

Minutes

Coastal Carolina Regional Airport Authority

February 21, 2023

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: Bender, Harris, Kiser, McCabe, and Morris.

The following Board members attended via WebEx: Frazer, Jones, and Wood. Wood left the meeting at 2:30 pm.

Liner and Pope were excused.

Burns, and Murray were not in attendance.

Also present in person: Andy Shorter, Airport Director; Ray Dunn and Daniel Stanton, Dunn, Pittman, Skinner, and Cushman; April Hill, Airport Security Coordinator/Board Recorder; Amy Ritchie, Terminal & Facilities Manager; Patrick Manzo, Operations Manager; George Durant, LHW and John Massey, Talbert & Bright.

Secretary's Report

On motion by McCabe, seconded by Morris the minutes of January 17, 2023, were approved. In favor 6, opposed 0. A roll call vote was taken; 6 yes, 0 no.

Treasurer's Report

Shorter reported financials through January 31, 2023. Concessions, Advertising and Ground Transportation has a positive variance to the goal of \$4,464. Fuel Flow Royalties have a negative variance to the goal of \$17,179. Landing Fees have a positive variance to the goal of \$18,941. Other revenue have a positive variance to the goal of \$5,482. Parking revenue is budgeted at

\$386,138. The airport received \$330,083 for a negative variance to the goal of \$56,055. Rental car revenue is budgeted at \$197,675. The airport received \$236,036 for a positive variance to the goal of \$38,361. Rental income is budgeted at \$281,281. The airport received \$319,393 for a positive variance to the goal of \$38,112. TSA Security reimbursements has a negative variance to the goal of \$17,600. Total operating revenue is budgeted at \$976,977. The airport has collected \$991,503 for a positive variance to the goal of \$14,526. The CARES Act reimbursement is budgeted at \$3,428,860. The airport has only claimed \$1,998,595 to date, leaving \$1,430,264 to be claimed for the year. Total operating expenses are budgeted at \$3,869,046. Expenses to date are \$2,618,790.

On motion by McCabe, seconded by Morris the Treasurer's Report was approved. In favor 6, opposed 0. A roll call vote was taken; 6 yes, 0 no.

Marketing Update

Wood thanked Durant for his hard work and what he was able to bring to the table at the committee meeting yesterday. He said that it was a very productive meeting where Durant has done a really good job with collaborating with partners in the community including the TDA, New Bern Chamber of Commerce, the real estate community, and the Craven County Planning Department. Wood mentioned that the team is trying to figure out some demographic research from folks moving to the area. He said that though it has been a little bit of an obstacle the collaboration has been fantastic and thanked Durant for his leadership. Durant reported that the committee has launched the "Fly Local" campaign and will be launching the direct non-stop flight to DC campaign next week. The committee is also working on a multimedia campaign to include social media and paid media as they are heavy with outbound advertisements right now. Durant also reported that new graphics are going up in the terminal as well as other initiatives in the

community. He said that everything is coming together nicely under the leadership of Wood. Shorter shared a short video of the Fly Local ads with the Board. He said that the focus is to hammer down on the message to fly local with EWN in order to fill the increase in seats starting in April.

Commercial Development and Planning Committee

Golden LEAF Grant Agreement Recommendation: Shorter announced that with Wood's hard work, the airport is in receipt of a Golden Leaf Grant. Wood commented that he is excited to be part of the team and be able to pull this together. He said that they will be moving forward within the next week for a kickoff to talk about timelines of when the airport would be able to draw down funds to provide the former Hall property water and sewer from Old Airport Road. Wood added that they will continue to look for funding sources to build a road on the property. He said that he has a letter of interest from a private developer who is interested in vertical construction. Wood said that he is very excited about the news from an economic development standpoint. As mentioned in previous meetings, Wood advised that he is running out of available property in the Craven County Industrial Park so with this opportunity of development, it is adding a much-needed asset to the community while creating jobs. Shorter advised that he has a copy of the grant agreement in the amount of \$753,700. He indicated that the grant amount matched up with the engineering estimate for utilities for the Hall property. Shorter advised that he and Wood will be meeting with the Golden Leaf project manager next week to discuss the grant. Due to the NCAA Conference being held the same week of next month's Authority meeting, Shorter mentioned that the Board may want to move the next month's meeting up a week to allow the Board the opportunity to meet one more time before the deadline to accept the grant by March 20th, then the airport could move forward in executing the agreement.