

**CHARLOTTE DOUGLAS INTERNATIONAL AIRPORT
AIRPORT ADVISORY COMMITTEE**

**Minutes from the June 5, 2008 meeting
Piedmont Conference Room
8:00 a.m.**

Present

Stan Campbell, Chair
Diane Carter, Vice Chair
Charlie Baker
Andrew Riolo
Dr. Henry Nicholson
Stan Vaughan
Crystal Jackson
Paul Korry
Jeff Hay
Tony Almeida

Staff Present

TJ Orr, Aviation Director
Jennifer Long, Staff Advisor
Erika Helm, Community Outreach Specialist
Lauri Golden, Volunteer Coordinator

Absent

Grace Bailey

1. Call to Order

Chair Stan Campbell called the meeting to order at 8:00 a.m.

2. Pledge of Allegiance

3. Approval of the May 1, 2008 Minutes

The minutes were approved as written.

4. Business Agenda

1. Airport Passenger Loading Bridges

Action: Award the low bid of \$3,759,553 to FMC Technologies, Inc. of Odgen, Utah for the manufacture and installation of passenger loading bridges on Concourse E.

Background:

- Concourse 'E' is designed to accommodate smaller air carrier aircraft. When the concourse is complete, it will provide up to 46 gates.
- The concourse opened in February 2002 with 26 gates and was recently expanded to 32 gates.
- Eight (8) of those gates currently have passenger loading bridges that connect the building to the aircraft for boarding passengers.
- This contract will provide another eight (8) passenger loading bridges for the concourse.
- The bridges will be equipped with pre-conditioned air units to keep the aircraft interior cool and ground power units to power essential aircraft functions while on the gate, which is more environmentally friendly than using the aircraft's auxiliary power unit.
- The Airport did not receive three bids at the first bid opening. The Airport did not open the bids and the project was re-advertised per the NC state statutes. The Airport received two bids at the second bid opening.
- The contract amount is based on unit-price bids. The Airport has elected to purchase eight of the eleven bridges quoted in the bid in order to stay within the project budget.
- Funding for this contract comes from proceeds of the 2004 General Airport Revenue Bonds, the debt service of which is paid for with Passenger Facility Charge (PFC) revenues.

Small Business Opportunity

Established SBE Goal: %

Committed SBE Goal: %

Pursuant to Part B: Section 2.4 of the SBO Program, no SBO utilization goal was set for this contract because subcontracting is not anticipated.

Summary of Bids:

FMC Technologies \$5,278,124

Thyssen-Krupp \$6,633,311

Council Date: June 9, 2008

Campbell: You have \$3.7 million as the contract amount, but the low bid is for \$5.2?

Orr: We bid for 12 on a unit-price bid, meaning that each bridge is priced separately based on the type of bridge, but we are only purchasing eight.

Motion: Korry

Second: Almeida

Vote: 10-0

2. Airport Telecommunications Contract

Action: Approve a contract with AT&T in the amount of \$138,010.91 for maintenance of the Airport's telecommunications system.

Background:

- Since the new terminal opened in 1982, the Airport has contracted for a dedicated on-site technician to maintain its AT&T Centrex telephone system.
- The telephone system currently has over 3,100 lines.
- The cost of the technician is spread over all users of the Airport system.
- This agreement will extend the contract with AT&T for another year with an increase of \$567.06 in the annual cost.

Small Business Opportunity

Established SBE Goal: 0%

Committed SBE Goal: 0%

Pursuant to Part C: Section 2.4 of the SBO Program, no SBO utilization goal was set for this contract because subcontracting is no anticipated.

Council Date: June 9, 2008

Motion: Almeida

Second: Korry

Vote: 10-0

3. Property Transaction

Action: Approve the following property acquisition.

