

**NEW HANOVER COUNTY AIRPORT AUTHORITY
REGULAR MEETING
February 1, 2023**

CALL TO ORDER

The New Hanover County Airport Authority met on Wednesday, February 1, 2023, at Wilmington International Airport, 1740 Airport Boulevard, Wilmington, North Carolina. Chairman S. Thompson called the meeting to order at 5:00 p.m. Mr. Rhodes led the Authority in the pledge of allegiance. Chairman S. Thompson 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 Spruill Thompson, Chairman; Nick Rhodes, Vice Chairman; Tom Wolfe, Secretary; Lee Williams, Jason Thompson, and Faison G. Sutton. Wanda Copley, County Attorney was 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. Approximately 17 guests from the public attended the Authority meeting.

Authority member LeAnn Pierce arrived at approximately 5:12 pm.

APPROVAL OF CONSENT AGENDA

The Authority having reviewed the items listed on the Consent Agenda in committee and requiring no further discussion, Chairman S. Thompson requested a motion to approve the Consent Agenda as presented.

Mr. Wolfe MOVED, SECONDED by Mr. Rhodes to approve the Consent Agenda as presented. Upon vote, the MOTION WAS APPROVED. Ms. Pierce was not present for this vote.

CONSENT AGENDA ITEMS

Approval of Minutes

The Authority approved the minutes of the Regular Meeting held on December 7, 2022.

PUBLIC COMMENTS - None.

FINANCE, MARKETING AND AIR SERVICE DEVELOPMENT

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

Mr. Campbell reviewed the monthly activity and performance reports and updated the Authority on status of employment opportunities with ILM.

OPERATIONS & FACILITIES

Mr. Dick recommended approval of the following items:

- a. A Work Authorization to Talbert & Bright for \$93,140 to design and bid a blast fence located along the SW edge of the new carrier apron. Mr. Rhodes MOVED, SECONDED by Mr. Wolfe to approve the work authorization to Talbert & Bright as presented.

Following a brief discussion, the MOTION WAS APPROVED. Ms. Pierce was not present for this vote.

WELCOME

Chairman S. Thompson welcomed new Authority member, LeAnn Pierce, to her first Authority meeting. Ms. Pierce was previously sworn in by the New Hanover County Clerk to the County Commissioners, Kym Crowell. Ms. Pierce arrived at approximately 5:12 pm.

OPERATIONS & FACILITIES (continued)

- b. A project Change Order to Monteith Construction in the amount of NTE \$505,000 for the upfit of Airport Operations space, Common Use Airline Operations space, and associated electrical and HVAC upgrades. Mr. Williams MOVED, SECONDED by Mr. J. Thompson to approve the Change Order to Monteith Construction as presented. Upon vote the MOTION WAS APPROVED.
- c. A contract to the lowest qualified bidder for four (4) years of airfield painting and crack sealing in the amount of NTE \$1,317,741.30. Following a brief explanation and discussion, Mr. Wolfe MOVED, SECONDED by Mr. Rhodes to approve the contract to the lowest qualified bidder as presented. Upon vote the MOTION WAS APPROVED.

Mr. Dick provided an update on construction/terminal expansion and the temporary parking project. Mr. Dick reviewed the airport operations chart.

BUSINESS DEVELOPMENT

Ms. LeTellier recommended approval of the following items:

- a. Assignment and Assumption of the All-American Aviation Services, Inc. Hangar Lease to Marathon FBO Partners ILM, LLC, a Florida Liability Company (Assignee) for the premises located at 1501 John Morris Road, Wilmington, NC. Mr. Williams asked the Authority to recuse him from this vote due to his work relationship with Marathon FBO Partners ILM, LLC. Mr. J. Thompson MOVED, SECONDED by Mr. Wolfe to recuse Mr. Williams from this vote. Upon vote the MOTION WAS APPROVED.

