



**Charlotte-Monroe Executive Airport
Airport Commission Regular Meeting
Union County Economic Development Offices
5:00 pm – September 11, 2023**

MEETING AGENDA

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| 1. Call to Order and Welcome Guests | Mr. Wilfong |
| 2. Minutes for Approval
<i>ACTION REQUESTED: Approval of August 14, 2023 Regular Meeting Minutes</i> | Mr. Wilfong |
| 3. Department Report <ul style="list-style-type: none">a) Operations/ Financialb) Project/Grant Statusc) Monthly Reports: August Product Summary, Staffing, August Fuel Numbersd) Update to the FDC Notam | Mr. Heitz |
| 4. City Manager Report | Mr. Watson |
| 5. TBE – Consultant project updates <ul style="list-style-type: none">a) Tower updateb) RWY 05/23 Tree Obstruction Removal update | |
| 6. Adjourn | Mr. Wilfong |
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Next Meeting:
October 9, 2023
City Hall



**Monroe Airport Commission Regular Meeting
City Hall Conference Room
5:00 pm – August 14, 2023**

Chair: Mr. Gary Wilfong

Attending Members: Council Member James Kerr (Vice Chair, ex-officio), Ms. Hayden Desio-Munn, Mr. David Dotson, Mr. Patrick Furr, Mr. John Wiggins, Mr. John Stephens, Mr. Howard Heda (*arrived at 5:15 pm*)

Staff in Attendance: Mr. Mark Watson, Mr. Richard Long, Mrs. Lisa Strickland, Mr. Bob Heitz, Mrs. Cindy Brooks

Engineer of Record Attendee: Mr. Pat Turney

Visitor: Mayor Marion Holloway, Mr. Michael Player, Mr. Chris Granelli, Mr. Brooks Dunham, Ms. Ashley Casanova

1. Call to Order and Welcome Guests

Chair Wilfong called the meeting to order at 5:01 pm on August 14, 2023, welcoming the Commissioners, staff and guests.

Chair Wilfong confirms that there is a quorum present at the meeting.

2. Minutes for Approval:

Approval of the minutes for the June 12, 2023 meeting was requested.

Motion: Ms. Desio-Munn made a motion to approve the minutes of the June 12, 2023 meeting.

Second: Mr. Dotson

Action: The motion to approve the minutes of the June 12, 2023 meeting

passed unanimously with the following votes:

AYES Ms. Hayden Desio-Munn, Mr. David Dotson, Mr. Patrick Furr, Mr. John Wiggins, Mr. John Stephens, and Mr. Gary Wilfong

NAYS: None

3. **Department Report**

Presenter:

Mr. Bob Heitz

a) Operations:

Mr. Heitz briefed the following for monthly operations: there are 4 active Notice-to-Airmen (NOTAMs): a local NOTAM for the advisory on radio altimeter use being unreliable (this is a blanket advisory the FAA has issued in light of the 5G rollout), and 2 related to obstructions in the area; one "FDC" NOTAM associated with a specific departure procedure the FAA has designed for the Airport. Mr. Cevallos briefed aircraft operations for May totaled 5,847 operations. Fuel totals for March are 48,542.1 gallons of fuel being dispensed with 11,881.1 being AVGAS and 36,661.4 Jet-A. Current fuel prices are \$6.62 for Self-Service AVGAS and \$6.80 for Full-Service AVGAS; for JET-A, prices are \$6.27 for Self-Service, and \$6.90 for Full-Service. Current occupancy as 71 tie-downs, 20 T-hangars, and 52 leasing hangar and office space.

The following Notes of Interest are offered:

- According to 1200.aero reporting Tue and Wed continue to be our busiest days with the busiest hours of operations being between 1000 and 1600.
 - o Ms. Desio-Munn asked why and Mr. Heitz replied that was a very good question, probably mostly due to the schools.
 - o Ms. Desio- Munn also asked if there was an increase in corporate jets during that time to which Mr. Heitz answered yes, that summer has been good as far as the bigger jets.
 - o Chair Wilfong asked what was the biggest jet that came in, to which Mr. Heitz replied probably either a 550 or 650 Gulfstream.
 - o Mr. Heitz also added that we don't always want to see that size due to our pavement strength.
 - o Ms. Desio-Munn asked if there is a way to track when we have the larger jets, and if there is a way to find out how they heard about our airport. To which Mr. Heitz replied yes, we could have a conversation with them.

