

**CHARLOTTE DOUGLAS INTERNATIONAL AIRPORT  
AIRPORT ADVISORY COMMITTEE**

**Minutes from May 3, 2012  
Charlotte Douglas International Airport  
Piedmont Conference Room  
8:00 a.m.**

**Present**

Drew Riolo, Chair  
Shawn Dorsch, Vice Chair  
Todd Fuller  
Russ McMillan  
Scott Culpepper  
Morgan Edwards  
Ed McMahan  
George Pretty

**Staff Present**

T.J. Orr, Aviation Director  
Jennifer Long, Customer Relations Manager  
Lauri Golden, Customer Service Coordinator  
Mark Wiebke, Assistant Aviation Director of Facilities

**Absent**

Crystal Jackson  
Pamela Bennett  
Tim Gause

**1. CALL TO ORDER**

AAC Chair Drew Riolo called the meeting to order at 8:00 a.m.

**2. PLEDGE OF ALLEGIANCE**

**3. APPROVAL OF APRIL 5, 2012 MINUTES**

Minutes were approved as written. (Culpepper abstained from vote).

**4. BUSINESS AGENDA**

**1. Procurement of Carpet**

**Action:** Approve an amendment to the contract with Tandus Flooring in the amount of \$140,000 for the purchase of carpet for the airport jetways.

**Background:**

- In May 2011, Council approved a sole-source contract in the amount of \$1,200,000 with Tandus Flooring for the purchase of carpeting for the Airport's terminal and concourses.
- This amendment will allow the procurement of 3,740 square yards of carpet to be used in the Airport's jetways.

**Contract Terms:**

- The carpet will be purchased as a lump sum.

**Small Business Opportunity**

Sole source contracts are exempt (Appendix Section 23.2 of the SBO policy).

**Council Date:** May 14, 2012

Riolo: Who owns the jetways?

Orr: We own some and US Airways owns some.

Motion: McMahan

Second: Dorsch

Vote: 7-0 (Fuller absent for vote)

## **2. Airport Carpet Installation**

**Action:** Approve a contract with Modular Designs in the amount of \$326,155.98 for installation of carpet in the Airport's terminal and concourses.

### **Background:**

- In May 2011, Council approved a sole-source contract with Tandus Flooring for the purchase of carpet for the airport terminal and concourses.
- This contractor will remove the existing carpet, recycling and repurposing as possible, and install carpet in the Airport's concourses and terminal areas.

### **Contract Terms**

- The contractor will furnish adhesives, remove and recycle existing carpet, and install the Airport carpet.
- Bid as a lump sum to be completed in XX days.

### **Small Business Opportunity**

Established SBE Goal: 15%

Committed SBE Goal: 19%

Modular Designs exceeded the established SBE goal, and committed 19% (\$64,500.00) of the total bid amount to the following SBE firm(s): LSB Flooring (Carpet Demo).

### **Summary of Bids**

Modular Design           \$326,155.98

Garmon & Company       \$351,588.00

**Council Date:** May 14, 2012

Dorsch: Is this price for a one-time installation?

Orr: Yes, this is for a one-time install cost.

Dorsch: Is the carpet squares? Does it come in squares?

Orr: No, this is rolled goods.

Motion: Dorsch

Second: Culpepper

Vote: 8-0

## **3. Airport Entrance Road Bridge Change Order**

**Action:** Approve Change Order #1 in the amount of \$247,083.85 to Blythe Construction, Inc. for additional work on the entrance road bridge over Norfolk Southern Railroad.

**Background:**

- In April 2011, City Council approved a contract with STV/Ralph Whitehead, Inc. to design two bridges for the new airport entrance road,
- In September 2011, City Council approved a contract with Blythe Construction, Inc. for construction of the bridge over Norfolk Southern Railroad.
- During the construction staking for the bridge two fiber optic lines were discovered. The cost of relocating the lines is cost prohibitive so the design of the bridge was modified to miss the lines, which cost half the amount of relocating the lines.
- This change order will change the construction of the bridge to avoid the fiber optic utility lines.

**Contract Terms**

- The original contract terms are a unit price contract with a 550 calendar day duration. This change order will not change the contract terms.