Mr. Wolfe MOVED, SECONDED by Mr. Rhodes to approve the Assignment and Assumption as presented above. Upon vote the MOTION WAS APPROVED. Mr. Williams did not vote.

- b. CIL ILM, LLC Phase I Sublease Agreement pertaining to:
 - i) 3rd Amendment to Airside Ground Sublease;
 - ii) Ground Lease Non-Disturbance and Attornment Agreement for Airside;
 - iii) Memorandum of Lease for both Landside and Airside; and
 - iv) Ground Lease Estoppel for both Landside and Airside to approve the terms.

Mr. Wolfe MOVED, SECONDED by Mr. J. Thompson to approve the CIL ILM, LLC documents as presented above. Upon vote the MOTION WAS APPROVED.

Mr. Bourk recommended approval of the following items:

- c. Consolidation of the Airport East Hangars leases into one lease. Current leases expire on or before 2035. This lease proposes a 10-year extension if the parties invest \$20,000 in each of the 3 buildings, adjusted for inflation, before 2035. Mrs. Sutton asked the Authority to recuse her from this vote. Mr. J. Thompson MOVED, SECONDED by Mr. Wolfe to recuse Mrs. Sutton from this vote. Upon vote the MOTION WAS APPROVED.

Following a brief discussion, Mr. Williams MOVED, SECONDED by Mr. J. Thompson to approve the consolidation of the Airport East Hangar leases into one lease agreement as presented. Upon vote the MOTION WAS APPROVED. Mrs. Sutton did not vote.

- d. Two new Land Lease agreements for hangar development with TOPSY ILM, LLC and IRULE ILM, LLC for 4,320 SF area for a term of 30 years with a base rent of \$656.52/month and an annual 3% increase. The parties have asked to be exempt from the Architectural Guidelines as relates to landscaping. Following a brief discussion, Mr. J. Thompson MOVED, SECONDED by Mrs. Sutton to approve the Land Lease Agreements with TOPSY ILM, LLC and IRULE ILM, LLC as presented. Upon vote the MOTION WAS APPROVED.

DIRECTOR'S REPORT

Mr. Bourk updated the Authority on the Chamber Intercity visit to Ft. Lauderdale; the FAA visit in Memphis; and the status of the Airport Authority Vision Planning final report for approval at March Authority meeting.

Mr. Bourk presented the legislative priorities from the North Carolina Airport Association (NCAA) and referenced New Hanover County's adopted legislative priority to improve road infrastructure in and around the airport. Mr. Bourk requested the Authority consider approving these legislative priorities as well. Mr. J. Thompson requested deferring a vote on the NCAA legislative priorities to allow further review.

The Authority agreed that the County's legislative priority to improve the road infrastructure in and around the airport – to include widening 23rd Street to two lanes between MLK Blvd. and Airport Blvd.; Blue Clay Road and Hall Drive intersection improvements; and Airport Blvd. realignment – would be beneficial. Mr. Wolfe MOVED, SECONDED by Mr. Williams to approve the road infrastructure improvements as presented above. Upon vote the MOTION WAS APPROVED.

Mr. Bourk shared the ILM Annual Summary for 2022.

UNFINISHED BUSINESS - None.

NEW BUSINESS

Chairman S. Thompson called for a motion for the Authority to enter a closed session to discuss personnel matters pursuant to NCGS § 143-318.11(a)(6). Mr. Wolfe MOVED, SECONDED by Mr. J. Thompson to enter into a closed session to discuss personnel matters. Upon vote, the MOTION WAS APPROVED.

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All persons not Authority members and attorney were asked to leave the meeting. The Authority went into closed session at 6:00 pm.

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

OPEN SESSION

The Authority returned to open session. Chairman S. Thompson reported that the Authority completed its discussion relating to personnel matters.

ADJOURNMENT

Mr. Wolfe 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 S. Thompson adjourned the meeting at 6:37 pm.

Prepared by:
Rose M. Davis

Respectfully Submitted:

Thomas Wolfe, Secretary

Date of Approval: March 1, 2023