- Mr. Stevens asked what type of go-arounds are the most, to which Mr. Heitz replied mostly training.
 - Mr. Stevens added that he was asking due to another flight school wanting to come in and the airport has a fairly large number of go-arounds.
 - Chair Wilfong asks Mr. Turney if the consultant they hired to help with the tower appeal has started the process to get the count.
 - Mr. Turney responded that he didn't have the actual numbers, but that Mr. Byers did assemble to operational data, and he did submit that in his packet to the FAA. Mr. Byers has the numbers as good as they can be right now, and that they have received some additional number from 1200.Aero that have been helpful.
- Staffing continues at 100% and training is being with National Air Transportation Association (NATA) Safety First to enhance our training, the Airport hours of operation are still 0700 to 2100. The hours and how staff is scheduled will be monitored, and adjustments will be made, if warranted.
 - Chair Wilfong told the story that had been expressed to him by someone outside the airport of how they landed after hours and couldn't figure out how to get out of the airfield. To which Mr. Heitz explained that signage has been added to outside to direct to the exits.
 - Aircraft operation's totaled for the months of June were 7,184 and July were 6,749
 - June 7 the City Manager, Interim Airport Manager, and Michael Player from our consultant team, and a representative NCDOT held a meeting that reviewed, mostly for the Interim Airport Manager's benefit, how NCDOT can help the airport receive monies
 - Ground prep for the construction of a hangar north of hangar 7 at the edge of the south ramp has started with delivery of steel scheduled to be delivered second week of September.
 - Hangar construction presentation
 - Ms. Desio-Munn asked if the airport is doing any type of safety talk before they start construction at the beginning of the day, or monitoring them. To which Mr. Heitz responded that they do monitor them when they are on the field and they had a pre-construction meeting with parties represented from the construction and city sides.
 - July there were 4 airport tours for the younger 5-7 age groups.

b) Financial:

- For the month of June aircraft operation's totaled 7,184. Fuel totals for June 49,909.3 gallons of fuel being dispensed with 12,546.3 being AVGAS and 37,363 Jet-A. Fuel prices averaged \$6.40 for Self-Service AVGAS and \$7.10 for Full-Service AVGAS; for JET-A, prices averaged \$5.70 for Self-Service, and \$6.35 for Full-Service. With a total of \$126,382.23 fuel revenue.
- For the month of July aircraft operation's totaled 6,749. Fuel totals for July 36,212.7 gallons of fuel being dispensed with 15,345.7 being AVGAS and 20,867 Jet-A. Fuel prices averaged \$6.635 for Self-Service AVGAS and \$6.85 for Full-Service AVGAS; for JET-A, prices averaged \$5.86 for Self-Service, and \$6.51 for Full-Service. With a total of \$110,219.28 fuel revenue.
- Supplied fuel, what the airport pays, in August has increased, Avgas has increased \$0.19 and Jet A increased \$0.42,

c.) Project/Grant Status:

- The Rehab of Aprons D, E, F: NCDOA requested response to FAA discretionary funding announcement for the construction phase of this project. Response was provided for total estimated construction phase amount of \$5,545,175. Received response from NCDOA in late 2022 on finding approval and timing of bidding to match up to construction grant funds availability. The 90% design submittal will be transmitted to the NC Division of Aviation for review/comments tomorrow afternoon. Once comments are received from the NC Division of Aviation, they will be promptly addressed by TBE and the plans/specifications will then be ready for bidding, pending funding availability.
1. The FAA has responded to the City's application to the Federal Contract Tower program. To determine if an airport is eligible for the program, the FAA uses a benefit/cost analysis as its methodology, and will report what it concludes from the analysis in the form of a ratio. In your packet, there is a staff report that outlines the FAA response. Their response states that conducting the benefit/cost analysis utilizing the data the Airport has shared, and other data the FAA has, determined the benefit/cost ratio for the Airport is 0.81. The goal was

to achieve a ratio of 1.0 or greater to qualify for funding of air traffic control services by the FAA under the FAA Contract Tower (FCT) Program.

An update to this process will be provided by TBE later at this meeting.

- Mr. Turney updated that there is a grant available for the Apron rehabilitation project, to be discussed more at the next meeting.
- Mr. Turney also explained obstruction removal project for runway 5 and 2/3 approach, that grant is in the process of being made available, and that he had received an email from the NCDOA that they had received permission to bid on the grant for the obstruction project.
- Mr. Turney explained there will be a professional services contract that covers our professional services during the construction phase, that will come before the board at the next meeting.
- Mr. Watson commented that the obstruction removals call for two components, one was the obstruction removal, the second was a fence piece, then asking if the fence piece was part of the whole project or separate.
- Mr. Turney replied yes, it is part of the same project as long as the city is fine moving in that direction and it will now be its own schedule and can be directed towards a different grant.
- Chair Wilfong asked if that was the 1.5 million.
- Mr. Turney explained that the total project including the fencing and the obstruction removal is about 1.9 million, that includes construction and professional services and that is the current estimate. Also adding that the State Division of Aviation also took those numbers, backed out a few and come up with a 1.25-million-dollar number that is supposed to represent to state grant for the obstruction removal portion, with the remaining 700 thousand for the fencing using a different source of grant.
- Chair Wilfong asked if this will need to go back before City Council since they had approved the initial bid.
- Council Member Kerr replied that he believes it would have to.
- Mrs. Strickland added that yes, it would need to and they could take it all as one package as long as they can identify the pieces for both funding, and that she'd be reluctant to take the fencing portion until it's firmed up.
- Council Member Kerr asked if that will be clearing everything inside the fenced area on the other side of Goldmine Rd.
- Mr. Turney replied that it's not everything but a pretty good chunk of it has been identified as penetrating the critical surfaces in the approach to the airport and to the instrument landing system.
- Council Member Kerr asked how many acres, to which Mr. Watson replied that there are 25 acres inside the fence.

