

## Minutes

Coastal Carolina Regional Airport Authority

March 19, 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: Bender, Eckert, Harris, McCabe, Morris, Pope, Murray, and Wood. Also present via conference call: Brinson and Frazer.

Jones was excused and Burns was not in attendance.

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

### Secretary's Report

On motion by Morris, seconded by Pope the minutes of February 20, 2024, were approved with a minor correction. In favor 7, opposed 0.

### Treasurer's Report

Wood reported that the parking revenue is lagging but has recently started to pick back up. He said that he expects that revenues will level out by the end of the fiscal year. No other standard issues were noted. Shorter added that the CARES reimbursement expenses are tracking along the planned burn line to fully obligated by the end of the period of performance in early May.

On motion by Pope, seconded by Morris the Treasurer's report was approved. In favor 7, opposed 0.

### Marketing Update

Shorter advised that Melissa Riggle was attending the annual Visit North Carolina Conference in Greenville. He reported that Breeze has provided the airport with their marketing package. He added that since the air service announcement there have been 907 articles published with an earned media value of \$47M. He said that the marketing efforts will focus on expanding the age and demographics of the household target markets differently. The committee will be reaching out to social media influencers in the Hartford Connecticut area. Shorter commented that the biggest goal is to expand the local catchment area to take advantage of this new, unique service. He also mentioned that he and Wood attended a Tourism Development Authority (TDA) Board meeting last week and gave an update on the airport's progress with the terminal expansion and the additional air service. The airport is also sponsoring the air show scheduled at the Marine Corp Air Sation Cherry Point to help promote the new service with Breeze Airways during the show.

### Commercial Development and Planning Committee

Corporate Aerospace Development: Pope reported that the clearing project is going well. The original perimeter fence will remain throughout the duration of the project. Shorter shared draft layouts of different size hangars proposed for the site. He informed the Board that the committee decided to reposition the original design of the road to allow for the wetland and terrain in the area. Discussions with FMR continue for the non-aerospace development.

Terminal Update: Pope advised that the expansion project is going well with minor electrical parts supply issues.

634 Airport Road: Shorter commented that the airport has funds available for the previously approved scheduled improvements. He said that the

contractor is waiting for the permits needed to begin the updates. The goal is for the building to be available for Tech Bridge to move in by late May.

Proposals for engineering firms: Pope commented that the airport is required to request proposals for professional engineering services at least every five years. He advised that the committee is currently reviewing submitted proposals for recommendation. Shorter commented that the airport has received four proposals and hopes to have a recommendation at the April meeting.

### Director's Update

Terminal Part 2: Shorter advised that the airport only received one bid for part 2 of the terminal expansion. A new bid opening has been rescheduled for Thursday at 2:30pm. Shorter commented that the grant application is due to the FAA by April 8<sup>th</sup>.

Air Service Notes: Shorter reported that the enplanements are trending up with the load factors improving. He advised that he saw a marked increase in February. He also commented that the March enplanements are looking good so far, especially for the late departure, which is normally a challenge. Shorter mentioned that he met with American during the recent air service conference he attended in Phoenix. He noted that the American fares have come in-line with others in the region. And that there will be six flights a day scheduled through the summer. Shorter commented that he was also able to meet with United while at the conference. He was unable to schedule a meeting with Delta but did get a chance to talk with them briefly. Their position is that it will still take 1-3 years for them to fully recover their regional operations. Wood commented that United was very interested and engaged. He said that the consensus is that they are working on rebuilding regional services over the next 1-2 years.