Airport Commission Regular Meeting
Charlotte-Monroe Executive Airport
Conference Room, EQY Airport
5:00 pm – September 9, 2024

MEETING AGENDA

1. **Call to Order and Welcome Guests** — **Chairman Gary Wilfong**
2. **Approval of Agenda** — **Chairman Gary Wilfong**
3. **Minutes for Approval** — **Chairman Gary Wilfong**
4. **Airport Report** — **Malcolm Weeks**
   - **a)** Current Occupancy
   - **b)** Monthly Financial Update -Leases — **Cindy Brooks**
   - **c)** Aircraft Operations August
     - Landings
     - Departures
     - Daily Average
     - Transient Traffic
     - Year-Over-Year Analysis
     - Fuel Totals (gallons) – AVGAS/JET-A
5. **Runway 05/23 Obstruction/Removal Project – Phase 1 (South)** — **Bob Heitz**
6. **Adjourn** — **Chairman Gary Wilfong**

Next Meeting:
5:00 pm October 14, 2024
Conference Room, EQY Airport

Charlotte-Monroe Executive Airport
Commission Meeting
Conference Room, EQY Airport Terminal
5:00 pm – August 19, 2024

Chair: Mr. Gary Wilfong

Attending Members: Councilman James Kerr (Vice Chair), Mr. Brooks Durham, Mr. John Wiggins.

Staff in Attendance: Mr. Mark Watson, Mrs. Lisa Hollowell, Mr. Richard Long, Mr. Terry Sholar, Mrs. Lisa Strickland, Mr. Malcom Weeks, Mr. Bob Heitz, Mrs. Cindy Brooks

Engineer of Record Attendee: Mr. Pat Turney

Visitors: Mayor Robert Burns, Rebecca Gallas, Ron Mahle (not present for whole meeting), Mostafa Moradi, Frank Williams, Andrew Eardle, Drew Boggs, Randy Baker, John Ross, Arthur St. Clair, Thomas Deageir, Raj Kondapalli, Stephen Rosenburgh, Robert Allen, Will Walters, Michael Player

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1. **Welcome Guests**

   Chair Wilfong called the meeting to order at 5:00 pm on August 19, 2024 welcoming the Commissioners, staff and guests.

2. **Motion to Approve Agenda:**

   Approval of the agenda for the August 19, 2024 Meeting was requested.

   Motion: Councilman Kerr made a motion to approve the agenda of the August 19, 2024 Special Meeting.

Second: Mr. John Wiggins

Action: The motion to approve the agenda of the August 19, 2024 passed unanimously with the following votes:

AYES Chair Wilfong, Councilman James Kerr (Vice Chair), Mr. Brooks Durham, Mr. John Wiggins

NAYS: None

3. **Motion to Approve Minutes:**

Approval of the minutes for the June 10, 2024 and July 15, 2024 Meetings was requested.

Motion: Councilman Kerr made a motion to approve the minutes for the June 10, 2024 and July 15, 2024 Meetings.

Second: Mr. John Wiggins

Action: The motion to approve the agenda of the minutes for the June 10, 2024 and July 15, 2024 Meetings passed unanimously with the following votes:

AYES Chair Wilfong, Councilman James Kerr (Vice Chair), Mr. Brooks Durham, Mr. John Wiggins

NAYS: None

- Rebecca Gallas introduced herself and Mr. Rosenburgh, board member, and her staff that accompanied her, Raj Kondapalli, Mostafa Moradi, Thomas Deageir.
- Mr. Rosenburgh explained that he gives 100% support to have the tower built.
- A visual presentation was given by Rebecca Gallas of the North Carolina Department Transportation Division of Aviation. Mrs. Gallas explained that the FAA felt very strongly that the siting study needed to be done by the FAA not a consultant. Mrs. Gallas explained that the FAA will perform the site study in collaboration with the airport. Mrs. Gallas also explained that this will be done through a reimbursable agreement with the FAA for a flat fee of 60 thousand dollars, explaining this a cost savings due to the FAA doing the bulk of the work. Mrs. Gallas explained that there was a policy change and the FAA no longer accepts consultant studies.
- Some general discussion occurred within the group about the presentation.
- Mrs. Gallas explained the responsibility roles for the tower project. Mrs. Gallas explained that the FAA has the role with the siting study; the FAA does not have an approval role in environmental or design that falls under NCDOT. Mrs. Gallas added that the NCDOT does not approve many tower designs so they will be consulting with the FAA, she also explained that the NCDOT role will be facilitating the FAA relationship when needed, the doing the environmental and design reviews. Mrs. Gallas added that the NCDOT does support the tower project for the Airport and wants to help get through quickly and easily.
- Mr. Watson explained the process to participate in the FAA tower program, adding that as they work through the design part there will be certain requirements.
- Some general discussion ensued regarding fiber cables.
- Mr. Rosenburgh explained that the Airport needs to build as much support as possible including corporate, State and Federal representatives, adding the more brought to the FAA and Secretary of Transportation the better.
- Mrs. Gallas explained about Airport Funding, explaining Federal Funds and State Funds, State Aid Funds, State Transportation Improvement Program, and the GA Economic Development Fund.
- Mr. Weeks updated on the Airport Report, explaining the tie down occupancy is 64 spots, 25 to Aerowood, T-hangar A6 is getting repaired, and July had 6,093 operations.
- Mr. Turney updated on the Obstruction Removal Project explaining phase 1 has been completed, August first was final inspection, two items. Mr. Turney explained the second phase started two weeks ago, making good progress, once all the obstructions are removed they will report it to the FAA to update their data base.
- Mr. Weeks explained the new hangar is working towards their certificate of occupancy.

- Mr. Weeks asked Mr. Turney about any T-hangar expansion updates, to which Mr. Turney responded they could have a follow up meeting.

MOTION To Adjourn:

Motion: Mr. John Wiggins made a motion to adjourn.

Second: Councilman Kerr.

Action: to adjourn the meeting.

The motion passed unanimously with the following votes:

AYES: Chair Wilfong, Councilman James Kerr (Vice Chair), Mr. Brooks Durham, Mr. John Wiggins

NAYS: None

Meeting was adjourned at 5:55 pm.