

**NEW HANOVER COUNTY AIRPORT AUTHORITY
REGULAR MEETING
July 13, 2022**

CALL TO ORDER

The New Hanover County Airport Authority met on Wednesday, July 13, 2022, at Wilmington International Airport, 1740 Airport Boulevard, Wilmington, North Carolina. Chairman Girardot called the meeting to order at 5:00 p.m. Mrs. Olson-Boseman 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. No conflicts of interest or potential conflicts of interest were identified.

Airport Authority members present were Donna Girardot, Chairman; Spruill Thompson, Vice Chairman; Nick Rhodes, Secretary; Julia Olson-Boseman; Tom Wolfe, and Jason Thompson. Wanda Copley, County Attorney and Kemp Burpeau, Deputy County Attorney were also present. ILM staff present included Jeff Bourk, Airport Director; Granseur Dick, Deputy Airport Director; Robert Campbell, Deputy Airport Director; Carol LeTellier, Business Development Director; and Rose Davis, Executive Assistant.

Lee Williams attended the meeting and voted via zoom. Faison G. Sutton, newly appointment Authority member, was sworn in and present for voting after the approval of the minutes. Approximately 12 guests from the public attended the Authority meeting.

APPROVAL OF MINUTES

The Authority has reviewed the minutes of the joint meeting with County Commissioners on May 25, 2022. Mr. J. Thompson MOVED, SECONDED by Mr. Wolfe to approve the minutes of the May 25, 2022, joint meeting as submitted. Upon vote, the MOTION WAS APPROVED.

The Authority has reviewed the minutes of the meeting on June 1, 2022. Mr. J. Thompson MOVED, SECONDED by Mrs. Olson-Boseman to approve the minutes of the June 1, 2022, regular meeting as submitted. Upon vote, the MOTION WAS APPROVED.

The Authority reviewed the minutes of the closed session on June 1, 2022, during the meeting. Mr. Rhodes MOVED, SECONDED by Mrs. Olson-Boseman to approve the minutes of the closed session on June 1, 2022, as submitted. Upon vote, the MOTION WAS APPROVED.

The Authority has reviewed the minutes of the special meeting on June 30, 2022, during the meeting. Mr. J. Thompson MOVED, SECONDED by Mr. Wolfe to approve the minutes of the June 30, 2022, special meeting as submitted. Upon vote, the MOTION WAS APPROVED.

The Authority reviewed the minutes of the closed session on June 30, 2022, during the meeting. Mr. Wolfe MOVED, SECONDED by Mr. J. Thompson to approve the minutes of the closed session on June 30, 2022, as submitted. Upon vote, the MOTION WAS APPROVED.

FAREWELL

Vice Chairman Spruill Thompson recognized outgoing Chairman and Authority member Donna Girardot, highlighting the Authority's achievements during her 8-year tenure on the Airport

Authority, noting that she served the last 4 years as Chairman.

Mr. Wolfe presented a plaque honoring the current Authority members for their part in the Terminal Expansion project which was dedicated at a ribbon cutting on February 7, 2022.

SWEARING IN

Mr. Wolfe turned the meeting over to Kym Crowell, Clerk to the New Hanover County Board of Commissioners, who administered the Oath of Office to newly appointed Airport Authority member Faison Gibson Sutton.

Mr. J. Thompson shared a brief bio and introduced Mrs. Sutton who joined the Authority at the conference room table.

ELECTION OF OFFICERS

Mr. Williams, on behalf of the Nominating Committee, recommended the following slate of officers: Chairman – Spruill Thompson; Vice Chairman – Nick Rhodes; and Secretary – Tom Wolfe. There were no nominations from the floor. Upon vote, the MOTION WAS APPROVED.

RECESS

The Authority meeting was in recess from 5:10 – 5:17 pm.

PUBLIC COMMENTS - None.

FACILITIES & TERMINAL EXPANSION

Mr. Dick recommended the approval of a work authorization NTE \$150,000.00 for Talbert and Bright to provide architectural, MEPF engineering services and construction phase services related to construction of terminal upfits. Mr. Wolfe MOVED, SECONDED by Mr. Rhodes to approve the work authorization as recommended. Upon vote, the MOTION WAS APPROVED.

Mr. Dick updated the Authority on the status of the terminal expansion; apron expansion; new terminal access road and parking improvements; and Business Park infrastructure improvements.

Mr. J. Thompson initiated a discussion about reaching capacity in the new terminal and future expansion plans. Staff shared options for future expansion that are currently being considered and evaluated. Details will be shared with the Facilities committee and full Authority as plans are developed.

