENCE ROOM  
Tuesday, June 26, 2018  
2:00 P.M.**

**ATTENDANCE**

Mr. Naynesh Mehta, Mr. Gene Vance, Ms. Dawn Gibson, Mr. John Lewis, Mr. Vic Carnevale, Ms. Katherine Marable, Mr. Hector Ray, Mr. John Meroski

**ABSENT**

Mr. Robert Van Geons, Mr. T.J. Jenkins

**OTHERS**

Mr. Bradley Whited, Airport Director  
Mr. Toney Coleman, Deputy Airport Director  
Ms. Patricia Campbell, Sr. Administrative Assistant

Chairperson Mehta called the meeting to order at 2:00 P.M.

**ITEM 1: Consider Approval of the Revised Agenda**

Chairman Mehta asked for a motion to approve the revised agenda.

Mr. Lewis made a motion to approve the revised agenda.

Ms. Gibson seconded the motion.

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

**ITEM 2: Consider Approval of the Minutes of the Meeting held May 29, 2018**

Chairman Mehta asked for a motion to approve the minutes.

Mr. Vance made a motion to approve the minutes.

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

[www.flyfay.com](http://www.flyfay.com) [www.cityoffayetteville.org](http://www.cityoffayetteville.org)  
[www.facebook.com/cityoffayettevillegovernment](https://www.facebook.com/cityoffayettevillegovernment) [www.twitter.com/CityOfFayNC](https://www.twitter.com/CityOfFayNC)  
An Equal Opportunity Employer

Mr. Lewis seconded the motion.

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

**ITEM 3: Consider approval of the minutes of the Special Meeting held May 7, 2018**

Chairman Mehta asked for a motion to approve the minutes of the Special Meeting.

Mr. Ray made a motion to approve the minutes.

Ms. Marable seconded the motion.

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

**ITEM 4: Consider approval of lease amendment for P. Inc. and Tailwind subject to City Attorney review**

Mr. Whited explained that P. Inc.'s lease expires December 31, 2018. This contract will end before the new concessionaire starts. Mr. Peele who owns P. Inc. is very accommodating with the transition to Tailwind. Mr. Coleman, Mr. Whited, Tailwind, and P. Inc. met to talk about the transition. Everyone was in agreement that the transition would be hectic at the end of the year. We would need an amendment to end the lease with P. Inc. before the lease end date. We have to have "cause" to end the P. Inc. lease. And, Tailwind needs an agreement with the Airport to get their beer license. Getting this license takes some time. The agreement with Tailwind is for \$1,000 a month, which is \$400 less than the current rate with P. Inc. This will get them started in our market to grow their brand and get them used to our customers. Mr. Vance stated that Article 5, Item 2 needs to have \$1200 spelled out and add "at all times" on page 5. Those corrections were made. Mr. Mehta asked about the hours of operation. In the lease it states 5:30 A.M. to 5:00 P.M. Mr. Whited said they will change hours of operations if needed depending on customer need. We got Tailwind through an RFP process and they operate in Wilmington and about 20 other small markets. They specialize in small markets. And the fact the new restaurant will be post security like most airports will be a huge improvement. They are looking to start operations in September 2018.

Chairman Mehta asked for a motion to approve the lease amendment.

Mr. Carnevale made a motion to approve the lease amendment.

Ms. Gibson seconded the motion.

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

**ITEM 5: Consider approval of lease amendment for Delta Airlines subject to City Attorney review**

Delta has non-exclusive space at gates B3 and B4 in "B" Concourse. Since Delta has five flights a day and only one that remains over night, they will not need to use jet bridge B4. They would like to reduce the amount of space they are paying for and this equates to about a 50% reduction of space in "B" Concourse. If they were needing to use jet bridge B4, they can at \$5.00 per use.

Chairman Mehta asked for a motion to approve the lease amendment.

Mr. Ray made a motion to approve the lease amendment.

Ms. Gibson seconded the motion.

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

**ITEM 6: Discuss and recommend approval by City Council to change the scope for Terminal Part 1 by adding two replacement Jet Bridges for Concourse "B"**

Mr. Whited said there have been discussions with the Contractor about replacement jet bridges for Concourse "B." American Airlines owns and maintains jet bridge B1. ThyssenKrupp has agreed to provide two new jet bridges at the price that was bid back in July of 2017. To amend the scope of the project, it has to be approved by City Council. The price is \$1,041,000 for one bridge and \$1,040,000 for the other bridge.

Chairman Mehta asked for a motion to recommend approval to change the scope of the project.

Mr. Ray made a motion to recommend approval to change the scope of the project.

Mr. Vance seconded the motion.

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

**ITEM 7: Consider modifying Passenger Facility Charge (PFC) rate**

Our current rate is \$4.00 per enplaned passenger and has been since 2015. From 1999 to 2015, our rate was \$3.50. The Federal cap is \$4.50 and we would like to increase it to \$4.50. There are only 3 Southeast airports below the Federal cap. We are one of the three. Since we need to amend our current PFC collection authorization for items related to the Terminal Improvement Project, we request to also amend the collection rate to \$4.50. The increase will allow us to collect at a slightly faster rate. The two items that will be included in this PFC amendment will be: 1) to collect \$1,573,551 at 100% reimbursement of eligible design costs not covered in an FAA grant and 2) collect 65% of \$2,081,000, or \$1,352,650 for two additional Passenger Boarding Bridges. Mr. Whited recommends approval so this can be taken to City Council on August 13, 2018. Our fee schedule will also be amended with this approval.





gardening group (FTCC gardening class or a high school) might want to keep these looking tidy. Mr. Whited said that could be considered.

Mr. Meroski congratulated the Airport on the Marketing Program. He also said that he traveled during the computer glitch with PSA and he said the Fayetteville staff handled it much better than the staff in Charlotte.

Mr. Ray had no concerns. He did inquire about leakage to RDU. Mr. Whited said the last study determined that 42% is leaked to RDU. There is 3% leakage to Charlotte. Personal/Leisure travel at FAY is 30% to 35%, business travel is 35% and 20% is Military. The good news is that 75% of the City's population Fly Fayetteville.

Ms. Marable had no concerns.

Mr. Coleman asked the Commission to report airfield issues directly to him. Mr. Wyatt notified him about Gate 8 and that issued has been addressed.

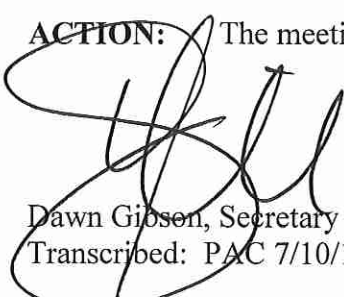
**ITEM 10: The next regularly scheduled meeting of the Airport Commission is Tuesday, July 31, 2018 at 2:00 P.M.**

Chairman Mehta asked for a motion to adjourn the meeting.

Mr. Vance made a motion to adjourn the meeting.

Ms. Marable seconded the motion.

**ACTION:** The meeting was adjourned.



Dawn Gibson, Secretary  
Transcribed: PAC 7/10/18