**Small Business Opportunity**

SBE goals are not established for change orders, however all additional work involved in this contract will be performed by Blythe Construction, Inc. and their existing subcontractors (Part D: Section 6 of the SBO Policy).

**Council Date:** May 14, 2012

Motion: Culpepper

Second: Dorsch

Vote: 8-0

**4. Neutral Host Distributed Antenna System ("DAS") – Wireless Carrier License Agreement**

- Action:**
- A. Approve a license agreement with New Cingular Wireless PCS, LLC ("AT&T") for the use of the DAS.**
  - B. Approve a license agreement with Cellco Partnership, a Delaware Partnership, d/b/a Verizon Wireless ("Verizon") for the use of the DAS.**
  - C. Approve an agreement with DPJJ, LLC d/b/a Wireless Services ("Wireless Services") in an amount not to exceed \$361,111.63 for the monitoring and maintenance of the DAS for five years.**
  - D. Adopt a budget ordinance appropriating \$415,783.69 from the operating fund to Airport Capital Project Fund 529.56.**

**Background:**

- Over 39 million passengers passed through the Airport in 2011, most of whom required the use of a cellular device during their visit to the Airport.
- Cellular service in the terminal building of the Airport is currently provided by cellular towers located around the Airport.
- The cellular coverage provided by these towers is insufficient in many areas of the terminal building resulting in sub-optimal cellular reception for the passengers, air carriers and the Airport's lessees, contractors and employees.
- A DAS is a network of antennas connected to a common source by fiber-optic cabling that provides consistent cellular service in a building. A DAS will resolve the cellular coverage deficiencies in the terminal building of the Airport.

- In November 2010, the City entered into a contract with Wireless Services to design the DAS and to provide consulting services related to the deployment of the DAS. The contract was characterized as Phase 1 of the DAS project.
- Once the design of the DAS was complete, the City entered into a second contract with Wireless Services in November 2011 to install the DAS. The installation began in January 2012 and will be complete in May 2012.
- The Airport has negotiated license agreements with AT&T and Verizon under which AT&T and Verizon will broadcast their respective telecommunications signals throughout the terminal.
- The Airport will enter into a separate contract with Wireless Services for the operation, monitoring and maintenance of the DAS.

**Contract Terms:**

**Actions A and B – License Agreements**

- The license agreements will be for a ten (10) year initial term with two additional five (5) year terms upon mutual consent of the parties.
- Each carrier will pay the City its proportionate share of the cost of the design and installation of the system in the amount of \$465,783.69.
- Each carrier will pay the City an annual license fee in the amount of \$80,000 for the use of the DAS. This fee will escalate by three (3) percent for each year of the term of the license agreement.
- Each carrier will pay the City an annual monitoring and maintenance fee in the amount of \$10,500 for certain for the operation, monitoring and maintenance of the DAS. This fee will escalate by three (3) percent for each year of the term of the license agreement.

**Action C – Maintenance and Monitoring Agreement**

- The maintenance and monitoring agreement will be for a five (5) year initial term with one additional five (5) year option at the City's election.
- The City will pay Wireless Services an annual fee of \$10,500 per carrier for its services. This fee will escalate by three (3) percent for each year of the term of the maintenance and monitoring agreement.
- The total amount of this agreement shall not exceed \$361,111.93.

**Small Business Program**

No SBE utilization goal was set for this contract because subcontracting opportunities were not identified (Part C: Section 2.4 of the SBO Policy).

**Council Date:** May 14, 2012

Riolo: What's in it for the carriers to reimburse us?

Orr: What the carrier would like to do is have each of them put it in and then charge the others to use it. If a neutral party puts it in, they can do that more economically.

Culpepper: What are they paying us?

Orr: We're putting in the system, and they are paying to use that system to run their signal through to service their cell phones.

Culpepper: Any carriers can run their system through there?

Orr: That's right, they have to pay to play. We expect several more to join in on this.

Culpepper: It's a lot more of risk to outsource to an AT&T or Verizon to put it in and then everybody else is paying them.

Orr: That's right. It's pretty complex; it's hard to understand stuff you can't see.

Motion: Culpepper  
 Second: Fuller  
 Vote: 8-0

Fuller: Kind of like with the WiFi, most airports hire a third party and charge for the service, yet here we can do it for free. Will this be a cost savings to the customer? Do you anticipate any cost savings to the customer?