IT

Mr. Bourk updated the Authority on the status of the ACUS/Common Use System for Avelo noting equipment has been ordered and American and Delta are on board with using that equipment in the future. Mr. Bourk reported the equipment has also been ordered for the FIDS and In-Terminal Advertising system with installation planned to begin in July. Both systems should be fully operational by November.

FINANCE & HUMAN RESOURCES

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

Mr. Campbell updated the Authority on the status of the Audit and recognized and congratulated Jackie Yellin-Mungo, who recently passed her exam for ACE Airport Finance.

Mr. J. Thompson asked for follow-up on the investigation into the statutes regarding investment options and restrictions for the airport. After a brief discussion it was decided that staff should investigate alternative investments within the current regulatory restrictions.

BUSINESS DEVELOPMENT

Ms. LeTellier recommended approval of an Amendment assigning the Hertz Rental Car Concession and Services Facility Agreement to GSP Transportation, Inc., currently doing business as Thrifty and Dollar Rental Car. Mr. Rhodes MOVED, SECONDED by Mr. Wolfe to approve the Amendment as recommended. Upon vote, the MOTION WAS APPROVED.

Mr. Bourk noted there would be a closed session to discuss a proposed land lease which may be approved after the Authority returns to open session.

Ms. LeTellier updated the Authority on the status of the MLILM agreement noting staff is waiting on some additional documentation before this can be finalized.

GOVERNMENT

Mr. Bourk updated the Authority on the nomination of the next FAA Administrator, Phil Washington, and legislation that has been introduced to impose new grant and PFC assurances requiring airports to set and enforce minimum pay and labor standards.

Mr. Bourk reported that the General Assembly increased the funding that NC airports received from \$75M to \$100M but did not pass the Air Service Development Funding that was requested by NC airports but it is anticipated that they may consider it for future budgets.

OPERATIONS & GENERAL AVIATION

Mr. Bourk updated the Authority on the upcoming Aviation Career Education (ACE) Camp ILM is hosting in conjunction with CFCC for local middle school children and the next Cape Fear General Aviation event proposed for October.

Mr. Bourk reviewed the monthly operations reports noting that May 2022 was an all-time record May for enplanements at ILM.

DIRECTOR'S REPORT

Mr. Bourk updated the Authority on air service meetings with 8 airlines in June and the Avelo launch on June 30th to New Haven and July 1st to Orlando and Baltimore. Mr. Bourk shared the two current TV advertisements that are running and photos from the Avelo launch and recent media events at local area establishments.

UNFINISHED BUSINESS - None.

NEW BUSINESS

Chairman S. Thompson 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). Mr. Wolfe MOVED, SECONDED by Mr. J. Thompson to enter into 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. Mr. Williams was present via zoom. The Authority went into closed session at 5:50 pm.

During the closed session, Chairman S. Thompson disclosed the need to recuse himself from a portion of the discussion regarding the matter voted on below and the Authority voted in closed session to allow Chairman S. Thompson to recuse himself from said discussion and vote on the matter. Chairman S. Thompson left the meeting prior to any discussion on this matter and returned to the meeting at 6:25 pm.

Mrs. Olson-Boseman left the meeting at 6:25 pm.

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

OPEN SESSION

The Authority returned to open session at approximately 6:27 pm. Chairman S. Thompson reported that the Authority completed its discussion relating to expansion of industries and economic development.

Mr. J. Thompson MOVED, SECONDED by Mr. Wolfe to approve the lease with CIL ILM 3 as proposed by staff. The terms of which are: 15.05 acres with a 30-year term, with renewal options. Due diligence is 18 months, with one 90-day extension at \$25,000; development begins 24 months after due diligence ends, with one 90-day extension at \$25,000; rent commences 30 months after the “effective date” of the lease. Annual rent is \$235,746.72 with rent increases of 5% per year, every 5 years, until year 20 when there is a 25% bump, then back to 5% every 5 years. Upon vote, the MOTION WAS APPROVED. Chairman S. Thompson was recused from this vote. Mr. Williams was present and voted via zoom and Mrs. Olson-Boseman was absent from this vote.

ADJOURNMENT

Mr. J. Thompson MOVED, SECONDED by Mr. Wolfe to adjourn the meeting. Upon vote the MOTION WAS APPROVED. There being no further business to come before the Board, Chairman S. Thompson adjourned the meeting at 6:30 pm.

Prepared by:
Rose M. Davis

Respectfully Submitted:

Thomas Wolfe, Secretary

Date of Approval: August 3, 2022