- A. **Project: Airport Master Plan Land**
Owner(s): Stephen T and Joyce J Motley
Property Address: 5509 Airport/5034 Jackson
Property to be acquired: 1.79 acres
Improvements: Commercial Buildings
Purchase Price: \$260,700.00
Remarks: The purchase price was determined by an independent

appraiser and was reviewed by a second appraiser. Each appraisal takes into consideration the specific quality and quantity of the land. The tax value is determined on a more generic basis and will be higher or lower for land/house with certain attributes. Property is acquired per Federal Guidelines 49 CFR Part 24 of the Uniform Acquisition and Relocation Act of 1970. Acquisition costs are eligible for Federal Aviation Administration reimbursement

Zoned: B1 Use: Commercial buildings

Tax Value: \$154,900.00

Tax Code: 115-063-01

Council Date: June 9, 2008

Motion: Korry
Second: Nicholson
Vote: 10-0

4. FAA Grant Acceptance

- Action:**
- A. Adopt a resolution accepting a Federal Aviation Administration (FAA) Airport Improvement Program grant in the amount of \$19,965,260 for Airport projects related to the third parallel runway; and**
 - B. Adopt a Budget Ordinance appropriating \$19,965,260 in FAA grant funds.**

Background:

- Each year, the Airport qualifies for FAA entitlement funds based on passenger enplanements. The Airport's FY2008 entitlement funds are \$6,965,260.
- In December 2006, the FAA issued its Letter of Intent (LOI) to provide \$80 million dollars over 8 years in federal funds to be applied towards the cost of constructing the new third parallel runway. The FY2008 allocation of this LOI is \$13 million dollars and is included in the \$19,965,260 grant offer. This is the second installment of the Letter of Intent (LOI).
- These grant funds will be used to reimburse the Airport for a portion of the costs associated with the following projects:
 - Third Parallel Runway Grading
 - Navigational Aid Equipment

Council Date: June 9, 2008

Motion: Campbell
Second: Nicholson
Vote: 10-0

5. Airport Maintenance Facility Roof Repairs

- Action:** **Approve the low bid of \$645,775 to Cyclone Roofing of Indian Trail, NC for the Airport Maintenance Facility roof replacement.**

Background:

- On December 13, 2004, Council approved the purchase of a 123,000 square-foot unoccupied building on Wilkinson Blvd. to relocate the Aviation Department maintenance shops and other offices.
- This contract will provide a roof replacement for a portion of the building and repair of the remaining areas of roof.

Small Business Opportunity

Established SBE Goal: 0%

Committed SBE Goal: 0%

Pursuant to Part B: Section 2.4 of the SBO Program, no SBO utilization goal was set for this contract because subcontracting is not anticipated.

Summary of Bids

Cyclone Roofing	\$ 645,775.00
AAR of North Carolina	\$ 686,900.00
Radco Construction	\$ 687,700.00
Baker Roofing	\$ 710,300.00
Interstate Roofing	\$ 797,000.00
Mecklenburg Roofing	\$ 827,107.00
Weathergard	\$ 898,400.00
Carolina Roofing	\$1,083,000.00

Council Date: June 23, 2008

Motion: Korry

Second: Almeida

Vote: 10-0

6. Runway 18L Safety Area Improvements

Action: Approve a contract to Blythe Construction of Charlotte, NC in the amount of \$690,406.25 for the construction of the Runway 18L Safety Area Improvements.

Background:

- Federal Aviation Administration (FAA) criteria requires runways to have a 1,000 foot Runway Safety Area (RSA) beyond the end of the runway to provide a flat, grassed area for aircraft to stop in the event it overruns the runway.
- Due to the proximity of the Norfolk-Southern main line to the end of runway 18L, the runway does not have a standard RSA.
- FAA has mandated that all Runway Safety Areas be upgraded by 2012. Approved upgrades include the installation of an Engineered Material Arresting System (EMAS) bed. The EMAS bed is a series of crushable blocks that will help stop an aircraft that over runs the runway.
- In January, 2008, City Council approved a contract with Engineered Arresting Systems Corporation to procure the EMAS blocks.
- This contract will fund the site preparation and the installation of the blocks.
- Funding for this contract comes from proceeds of an existing FAA Airport Improvement Program (AIP) Grant and the 2004 General Airport Revenue Bonds, the debt service of which is paid for from Passenger Facility Charge revenues.

Disadvantaged Business Opportunity

Established DBE Goal: 11%

Committed DBE Goal: 5.5%

Summary of Bids

Blythe Construction	\$ 690,406.25
United Construction	\$ 813,729.50
Blythe Development	\$ 872,986.00
Rea Construction	\$ 899,725.00
Sealand Construction	\$1,041,575.00
Jones Grading and Building	\$1,185,036.25
Scurry Construction	\$1,293,791.25

Council Date: June 23, 2008

Orr: I would like to point out that Blythe Construction was the low bidder, but we have some questions about their DBE participation. We think it can be resolved, but if it can't, our recommendation would be to reject this bid as unresponsive and award to the second low bidder. So I would ask that your action be to award to the lowest responsible bidder.

