

**NEW HANOVER COUNTY AIRPORT AUTHORITY  
REGULAR MEETING  
March 7, 2018**

**CALL TO ORDER**

The New Hanover County Airport Authority met on Wednesday, March 7, 2018, at Wilmington International Airport, 1740 Airport Boulevard, Wilmington, North Carolina. Chairman Lambeth called the meeting to order at 5:00 p.m. Vice-Chairman Hickman led the Pledge of Allegiance and Chairman Lambeth read the Authority's Code of Ethics statement. No conflicts of interest or potential conflicts of interest were identified at that time.

Airport Authority members present were Carter Lambeth, Chairman; Dan Hickman, Vice-Chairman; Donna Girardot, Secretary; Tom Barber, Harry W. Stovall, and Thomas Wolfe. Also present were; Gary Broughton, Deputy Director; Robert Campbell, Finance Director; Carol LeTellier, Business Development Director; Granseur Dick, Planning and Development Director; Whitney Prease, Facilities Manager; and Rose Davis, Executive Assistant.

Absent from this meeting were W. Lee Williams; Julie Wilsey, Airport Director; and Wanda Copley, New Hanover County Attorney.

Guests present included Steve Bright and Amy McLane, Talbert & Bright, Inc.; Michael Blackmore, RS&H; James Moose, AVCON Inc.; Eric Canup, Live Oak Bank; Tony Wright, Air Wilmington; Chief Gary Taylor, ILM; Kevin Brady; Tom Goodwin; Elaine Mello; Ken Norris, and Bill Smith.

**APPROVAL OF MINUTES**

The Authority has reviewed the minutes of the Meeting on February 7, 2018. Mr. Wolfe MOVED, SECONDED by Mr. Barber, to approve the minutes of the February 7, 2018 Airport Authority Meeting as submitted. Upon vote, the MOTION WAS APPROVED UNANIMOUSLY. Mr. Williams was absent.

**PUBLIC COMMENTS**

Mr. Goodwin addressed the Authority regarding the following issues: the agenda not being posted on the website; a town hall type meeting between pilots and new management at Air Wilmington; private airplane damage in tie down area; and, plans for the maintenance building on the South Ramp.

**FACILITIES & TERMINAL EXPANSION**

Mr. Dick reported to the Authority a change to the ILM Wet Detention Basin and Ditch Project item on the agenda noting that the RWY 35 glideslope is now scheduled to be operational during the third week of March, instead of the second week.

Regarding the Airport Improvement and Debt Service Funding (\$5.9M) that came from the State, Mr. Dick reported that staff received a letter and agreement addressed to Chairman Lambeth from Division of Aviation submitted to ILM as an expedited way of receiving the funds that were appropriated legislatively. This agreement, once signed, indicates that funds will be distributed within 30 days, however, there are a number of items in the agreement that are of

concern and staff would like to have legal review the agreement. Chairman Lambeth asked for a time frame for staff to report to the Authority and Mr. Dick responded that staff would like to talk to the Director, as well as other airports, and should be able to report to the Authority on this sometime the week of March 12<sup>th</sup>. Mrs. Girardot asked to be part of the discussion group regarding this agreement since this falls under governmental affairs.

### **FINANCE & HUMAN RESOURCES**

Mr. Campbell reviewed ILM's January 2018 cash summary, monthly financial summary and January financials. Mr. Campbell noted that landing fees are down but that is due primarily to the mix of planes the airlines are using, as well as the weather at the beginning of January. Parking revenues continue to run slightly behind last year which is primarily due to Uber and other transportation options. Rental car commissions are up from last year and the companies indicate that there is a shortage of cars in the fleet so rentals are actually down. They have raised their prices.

Mr. Campbell reported seeing impact of the cash investment strategy with interest income which should be above \$10,000 per month for the foreseeable future.

Mr. Campbell noted that repairs and maintenance is running under budget but that should change during February and March as we get two big projects underway. Mr. Barber asked if United was contemplated in this budget and Mr. Campbell noted that United was not considered in the current budget but would be in next year's budget.

Mr. Campbell reported that staff is putting the finishing touches on the first draft of the budget for FY19 and should have it to the Finance Committee by the end of next week and be able to share it with the entire board before the April meeting.

### **BUSINESS DEVELOPMENT**

Ms. LeTellier invited the Authority to mark their calendars for the United Inaugural Reception which will be held at the ticket counters on April 9<sup>th</sup> at 10:30 am, noting there will be a water cannon salute during departure.

Ms. LeTellier reported on progress being made by Social Bark with renderings of their building on display for Authority review noting that staff is close to accepting their plan and the hope is that the contractor will be breaking ground as soon as they can pull permits.

### **GOVERNMENT**

Mrs. Girardot updated the Authority on upcoming AAAE Legislative Conference in DC that she and Mrs. Wilsey will be attending March 20-21, 2018, with appointments with Senator Burr, Senator Tillis and Congressman Rouzer.

Mrs. Girardot noted the 2015 Clean Water Rule/Waters of the United States seems to have settled down. Challenges have been sent back to the Federal District Court to be heard. In the meantime, the EPA and Corps of Engineers has created a rule called "Definition of Waters of the United States" which has an application date of February 6, 2020.

Mrs. Girardot updated the Authority on the status of the MPO feasibility study for light rail to the

airport that Mrs. Wilsey reported on last month noting that the MPO deferred this feasibility study until the 2045 Metropolitan Transportation Plan is completed so any further talk about light rail to the airport will be delayed at least two years.

Mrs. Girardot reported she was approached by Laura Padgett, as well as hearing at the Power Breakfast, about a shuttle from the hotels to see if they will go together for a shuttle to the airport, at no cost to the airport, and asked that staff talk to the hotels about that.

#### **OPERATIONS & GENERAL AVIATION**

Mr. Broughton reminded the Authority that the Airport Certification inspection (FAR Part 139) is scheduled for March 12-14, 2018.

Mr. Broughton reported that Delta has reinstated a previously cancelled interline agreement with American – which is Rule 240 that allows an airline, during irregular operations, to reroute passengers on another carrier. There are similar agreements with each airline and United as well.

The NCAA conference, March 26- 28, is sold out for the first time ever with 455 registered attendees with 10 on a waiting list. Mrs. Girardot and Mr. Wolfe will be attending that conference for the Authority.

#### **DIRECTOR'S REPORT**

Mr. Broughton updated the Authority on Mrs. Wilsey's meeting with the Business Traveler Group during Mr. Grant Whitney's visit to speak about United airlines at the Chamber event. Mr. Broughton thanked Mr. Barber for his part in making connections with United.

Mr. Broughton noted that the April Authority meeting will be April 11<sup>th</sup> instead of April 4<sup>th</sup> as noted on the calendars in the agenda.

#### **UNFINISHED BUSINESS**

None.

#### **NEW BUSINESS**

None.

#### **ADJOURNMENT**

Mr. Wolfe MOVED, SECONDED by Mr. Barber that the meeting be adjourned. There being no further business to come before the Board, Chairman Lambeth adjourned the meeting at 5:20 p.m.

Prepared by:

Rose M. Davis

Respectfully Submitted:

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Donna Girardot, Secretary

Date of Approval: April 11, 2018