

**NEW HANOVER COUNTY AIRPORT AUTHORITY
REGULAR MEETING
May 5, 2021**

CALL TO ORDER

The New Hanover County Airport Authority met on Wednesday, May 5, 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 attending remotely through Zoom meeting were Donna Girardot, Chairman; Harry Stovall, Vice Chairman; Tom Wolfe, Julia Olson-Boseman; Nick Rhodes, and Wanda Copley, County Attorney.

Airport Authority members Spruill Thompson, Secretary, and Lee Williams were absent from this meeting.

ILM staff attending and social distancing in the Executive Conference room were 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; Tamie Keel, Facilities Manager; and Rose Davis, Executive Assistant.

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, May 4, 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 April 7, 2021. Mr. Wolfe MOVED, SECONDED by Mr. Rhodes to approve the minutes of the April 7, 2021 Airport Authority meeting as submitted. Vote was taken by roll call. Upon vote, the MOTION WAS APPROVED. Mr. Thompson and Mr. Williams were absent.

FACILITIES & TERMINAL EXPANSION

Mr. Dick recommended the approval of a contract with Monteith Construction in the amount of \$61,135.00 for structural canopy repairs pending legal review and approval of the contract documents. The insurance company for the at-fault driver has already paid the airport for this work. Mr. Stovall MOVED, SECONDED by Mr. Wolfe to approve the contract with Monteith

Construction as recommended above. Vote was taken by roll call. Upon vote, the MOTION WAS APPROVED. Mr. Thompson and Mr. Williams were absent.

Mr. Dick updated the Authority on the status of the terminal expansion project, the Business Park Development Standards, the Runway 6 Ditch and Perimeter Fence Repair project, and the Commercial Service Apron Expansion.

Chairman Girardot suggested that Mr. Dick set dates for media tours of the expansion project at some point in the future.

FINANCE & HUMAN RESOURCES

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

Mr. Campbell recommended the approval of the FY22 Proposed Budget of \$44,578,550 (\$8,623,050 Operating; \$35,955,500 Capital) be made available for public review for a period of twenty-five (25) days. Mrs. Olson-Boseman MOVED, SECONDED by Mr. Stovall to approve the FY22 Proposed Budget be made available for public review as recommended above. Vote was taken by roll call. Upon vote, the MOTION WAS APPROVED. Mr. Thompson and Mr. Williams were absent.

BUSINESS DEVELOPMENT

Ms. LeTellier recommended the approval of a new land lease with Edge Landscaping Inc. for 1 acre of unimproved land off Blue Clay Road for a term of 12 months. Total annual rent is \$10,890. Mr. Stovall MOVED, SECONDED Mr. Wolfe to approve a land lease with Edge Landscaping Inc. as recommended above. Vote was taken by roll call. Upon vote, the MOTION WAS APPROVED. Mr. Thompson and Mr. Williams were absent.

Ms. LeTellier updated the Authority on the recent media coverage of the terminal expansion project, general aviation and the business park in the Greater Wilmington Business Journal and the GWBJ BizTalk featuring Granseur Dick.

Ms. LeTellier also updated the Authority on the status of Hertz Rental Cars bankruptcy and the pending sale of some of their concession and service centers, including ILM's, to GSP (Thrifty and Dollar Rental cars). The bankruptcy court date to determine if the Hertz service facility and concession leases will be assigned to GSP is May 18th. The Authority does not need to take any action. The bankruptcy court action will dictate the assignment of the leases.

Chairman Girardot requested an update from the Business Development Committee on any information gathered regarding the County's new industrial park on Blue Clay Road and the effects on ILM's business park and budget. Ms. LeTellier reported that the Blue Clay Road sites are available for sale whereas ILM sites are for lease. Chairman Girardot commented that the Authority did not know that at the last meeting. Ms. LeTellier stated there is no infrastructure in place on Blue Clay Road, however, the County plans to put in water and sewer in the future. Well capitalized prospects may want to purchase land whereas others may be more interest in leasing land.

