ILM

WILMINGTON INTERNATIONAL AIRPORT

New Hanover County Airport Authority Meeting

Wednesday, November 4, 2026

5:00 PM
ILM Executive Conference Room

New Hanover County Airport Authority
Meeting Agenda
November 4, 2026– 5 pm

- Call to Order
- Pledge of Allegiance
- Code of Ethics Clause
- Employee Recognition (as needed)
- Approval of Minutes
- Public Comments (Limited to 3 Minutes)
- Consent Agenda
- Staff Reports
  - Finance, Marketing & Air Service & Business Development
  - Operations & Facilities
  - Director’s Report
  - Unfinished Business/New Business/Adjournment

New Hanover County Airport Authority
Code of Ethics

In accordance with the New Hanover County Board of Commissioners Resolution Adopting a Code of Ethics, adopted on January 5, 2015, and updated on January 9, 2023, it is the duty of all County boards and committees to respect and abide by the New Hanover County Code of Ethics in the performance of their duties.

More specifically all Airport Authority members should:

1. obey all applicable laws;
2. uphold the integrity and independence of the Authority;
3. avoid impropriety;
4. faithfully perform the duties of the office; and,
5. conduct the affairs of the Authority in an open and public manner.

It is further the duty of every Authority member to avoid both conflicts of interest and appearances of conflicts. Does any member have any known conflict of interest or appearance of conflict with respect to any matters coming before the Authority today? If so, please identify the conflict or appearance of conflict and refrain from any undue participation in the particular matter involved.

Employee Recognition

Erin McNally, Marketing, Air Service Development, and Public Relations Manager, is being recognized for receiving her A.A.E. Certification.



Erin with her interview panel.

Approval of Minutes

The Authority has been provided a copy of the minutes for the following:

- September 30, 2026, Airport Authority meeting
- September 30, 2026, Closed Session

Consent Agenda

None

Staff Reports

Committee	Airport Authority Members	Staff Members
Finance, Marketing, Air Service & Business Development • **Monthly Financial Report** • **Monthly Activity and Performance Report** • **Marketing & Air Service Development Report** • **HR Report** • **Business Park Development Report** • **Airside & Terminal Development Report** • **Phase 2 Business Park Report** • **Advertising Report**	Andrew Jones LeAnn Pierce Brian Eckel	Bob Campbell/Jeff Bourk
Operations and Facilities • **Construction/Expansion Report** • **Facilities/IT Report** • **Operations Report** • **General Aviation Report**	Wanda Copley Nick Rhodes Faison Gibson	Granseur Dick/Jeff Bourk
Executive Committee **Legislative Priorities** (consult with LeAnn Pierce as necessary) • **Capital Budget Planning (beyond 1 year to 5 years)** • **General Update**	Nick Rhodes, Past Chair Jason Thompson, Chair Faison Gibson, Vice Chair ** In the event any of the above are unable to attend, the Secretary, Wanda Copley, shall attend.	Jeff Bourk
Director's Report	Will include updates from Executive Committee as necessary	

Finance, Marketing, Air Service & Business Development

- **Action Items**

a. Recommend approval of the Third Amendment to Concession Agreement with Faber, Coe and Gregg of Florida, Inc. to add required Title VI language and to update lease terms related to additional concessions being added.

b. Recommend approval of the Second Amendment to Concession Agreement with Tailwinds Deli News & Gifts, Inc. to add required Title VI language and to update lease terms related to additional concessions being added.

Finance, Marketing, Air Service & Business Development (cont.)