- Chair Wilfong asked about the NOTAM (an FAA submitted NOTAM for obstruction of trees) that is supposed to be lifted in November, to which Mr. Heda replied that was the date he heard and that he had a meeting there the following Wednesday and he would verify.
- Mr. Watson asked what they needed to do to remove them, if they (the FAA) needed to fly it again, to which Mr. Heitz responded yes, they'd need to run them again.
- Mr. Heda agreed that he would verify the needed information when he had his next meeting at the FAA.
- Mr. Turney explained that he was involved early on as a favor to the city from the previous airport manager, with the issue being 4 trees that he helped with the documentation and getting the survey done.
- Mr. Turney explained that there was a certified survey done by their surveyor, the trees were trimmed at the top not cut down, then the new tops were surveyed that they were cleared. Mr. Tourney explained that the results were shared with the FAA, and hoped that no further surveys would be required.
- Ms. Desio-Munn asked about the trees growing and the need to do this again, to which Mr. Tourney replied that it is a possibility.
- Chair Wilfong added that the trees are not on airport property and the owner did not want them taken down, to which Mr. Turney responded that they are not on airport property but he was not involved with the conversation with the owner so he was not aware.

2. There have been several inquiries for availability of hangars for storage of jet aircraft.

4. City Manager Report

- Mr. Watson updated that they've had conversations with the contractor doing the mowing at the airport and they will be increasing the number of times they mow and apply herbicide.
- Mr. Watson explained the Parks and Rec department was out there with employees and equipment, they went around the fence perimeter and a few other places with herbicide, and there is now a big difference as the weeds started to die.

- Mr. Watson discussed the list from 2.5 years ago from the NCDOT, explained that Mr. Heitz has started checking off all the areas of concern, most recently the Streets Department came out with their equipment and scraped all the grass that was intruding off the runway and taxiway.
- Mr. Watson explained that the Streets Department did an excellent job and even graded the ground so the water rolls off the pavement.
- Mr. Watson explained that it was noted by the Streets Department that 12 of the storm water drains between the runway and taxiway needed attention, and that between the Streets Department and the Storm Water Engineers, they have a plan to correct the concerns to be done this fall.
- Chair Wilfong asked, in the past, was it an airports function to keep up with these things. To which Mr. Watson replied, he'd imagine that it would have been an airport function, it is an attention to detail thing.
- Chair Wilfong clarified that he was asking because he wanted to know if the airport had the equipment to take care of these items. To which Mr. Watson replied that no, they rely on the Street Department and the Storm Water Engineers that have all the equipment.
- Mr. Watson clarified that it is the Airport Director's responsibility to monitor and schedule work to be done.
- Mr. Watson explained that restriping is on the list and has not been done in a long time, and that NCDOT will come restripe the airport at no cost.
- Mr. Watson stated that all you need to do is get on their calendar and that the airport is now on their calendar to come restripe.
- Mr. Heitz added that he is expecting the NCDOT to come out soon and do their inspection with him.
- Chair Wilfong asked what restripes they meant, to which Mr. Heitz answered side stripes, aiming marks, center line marks, hold shorts, everything on movement area.
- Ms. Desio-Munn asked if the tie down area was the airport's responsibility, to which Mr. Heitz responded yes.
- Mr. Watson explained that the manual gate by the fuel tanks will be changing to automated with the same security system used on all the gates.
- Mr. Watson also explained that there is an automated gate over on Teledyne Rd. that has not worked in some time, that gate is used by Allvac (?) frequently so they are going to rehab that gate for us at no cost.
- Mr. Watson described that Allvac during their construction process has nowhere to put the dirt they are digging up; we are allowing them to put it next to the existing piles behind station 4.
- Mr. Watson discussed the fencing that was mentioned earlier that is part of the project will be erected around the area of the airport property where the leaf grinding is happening. Mr. Watson added that Parks and Rec has 2 years remaining on the agreement they signed with Privette to continue their leaf grinding operation, and they have been advised they need somewhere else to put their leaves, that will be fenced in airport property when the grant comes through.

- Mr. Heitz pointed out that the Teledyne gate will be turned back over to the airport at the end of the construction, with it operable. Mr. Heitz also added that Teledyne is putting a meter out there so they can monitor, and pay their own electric.
- Councilman Kerr stated that after a decade of mismanagement, any future proposals for hangars will have a much more formal process for RFPs, moving forward all of these discussion will go through the manager's office.
- Councilman Kerr commented that the McGowan proposal had not gone through the manager's office, while Mr. Granelli's proposal had.
- Councilman Kerr also added that he felt there are several leases at the airport that need to be evaluated for term and rate, and expectation from the city to the lessor, and to get a handle on what revenues are coming in, should be coming in, should've been coming in.
- Councilman Kerr added that we need to have a base line, so we can operate in a positive way since we are located in a most desirable aeronautical location, and added that we can't correct a decade of doing things wrong in a few months, so we need a little more prudence and a little more direction, but we are in excellent hands with TBE.
- Councilman Kerr commented that the land around the airport is platinum and can't be replaced, so we need to plan long term, and do things one at a time.
- Councilman Kerr then went on to thank Mr. Heitz and his staff, Mr. Watson and Mrs. Strickland and her office for all their hard work and diligence.
- Mr. Dotson commented that he agrees with Councilman Kerr, and that he feels the leases have been an issue for a while. Mr. Dotson went on to say that the leases have been an issue since he's been on the commission, and he doesn't see how they can recommend any projects to City Council when we aren't sure what we have.
- Councilman Kerr commented that we can always listen, until that base line is established and guidelines are established.
- Mr. Dotson asked if it would be right to take an audit of what we have, to which Councilman Kerr responded that it's in process.
- Mr. Dotson went on to say that as a commission they have recommended leases, and parts of leases to City Council to be approved and have not heard about them, he feels some parts of leases are missing and does not feel comfortable recommending other projects until they are sure of what they have.
- Ms. Desio-Munn asked if there is an inventory of the leases we have, to which Mr. Watson responded that we have the inventory.
- Mr. Watson then went on to explain that there are couple different topics were intermixed during that conversation. Mr. Watson explained that there are space leases, examples given: tie downs, hangar space, those are basic, but there are also more complicated leases, example given: when someone leases out a whole hangar. Mr. Watson added that then there is the lease of land where someone builds hangars on it.
- Mr. Watson explained that this is a new phenomenon, and there is no formal process as spelled out by City Council for proposal of land leases when someone wants to develop on them. Mr. Watson explained that this is a

