



DARE COUNTY AIRPORT AUTHORITY

**Dare County Regional Airport**  
P.O. Box 429 ~ 410 Airport Road  
Manteo, NC 27954  
(252) 475-5570 ~ Fax (252) 473-1196



**DARE COUNTY AIRPORT AUTHORITY**  
**MINUTES of the**  
**August 31, 2022 MEETING**

- Members Present:** Charlie Davidson, Fred Newberry, Joe Blakaitis, William Pope, George Henderson, David Crownover, Pete Burkheimer, Wally Overman
- Members Absent:** Jack Shea
- Also Attending:** Robert Hobbs, Hornthal, Riley, Ellis & Maland; Stacy Ambrose, Airport Director; Margaret Stauffer, Finance Officer & Clerk to the Board; John Massey, Talbert & Bright
- Public Attending:** Sam Long, Venable Group

Chairman Davidson called the August 31, 2022 meeting of the Dare County Airport Authority to order at approximately 4:00 pm.

**ITEM 1 - Public Comments:**  
No Comments submitted prior to the meeting.

**ITEM 2 - Engineer's Report:**

*John Massey updated on the following: (see attached)*

- *Runway 23 RPZ Land Acquisition -*  
The updated appraisals for property at 1099 and 1115 Driftwood Drive (City Beverage), have been completed. The appraisal reports were sent to NCDOT Division of Aviation on July 26th. NCDOA sent the appraisal to NCDOT Right of Way on July 28th. On August 17th, Robert Jessup, the NCDOT Area Appraiser called TBI to let us know that due to the amount of the appraisal for 1115 Driftwood Drive, that NCDOT is going to have their own appraisal performed as part of the review appraisal process. A definite schedule on when that will be completed was not provided, but that is being coordinated and performed by NCDOT. This update has been provided to the property owners.

Roughton property acquisition is complete. The Roughton's have moved out of the residence. They are currently working on moving the remaining stuff out of the shop and storage buildings located on the property.

- *Airport Layout Plan Update* –

The update to the Airport Layout Plan is ongoing. The inventory and forecast chapters were submitted to NCDOT Division of Aviation for their review. NCDOA will provide approval of the forecast chapter. TBI is currently working on the facility requirements chapter and will need to schedule a time soon to meet with the Airport and review the results of the facility requirements and start discussing alternatives to implement the facility requirements.

**ITEM 3 - Attorney's Report:**

None

**ITEM 4 - Chair Report:**

Chairman Davidson – shared that he visited Jack Shea last week and seems to be in good spirits. Jack is accepting visitors if anyone goes up that way.

**ITEM 5 - Director's Report**

Director Ambrose updated the following:

- National Aviation Day – was held on August 19<sup>th</sup> and had a very nice attendance for the event.
- Fuel prices are coming down and see an increase in movements at the airport.  
June 20% down from last year, July 17% down and August only down 7% from last year's fuel sales.
- Generator – old generator will be used for fuel farm and or hangar doors until we
- Gates are fixed on both sides.
- Triathlon will be September 16<sup>th</sup> if anyone is interested.
- MPE Grant – We received letter confirming that the airport was awarded a 150K MPE Grant this month. It is good for four years.

Chairman Davidson shared that the airports vendors seem to have had less tours, banners and charters overall this year.

Sam Long with OBXA that was in attendance in the also added that their company is as well as expected through the summer and with Andy's Waco continuing to do tours as well. OBXA is looking to expand their winter base support to help during the down months this coming year and looking to add to the maintenance staff soon. Their charter pilots are based out of Hampton Road, the charter flights can extend from Western parts of NC, Charleston, and Columbia with more than half of the flights going to Northern VA, PA and NY.

**ITEM 6 – Consent Agenda**

Review/Approve DCAA minutes for July 27, 2022 as presented.

- MOTION:** Pete Burkheimer motioned to approve the Consent Agenda minutes for the July 27, 2022 as presented.
- SECOND:** David Crownover
- DISCUSSION:** Pete Burkheimer wanted to complimented the Clerk of the Board for the accuracy in the minutes specifically on page 3 Item #5 "Directors Report on the Letter of Intent of Hangars". The accuracy on the topic was captured well and the importance on the

topic was recorded nicely. It was the consensus of the all members that they understanding the facilities committee would meet with Mr. King and help the Airport Director more forward in preparing a draft letter of intent for the attorney's to finalize.

**OPPOSED:** None  
**OUTCOME:** Carried

**ITEM 7 - Committee Reports:**

*Facility/Safety Committee: by Joe Blakaitis*

The committee had a short meeting to discuss traffic control system and ways to save some money. Mr. Blakaitis then turned the meeting over to Pete Burkheimer whom was also in attendance of the committee meeting.

Pete Burkheimer reported that the facilities committee was in agreement to keep the tower. It adds a great safely feature for airport. Even with some activities reported to be down from last year, this is not enough to justify not having a tower. Memorial Day 2023 will have a late start and Labor Day will be early and this will create a shorter summer for the tower services needed. Memorial Day begins Friday May 26, 2023 and Labor Day is on Monday September 4, 2023. A total of 102 days with is down from last year's 111 days. This will help off-set any possible price increases. Director Ambrose will contact the tower company and negotiate with the tower services contract.

**ITEM 8 - Comments from the Authority Members:**

*Fred Newberry –*

Talked about having a celebration of the 80<sup>th</sup> of the airport and is that in March next year. He also reminded the members that the airport still has the \$37 Grant is still available from the Tourism Board for the AOPA fly-in. AOPA is not doing any large fly-in events; instead they want to support smaller events. Mr. Newberry suggested that may that AOPA will want to do a smaller event like the airport's 80<sup>th</sup> celebration.

Chairman Davidson replied that he will contact Tony Bruno about which year number it was.

**ITEM 9 - Adjourn**

**MOTION:** Joe Blakaitis motioned to adjourn.  
**SECOND:** Wally Overman  
**DISCUSSION:** None  
**OPPOSED:** None  
**OUTCOME:** Carried

The meeting was adjourned at 4:40 PM

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Margaret Stauffer, Clerk to the Board  
Dare County Airport Authority

**DARE COUNTY AIRPORT AUTHORITY  
410 AIRPORT ROAD, MANTEO, NC  
Wednesday, August 31, 2022  
AGENDA**

**4:00 PM CONVENE AUTHORITY FOR MONTHLY MEETING**

**ITEM 1 PUBLIC COMMENTS**

**ITEM 2 ENGINEER'S REPORT**

**ITEM 3 ATTORNEY'S REPORT**

**ITEM 4 CHAIR'S REPORT**

**ITEM 5 DIRECTOR'S REPORT**

**ITEM 6 CONSENT AGENDA**  
a.) Minutes for July 27, 2022

**ITEM 7 COMMITTEE REPORT**

**ITEM 8 COMMENTS FROM THE AUTHORITY MEMBERS**

**ITEM 9 ADJOURN**

**GUEST SIGN-IN SHEET**

**D.C.A.A. MEETING**  
**August 31, 2022**

**NAME & ADDRESS**

**REPRESENTING**

*Sam Long*

*Outer Banks Auction*

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## **Talbert & Bright Engineers Update**

**August 31, 2022**

### **Runway 23 RPZ Land Acquisition**

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