Korry: How many feet will it be?

Orr: I believe it is 438 feet which is as much as we can fit in there.

Motion: Vaughan

Second: Almeida

Vote: 10-0

FOR INFORMATION ONLY

The following items were approved by City Council on May 27, 2008 and sent to the Airport Advisory Committee for review on May 13, 2008.

1. Airport Runway Project

Action: Approve a change order with E.S. Wagner Company, LLC of Piedmont, SC in the amount of \$2,099,884 for additional work on the Third Parallel Runway.

Background:

- In February 2007, Council approved a contract with E.S. Wagner in the amount of \$43,626,829 for the grading of the new runway.
- In August 2007, Council approved Change Order #1 in the amount of \$3,514,989 which allowed the Airport to expedite the paving of Wallace Neel Road and provided for additional clearing and erosion control modifications.
- In January 2008, Council approved Change Order #2 in the amount of \$1,585,744 which provided funding for additional clearing around the runway to improve line of sight from the Air Traffic Control Tower, additional pavement for the relocation of Wallace Neel Road and payment for fuel escalation.
- As with the other change orders, this change order takes advantage of favorable bid pricing due to the large quantities in contract and facilitates an expedited runway construction schedule.
- Change Order #3 includes:
 - The construction of a road from existing West Boulevard to the site of the future airfield electrical vault and aircraft rescue and firefighting station, and grading of sites.
 - Additional erosion control measures and maintenance of the existing measures that exceeded the original scope of work.
 - Modifications to one of the main drainage structures under the runway to accommodate a future extension of the structure.
 - Preparation of land farm area for on-site disposal of contaminated soils.
 - Payment for fuel escalation to date as calculated using the NCDOT fuel escalation formula as required by the contract.

- Funds are available in the runway grading budget to fund this change order. Funds came from the 2007 General Airport Revenue Bond Issue, the debt service of which is paid by Passenger Facility Charge (PFC) revenues.

Disadvantaged Business Opportunity

This change order includes 15.26% DBE participation, excluding fuel adjustment.

2. Airport Utilities Relocation for Runway Project

Action: Approve an agreement with Duke Energy of Charlotte, NC in the amount of \$325,000 to relocate power lines to accommodate the Third Parallel Runway project.

Background:

- In January 2007, Council approved an agreement with Duke Energy in the amount of \$745,500 to relocate a number of power distribution lines on the south end of the new runway project.
- In October 2007, City Council approved a second agreement with Duke Energy in the amount of \$206,205 to relocate power lines on the north end of the project due to the relocation of Old Dowd Road and Wallace Neel Road.
- This agreement will install an underground power line along the relocated Old Dowd Road around the north end of the new runway and install an above-ground power line from Steele Creek Road to the new airfield electrical vault and fire station located on the south end of the runway project.
- The total budget for the relocation of the power distribution lines is \$4,360,000.
- This agreement will be funded with proceeds from the 2007 General Airport Revenue Bonds, the debt service of which is paid by Passenger Facility Charge (PFC) revenues.

Disadvantaged Business Enterprise

The Federal DBE Program neither requires nor permits goals for every contract. The City must meet its overall goal by using a mix of contract goals and race-neutral means. Because this work must be performed by the utility company, it is not suitable for DBE participation.

3. Passenger Facility Charge Program Administration

- Action:**
- A. Award a contract to Newton & Associates, Inc. of Charlotte, NC in the amount of \$175,000 for Passenger Facility Charge (PFC) Program Administration Services, and**
 - B. Adopt a budget ordinance in the amount of \$175,000 from the Passenger Facility Charge Fund.**

Background:

- In November 2004, the Airport implemented the collection of a \$3.00 Passenger Facility Charge (PFC) for passengers boarding commercial aircraft at the Airport.
- The purpose of the PFC program is to provide the Airport with an additional source of funding for capital projects.
- All projects included in the PFC program must be approved by the Federal Aviation Administration (FAA) prior to any PFC funds being used.
- The administration of the PFC Program requires specialized professional assistance. Such administrative services include:

- Preparation of a PFC application for each new project funded with PFC revenues.
- Preparation of amendments to approved PFC applications to reflect changes in scope, timing, costs or finance plan.
- Preparation of quarterly reports to the FAA on the collection and use of PFC's.
- Newton & Associates, Inc. is a local firm possessing the expertise to provide the required services and has been an integral part of the Airport development team throughout the formulation and implementation of the PFC Program. They will be paid at an hourly rate for services.
 - The budget ordinance will appropriate \$175,000 from the PFC Fund Balance to fund this contract. The airlines collect the \$3.00 PFC on each eligible ticket sold and remit \$2.89 to the Airport. Those revenues are deposited in the PFC Fund until authorized by the FAA to be spent on an approved project expense.