Information Items

- Monthly Financials
- Marketing Report
- HR Report
  - Headcount: 69 (57 full-time; 12 part-time)
  - Hiring: Hired 1 janitorial manager – start date October 28
- Business Development Report
  - Tenants – 39 (32 actively paying rent; 7 in due diligence period of their lease agreements)

Wilmington International Airport

Monthly Financial Summary

September

Summary	Actual	Budget	Prior Year	Act vs. Bud	Act vs. PY
Operating Revenue	2,013,988	1,760,312	1,723,529	14.4%	16.9%
Operating Expense	1,466,206	1,338,376	1,175,889	9.6%	24.7%
YTD Op Revenue	6,078,789	4,863,660	5,172,054	25.0%	17.5%
YTD Op Expense	4,122,779	3,886,909	3,569,194	6.1%	15.5%

Revenue	Actual	Budget	Prior Year	Act vs. Bud	Act vs. PY
Aviation	260,343	231,014	226,533	12.7%	14.9%
Parking Lot	870,543	766,949	765,662	13.5%	13.7%
Rent	174,575	130,308	128,309	34.0%	36.1%
Commissions	377,017	333,742	325,401	13.0%	15.9%
Lease Revenue	250,089	241,580	175,147	3.5%	42.8%
Other	69,045	56,718	66,539	21.7%	3.8%

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WILMINGTON INTERNATIONAL AIRPORT

Expense	Actual	Budget	Prior Year	Act vs. Bud	Act vs. PY
Salaries/Benefits	546,454	544,361	450,615	0.4%	21.3%
Contracted Services	350,450	257,510	239,951	36.1%	46.1%
Utilities	97,872	77,824	74,196	25.8%	31.9%
Repairs & Maint	111,218	101,716	82,524	9.3%	34.8%
Professional Srvc	58,354	76,469	74,397	-23.7%	-21.6%
Advertising/Mktg	53,989	69,665	86,768	-22.5%	-37.8%
Insurance	91,133	139,343	98,335	-34.6%	-7.3%
Business Park	80,773	15,379	13,779	425.2%	486.2%
Other	75,963	56,109	55,324	35.4%	37.3%

HR Summary

Highlights:

- Custodial manager interviews (manager started in October)
- Dispatcher interviews (one hired in October; still one open position)
- Two ARFF hires (one internal, one external)

- Total employees (F/T and P/T) **69**

No turnover for the month.

Summary of Significant Monthly Activity

Revenue

Aviation - consists of landing fees, fuel flowage fees, and other charges. September fuel purchases increased dramatically compared to the prior year (Modern +64%, Aero +47%); September also includes charges to the airlines for the golf cart service which was not included in the budget.

Parking - September passenger levels and parking transactions were very similar to last year (-1% and +3%, respectively); increase attributed to rate increase implemented in August.

Rent - reflects the $35k received from the hotel related to the fifth amendment of the sublease.

Commissions - similar enplanements compared to prior year; higher revenue attributed to price increases and higher per passenger spending

		Vs. Prior Year
Enplanements	81,424	-1.1%

Expense

Salaries/benefits - expense higher than prior year due to overtime related to the mass casualty exercise and other operational situations.

Contracted Services - includes NHC Sheriff's office, parking management, temp help and the golf cart service. September high due to annual payment to FAA for NAVAID maintenance and the continued use of temporary help for the shuttle service.

Utilities - will be over budget due to terminal water meter coming on line in July.

Repairs & Maint - includes facilities repairs, vehicle fuel, custodial supplies, and computer expenses. September included unexpected rebuild of one of our cutters and the purchase of new lockers; fuel usage higher in warmer months.

Insurance - actual premiums lower than budgeted; will continue to be below budget.

Business Park - includes annual payment to NHC for stormwater which was budgeted for payment in August.

Other - includes $27k for fire simulator for mass casualty exercise.