defining time to determine what the airport is going to look like, who and how it's going to service moving forward. Mr. Watson reminded everyone that it is a general aviation airport and most planes are private owned.

- Ms. Desio-Munn stated that she'd like a monthly meeting to hear proposals at once. Ms. Desio-Munn also added that she didn't want to see the prime real-estate be scooped up then sold if the market crashes. To which Mr. Watson responded that with a land lease, the land can never be sold, but that the provision in the lease may allow them to use the land for something other than aircraft.
- Ms. Desio-Munn asked if the city is moving towards trying to define a process. To which Mr. Kerr responded yes.
- Mr. Watson explained that the administration is looking to City Council to give them direction on what process they want used, so that it can be fair to all the interested parties.
- Chair Wilfong asked why anyone would want to put a non-aviation related party would want to have a business at the airport, to which Mr. Watson replied not a business, but gave the example of a hangar lease that expired, the airplane is no longer there, the lease was renewed by the previous director and it is now full of antique cars. Mr. Watson explained that the hangar should have been reverted back to ownership with the city to be leased to someone else. Mr. Watson added that if the market goes bad and a hangar goes empty, there should be provisions in it to not allow
- Mr. Dotson added that this reminds him of the residential development of Monroe, when there were suddenly lots of developers interested. Mr. Dotson asked what's the harm in Mr. Long and City Council coming up with a process before we move forward on hangar projects, at the end of the day it's what is best for the airport and best for the city. Mr. Dotson also added that he we should do a comparison at other places that have hangars and adjust ours, and it would be unfair to the airport with the potential tower coming, to move forward with recommendations right now.
- Mr. Watson pointed out that again there are 2 different issues being discussed, 1- the issue of the value of city owned property, city owned hangars and what the city is charging, 2- there is the issue of land leases and potential for private investors to build hangars.
- Mr. Dotson stated that the FAA has a guide book that goes through all the steps of what a public and private land lease are. Mr. Dotson said that there are still leases that we don't know about, expired, etc. and we're talking about leasing land to someone for 30 years to build on and we won't know if it was a good deal. Mr. Dotson feels we should organize what we have, and be prepared and when the tower comes we have a process instead of recommending things one at a time.
- Councilman Kerr commented that Mr. Long is not only an excellent attorney he has decades of real estate experience and once this baseline is established, once we see what other airports are charging, other airport services, those numbers will be easy to figure out and we'll know market rates.

- Chair Wilfong added that one problem is the city of Monroe didn't realize what they had with this airport, we need to step back and reevaluate and take advantage of what we have.
- Mr. Watson stated that he needs to be clear about what the commission wants and what they are recommending. Mr. Watson asked if they are recommending suspending all hangar development for the near future until some of the other stuff gets done. Mr. Watson asked if that is what they were saying.
- Councilman Kerr responded establish the baseline, look at the other market, formalize the bid procedure, once all that is done Mr. Watson is to decide, they are to meet with him, it's Mr. Watson's decision at the end of the day. Mr. Kerr went on to say this is an advisory board, Mr. Watson is giving us his advice so that the recommendation can go to council.
- Chair Wilfong stated that he doesn't know how we can move forward with development unless we know what we have, and that we can't commit until we know so we can do what is best for the airport.
- Mr. Dotson commented that until there is a process in place it does no good to have someone come present something, it's not fair to the person presenting if we still have these concerns.
- Mr. Furr commented that he would like some clarification, a legitimate proposal should be brought before us and it should not be decided by one man, Airport Commission has to be involved.
- Mr. Watson stated that good governance calls for following a process like this and accepting proposals, have the people come in and make the proposals and have some method of how they are being evaluated to determine which is the best for the city of Monroe. Mr. Watson also commented that maybe the Airport Commission ranks them in order, then sends them up to City Council.
- Mr. Dotson commented that there should be a process, not just a run to get on the agenda.
- Chair Wilfong asked if the leases are all going through Mr. Long first, then going to Mr. Watson. To which Mr. Watson answered 1- we standardize the renewals for all tie down leases, 2- lease documents need to be reviewed and updated, and standardized, several kinds of leases all need to be looked at.
- Ms. Desio-Munn asked if we are going to miss the mark of everyone's interest, how long are we going to be platinum.
- Mr. Dotson commented that whatever the other airports are charging, we don't need to be the least, should be the best we can get.
- Ms. Desio-Munn, Councilman Kerr, and Mr. Dotson all reiterated the importance of having a baseline in place before accepting bids.
- Chair Wilfong asked what they need to do as a commission.
- Mr. Watson asked if it was the recommendation of the commission to the City Council that the City Council adopt a formal process of RFD and evaluation for land leases or building hangars, is that a recommendation to City Council.
- Mr. Dotson stated that he would make that motion if that's what is required.
- Mr. Granelli asked if he could jump in here.