Orr: I don't anticipate any cost savings to the customer because that's between the customer and their carrier. That would be driven by the competition between carriers.

Fuller: I just wondered if down the road metrics would dissolve the cost savings somehow.

Orr: In theory we would try to get as much of the cost savings accrued to us as we can negotiate and provide even better services.

### **5. Contract Extensions for Airport Valet and Parking Services Staffing**

**Action: A. Approve a one-year contract extension with Park, Inc. of Charlotte, NC for the management of the valet parking operation at the Airport.**

**B. Approve a one-year contract extension and amendment with EJ Services, Inc., d/b/a Balance Staffing Services of Charlotte, NC in the amount of \$1,900,000 for providing parking cashiers and support.**

#### **Background:**

##### **Action A:**

- In July 2003, Council approved a five-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.
- In May 2008, Council approved a three-year contract extension with Park, Inc. to manage curbside and business valet parking at the Airport.
- In July 2011, Council approved a one-year extension with Park, Inc. to manage curbside and business valet parking at the Airport.
- Based on the contractor's performance record, quality of service and personnel, the Airport would like to extend this agreement for an additional year.
- Park, Inc. earned \$127,825.92 in FY-10, while gross revenues to the Airport were \$4,039,555.09. The approved operating budget for FY12 is \$1,360,198 with gross revenues estimated at \$4.77 million.

##### **Action B:**

- The Aviation Department manages the public parking operation at the airport utilizing temporary personnel to provide labor for various activities.
- Since 1982, the airport has staffed parking cashiers, customer service reps, taxi starters, and other parking support services through a temporary services contract.
- In February 2005, after a competitive process, Council approved a contract with EJ Services, Inc., d/b/a Balance staffing.
- In January 2010, Council approved an amendment and a two year extension.
- In January 2012, Council approved a contract extension until June 30, 2012.
- Installation of the new parking revenue control system is currently underway and will be completed in June 2012. The new system will substantially reduce the need for temporary personnel as cashiers.

- Both contract extensions are an interrelated part of the Airport's parking operation and will provide the airport stability and continuity during a critical period to transition the parking operation during the final installation phase of the new revenue control system, implementation of a new organizational structure, and to serve our customers in anticipation of high profile upcoming events.

### **Contract Terms**

- 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.
- Balance Staffing will provide personnel on a man hour basis as required by the airport.
- Hourly rates are set by the airport and vary from \$9.57 to \$19.56 per hour
- Balance Staffing provides employees:
  - Earned Wages
  - Holiday
  - Vacation Pay
  - Limited health Benefits

### **Small Business Opportunity**

No SBE goal was set for this contract because subcontracting opportunities were not identified (Part C: Section 2.4 of the SBO Policy).

**Council Date:** May 14, 2012

McMahan: After you finish the new parking deck, are you still going to have a valet above curbside or a new place?

Orr: That's a complex question because TSA doesn't like that; they think it's a threat. So I'm sure as we go down the road, we will have to modify that process. But we will also have some facilities built into the new deck that will facilitate that. The basic issue is that we have more demand for the number one parking space than we can provide, and the way to deal with that is let people pay more for service. I am sure that we will have some type of curbside valet service.

McMahan: It seems 7,000 or 8,000 hourly spaces is a lot.

Orr: Well its only 4,000 hourly spaces. Remember the other 3,000 is for rental cars.

McMahan: So that's 4,000 vs. what we have there now. What do we have now?

Orr: 2,713 hourly spaces now.

Riolo: Curbside Valet is wildly popular out there. In the morning sometimes I have notice that they back all the way up as the people are waiting. They can't get the cars out of there fast enough. What does the airport charge for the valet service on the curb?

Orr: It's currently \$19 dollars.

Culpepper: Do they set that price or do we?

Orr: We do.

Riolo: They are going to need more room.

Orr: They clearly need more room, and people have money and people are willing to pay for the service.

Dorsch: I was going to say maybe we are not charging enough.

Riolo: It's so convenient to drop off up there and leave your car and walk off.

Culpepper: How do we compare to other Airports in terms of parking rates?

Orr: Our parking rates are very low.

Culpepper: It's almost as cheap to park valet as it is hourly.

Orr: That's correct.