Marketing Report

Social Media Metrics: Jan. 1, 2026-Oct. 25, 2026

Total Audience	50,767	(+10.8% YoY)
Impressions	18,372,439	(+74.3% YoY)

Website Metrics: Jan. 1, 2026 – Oct. 15, 2026 (estimated)

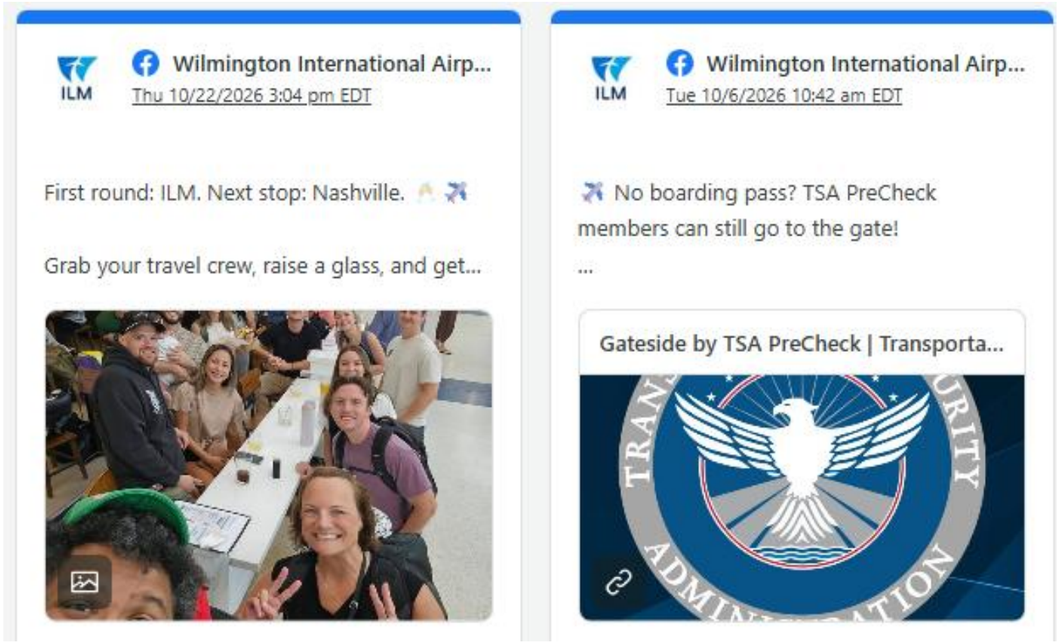
Total website users: 345,707 (-9% YoY)

Clicks to Airline Websites: Jan. 1, 2026- Oct. 15, 2026 (estimated)

Total airline clicks 124,754

- American 24%
- Breeze 20%
- Avelo 20%
- Delta 12%
- Jet Blue 10%
- United 9%
- Sun Country 5%

Top Performing Social Media Posts Oct. 2026 (to date)



Operations & Facilities

Action Items

a. Recommend approval of a contract for TB&E for Construction Administrative services for North Commercial Ramp Expansion NTE (TBD)

b. Recommend approval of a contract for *Airside On-Call Engineering Consultant* for RPR Services for North Commercial Ramp Expansion NTE (TBD)

c. Recommend approval of Change Order No. 1 to Trader Construction Company for the North Commercial Ramp Expansion project for NTE (TBD)

Director's Report

Action Items

Operations & Facilities (cont.)

Information Items

- Construction/ Capital Improvements Report Photos
  - Phase 2 – Deck Vertical Circulation Core Under Construction, Grading in progress.
  - East Ramp Utility Project – Complete.
  - Terminal Ramp Expansion – Initial work has begun with Contractor establishing haul route.
  - Runway 6-24 Rehabilitation Phase 2 – Contractor notified of award, anticipating NTP 1st QTR 2027.
- General Facilities/IT Report
  - None.

