

**NEW HANOVER COUNTY AIRPORT AUTHORITY  
REGULAR MEETING  
January 6, 2021**

**CALL TO ORDER**

The New Hanover County Airport Authority met on Wednesday, January 6, 2021, through special measures due to COVID19, consisting of a limited number attending in person, and a Zoom meeting for Authority members, ILM staff and public participation remotely. Chairman Girardot called the meeting to order at 5:04 p.m. Chairman Girardot welcomed the public and identified the Authority members and ILM staff present in the Zoom meeting. Chairman Girardot outlined guidance and direction to all for the special measures being taken for this meeting.

Airport Authority members and ILM staff attending remotely through Zoom meeting were Donna Girardot, Chairman; Harry Stovall, Vice Chairman; Spruill Thompson, Secretary; Tom Wolfe, Julia Olson-Boseman, Nick Rhodes, Julie A. Wilsey, Airport Director; Gary Broughton, Deputy Director; Granseur Dick, Facilities Director; Robert Campbell, Finance Director; Carol LeTellier, Business Development Director; Gary Taylor, Operations Manager; Rose Davis, Executive Assistant, and Wanda Copley, County Attorney.

Mr. Williams was absent from this meeting.

The public was able to join the meeting remotely and approximately 8 people were present via Zoom meeting. Public comments were accepted via email through 5 pm, January 5, 2021, to be read at the meeting.

Chairman Girardot asked Authority members if they had any conflict of interest pursuant to the Authority's Code of Ethics statement. No conflicts of interest or potential conflicts of interest were identified.

**PUBLIC COMMENTS**

None.

**APPROVAL OF MINUTES**

The Authority has reviewed the minutes of the meeting on December 2, 2020. Mr. Rhodes MOVED, SECONDED by Mr. Stovall to approve the minutes of the December 2, 2020 Airport Authority meeting as submitted. Vote was taken by roll call. Upon vote, the MOTION WAS APPROVED. Mr. Williams was absent.

**FACILITIES & TERMINAL EXPANSION**

Mr. Dick recommended the approval of the following items:

- a) **Airfield Pavement Marking (General Operating)** - Recommendation of a PO in the amount of NTE \$175,000 for HASCO Inc. to repaint airfield markings. This amount was included in the budget and is \$25,000 higher than previous years to cover new vehicular roadway markings on the North Ramp to accommodate movement of vehicles from a future second FBO. Mr. Thompson MOVED, SECONDED by Mr. Stovall to approve

Airfield Pavement Marking as recommended. Vote was taken by roll call. Upon vote, the MOTION WAS APPROVED. Mr. Williams was absent.

- b) **Terminal Improvements Construction Phase Services (AIP 60)** – Recommendation of approval for Construction Services Work Authorization Amendment #1 to Talbert and Bright for \$14,950. Amendment is required for additional work scope related to aircraft parking position changes to accommodate apron expansion as requested by FAA. Mr. Stovall MOVED, SECONDED by Mr. Wolfe to approve the Work Authorization Amendment #1 to Talbert and Bright for Terminal Improvements Construction Phase Services as recommended. Vote was taken by roll call. Upon vote, the MOTION WAS APPROVED. Mr. Williams was absent.

Mr. Dick updated the Authority on the status of the Business Park Development Standards Review.

Chairman Girardot asked about the status of Marathon FBO Partners and Mr. Dick reported that Marathon is still moving through the permit process with DEQ at this time.

### **FINANCE & HUMAN RESOURCES**

Mr. Campbell reviewed ILM's November financial summary, financials and cash summary.

Chairman Girardot complimented the staff on doing such a good job in keeping ILM in a positive financial position, with 100% of our staff employed, and continuing to move forward with the terminal expansion project. Chairman Girardot asked that Mrs. Wilsey pass on the Authority's thanks to the staff.

### **BUSINESS DEVELOPMENT**

Ms. LeTellier updated the Authority on the marketing award received from ACI-NA for the best Public Relations Program for Small Airports for ILM's Thanks a Million campaign.

Ms. LeTellier reviewed recent media coverage and noted the Advertising Value Equivalent (AVE) for free media this year was \$12M, which includes any mention of ILM in social and paper media. Ms. LeTellier noted the AVE was higher than last year's \$5.7M due primarily to the election, presidential and political candidate visits, and COVID-19.

Ms. LeTellier shared that the UNCW intern, Kim Nguyen, has completed her 7-week internship in graphic design and marketing and noted that Ms. Nguyen developed a one-page Business Park flyer that is now on our Website. Ms. Nguyen also designed seasonal ads and helped resize marketing and communication materials.

### **GOVERNMENT**

Chairman Girardot reported that Mrs. Wilsey has been reaching out to NC airports for financial support in hiring a lobbyist for 2021.

Chairman Girardot noted that the Chamber 2021 Public Policy was included in the agenda packet for review, noting that the airport portion was kept very general.