Disadvantaged Business Enterprise

Established DBE Goal: 0%

Committed DBE Goal: 100%

The DBE program neither requires nor permits a DBE participation goal on each contract. The City may meet its annual DBE utilization goal through a mix of contract goals and DBE-neutral means. Newton & Associates is a certified DBE, and its participation will be counted toward the City's utilization goal.

4. US Airways Training Center Expansion Change Order

- Action:**
- A. Approve a change order with Morlando Holden Construction of Charlotte, NC in the amount of \$1,572,269 for the construction of an additional aircraft simulator bay, and**
 - B. Adopt a budget ordinance appropriating \$1,572,269 from the Series 2000 Special Facility Revenue Bond's Fund Balance.**

Background:

- On February 25, 2008, Council awarded a contract to Morlando Holden Construction in the amount of \$2,760,000 to construct a two bay addition to the US Airway's Crew Training Center to accommodate two new flight simulators being acquired by the airline. There are currently 10 flight simulators located in the building.
- The site will permit an additional one bay expansion, but it would only be economically feasible if it is accomplished during the current two bay expansion.
- This change order will pay the contractor to accelerate the construction to meet US Airways' simulator delivery schedule and add the remaining one bay to the building.

Small Business Opportunity

All additional work involved in this change order will be performed by Morlando Holden, and their existing subcontractors. This change order complies with Part D: Section 6 of the SBO Policy.

5. Security Camera System at Airport

- Action:** **Approve a contract with Simplex Grinnell, LP of Charlotte in the amount of \$1,052,484 to purchase and install camera equipment at the Airport.**

Background:

- The Transportation Security Administration (TSA) installed a comprehensive camera surveillance system to provide detailed monitoring of the Airport but the initial system they installed was leased and will be removed later this year.
- To enhance security at the Airport, Council adopted a resolution on February 25, 2008 accepting a grant in the amount of \$2,050,000 from the Department of Homeland Security's TSA to provide a replacement system.
- US Airways uses a camera on each gate to monitor the servicing of their aircraft and expedite the arrival and departure of each aircraft and also needs their system upgraded.
- This contract will provide the front end equipment and power back system.

Small Business Opportunity

Established SBE Goal: 0%

Committed SBE Goal: 0%

Pursuant to Part B: Section 2.4 of the SBO Program, no SBO utilization goal was set for this contract because subcontracting is not anticipated.

Summary of Bids

Simplex Grinnell	\$1,052,484.00
Cabling Solutions, Inc	\$1,237,323.26
Diebold	\$1,277,432.00

Council Date: May 27, 2008

6. Airport Valet Contract Extension

Action: Approve a three year contract extension with Park, Inc. of Charlotte, North Carolina for the management of the Valet parking operation at the Airport.

Background:

- On July 28, 2003, Council approved a 5-year management contract with Park, Inc. (formerly Parking Solutions) to manage the curbside valet parking at the Airport.
- On February 26, 2007, Council approved a contract amendment to add Business Valet, a remote valet service, on Wilkinson Boulevard in anticipation of the construction of a parking deck.
- Based on the contractor's performance record, quality of service, and personnel, the Airport wishes to extend this agreement for an additional three years. Construction of the parking deck is scheduled to begin in August 2008.
- Park, Inc. is paid a flat fee of \$900 per month and is eligible for an incentive fee of 5% of annual profits. Additionally, Park, Inc. is reimbursed for allowable expenses according to an annual budget approved by the Aviation Director in advance.
- Park, Inc. earned \$103,408 in FY-07. The approved budget for FY08 is \$1,437,207 with gross revenues estimated at \$3.4 million.

Small Business Opportunity

Established SBE Goal: 0%

Committed SBE Goal: 0%

Pursuant to Part B: Section 2.4 of the SBO Program, no SBO utilization goal was set for this contract because subcontracting is not anticipated.

