



The regular meeting of the Charlottesville-Albemarle Joint Airport Commission was held Monday, July 10, 2009 at 4:00 p.m. in the 2nd floor conference room of the terminal building.

Members Present: Will Dirickson, Greg Edwards, Bill Schrader, Kurt Goodwin, Jeff Uphoff,

Members Absent: Rit Venerus

Others Present: Barbara Hutchinson, Executive Director; Jeff Brill, Director of Finance & Administration; Bill Pahuta, Deputy Executive Director; John Whitmer, Landmark Aviation

Mr. Edwards called the meeting to order at 4:00 p.m.

1. **Minutes** – Mr. Dirickson moved to accept the February, March, April and May minutes. Mr. Uphoff seconded the motion and it passed unanimously.
2. **Matters from the Public** – None
3. **General Aviation Update**

Mr. Whitmer reported that the number of general aviation flights climbed slightly; but, stated that overall business is still down 35%. He also reported that the Landmark maintenance shop has reopened and maintenance on planes was improving. He concluded that the fuel farm successfully passed its five year pressure test.

4. **Statistics**

Mrs. Hutchinson reported that aircraft operations were down 11.7% in May 2009 as compared to May 2008. She reported that airline operations were in line with flight reductions that took place during the past year. She noted that passenger traffic was up 25.2% in May 2009 as compared to May 2008. She also reported that parking revenue was up 10.1%, more proportionate to passenger traffic than it had been for the past 6-8 months. Mrs. Hutchinson stated that total fuel sales were down 14.4% in May 2009 as compared to May 2008. She reported that military fuel sales played a major part in the decrease. She stated that The Market food and beverage concession gross revenue was up 65.2% in May 2009 as compared to May 2008. She concluded that rental car revenue was down 10.2% in May 2009 as compared to May 2008; however, this was a 25% improvement as compared to the previous month.

5. Action Items

- a. FY 10 Airport Capital Improvement Program – Mrs. Hutchinson reviewed the FY 2010 – 2015 Capital Plan. She remarked that the FY 2010 Capital Plan has been submitted to the State and approval of funds would not be known until August. She stated that the major projects requiring FAA funds were the Extend Runway 21 Land Acquisition Project and Extend Runway 21 Final Design Project with other funds going to the design of a new snow equipment storage building and pavement management programs. She reviewed the items in the FY 2010 program and concluded approval of the plan could be deferred to the September meeting.
- b. FY 10 Commission Meeting Schedule – Mrs. Hutchinson presented a new Commission schedule that matches the Board meeting schedule. The new dates are as follows:

July 13, 2009
September 14, 2009
November 16, 2009
January 11, 2009
March 15, 2009
May 17, 2009

Mr. Dirickson made the motion to approve the adoption of the commission schedule and Mr. Uphoff seconded the motion and it passed unanimously.

6. **Construction Update** – Mrs. Hutchinson stated that the Airfield Lighting project was almost complete and should be finished by the end of August. She also reported that Phase 1A of the Runway project had started with tree clearing and that the neighbors had been notified. She also reminded the Commission that the County’s criteria for the erosion sediment control measures, including for offsite stream improvements not associated with the Airport, increased the project by \$1,200,000, and that negotiations were being conducted with the contractor and County, and that the change order was part of the state funding request to be considered in August. She stated that staff was working with the Rivanna Conservation Society to apply for state funding for an Airport stream buffer improvement day on the west side of the airfield.

7. Other Matters

- a. Phase 1A Runway 21 Extension Project – Mr. Pahuta took the Commission members on a tour of the Phase 1A Runway 21 Extension.

8. **Adjourn** - There being no further business, the meeting was adjourned at 5:26 p.m.

Next Meeting: Monday, September 14, 2009