5. Chris Granelli Presentation on Development of the West Apron for Hangars.

- Land developer and pilot with 2 planes at the Airport.
- Been in front of the committee 2 times in the past few years.
- Proposing building hangars on land that TBE has drawn up on map, (visual)
- Is building hangars in Rockhill.
- He's proposing that he builds them, then leases them out.
- The benefit to the city is they get the tax base, the fuel sales, and extra plane traffic.
- This is a project that can go fast.
- This project is someone else spending all the money and doing all the work, not the city.
- Councilman Kerr pointed out that he didn't mean RFPs for the city to spend more money, he meant for the formal process.
- Councilman Kerr commented that a motion had been started.
- Mr. Dotson stated that the motion would be to City Council that they establish a process for private investment for hangar development at the Airport, recommend to City Council to develop a process to go forward with any private development at the Airport for land leases, how they will be organized and presented to the Airport Commission and thus recommended to City Council.
- Chair Wilfong asked if this motion is part of the process for big hangars, to which Councilman Kerr responded any hangars.
- Mr. Watson explained if it is private money building a hangar and they want to do a land lease, any hangar.
- Chair Wilfong called for the motion on the floor.

Motion: Mr. Dotson made a motion to recommend to City Council that they establish a clear, defined process for private investment where any type of hangar is being built at the Airport and to organize/prioritize those projects to determine how they come to the board and move those forward to City Council.

Second: Ms. Desio-Munn

Action: The motion to approve to recommend to City Council that they establish a clear, defined process for private investment where any type of hangar is being built at the Airport and to organize/prioritize those projects to determine how they come to the board and move those forward to City Council.

AYES: Ms. Hayden Desio-Munn, Mr. David Dotson, Mr. John Wiggins, Mr. John Stephens, Mr. Howard Heda and Mr. Gary Wilfong

NAYS: Mr. Patrick Furr

- Councilman Kerr suggested that once the RFP's are established the City Manager would vet and introduce those proposals to the Airport Commission.

Amended Motion: Mr. Dotson made a motion to recommend to City Council that they establish a clear, defined process for private investment where any type of hangar is being built at the Airport and to organize/prioritize those projects to determine how they come to the board and move those forward to City Council. .. amended to include having the City Manager to vet the proposals and present them to the Board.

Second: Ms. Desio-Munn

Action: The motion to approve to recommend to City Council that they establish a clear, defined process for private investment where any type of hangar is being built at the Airport and to organize/prioritize those projects to determine how they come to the board and move those forward to City Council. .. amended to include having the City Manager to vet the proposals and present them to the Board.

- Mr. Furr asked to clarify before he voted, the procedure will go before the City Manager, he will then send it to the City Council and then the Airport Commission will see it.
- Mr. Long responded that they are asking Council to develop a process.
- Mr. Dotson responded that Mr. Watson will present them and the Commission will compare them, and prioritize them.
- Chair Wilfong added that the Commission is still making the recommendation.
- Mr. Watson asked to clarify that the Commission is asking City Council to give the Commission a procedure by which proposals could be solicited for land at the Airport for private investment for building of hangars, they have suggested that the City Manager review those, bring those to the Airport Commission, have them presented to the Airport Commission, the Commission would rank them and then send their recommendation back to City Council.
- Mr. Furr stated that he agrees with that.
- Mr. Watson commented that he acts as the administrative arm, when the decision is made there will be a piece of land put on the market and bids/proposals will be accepted for land lease what we want to see built on it, the proposals will go to the City Manager for review, the report and the proposers will then be brought to the Commission, the proposers will present, the City Manager will give his opinions, the Airport commission will then rank the proposals and send their recommendations to City Council.

- Ms. Desio-Munn commented that the Commission had a good guideline to go by with the bids for engineering firms.
- Chair Wilfong asks to see the vote of hands again.