Council Date: May 27, 2008

5. Status Reports

1. Volunteer Program

Volunteer Coordinator Lauri Golden addressed the committee about a recent celebration held in honor of the Airport's volunteers. The committee also watched a short news clip which was featured on WCNC prior to Thanksgiving. The video clip shows Airport Volunteer Larry Kellogg assisting customers in the Ticket Lobby.

The Aviation Department honored its volunteers during the Annual Volunteer Celebration on May 13 at Maggiano's SouthPark, where volunteers were praised for their efforts and awarded for their service. Ten volunteers were presented a three-year service award; 10 volunteers were presented a two-year service award; and 12 volunteers were presented a one-year service award. Additionally, some volunteers were awarded the Presidential Service Award. The President's Volunteer Service Award is a Presidential recognition program for Americans of all ages, who contribute a significant amount of time to volunteer service. The program recognizes individuals, families, and groups that have achieved a certain standard – measured by the number of hours served over a 12-month period. The award recipients received an official President's Volunteer Service Award pin, a personalized certificate of achievement, a note of congratulations from the President of the United States and a letter from the President's Council on Service and Civic Participation. The award is given on three levels:

- 1.) Gold: 500 or more hours of service within one year
- 2.) Silver: 250 to 499 hours of service within one year
- 3.) Bronze: 100 to 249 hours of service within one year

Fourteen volunteers reached the Bronze level; two volunteers reached the Silver level; and one volunteer reached the Gold level. Also during the celebration, new volunteers were recognized. Twenty-six new volunteers have joined the program over the past year. Along with the awards and recognitions, there were several giveaways throughout the evening. Volunteer Aashna Lala won the grand prize of the night, two round-trip airline tickets donated by US Airways. Lala is a 16-year-old high school student in her junior year. She dedicates her weekends and time off from school to volunteering at CLT. The Airport's Volunteer Program began in May 2005 with 20 volunteers. To date, the program has 70 active volunteers ranging in age from 16 to 80 years old. During 2007, volunteers assisted 80,000 customers (38,500 assists in 2006) and donated 5,800 hours of service (4,300 hours in 2006). Volunteers meet, greet and assist customers, as well as offering wayfinding assistance.

Almeida: This sounds wonderful. Do other airports have this in place?

Golden: Yes, there are many airports that have volunteer programs. DFW actually has the largest program with over 400 volunteers and they have also had their program in place for many years. We have been contacted by Greenville, SC and Asheville because they are interested in looking at our program in the hopes of developing their own.

Riolo: Can you tell us a little about the training program that volunteers go through?

Golden: We start out with a pre-screening process including a phone interview followed by an onsite meeting. This allows me an opportunity to let them know that our volunteers play a very important customer service role. I also explain to them what our expectations are and that the airport environment is a constant learning process. We have a six-hour training class once a month from 10:00 a.m. - 4:00 p.m. where we go over basic airport security processes, airline processes and procedures, customer service amenities within the terminal as well as a full walking tour of the facility. The new volunteer's first three shifts are considered their training shifts where they are partnered-up with an existing volunteer. This allows them the experience of being a volunteer out on the floor and they ultimately learn what it's like to be in the airport when they aren't traveling. Following the third shift I meet with them individually to find out their comfort level moving forward, and if all goes well, they then get their Airport ID badge. We also have continuing-education classes throughout the year where we partner with different airport tenants such as US Airways, Customs & Border Protection and TSA, and it allows volunteers the opportunity to learn more detailed information about those organizations and their policies and procedures.

Orr: Lauri has done a great job with this program.

2. Passenger Surveys

Jennifer Long, Customer Relations Specialist, talks to the committee about two passenger surveys.

JD Power and Associates 2008 Syndicated Study: Airport Customer Satisfaction

On May 20, JD Power and Associates released the results from their 2008 Customer Satisfaction Survey, which is a syndicated study they have been doing since 2000. The survey rates airports in three categories:

- 1.) Large (more than 30 million passengers per year)
- 2.) Medium (10 million to fewer than 30 million passengers per year)
- 3.) Small (fewer than 10 million passengers per year)

CLT ranked 10th among large airports, scoring 675 out of a 1,000 point scale, which is above average. This is the first year CLT was recognized as a large size airport. Last year, CLT served 33.2 million passengers. Six factors, assessed through 27 specific attributes, are examined to determine the overall customer satisfaction: airport accessibility, baggage claim, check-in process, security check, terminal facilities, food and retail services. The survey methodology used is Web-based where customers are asked to recall their experience at their departing, arriving and connecting (if applicable) airport. A minimum of 100 evaluations must be received for an airport to be included in the study. Each committee member was given a copy of the survey results and JD Power's press release.