Director's Report

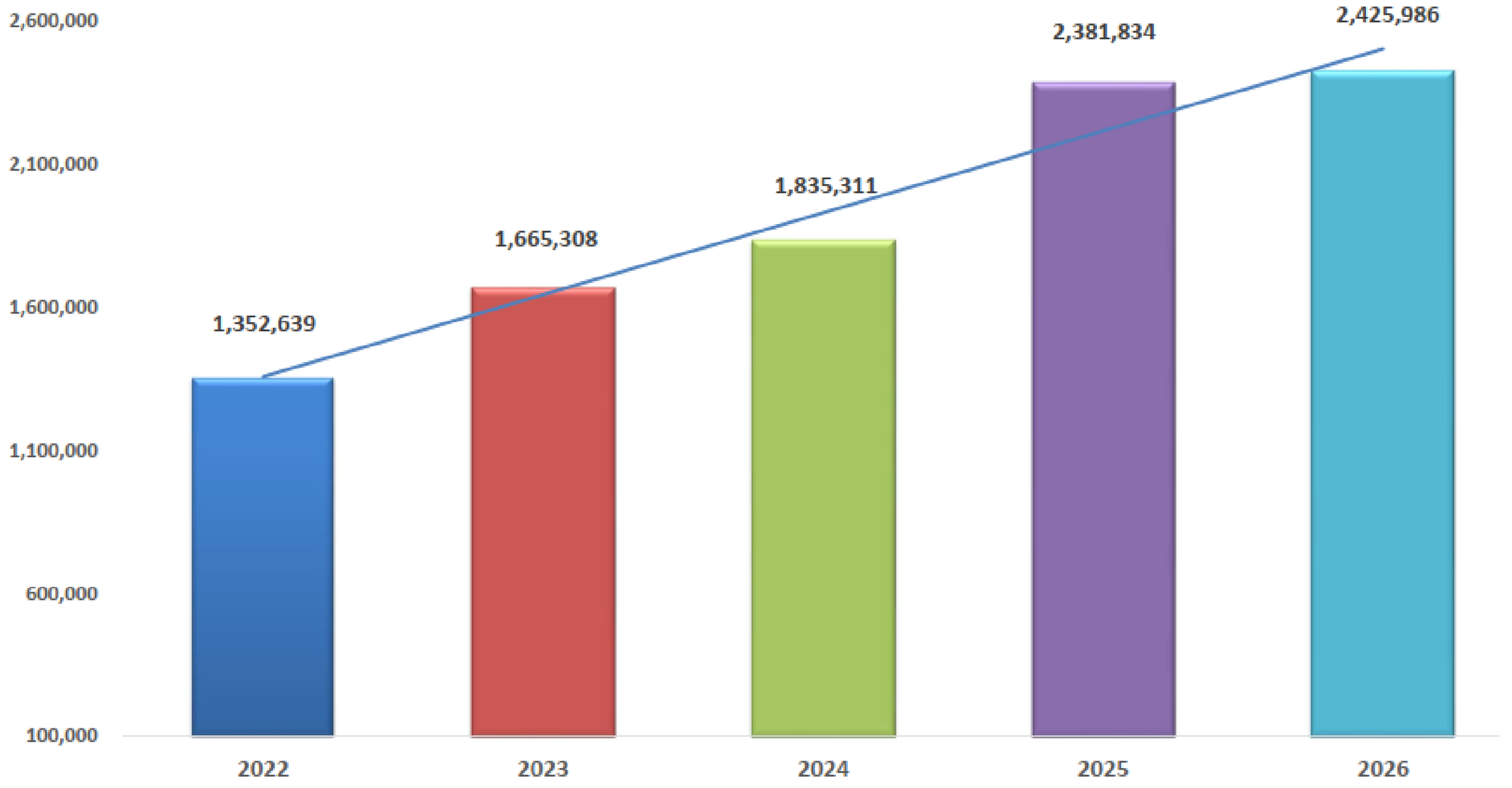
Action Items

Director’s Report

- **Action Items – None.**
- **Information Items**
  a. Air Service Activity Reports ✈
  b. Proposed 2027 Airport Authority Meeting Schedule
  c. Crowne Plaza ILM Airport Hotel Construction Schedule
  d. Annual Meeting and Lobster Bake (Tenants, Rental Cars, Airlines)
  e. Community Outreach Events
    - Annual Tenant Meeting and Lobster Bake
    - 2026 Spark ILM Panelist
    - Cape Fear Realtors Update & Tour
    - Association Of Naval Aviators
    - OLLI @ UNCW - Airport Tour and Update (AM)
    - 2026 Cape Fear Heart Walk – ILM Team
    - WMPO Update
    - TDA Meeting Update

