

Minutes

Coastal Carolina Regional Airport Authority

November 18, 2025

Vice Chairman Liner 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, Kirk, Jones, Liner, Riggle, and Wood.

Pope and Morris were excused.

Murray and Frazer attended via Webex.

Also present in person: Andy Shorter, Airport Director; Ray Dunn and Daniel Stanton, Dunn, Pittman, Skinner, and Ashton; April Hill, Airport Security Coordinator and Board Recorder; Charlie Dunn, Airport Operations Manager and John Massey, Talbert, Bright & Ellington.

Secretary's Report

On motion by Wood, seconded by Eckert, the minutes of October 21, 2025, were approved. In favor 6, opposed 0.

Treasurer's Report

Wood referred to the treasurer's report that was submitted in the monthly packet, commenting that there are no significant changes to report.

On motion by Harris, second by Eckert, the Treasurer's Report was approved. In favor 6, opposed 0.

Marketing Update

Riggle reported that the committee did not meet this month, however, the next meeting will be scheduled for January. She mentioned that they are seeing solid results and upticks on the marketing campaign. The committee continues to work with the "Fly My Airport" widget on the airports website and will be setting up a pilot program that will share comparable pricing from other destinations. Riggle also added that the team is working with Breeze to adjust their marketing budget. They will also ramp up a billboard campaign along Highway 70 in Carteret to promote Breeze as a household name.

Commercial Development and Planning Committee

Harris advised that the committee held a robust meeting last week to discuss the following topics:

Corporate Aerospace Development Area: FMR is actively engaged as they continue discussions with their new design team. Harris advised that they have nine months, from the lease date, to submit their master plan for their leased acreage. The committee also discussed a project close-out for the access road. Work continues for the water and sewer connections and the lift station installation.

Terminal Updates: The contractor is finishing up details for the new ticket counters and a new roof installation above the airline ticket office spaces.

Runway 22 Safety Area Improvements and Williams Road Update: Shorter reported that he, John Massey, and NCDOT Division Two participated in a conference call yesterday to discuss project updates and the roles and responsibilities of each agency moving forward.

ATC Tower Design Work Authorization: Shorter advised that he and Massey are working on finishing up the details for a work authorization and will present the documentation next month.

Non-Aeronautical: Harris reported that the MPO will conduct a traffic count this Friday with results expected by next week. Letters of interest will plan to be circulated the first of the year to determine interest in the development area. Harris said that this will give the airport insight into the proposed commercial development and how it will tailor into the mission of the airport.

Director's Update

Air Service: Shorter reported that the enplanements are firmly trending behind in numbers from last year mostly due to American scheduling fewer seats this year. He said that Kirk Lovell, from Mead and Hunt, ran TSA's throughput numbers and found that the number of passengers had also dropped nationwide in October. The numbers are expected to pick back up this month as the Holiday kicks in. Shorter reported that American only had six flights cancelled out of EWN during the FAA operational cuts to hub airports, Breeze did not cancel any flights.

FAA Part 139 Tabletop Emergency Exercise: Shorter reported that this year's tabletop exercise was a success. Hill and Dunn worked along with Ira Whitford, the Assistant Director of Craven County Emergency Services, to plan and execute the exercise. Multiple agencies from the community also participated. Following the exercise, Hill, Dunn and Whitford conducted a post event hot-wash to help prepare for next year's full-scale exercise.

Talbert & Bright Name Change: Shorter announced that Talbert & Bright has recently changed their name to Talbert, Bright and Ellington. He said that Jay Talbert attended the Commercial Development Committee meeting last week to explain the name change and provided legal documentation. Shorter

advised that Dunn reviewed the documentation and that Shorter has signed the notice to continue using their contracted services under the new name.

NCAA Conference: Reservations for the 2025 NCAA conference in Charlotte have been made for those who have sent in their RSVP. Shorter asked that any Board member who has interest in attending the conference to RSVP with Amy Ritchie as soon as possible.

New Business

Runway 22 Runway Safety Area Improvements, Design and Permitting Project Work Authorization Approval: Shorter presented the Talbert, Bright and Ellington Work Authorization 2208-2502 to provide project formulation, design and bidding services, environmental permitting services and subconsultant services for the Runway 22 safety area extension and localizer relocation project. The total cost for the services as presented is in the amount of \$783,416.00.

On motion by Wood, seconded by Harris, the Board approved Talbert and Brights Work Authorization for the Runway 22 Safety area improvements. In favor 6, opposed 0. A roll call vote was taken: 6 yes, 0 no.

Open Discussion

Harris asked Shorter if there were any updates or further discussion regarding additional military traffic using EWN. Shorter advised that there were no updates or further discussions.

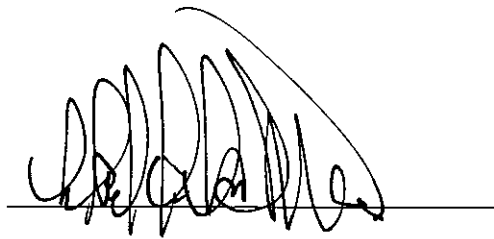
Executive Session

On motion by Wood, seconded by Eckert, the Board went into an executive session at 2:26 pm in accordance with N.C. General Statute 143-318.11(a)(4) to discuss the expansion of a business in the area of the airport. In favor 6, opposed 0.

On motion by Wood, seconded by Harris, the Board came out of executive session at 2:55 pm. In favor 6, opposed 0.

There was no action taken in the executive session.

On motion by Liner, seconded by Wood, the Board adjourned at 3:56 pm. In favor 6, opposed 0.

A handwritten signature in black ink, appearing to read 'Mark Eckert', is written over a horizontal line.

Secretary Mark Eckert