AYES: Ms. Hayden Desio-Munn, Mr. David Dotson, Mr. Patrick Furr, Mr. John Wiggins, Mr. John Stephens, Mr. Howard Heda and Mr. Gary Wilfong

NAYS: None

- Councilman Kerr complimented the City Manager and the City Attorney for a job well done handling the Boggs hangar.
- Chair Wilfong asked Mr. Granelli if the conversation about the plan for proposals makes him feel better, to which Mr. Granelli responded that he can appreciate the process, but hangars will be built on the property, the question is what does the city want. Mr. Granelli has a plan that it is city land, but his private money to build. Mr. Granelli went on to reiterate his proposal again and brought up the Master plan including the new Boggs hangar.
- Mr. Watson said that he asked about the master plan, and how the Boggs hangar transpired, because he feels it is a huge waste of real estate, the answer was the former Director without the Commission, the City Manager, or City Council having any input or directing, that is how it happened.
- Councilman Kerr added that there were a lot of development decisions made when the airport wasn't used to having interest, no one here made those decisions. Councilman Kerr then encouraged Mr. Granelli to be patient while the process is being put into place.
- Chair Wilfong added that there will be a process in place and Mr. Granelli can join the process and come back again with his proposal.
- Mr. Granelli spoke again about his plan/proposal for building hangars.
- Mr. Watson said that Mr. Granelli was correct about the revenue strings and the city has not paid attention to that in the past, the Airport can barely cover its expenses and there are more needs right now. Mr. Watson added that the revenue string needs to be a consideration.
- Chair Wilfong asked if there is an assurance that no one will jump in front of Mr. Granelli, to which Mr. Watson responded that Mr. Heitz is doing a wonderful job running the airport, and that he is the City Manager and the proposals need to go to him, he is the only one authorized to sign a lease. Mr. Watson added that with the Commission's recommendation to Council, the process be outlined, to be signed off by City Council and until that happens we will not take any proposals, and at some point the Airport Commission would make a recommendation to City Council to develop parcels, then City Council would approve, the RFPs would be released, it would go through the evaluation process and the commission would send their recommendation back to City Council.
- The Commission members were in agreement.

6. TBE – Consultant project updates- Mr. Pat Turney

- a. Tower update
- b. RWY 05/23 Tree Obstruction Removal update

- The City Manager submitted the appeal of the .81 BCA to the FAA within the 90day time frame.
- FAA requested additional aircraft operational information from Dave Byers, which was submitted the same day.
- FAA has until the end of September, their 90day time frame to respond to the appeal.
- Dave Byers came up with a 1.2-1.25 BCA ratio, the target is greater than 1, so Airport should become a candidate.
- The next step narrowing down the two potential sites for the tower so that funding can begin for design and structure.
- Mr. Byers came up with better numbers using 1200.aero, and after hour operations which were not accounted by FAA, the FAA didn't take into account the correct ATC construction policy, the FAA has a habit of flat lining their numbers but the Airport is steadily seeing increases in traffic.
- Mr. Byers looked at 4-5 different forecasting methods to estimate the Airport in 20 years.
- Chair Wilfong asked if the state budget has monies in there for the Airport to get a tower.
- Mr. Watson answered that it does right now.
- Chair Wilfong asked about the funding for the operation on the tower and that money going towards the construction of the tower, will the City Council be willing to move forward with the tower.
- Mr. Dotson answered that they would cover 80%.
- Councilman Kerr said that they were asking 2 questions, construction viruses operation.
- Chair Wilfong asked if the FAA won't pay for it, is City Council going to support the Airport to come up with the funds to man it.
- Councilman Kerr said that even with the original numbers, it was only going to be \$100 thousand.
- Mr. Turney said that they should know something by the end of September.
- Mr. Granelli asked how often you can go back.
- Mr. Turney responded you can go back whenever your numbers change significantly.
- Mr. Watson spoke about upcoming meetings, commenting the Airport Commission meets the 9th and City Council meets the next day, if City Council can get direction during the September meeting, hoping to have a proposed process by the 10th of October.
- Mr. Furr asked when people who want to make proposals would address the Commission next.
- Mr. Watson answered that if the Commission recommends to City Council to release a certain parcel of land, and City Council would need to agree that they are ready to develop that part of the Airport, then the RFP goes public.
- Chair Wilfong asked if Mr. Granelli can put his proposal back in, in December.
- Mr. Watson answered he may need to make changes to meet the RFP requirements.

- Mr. Granelli Reiterates his plans.
- Mr. Watson said no one is going to be able to answer 100% of the questions with the proposal, so throw the main portion of your proposal out there and the rest will be negotiated.
- Chair Wilfong thanks everyone and asks for a motion to adjourn.

Motion: Ms. Desio-Munn made a motion to adjourn.

Second: Mr. Wiggins

Action: To adjourn the meeting.

AYES Ms. Hayden Desio-Munn, Mr. David Dotson, Mr. Patrick Furr, Mr. John Wiggins, Mr. John Stephens, Mr. Howard Heda and Mr. Gary Wilfong

NAYS: None

Meeting adjourned at 6:40pm.



Fuel Totals

DISPENSED:	AVGAS = 12,101 GALS	JET A = 19,213 GALS	TOTAL = 31,314GALS
ON HAND:	AVGAS = 11,828 GALS	JET A = 31,745 GALS	TOTAL = 43,573 GALS
CURRENT PRICE:	AVGAS = \$6.10 SS \$6.80 FS	JET A = \$6.00 SS \$6.50 FS	

