

**NEW HANOVER COUNTY AIRPORT AUTHORITY
REGULAR MEETING
January 5, 2022**

CALL TO ORDER

The New Hanover County Airport Authority met on Wednesday, January 5, 2022, at Wilmington International Airport, 1740 Airport Boulevard, Wilmington, North Carolina. Airport Authority members, ILM staff, and public participation was in person. Chairman Girardot called the meeting to order at 5:00 p.m. Mr. Wolfe led the Authority in the pledge of allegiance. Chairman Girardot asked Authority members if they had any conflict of interest pursuant to the Authority's Code of Ethics statement.

Mr. S. Thompson noted a potential conflict of interest on a matter to be considered in Closed Session and asked to recuse himself at that time. Mr. Wolfe MOVED, SECOND by Mr. J. Thompson to allow Mr. S. Thompson to recuse himself from any discussion and vote on this matter during closed session. Upon vote, the MOTION WAS APPROVED.

Airport Authority members present were: Donna Girardot, Chairman; Spruill Thompson, Vice Chairman; Nick Rhodes, Secretary; Tom Wolfe, Lee Williams, Julia Olson-Boseman, Jason Thompson, Wanda Copley, County Attorney, and Kemp Burpeau, Deputy County Attorney. Also present were ILM staff Jeff Bourk, Airport Director; Granseur Dick, Facilities Director; Robert Campbell, Finance Director; and Rose Davis, Executive Assistant.

Carol LeTellier, Business Development Director was absent from this meeting.

Approximately 12 guests from the public attended the Authority meeting.

APPROVAL OF MINUTES

The Authority has reviewed the minutes of the meeting on December 1, 2021. Mr. Wolfe MOVED, SECONDED by Mr. Rhodes to approve the minutes of the December 1, 2021, Regular meeting as submitted. Upon vote, the MOTION WAS APPROVED.

EMPLOYEE RECOGNITION

Chairman Girardot recognized ILM Facilities Manager, Keathon Stark, for being featured as one of Airport Business Magazine's 40 Under 40 this year.

PUBLIC COMMENTS

Mr. Sanjay Aggarwal announced to the Authority that Aero Center Wilmington is nearing completion and approximately 30-45 days away from opening their facility. Mr. Aggarwal thanked the Authority and ILM staff for their support and introduced Sandra Spaller, General Manager, and Chris McPherson, Director of Maintenance.

FACILITIES & TERMINAL EXPANSION

Mr. Dick updated the Authority on the status of the Runway 6 drainage ditch repairs and the Terminal Expansion project.

FINANCE & HUMAN RESOURCES

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

Mr. J. Thompson brought several items to the attention of the Authority for consideration as they relate to ILM's finances and long term plans including: 1) contracted services for security with the Sheriff's Department as related to patrol of the curb; 2) a plan for more structured control of traffic at the curb; 3) using ILM's healthy cash position to enhance customer experience, especially regarding a parking deck; and 4) enabling legislation so ILM can invest differently to increase ROI.

Discussion followed regarding potentially investing in equities and Mr. Williams noted he would not be in favor of investing in equities. Mr. Wolfe noted concerns regarding statute limitations to ILM's investment options as well.

Chairman Girardot recommended she and Mr. Thompson discuss these matters further and then take them to the Finance Committee for discussion before moving forward.

BUSINESS DEVELOPMENT

Mr. Bourk updated the Authority on Cape Fear Fair and Expo's request to hold the 2022 Fair and Expo on airport property as well as a proposed rodeo event in the spring. Mr. S. Thompson noted that the Business Development Committee believes ILM is moving in a more pro-business direction and ILM's focus has changed. Mr. Thompson, on behalf of the committee recommended the Authority decline Cape Fear Fair and Expo's request for use of airport property from this point forward in favor of business development. Discussion followed regarding the proposed rodeo timing, current business developments ongoing on the airport property and potential liability. Mr. J. Thompson **SECONDED** the motion from committee to decline Cape Fear Fair and Expo's further use of airport property for events as recommended. Upon vote, the **MOTION WAS APPROVED**.

Mr. Campbell updated the Authority on the Airport Roundtable proposal that ILM submitted for a future event to be hosted by ILM again. Mr. Bourk also noted ILM is in discussions regarding a similar event called Take Off for ILM to host in 2025-2026.

Mr. Dick updated the Authority on in-terminal advertising transition to digital and the status of the Edgewater Ventures and CIL projects.

GOVERNMENT

Chairman Girardot updated the Authority on the Bipartisan Infrastructure Bill noting that it did pass with US Airports receiving \$2.89B; NC Airports receiving over \$91M and ILM receiving \$3,781,091 for this year.