Calendars

ANNUAL SEAT CAPACITY
ADJUSTED MONTHLY

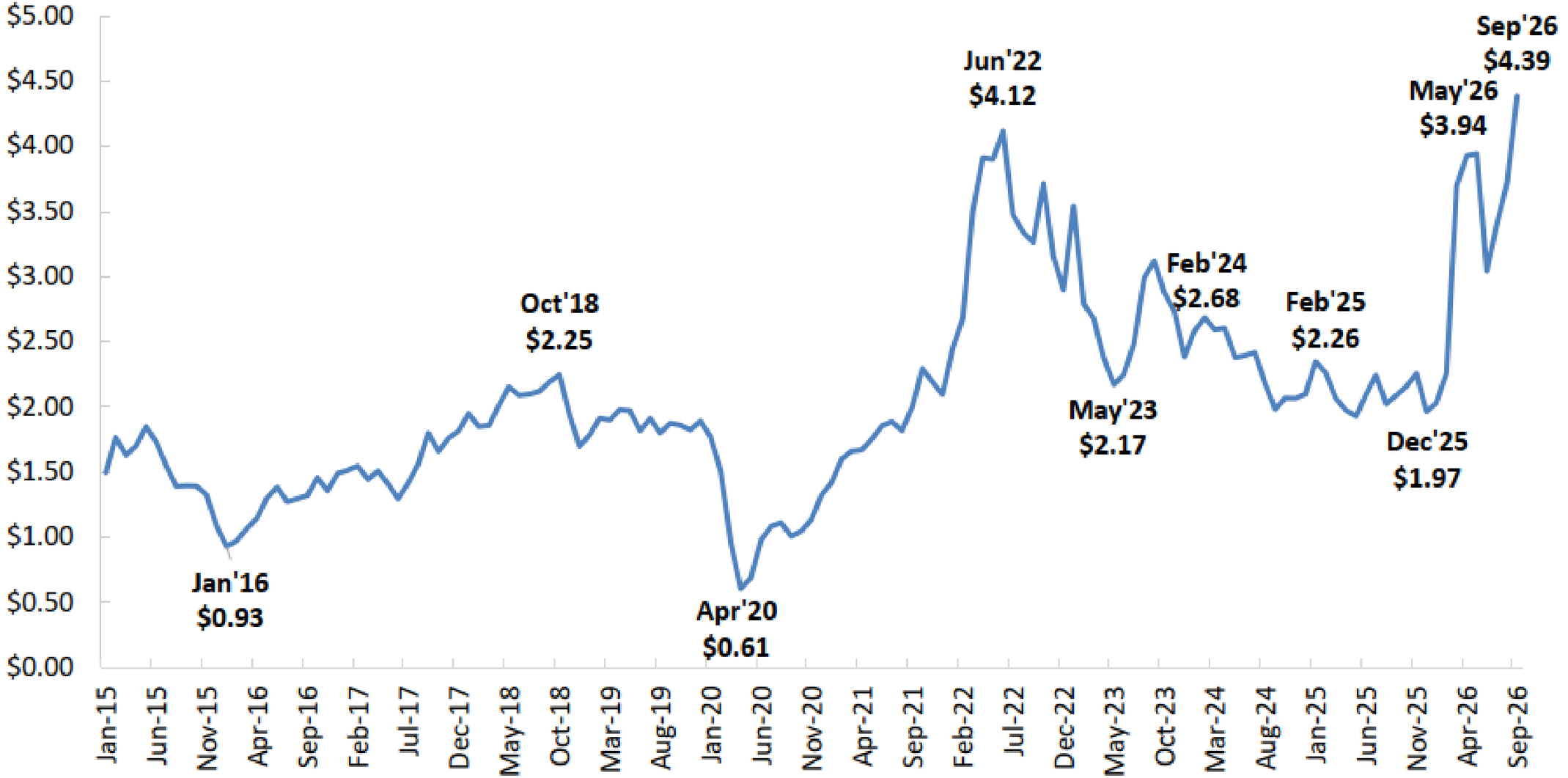


Seats Adjusted as of 10/20/2026
Source: DiioMi; Ailevon Pacific Aviation Consulting analysis

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U.S. GULF COAST KEROSENE-TYPE JET FUEL SPOT PRICE FOB

Dollars per gallon



Source: U.S. Energy Information Administrationi; Ailevon Pacific Aviation Consulting analysis

Director's Report

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NEW HANOVER COUNTY AIRPORT AUTHORITY
2027 MEETING AND COMMITTEE SCHEDULE

REGULAR MEETING
JANUARY 27, 2027 ** – Starts at Noon (Work Session followed by Authority meeting)
MARCH 3, 2027
APRIL 7, 2027
MAY 5, 2027
JUNE 2, 2027
JULY 14, 2027 **
SEPTEMBER 8, 2027 **
NOVEMBER 3, 2027
DECEMBER 8, 2027 **

Committee Meeting Schedule 2027 Exceptions due to Monday Holidays

Facilities Committee Meeting Dates - Mondays	Finance/Business Development and Executive Committee Meeting Dates - Tuesdays
MARCH 1, 2027	MARCH 2, 2027
APRIL 5, 2027	APRIL 6, 2027
MAY 3, 2027	MAY 4, 2027
MAY 28, 2027	JUNE 1, 2027
JULY 12, 2027	JULY 13, 2027