Dorsch: What's happening with staffing on the parking deck? People are starting to self checkout and use their credit card now. How much has staffing gone down?

Orr: Staffing has gone down commensurably and it continues to go down, and I think it is something

around 37 to 17 positions so far.

Dorsch: And those are not airport employees?

Orr: No, those are temporary employees. With the credit card use (self checkout), people obviously like it because they have a choice. It's quicker, you're in control and it just works well.

Culpepper: Once we start on these two decks how long will it be offline?

Orr: We are continuing to work on that. It will be on the range of a year.

Riolo: If you haven't had the opportunity to use the parking over at the CLT Center, which is called Business Valet, it really works well.

Motion: McMahan

Second: Pretty

Vote: 8-0

## **6. Terminal Ramp Repairs**

**Action:** Award a contract to the lowest responsive bidder for airport terminal ramp repairs.

### **Background:**

- This contract will be for the rehabilitation of selected concrete slabs on the terminal ramp.

### **Small Business Opportunity**

Established DBE Goal: 15%

Committed SBE Goal: TBD

### **Summary of Bids**

Bids are to be received on May 8, 2012

### **Estimated Budget**

\$880,000

**Council Date:** May 29, 2012

Riolo: How thick is the concrete on the ramp?

Orr: The concrete is 15 ½ inches thick and it's on an 8 inch cement treated base, so it's roughly 24 inches thick.

Edwards: Is that going to be dug out or is it just going to be patched up?

Orr: No, it will be dug out. It will just be places here and there.

Fuller: I flew to LAX last month and when we pushed I didn't notice one single crack on that part of the tarmac.

Riolo: You notice them out there on the taxi route, where you taxi a lot. You see them a lot at the end of C Concourse and going around C Concourse gets a lot of traffic. There is that one small area and you get it going both ways, you see a lot in that area because of the airplanes going around it.

Motion: Culpepper

Second: Fuller

Vote: 8-0

## **5. STATUS REPORTS**

### **1. Intermodal Facility Groundbreaking Event**

Orr comments on the great turnout of the Intermodal Facility Groundbreaking Event. Members all received the commemorative item from the event, which was a train whistle.

Orr: It was a great event. There was a lot of political turnout. This facility is a huge step forward for the region. This facility will have a huge impact on the region.

Culpepper: There was a little controversy with the Garden Parkway. If that doesn't get done, what impact does that have on the Intermodal Facility?

Orr: I don't think it will have much impact on the Intermodal. What impact it will have will be on the people that live out that direction. And if it doesn't get done, they will have missed out on a tremendous economic development opportunity that doesn't cost them anything. And those things don't come along much. That's what makes America great.

Culpepper: Was that part of the decision to build it?

Orr: This will be a huge job generator, not just the facility, but the access that the facility gives you to the rest of the world, which is a higher quality than most other places. And so distributors, manufacturers and offices will want to get as close to this as they can. That creates good jobs where you can work and ride your bike over the bridge and live in Belmont which is a beautiful place to live.

McMahan: I noticed there is an RFP out now for the downtown transit station. Is that the station you thought should be here?

Orr: That's the station I believe should be at the Airport.

Edwards: One of the things that came up yesterday and needs to be lobbied strongly is the light rail. I am on the advisory committee for CATS also and I brought up the fact that you are missing some economic opportunities. One of the things I mentioned is about layovers and that a lot of people have 2-3 hours to kill time. They have only been looking at employees and local passengers. I think there is another element for passengers who have layovers and could go downtown and back.

Orr: I don't think they will ever move the Airport downtown, but it would be ridiculously easy to move the train station to the Airport because the Airport terminal sits right on the main line of the railroad track. The grading contractor is on site working for Norfolk Southern and moving dirt like crazy, so if you ride around you will see them increasingly working in different areas. Within two years we will be able to have another BBQ lunch to christen the facility for those of you who missed this one.

Riolo: It was Courtney's BBQ out in Clover, SC, who catered the food -so they did a great job!

### **2. Terminal Enhancements**

Wiebke speaks to the committee regarding upcoming and ongoing terminal enhancements.