GOVERNMENT

Chairman Girardot reported on the pending PFC increase in the infrastructure bill noting that there is a lot of competition among a variety of stakeholders to secure the scarce resources. Airports are lobbying for more critical infrastructure funding and to modernize the PFCs. The PFC is currently \$4.50, and airports are asking for an incremental increase of \$1 annually starting in 2023 until it reaches \$8.50 in 2026, then an annual adjustment for inflation after that.

Chairman Girardot updated the Authority on State legislation for Peer-to-Peer Car Rentals (Turo). At this point Senate Bill 623 is parked. This legislation further defines the peer-to-peer relationship as it pertains to insurance, licenses, and time limits, and still enables airports to regulate Peer-to-Peer Car Rental operations on airport property and charge a fee for the operation.

Chairman Girardot reminded the Authority that the Annual Report to the County Commissioners is scheduled for 9 am at their June 21, 2021 meeting. Anyone that would like to attend the meeting should let Mrs. Wilsey know.

OPERATIONS & GENERAL AVIATION

Mr. Broughton reviewed the total revenue passengers, fuel costs and fuel flowage for March 2021.

Mr. Broughton advised the Authority that the TSA Security Directive regarding masks has been extended through September 13, 2021 requiring masks be worn on all airport property inside and outside.

Mr. Broughton announced the retirement of Gary Taylor, Operations Manager, effective August 1, 2021. Mr. Taylor is ILM's 4th most tenured employee with over 21 years at ILM. Mr. Taylor was hired as a Public Safety Officer in January 2000 and went on to become ILM's K9 Officer along with his bomb dog Gino; he was further promoted to Lieutenant/K9; Captain; Chief; and finally, Operations Manager in September 2011.

DIRECTOR'S REPORT

Mrs. Wilsey updated the Authority on the ACI-NA Airport CEO conference and the hot topics discussed which included entry level employees, concession recovery, rental car shortages, passenger spikes at TSA checkpoints and in parking lots, the mask mandate and electronic vaccination records.

Mrs. Wilsey reported on her FY22 budget presentation to the City Council requesting SCASDG support in the amount of \$25,000.

Mrs. Wilsey noted she would be attending the Routes America Air Service Conference June 23-25 with APAC. Mrs. Wilsey shared that APAC's Oliver Lamb reports that for June 2021 our seat capacity has returned to within 1% of our June 2019 seat capacity. Mrs. Wilsey shared the airlines' summer schedules. Mr. Lamb is very optimistic about the schedule and airline meetings at Routes America and is planning to provide his update to the Authority at either the July or August Authority meeting.

Mrs. Wilsey advised the Real ID deadline has been extended until May 3, 2023 due to reduced DMV capacity during pandemic.

Mrs. Wilsey announced the opening of the remodeled bathrooms in the rental car/baggage claim area of the terminal and the pre-security Mothers' Room for nursing mothers and the Family restroom. Mrs. McNally will be posting on social media for Mother's Day.

Mrs. Wilsey reported that Erin McNally, Marketing Specialist, has completed her MBA and will be graduating on May 6, 2021.

Mrs. Wilsey reviewed the May – July calendars.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

CLOSED SESSION

Chairman Girardot called for a motion for the Authority to enter a closed session to discuss matters relating to expansion of Industry/Economic Development Opportunities pursuant to N.C.G.S. §143-318.11(a)(4) and to consult with attorney regarding a matter of potential litigation pursuant to N.C.G.S. §143-318.11(a)(3). Mr. Stovall MOVED, SECONDED by Mr. Wolfe to enter closed session to discuss expansion of industry/economic development and potential litigation. Vote was taken by roll call. The MOTION CARRIED. Mr. Thompson and Mr. Williams were absent.

All persons not Authority members or ILM staff were asked to leave the zoom meeting at this time. The Authority went into closed session at 5:44 pm.

OPEN SESSION

The Authority returned to OPEN SESSION. Chairman Girardot reported that the Authority has completed its discussion of expansion of industry/economic development and potential litigation and no action was taken.

ADJOURNMENT

Mr. Rhodes MOVED, SECONDED by Mr. Wolfe to adjourn the meeting. There being no further business to come before the Board, Chairman Girardot adjourned the meeting at 6:35 pm.

Prepared by:
Rose M. Davis

Respectfully Submitted:

F. Spruill Thompson, Secretary
Date of Approval: June 2, 2021