SEPTEMBER 3, 2027 OR SEPT 2	SEPTEMBER 7, 2027 or SEPT 3
NOVEMBER 1, 2027	NOVEMBER 2, 2027
DECEMBER 6, 2027	DECEMBER 7, 2027

All meetings are held in ILM's Executive Conference Room, 2nd Floor of the Terminal Building. The meeting will begin at 5:00 p.m., unless otherwise noted.

** Note Day/Date Change
Approved:

DRAFT

CROWNE PLAZA ILM AIRPORT HOTEL

Construction Schedule | Board Overview | Baseline dated October 19, 2026

TARGET SUBSTANTIAL COMPLETION • MAY 8, 2028

KEY CONSTRUCTION MILESTONES

OCT–DEC 2026

Site preparation & ground improvements

Ground improvements complete Dec 9

JAN–JUN 2027

Foundations, steel & building structure

Foundations Jan 27 • Dry-in Jun 29

MAY–OCT 2027

Guest rooms & building enclosure

Starts May 11 • Enclosure Oct 19

FEB–MAY 2028

Final construction, inspections & turnover

Hoist removed Feb 14 • Inspections Apr–May

FINAL APPROVALS: TCO walk-through April 10, 2028 | County / Fire Marshal inspections April 11–May 8

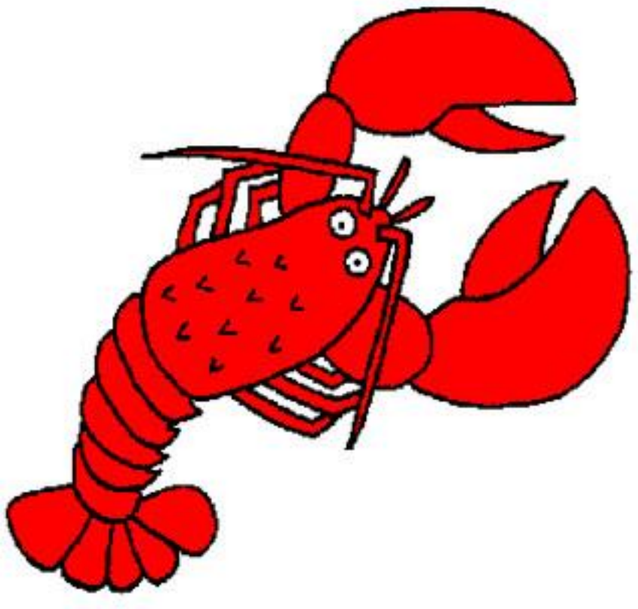
Source: Crowne Plaza ILM Airport Hotel – Schedule Baseline, revised 10/19/26 (page 1)