The Airport's Facilities Division is currently working on various ongoing enhancements to the terminal (interior and exterior) and Airport grounds. Enhancements/improvements include:

- New carpet throughout the terminal
- Ceiling tiles: Concourses B and C, cleaning or replacement
- Lighting: relamping throughout terminal, relamping directional signage
- Painting: US Airways is currently undergoing a "rebranding" project to replace wallpaper/graphics behind their ticket counters and in their hold rooms. Non-branded areas will receive a fresh-coat of paint.
- Restrooms: Conduct routine inspections; continuously repairing and replacing stall doors, sensors, etc. (as needed)
- Window Cleaning (Interior and Exterior): Atrium, D/E Connector, Concourses D and E
- Interior Planters: adding seasonal plants/flowers; sprucing up
- Exterior Lighting: Repairing lighting in Daily Decks, Hourly Decks and Commercial Lane Canopies
- Exterior Cleaning: Commercial Lane Canopies, Curbside Crosswalks and Exterior Planters
- Exterior Cleaning: Paint/Clean Precast on Baggage Claim level; Pressure wash curbside (performed routinely)



- Ordered new rocking chairs for the terminal

Riolo: Where is the new carpet currently? Just on Concourse E?

Wiebke: Right now it's just installed on E.

Orr: And it's in the terminal lobby.

Culpepper: I noticed some comments in the paper about cleanliness in the terminal. Do we think we have a problem?

Wiebke: No, it's just everyday maintenance. You might get somebody who comes in and has a bad experience or they miss their flight someplace else, they boil up here and everything is a problem.

Orr: Remember that we run 40 million people a year in this terminal. It's not going to look like a hospital operating room.

Riolo: Can we stop selling chewing gum in the airport? The gum outside the terminal on the ground, once it sits there and turns black it's almost impossible to get up. The other thing is, why have the bridges to the parking garage become the smoking area now?

Wiebke: Well we are trying to keep them out from the front door.

Riolo: Don't we have designated smoking areas away from the bridges?

Orr: We do have designated smoking areas, it's just very labor intensive to get people to follow the signs.

Wiebke: We put no smoking signs out and people stand and smoke right where it says "no smoking."

Riolo: You know one of the other things I have noticed is the terminal exterior as it faces the ramp, with that type of material that we have, is there any way to spray wash that?

Wiebke: We are getting ready to pressure wash the facility and clean the windows.

Riolo: Can we spray wash under the gates, back where the agents sit and where there is a lot of equipment? Is that impossible because of all the equipment underneath there?

Wiebke: We did some of that last fall with US Airways on their exclusive gates, that's part of their cost.

Riolo: That's what I thought, but we could really use a good spray wash on the exterior that faces the airplanes.

Orr: We do that periodically, it's a dirty environment.

Culpepper: I would like to ask a question, it's not on the agenda. Has there been any change on the RNAV stuff?

Orr: Yes, the FAA has modified some for the RNAV routes and they are also working on their continuous decent and working on some routes that are RNAV from the threshold, but get you out quicker and more direct.

Culpepper: Did we make a request?

Orr: Continually. We continually ask that you not run the same airplane over the same house every time all the time. And we continually ask that you use multiple routes and get the airplanes on course as soon as possible. When you run the same airplane over the same guy's house every time, those people notice. The sooner we get those airplanes up and out of here the less noise they generate and the less distance they fly which is less fuel, less of everything.

Culpepper: Can we put it on the next agenda? We have had so much feedback from the community.

Orr: Sure.

Riolo: For the hard floor composites we have in places like the Atrium, what is the cost differential between that and the carpet? Is it still too great to put that down on the concourses?

Orr: No, it's a couple of things. Remember that 40 million people come through here a year and we need to keep the concourses open, so it would be extremely difficult to go in there and put terrazzo in the concourses, especially B and C. Second, when we built this terminal in 1979-80, we build it on a shoe string, and so the original parts of the B and C concourses are built with pre cast concrete planks, which are a little bit flexible, and the floor actually goes between columns. If you were to put a nice beautiful floor in, it would look wavy and it would crack because of the planks underneath. So it would be a very major deal to put it in B and C concourses. Nevertheless, when we extend the B concourse, we will most likely add another bay to the west side of the existing B concourse so that you have two bays for circulation down the middle with a moving walkway. At that time we would terrazzo the floor, which would be a major redo.

Riolo: Can you show (on the screen) what Jerry is talking about on B Concourse where we take it and turn it towards the west, can we do that?