Sales Summary by Product

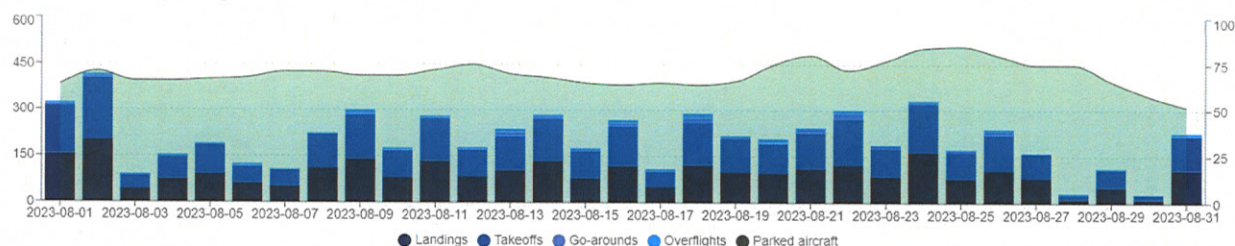
Self-Serve AvGas	\$8,8906.55	1,345.4 Gals.
Self-Serve Jet A	\$713.39	115.7 Gals.
AvGas	\$47,797.36	13293.2 Gals.
Jet A	\$44,783.56	19,206.0 Gals.

KEQY - Charlotte-Monroe Exec Airport

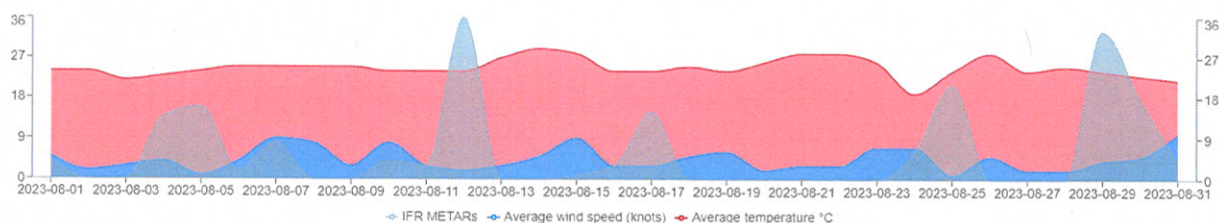
Operations Report for August 2023

Operations	Landings	Takeoffs	Go-arounds	Overflights
6,394	2,959	3,091	175	169

Operations by Day

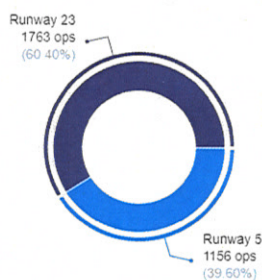


Weather Conditions

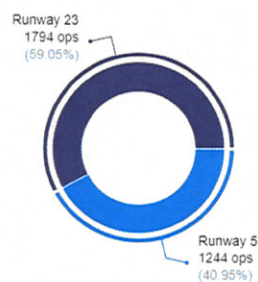


Operations by Runway

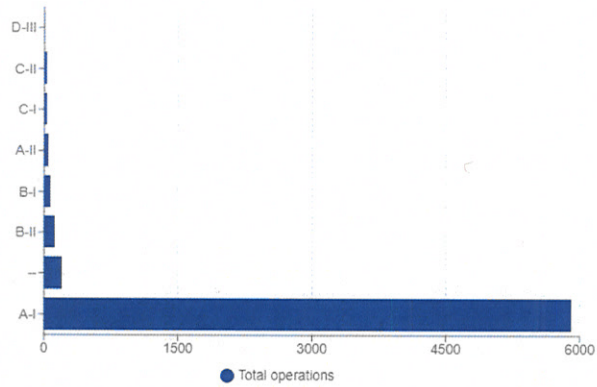
Landings



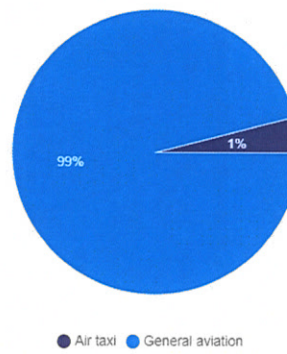
Takeoffs



Operations by Category

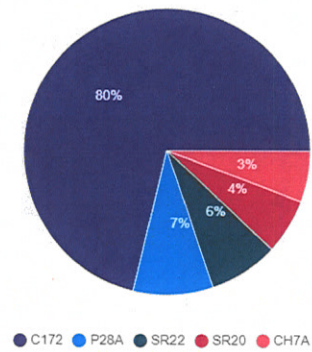


Operations by Type

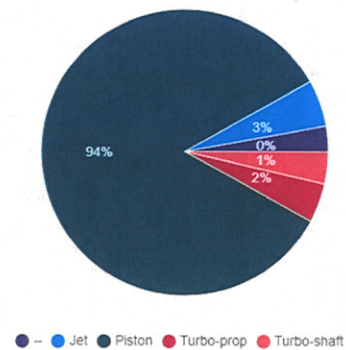


Category	Landings	Takeoffs	Go-arounds	Overflights	Total
--	69	74	2	51	196
A-I	2,748	2,877	169	109	5,903
A-II	21	21	1	3	46
B-I	34	34	3	0	71
B-II	58	58	0	3	119
C-I	15	13	0	0	28
C-II	13	13	0	1	27
D-III	1	1	0	0	2
Total	2,959	3,091	175	167	6,392

