

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

CALL TO ORDER

The New Hanover County Airport Authority met on Wednesday, March 1, 2023, at Wilmington International Airport, 1740 Airport Boulevard, Wilmington, North Carolina. Chairman S. Thompson called the meeting to order at 5:02 p.m. Mrs. Sutton 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, Faison G. Sutton, and LeAnn Pierce. 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 11 guests from the public attended the Authority meeting.

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. J. Thompson MOVED, SECONDED by Mr. Rhodes, to approve the Consent Agenda as presented. Upon vote, the MOTION WAS APPROVED.

CONSENT AGENDA ITEMS

Approval of Minutes

The Authority approved the minutes of the Regular Meeting held on February 1, 2023.

Airfield Rental Rates

The Authority approved the amendment of the Airfield Rental Rates as follows:

Current: Unimproved \$0.319 psf; Improved \$0.374 psf
Amended: East Ramp – Unimproved \$0.34 psf; Improved \$0.41 psf
West Ramp – Unimproved \$0.38 psf; Improved \$0.47 psf

Lease Extension

The Authority approved a 1-year lease extension for Superior Mechanical Incorporated for premises located in Suite 140 of the Flex Building.

PUBLIC COMMENTS - None.

FINANCE, MARKETING AND AIR SERVICE DEVELOPMENT

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

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

Mr. Campbell shared that new marketing campaigns are rolling out in the next few weeks to include billboards, an Expedia campaign, and radio and tv advertisements.

Mr. Bourk reviewed the options for the airport to purchase a self-service fuel farm on the Eastside with one of the FBOs providing the fuel for sale. An RFP will be put out so the FBOs can bid on providing this service. Discussion followed. The Authority agreed for staff to gather more information on the cost and business plan for further review and discussion.

OPERATIONS & FACILITIES

Mr. Dick provided an update on construction/terminal expansion, IT updates, and the parking projects. Mr. Dick reviewed the airport operations chart.

Mr. Dick updated the Authority on an approved action item from the February Authority meeting regarding the airfield painting and crack sealing RFP. Staff determined that received bids lacked sufficient detail to accurately compare itemized prices between bidders. Staff rejected all bids and will use budgeted money for this project this year and will contract to have work done that is necessary through a Purchase Order not requiring further Authority action. Staff will rebid this project this summer for the 4-year contract for work to be done in the fall.

BUSINESS DEVELOPMENT

Ms. LeTellier recommended, on behalf of the Business Development Committee, approval of the following items:

- a. Regarding CIL ILM 3, LLC –
 - i. New Sublease for 23.6 acres on Gardner Drive (Parcel 27) which picks up a portion of the former Edgewater Ventures Sublease - Mr. Wolfe MOVED to approve the CIL ILM 3, LLC new Sublease as presented above. No second was required as this recommendation came from the Business Development Committee. Upon vote the MOTION WAS APPROVED.
 - ii. Termination of their 15-acre Blue Clay Road Lease. Mr. Wolfe MOVED to approve the termination of the Lease as presented above. No second was required as this recommendation came from the Business Development Committee. Upon vote the MOTION WAS APPROVED.
- b. Award for the new Retail, Food and Beverage Concession - Faber, Coe & Gregg of Florida, Inc. was recommended by the Selection Committee and Business Development Committee. Faber's proposal included national food and beverage brands, Dunkin Donuts and Jimmy Johns and expanded retail in The Market at ILM. Opening date will be the 4th Quarter of 2023. Mr. Wolfe MOVED to award the Retail, Food and Beverage Concession to Faber Co & Gregg as presented above. No second was required as this recommendation came from the Business Development Committee. Upon vote the MOTION WAS APPROVED.

DIRECTOR'S REPORT

Mr. Bourk updated the Authority on the upcoming NCAA Conference; Routes America airline meetings; the press conference on March 2nd; the next GA event, Rusty Pilots Program, on April 22, 2023; and the upcoming Airport Update for past and present Authority members on April 19, 2023.

Mr. Bourk presented the 2023-2027 Vision Plan for Authority approval using a slide show summarizing the results of the January 18, 2023, Authority Planning Session. Mr. J. Thompson MOVED, SECONDED by Mrs. Sutton to approve the 2023-2027 Vision Plan as presented. Upon vote the MOTION WAS APPROVED.

UNFINISHED BUSINESS - None.

NEW BUSINESS – None.

ADJOURNMENT

Chairman S. Thompson adjourned the meeting at 5:38 pm.

Prepared by:
Rose M. Davis

Respectfully Submitted:

Thomas Wolfe, Secretary

Date of Approval: April 5, 2023