Mrs. Wilsey updated the Authority on the December 17, 2020 meeting of the NC Chamber Destination 2030. Mrs. Wilsey noted that the group is seeking a menu of options to choose from to accumulate funds for transportation projects and NCDOT.

Mrs. Wilsey reported that the CARES II Act allocated approximately \$2B for airports. ACI-NA has been talking with existing DOT and incoming Biden DOT teams daily waiting on guidance and allocations for that funding. ILM should be eligible for about \$1.8M from CARES II based on enplanements and airport size. Mrs. Wilsey noted that one piece of this grant is to provide relief to local concessionaires like the rental car agencies and the food and beverage concessions. This grant, like the first one, is good for 4 years and will provide additional funding for operational expenses, if needed, in the future.

### **OPERATIONS & GENERAL AVIATION**

Mr. Broughton reviewed the total revenue passengers, fuel costs and fuel flowage for November 2020.

Mr. Broughton updated the Authority on the Christmas holiday loads by airlines for the week of December 22 – January 2, noting that the airlines originally booked 8,162 and boarded 10,068 passengers. The numbers were down 45% from the same period last Christmas.

Mr. Broughton reported that he was notified recently that All American Aviation has purchased Phoenix Aircraft Services, formerly Seahawk Aviation. The All American Aviation CEO, Jason Davis, has indicated he would like to negotiate a long-term lease with ILM. Mr. Broughton advised that ILM staff will meet with Mr. Davis in January to discuss his visions for All American Aviation and their future growth at ILM.

### **DIRECTOR'S REPORT**

Mrs. Wilsey updated the Authority on the recent Business View Magazine article which featured an update of the terminal expansion project since their last article in 2019.

Mrs. Wilsey shared ILM's 2020 accomplishments, which included:

- ILM continued the multi-year \$60 million terminal expansion project (Contract 3 with Monteith Construction Corp). We secured \$ 6M from NC Legislature as well as \$22.8M from the FAA for the project.
- Phase 2 was completed in July, which expanded the airline ticket lobby, ticket counters and ticket offices.
- The third TSA checkpoint was completed and opened in April.
- The new roof was installed on the Terminal with FEMA and PFC Funds.
- Parking lots were converted to 100% credit and debit card payments.
- A second FBO was selected and is progressing through permits to start construction in 2021.
- Secured an agreement with Circle K for a Service Station on Airport Boulevard.
- Three local art projects were commissioned for the Terminal Expansion Project.

- Operations at ILM transitioned to Safe Travel measures to maintain health and safety of staff, tenants, and the public.
- We received \$19.8M in CARES Act funding to pay employees, debt service and continue airport operations.
- ILM was selected to host an Airport Roundtable event in the fall of 2021, bringing airline representatives to our area for an opportunity to showcase our airport expansion and community. Details to be determined.
- ILM was one of the distinguished recipients of the Airports Council International – North America 2020 Excellence in Airport Marketing, Communications, and Customer Service Awards. ILM received the “Overall Public Relations Programs Award” in the small airport category.

Mrs. Wilsey congratulated Chairman Girardot who was recently presented with The Order of the Long Leaf Pine Award by New Hanover County Commissioner Chair Julia Olson-Boseman. This is a big honor and ILM is extremely proud to have Chairman Girardot leading the charge at ILM.

Mrs. Wilsey reported that the DOT will be releasing the Economic Impact Study for Aviation on Monday, January 11<sup>th</sup>, which will include the economic impact of all 72 NC airports, as well as our individual airport, thru end of Calendar year 2019.

Mrs. Wilsey noted that the CARES II funding legislation included additional funding for Small Community Air Service Development Grants. Mrs. Wilsey reminded the Authority that ILM used a SCASD grant to secure United service to Chicago. Mrs. Wilsey updated the Authority on the process of applying for the grant, receiving support and pledges from the community with a goal of \$100,000.00, and letters of interest from one or more airlines. The deadline to apply is January 29, 2021.

Mrs. Wilsey reviewed the calendars for January thru March 2021.

Mrs. Olson-Boseman congratulated Chairman Girardot on the Order of the Long Leaf Pine Award and thanked Mrs. Wilsey for rising to the challenge by finding this grant opportunity and aggressively pursuing another carrier and expanded service for ILM.

#### **UNFINISHED BUSINESS**

None.

#### **NEW BUSINESS**

None.

#### **ADJOURNMENT**

Mr. Stovall MOVED, SECONDED by Mr. Wolfe to adjourn the meeting. Vote was taken by roll call. Upon vote, the MOTION WAS APPROVED. Mr. Williams was absent.

New Hanover County Airport Authority

January 6, 2021

Page 5

There being no further business to come before the Board, Chairman Girardot adjourned the meeting at 5:43 pm.

Prepared by:  
Rose M. Davis

Respectfully Submitted:

---

F. Spruill Thompson, Secretary

Date of Approval: February 3, 2021