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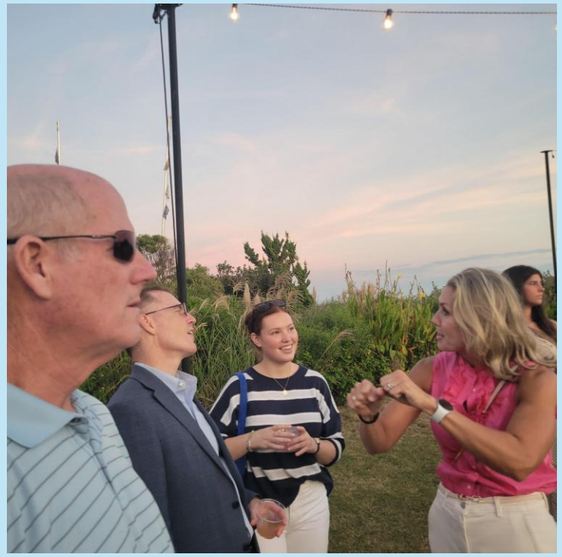










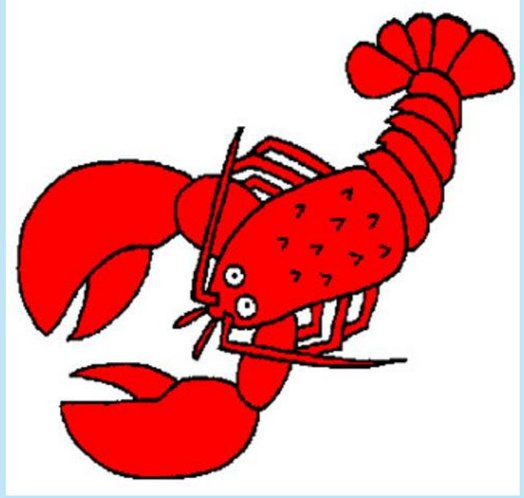




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[Director's Report]

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NOVEMBER 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	**2**	**3**	**4**	**5**	**6**	7
	Facilities Committee	Finance/Bus. Dev. & Executive Committees	Airport Authority Meeting			ILM ASF Cape Fear General Aviation Event 8 am – 1 pm
8	**9**	**10**	**11**	**12**	**13**	14
			Veterans Day Admin Offices Closed			
15	**16**	**17**	**18**	**19**	**20**	21
22	**23**	**24**	**25**	**26**	**27**	28
				Thanksgiving Day Admin Offices Closed	Admin Offices Closed	
29	**30**					

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DECEMBER 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	9	10	11	12
	Facilities Committee	Wanda Copley and Spruill Thompson's Birthdays Finance/Bus. Dev. & Executive Committees	Airport Authority Meeting		ILM Christmas Party	
13	14	15	16	17	18	19
Brian Eckel's Birthday						
20	21	22	23	24	25	26
				Admin Offices Closed	Christmas Admin Offices Closed	
27	28	29	30	31		

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- **New Business**

- **Unfinished Business**

Closed session to consult with legal counsel pursuant to N.C.G.S. §143-318.11(a)(3) and to discuss matters relating to the expansion of industries & Economic Development pursuant to N.C.G.S. §143-318.11(a)(4).

- **Adjournment**