Upcoming Customized Survey

CLT recently contracted with Phoenix Marketing International (PMI), a marketing research company based in New York, to develop and implement a customized airport satisfaction survey. Beginning in July through June, PMI will start conducting monthly onsite customer surveys in the gate area. The results will be presented to CLT's Executive Team twice-yearly. Using a complete random approach, customers will be asked by a PMI representative to participate in a 15 minute survey which evaluates the passenger experience in all aspects of their trip including parking, check-in, security, terminal amenities, concessions, baggage claim, etc. PMI's current airport clients include, but are not limited to Denver, Dallas Fort Worth, La Guardia, Los Angeles, Miami, Minneapolis-St. Paul, Newark, O'Hare, Washington National, San Diego, Seattle-Tacoma and Tampa. Each member was given a copy of the survey-questionnaire.

Korry: How recognized is this survey among your counterparts? Do people put a lot of faith into it?

Orr: I think there are a large and growing number of airports that use the survey. We will also get the details from the study, which you don't get from JD Powers, unless you pay for it. I'm a little disillusioned that Philadelphia ranked as the best airport in the country in terms of customer service.

Korry: I am really shocked by that as well.

Orr: In the past we had been included in the PLOG survey, where we continuously ranking among the top 10. We know we have some short-comings and we never score very well in baggage claim, but that's something that we don't have a lot of control over. What I notice from the JD Powers list is that most of the airports are ranking the same and that's not really helpful information. We really need criticism, that's what we can benefit from.

Riolo: Did you say this was an internet-based survey? How will the Phoenix survey be different?

Long: The JD Powers survey does indeed use an internet-based methodology whereas the Phoenix study will be conducted onsite in the terminal at the gate area.

Riolo: Will the survey use the same criteria?

Long: The surveys will be similar, but not the same. The survey with Phoenix is customized to meet our needs and to measure our performance.

Riolo: I am amazed that we have the same rating as LAX in the JD Powers study.

6. Director's Report

1. North Carolina Airports Association Conference

- The 29th Annual North Carolina Airports Association Conference was held on May 14-16 at the Grove Park Inn in Asheville, NC.
- AAC members Paul Korry, Crystal Jackson and Dr. Henry Nicholson attended the conference.
- Additionally, two airport staff members, Bob Lucas (Housekeeping Manager) and Jennifer Long (Customer Relations Specialist) hosted one of the conference's sessions on "Meeting the Customer Service Challenge."

2. Samaritan's Purse International Relief

- On Friday, May 23 at 10:00 a.m., Samaritan's Purse chartered a Boeing 747 Cargo plane from CLT as part of a joint effort with the Billy Graham Evangelistic Association to send urgently needed supplies to China where a 7.9 magnitude earthquake hit.
- The event was coordinated through the Airport's Operations department which included Police and K9 support, as well as airfield escorts.
- A press conference was held on the cargo ramp prior to the plane's departure with comments from the Mayor and Franklin Graham.

3. New Parking Maps Installed

- New parking maps have been installed in the Airport's parking lot bus shelters, as well as on the commercial lane where the buses pick-up customers.
- The maps show the Airport's parking facilities and have a "You Are Here" indicator. They also house take-away cards with the bus shelter's identifier letter so that the customer can remember where they parked.
- The maps also provide general parking information as part of the Airport's parking awareness campaign, SmartPark.

4. Explorers Closing Ceremony Held

- The Airport's Explorers Program is sponsored by the Aviation Department and is a program of Boy Scouts of America. The program starts in September and ends in May, with twice monthly activities for high school students with a career interest in aviation.
- The Aviation Department has sponsored the post since 1997. Other participating partners include the Carolinas Historic Aviation Commission, Transportation Security Administration, Federal Aviation Administration (Air Traffic Control Tower), Fire Station 17, North Carolina Air National Guard, Wilson Air Center and US Airways.
- On May 13, the closing ceremony was held, 19 students participated this year.

Meeting adjourned at 8:52 a.m.



T. J. Orr, Aviation Director

Distribution:

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Brenda Freeze, City Clerk

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