Orr: That's in the first or last picture. This is the B Concourse and this is A Concourse (Orr points that out on the screen). All the concrete you see already has the fuel lines and everything buried in it for preparations for putting an extension on B Concourse. It would be parallel to A, but far enough from it so that you would have dual taxi in between the two concourses. It would be about 15 gates, and we'd add some concessions. That would give us about 35 gates on the B Concourse, and so that would make the connector pretty crowded. Therefore, we would add another bay, which is another 25 feet, to the terminal on one side. That would move the hold rooms out, give us two bays, or 50 feet, down the middle of the concourses. We can put a moving walkway on each side of the column line and at that time we could put the terrazzo floor down the middle. I think the terrazzo floor is more important down the walkway than it is in the hold room.

Edwards: Would there be some type of safety concern with liquid spills that could occur?

Orr: Somewhat, but that's not a big problem for us.

McMahan: Is terrazzo three times as costly as carpet?

Orr: Yes, but it last three times as long. Terrazzo is not the material that it was years ago. It's a lot thinner now, it cracks and it does not hold up well to the carts. And you may be getting the idea that I don't like the carts, you would be right.

### **3. North Carolina Airports Association (NCAA) Conference**

Edwards and McMillan both attended the NCAA Conference, held April 25 – 27 in New Bern, NC.

Edwards comments on the conference were as follows:

- I arrived in New Bern in the afternoon of April 25. Completed check in and attended the welcome reception in the exhibitor's area.
- The opening included the color guard from the Marine Corp, MCAS Cherry Point. There was a welcome from local city and county officials. Secretary Gene Conti, NCDOT, gave an update of the state's transportation activities.
- General Session 1 was conducted by Alan Hoffer, a motivational speaker, about decision making in the aviation arena.
- General Session 2 was conducted by the NCDOT Aviation staff and provided a detail review of past actions and an introduction to the upcoming online application process.
- Dr. Lila Teresa Church, of the University of North Carolina, gave a presentation on the history of the Tuskegee Airmen experience, at the lunch.
- Concurrent Session 1 covered current TSA issues, followed by session 2 about Airport Laws update.
- The evening included an Award Banquet, with a presentation by two American pilots and their relationship with a Viet Nam pilot, each of whom shot down each other aircraft down during the Viet Nam war. They have now become friends.
- The Friday General Session was conducted with FAA official reviewing various federal activities.
- The final session was a round table of concerns about Air Carrier and Airport relationships. Mark Wiebke represented Charlotte Douglas on the panel.
- North Carolina State Senator closed the conference at the lunch discussing the role of the state in economic growth.

### **4. Director's Report**

#### TripAdvisor

- CLT is one of America's favorite airports, according to a new survey released by TripAdvisor on April 25.
- According to the survey, America's favorite airports are:
  - ✓ Orlando Int'l Airport
  - ✓ Hartsfield-Jackson Atlanta Int'l Airport
  - ✓ Dallas/Fort Worth Int'l Airport
  - ✓ San Francisco Int'l Airport

- ✓ Charlotte Douglas Int'l Airport
- TripAdvisor is the world's largest travel site, enabling customers to plan trips and vacations.
- The press release, issued by TripAdvisor, was provided to each member.

#### Travel + Leisure

- CLT has landed in Travel+Leisure magazine's first-ever "America's Best and Worst Airports" list as the second best airport in the country.
- Using a reader survey on 22 major airports throughout the United States, the travel magazine gave CLT high marks in every category.
- CLT topped the survey's ranking for WiFi service, baggage handling, curbside check-in and staff communication.
- CLT's overall security process received a second-place ranking.
- The article on the survey was provided to each member.

#### Neighborhood Update Published

- Newsletter available at each member's seat.
- The external newsletter is mailed to more than 23,000 homes.
- The newsletter was provided to each member.

**Meeting adjourned at 9:00 a.m.**



---

T. J. Orr, Aviation Director

#### Distribution:

Mayor & City Council  
Curt Walton, City Manager  
Stephanie Kelly, City Clerk  
Jeanne Peek, City Boards and Commissions Clerk  
Ronnie Bryant, President/CEO, Charlotte Regional Partnership  
Bob Morgan, Charlotte Chamber