

Minutes

Coastal Carolina Regional Airport Authority

December 17, 2024

Chairman Harris called the meeting to order at 2:00 p.m.

All stood and recited the Pledge of Allegiance.

The roll was taken, and the following Board members were present in person: Brinson, Eckert, Harris, Jones, Liner, Pope, Wood, Murray and Bender.

Frazer attended via WebEx and Kirk was not in attendance.

Morris was excused.

Also present in person: Andy Shorter, Airport Director; Ray Dunn and Daniel Stanton, Dunn, Pittman, Skinner, and Ashton; April Hill, Airport Security Coordinator/Board Recorder; Amy Ritchie, Terminal & Facilities Manager; Patrick Manzo, Operations Manager; Jay Talbert and John Massey, Talbert & Bright and Melissa Riggle, Executive Director, Craven County Tourism and Development Authority.

Eddie Carroll attended via WebEx.

Secretary's Report

On motion by Wood, seconded by Pope, the minutes of November 19, 2024. In favor 7, opposed 0.

Treasurer's Report

Wood gave a summary report highlighting the operating fund, landing and rental car revenues. He commented that historically revenues collected this time of the year are low but feels confident that the numbers will pick back up after the winter break. Expenditures continue to remain under budget.

On motion by Liner, second by Eckert, the Treasurer's Report was approved. In favor 7, opposed 0.

Marketing Update

Riggle reported that there has not been a local marketing meeting since the last quarterly meeting in October, but they are, however, ready to start the 2025 sessions in January. The team welcomed new members Ed Mitchell and Charles Cushman at the last local meeting. The airport marketing team has continued with their weekly Monday meetings. Riggle commented that they are seeing an uptick in Placer AI data for passenger originations and are finishing the year strong. Riggle specifically commented that they are seeing an uptick in originating passengers from MCO to EWN which shows that the inbound marketing campaign is working. She also commented that the Tourism Development Authority (TDA) attended the North Carolina Travel Industry Association Conference earlier this month. She announced that the TDA was awarded the platinum award for the best stakeholder collaboration for their work between the Airport and the Craven County Economic Development on the Breeze campaign. Riggle attributed the success of the award from the support the TDA received between the Airport, the CIA and Craven County. The TDA also won a gold award for the "Its Time" campaign.

Commercial Development and Planning Committee

Pope gave a report on the following topics:

Corporate Aerospace Development Area: Pope advised that Chairman Harris signed the contract for the water and sewer installation at last month's meeting. He also reported that the contractors will move forward with paving the entire access road as approved in Change Order 1.

Taxi lane and Apron: Pope commented that John Massey has done a terrific job on the design work for the taxi lane and apron work. He advised that Shorter will present a work authorization under New Business for additional surveying.

Terminal Expansion: Pope reported that Monteith continues to work on punch list items for the part one expansion project. He commented that the terminal signage looks good throughout the terminal. Construction will move forward for part two to include the sewer lines added on from part one.

Williams Road: Pope announced that the NCDOT will host a public meeting possibly in January or February. Shorter added that the design and bidding phase could be completed by mid-year of 2025.

Natural Gas: Pope commented that in last month's meeting there was some discussion regarding the astronomical cost of natural gas for the corporate aerospace development area. He said that he reached out to some personal contacts that he has that resulted in a meeting held at the airport. After additional discussion with Piedmont Natural Gas, the airport was quoted figures that represented significant savings off the original estimates. Pope commented that these savings will enhance the opportunity for the corporate aerospace development area.

Director's Update

Air service: Shorter commented that the airport continues to track above last year's load factors and enplanements. He added that historically in November, December, and January business travelers are not usually traveling so the numbers will fall back until around March. Shorter reassured the Board that the numbers will pick back up in March through the end of the fiscal year, which is in the middle of the peak season.

Bipartisan Infrastructure Law-Federal Contract Tower Award: Shorter announced that the airport has been awarded one million dollars for the environmental and design work for a new air traffic control tower. He commented that there were 82 airports that applied with over \$900 million in requests. Winston Salem and Hickory also were awarded funding. Because towers are not AIP eligible, Shorter explained that through this grant the airport can get a set of plans on the table for approval and then the airport can start shopping for supplemental grants for construction of a new tower.

Temporary Tree Easement: Shorter reported that the airport is in the final moments of getting the easement signed. Contractors have been lined up to get the trees cut down that are causing the penetration to the RWY 22 approach before the end of the year.

NCAA Conference: Shorter reminded the Board of the annual NCAA Conference to be held in Wilmington April 8-10, 2025. Talbert and Bright will be hosting a client dinner reception at the conference.

New Business

Talbert and Bright Work Authorization for Additional Aerospace Property Survey: Shorter presented Talbert and Bright's Work Authorization 2208-2404 for additional design and subconsultant topographic survey services for the Corporate Aerospace Development Area taxi lane and apron project. The total cost for the additional services as presented is in the amount of \$42,680.00.

On motion by Pope, seconded by Liner, the Board approved Talbert and Bright's work authorization for additional design and subconsultant services. In favor 6, opposed 0.

Open Discussion

There was no discussion.

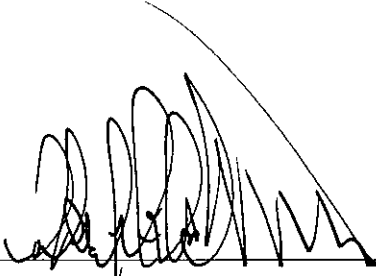
Executive Session

On motion by Wood, seconded by Liner, the Board went into executive session at 2:35 PM in accordance with 143-318.11(a)(5) to consult with the attorney to consider the price and material terms of contracts for leases of real property. In favor 7, opposed 0.

On motion by Harris, seconded by Liner, the Board came out of executive session at 3:04 PM. In favor 7, opposed 0.

The Authority unanimously authorized the Airport Director to negotiate and enter into a corporate lease with reasonable terms for the hangars at 829 and 831 Aviation Drive.

On motion by Liner, seconded by Eckert, the Board adjourned at 3:05 PM. In favor 7, opposed 0.



Mark Eckert Secretary