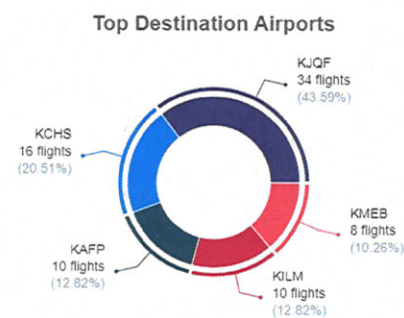
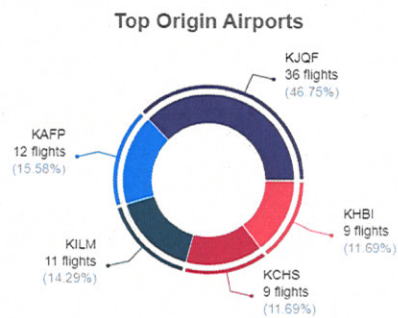
Top Aircraft Types



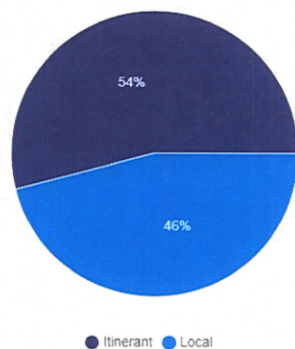
Operations by Engine Type



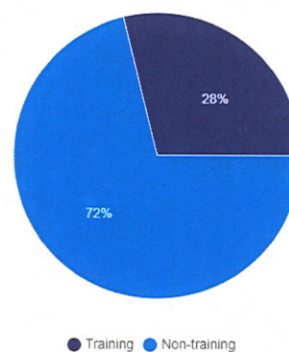
Top Airports



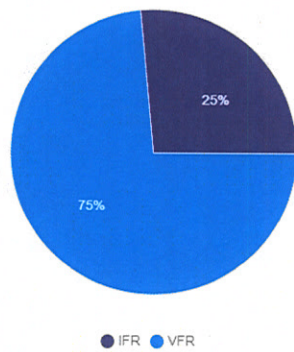
Local vs. Itinerant Flights



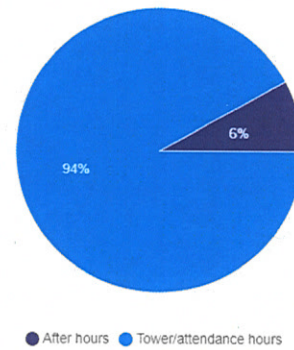
Training Operations



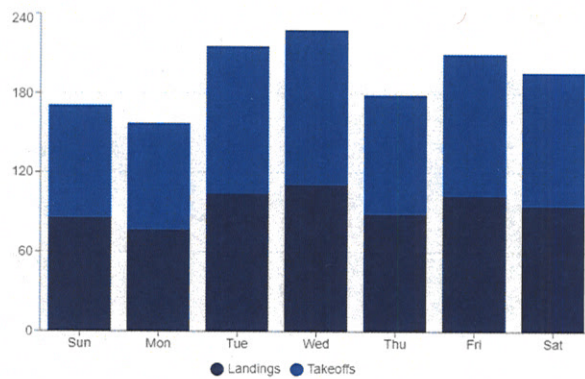
IFR vs. VFR flights



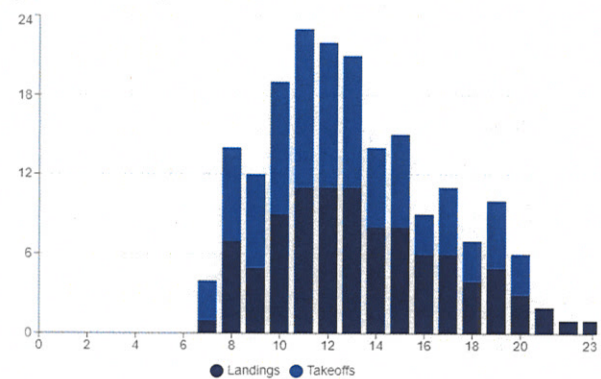
After Hours Operations



Operations by Day of Week

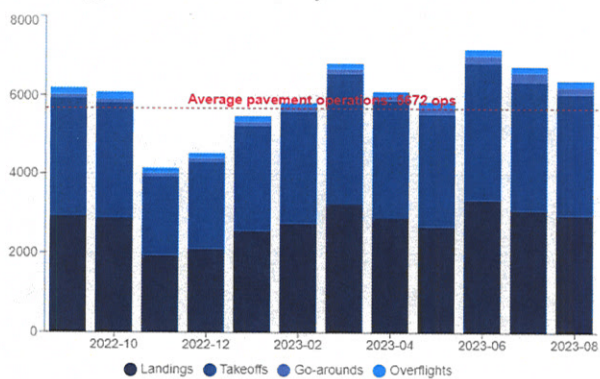


Operations by Hour



Historical Data

Landings and Takeoffs by Month



Busiest Days on Record

Rank	Date	Pavement ops	Aircraft
1	2023-02-18 (Sat)	431	42
2	2023-06-27 (Tue)	407	46
3	2023-08-02 (Wed)	405	41
4	2023-05-17 (Wed)	384	53
5	2022-12-02 (Fri)	383	45
6	2023-02-14 (Tue)	380	37
7	2023-04-21 (Fri)	375	54
8	2023-06-28 (Wed)	368	55
9	2023-02-08 (Wed)	366	48
10	2023-03-08 (Wed)	361	38