Chairman Girardot reported that the General Assembly is still in session waiting for redistricting to pass. They will go back in session in May 2022 for short session. Chairman Girardot proposed hosting the General Assembly delegation for breakfast at ILM in the spring before the short session starts to provide them with an update and overview of ILM's progress and ongoing projects.

Regarding the 5G network interference, Chairman Girardot noted the only 2 NC airports expected to be affected by the 5G network are CLT and RDU. The Airport Association has been aggressive in heading this off and the Secretary of Transportation asked the network carriers to hold off for 2 weeks before implementing their 5G networks, which they agreed to do. The latest update is that the carriers have been asked to operate the 5G network at only 50% for 6 months to give DOT, FAA, and the FCC the opportunity to assess the impact on the airlines.

Mr. Dick reported there were earlier pilot reports of local interference at ILM, and the FAA was made aware of this. The network carriers updated the software that was creating interference and it resolved the interference for our location.

Chairman Girardot noted ILM has been monitoring this situation since summer and it was noted by Senator Tillis that ILM was the only other NC Airport besides CLT and RDU to report any interference issues.

OPERATIONS & GENERAL AVIATION

Mr. Dick reviewed the total revenue passengers, fuel costs and fuel flowage for November 2021.

Regarding General Aviation, Mr. Dick recognized new Airport Director, Jeff Bourk, and noted he has been meeting with FBO tenants and plans to meet with members of the greater GA community to make introductions and better understand the issues of the local GA community. Mr. Rhodes, Chairman of the Operations and General Aviation Committee, reported he and Mr. Bourk are moving forward to plan a meeting with the GA community to find out what their issues, concerns and suggestions are and see where we might go from here.

Mr. Bourk shared he is a private pilot, and his wife is an instrument corporate rated pilot, and they look forward to being a big part of the local GA community.

Chairman Girardot welcomed Mr. Bourk to his first Authority meeting.

Mr. J. Thompson pointed out the need to update The Giant Report for military regarding ILM's pavement weight capacity on ramps and taxiways. ILM meets the requirements for larger aircraft, but the report has not been updated. The military relies on this information and if the information isn't correct or updated, it prevents the military from using ILM's facilities. This update could lead to additional revenue sources and increased military traffic. The GA committee will review further and report any findings at the February Authority meeting.

IT REPORT

Mr. Dick reported previously on the status of the integrated display system and updated the Authority regarding the status of the public Wi-Fi set up in the terminal being completed by e-Telecom.

DIRECTOR'S REPORT

Mr. Bourk updated the Authority on his transition and thanked the Authority for bringing him here and the ILM staff for their assistance during his first week.

Mr. Bourk updated the Authority on the LOA between the FAA and the military noting it has

been signed by the military and the local FAA tower and officially goes into effect January 7th. The Airport/Facility Directory update is due to be published by January 17th. The Airport Facilities Directory (AFD) is what pilots reference when they go into an airport and provides information about the facilities and procedures at the airport.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Chairman Girardot called for a motion for the Authority to enter a closed session to discuss matters relating to the expansion of industries and economic development pursuant to NCGS §143-318.11(a)(4) and to consider personnel matters pursuant to §143-318.11(a)(6). Mr. J. Thompson MOVED, SECONDED by Mr. S. Thompson to enter closed session for the above referenced matter. Upon vote, the MOTION WAS APPROVED.

All persons not Authority members or ILM staff were asked to leave the meeting. The Authority went into closed session at 5:42 pm.

Mr. J. Thompson MOVED, SECONDED by Mr. Rhodes to return to open session. Upon vote, the MOTION WAS APPROVED.

OPEN SESSION

The Authority returned to open session at approximately 6:56 pm. Chairman Girardot reported that the Authority has completed its discussion relating to expansion of industries and economic development and personnel matters.

Mr. Wolfe, on behalf of the HR Committee, recommends approval of the following: reduction of the maximum allowable vacation accrual from 480 hours to 320 hours; change the airport contribution to the 401k plan to an amount not to exceed 5% of the employee's matching contribution; and, that the Authority will vote on any future changes to the employee handbook. Mr. Williams SECONDED the motion from committee. Upon vote, the MOTION WAS APPROVED.

ADJOURNMENT

Mr. Williams MOVED, SECONDED by Mr. J. Thompson to adjourn the meeting. Upon vote the MOTION WAS APPROVED. There being no further business to come before the Board, Chairman Girardot adjourned the meeting at 7:01 pm.

Prepared by:
Rose M. Davis

Respectfully Submitted:

Nick Rhodes, Secretary

Date of Approval: _____