

Minutes

Coastal Carolina Regional Airport Authority

February 17, 2026

Chairman Pope 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:

Eckert, Harris, Jones, Kirk, Pope, Riggle, and Wood.

Frazer and Murray attended via Webex

Liner, Morris, and Bender were excused.

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

Also present via conference call: Edward Carroll, Tidewater Aviation.

Pope took a moment to recognize the prestigious NC Dogwood Award that was recently awarded to Mayor Bender for his commitment in Jones County. This award is awarded to honor North Carolinians who are dedicated to keeping people safe, healthy, and happy in their communities.

Secretary's Report

On motion by Harris, seconded by Wood, the minutes of January 20, 2025, were approved. In favor 5, opposed 0.

Treasurer's Report

Wood referred to the treasurer's report that was submitted in the monthly packet, noting that the parking lot revenue reflects a deficit trend but recognized that the airport expected to reverse the trend as the new year progresses. Shorter added that he believes that the parking lot daily average will be at least 300 vehicles per day in February.

On motion by Eckert, second by Riggle, the Treasurer's Report was approved. In favor 5, opposed 0.

Commercial Development Committee Report

Harris advised that the committee did not meet this month.

Marketing Committee Report

Riggle advised that the local committee did not meet this month as per their quarterly schedule, however she did share marketing updates adding data that showed it was a big success for the Trail to Tryon 5K, 10K, and half marathon late last year. Riggle also reported that impressions remain strong for the airport social media, and she is seeing good results with Facebook ads. The Letter of Interest (LOI) for the gas station/convenience store has been sent out via social media. Riggle also discussed the acquisition of Blueprint Marketing by Infinitee, a full-service marketing firm based in Georgia. Riggle reassured the Board that the transition will not affect costs or deliverables. She added that this transition is seen as move of strength by merging with a company with larger bandwidth, creativity and design capabilities.

Director's Update

Air Service: Shorter provided an update on air service noting that there have not been any big changes when tracking enplanements. American

Airlines is performing well despite having some flights with soft load factors and some weather-related cancellations in December and January. Breeze Airways is tracking on schedule as well. Wood commented that Breeze's numbers for Orlando are essentially breaking even and on profile for growth that they expect and that Hartford is trending up but not as strong as Orlando for year-over-year growth.

Letter of Interest (LOI)- Shorter advised that the LOI was distributed to the NC Petroleum and Convenience Association and all the airport social media networks. The deadline for response is April 17th. Shorter advised that he would meet with Dunn and Stanton to discuss the next step once they see the level of response.

Terminal Projects: Shorter reported that the project is complete except for the backlit wall behind the ticket counters. The panels will be installed next week.

ADO Meeting: Shorter advised that he and Massey spoke with the FAA ADO office just before the snowstorm to discuss discretionary funding for next year. He said that they may visit the Memphis office this Summer.

Weekend Weather Event: Shorter gave detailed updates of the efforts of the maintenance team, including full-time supervisors, and part-time staff members who worked 36 hours straight during the recent snowstorm. Ritchie ran a base of operations from her home, including ordering ice melt for the parking lot and coordinating additional contractor support. Shorter described the snow as heavy but dry consistency, which did help make it easier to move in the end. He said that the front-end loader was crucial for clearing the six acres of 18" deep snow on the terminal ramp. The contracted motor grader's blades were replaced once to keep up with the snowfall and by 9pm Sunday Shorter said that the runway was open for use. Contractors were brought in to help with the

employee and customer parking lots, since the airfield was so challenging. Breeze Airways and FedEx operated as normal on Monday and American Airlines resumed their operations the following day on Tuesday. The airport was closed for snow removal operations from 2 pm on Saturday until 8 pm on Sunday.

New Voting Site: Shorter announced that the County has opened a new voting site for the Grantham 2B precinct for the March 3rd primary. The new voting site will be held at 634 Airport Road. Wood added that there will be an Economic Development Partnership of NC event held by the Tech Bridge later that week. Shorter reminded the Board that Tech Bridge is still waiting for their new sign since they are no longer part of the now defunct Naval X.

Aerospace Development Project Ordinance and Budget Update

Shorter submitted a request to add an additional expense for the Corporate Aerospace Development Area ordinance in the estimated amount of \$131,059.25 for power installation by the City of New Bern to the lift station on Old Airport Road. Massey explained that additional funding will allow power to be pulled to provide a 3-phase primary underground to service the development site. After reviewing the current ordinance, it was determined that the ordinance would not need to be amended since there was already a \$227k savings identified in the current ordinance expenditures for the road work that would cover the electric power installation invoice when presented.

On motion by Eckert, seconded by Jones, the Board approved the additional electrical work for the Corporate Aerospace Development Area to cover additional expenditures up to \$150,000 to provide power installation to the lift station by the City of New Bern. In favor 6, opposed 0. A roll call vote was taken; 6 yes, 0 no. Jones had joined the meeting at this point as the sixth voting member.

Budget Amendment Approval and TBE Work Authorization (Taxi Lane Alpha
Required Maintenance)

Shorter submitted the following budget amendment and work authorization for the Boards approval:

**Budget Amendment to Adjust Revenue for Taxiway A Repair and
Subconsultant Geotechnical Services**

Revenues	Amount	Expenditures	Amount
8100000-39901	\$22,500.00	8107050-47006	\$22,500.00
Fund Balance Approp. Curr		Architectural & Engineering	
Total:	\$22,500.00	Total:	\$22,500.00

Justification: To increase budget to include WA 2208-2504 for Taxiway A design and subconsultant geotechnical services.

On motion by Wood, seconded by Eckert, the Board approved the budget amendment to increase the budget for Taxiway A design and subconsultant geotechnical services. In favor 6, opposed 0. A roll call vote was taken; 6 yes, 0 no.

Talbert, Bright and Ellington Work Authorization for Taxiway A repair: Shorter presented the Talbert, Bright and Ellington Work Authorization 2208-2504 for design studies and repairs to Taxiway A due to significant cracking and depressions. A geotechnical firm will conduct soil boring and pavement testing to determine the cause and extent of damage. The total cost for the services as presented is in the amount \$22,500.00.

On motion by Jones, seconded by Woods, the Board approved the Chairman to sign the work authorization submitted by Talbert, Bright, and

Ellington once County Finance has reviewed the contract. In favor 6, opposed 0. A roll call vote was taken; 6 yes, 0 no.

Post Snowstorm Budget Adjustment

Shorter discussed operations and maintenance issues related to snow removal during the recent snowstorm. He gave a detailed expense report with expenditures incurred for a contracted motor grader, dump truck repairs, additional chemical ice melt, and two additional contractors with light equipment used to help clear 16-18 inches of snow across the airport for the cost totaling \$46,262.00. To recover the expenses and adjust the FY26 budget, Shorter submitted the following budget amendment:

Budget Amendment to Adjust Budget Post Snowstorm

Revenues	Amount	Expenditures	Amount
8100000-39901	\$46,262.00	8107050-42601	\$4,471.00
Fund Balance Approp. Curr.		Maint/Repair-Buldg/Grds.	
		8107050-43101	\$4,279.00
		Vehicle Exp-Fuel & Other	
		8107050-43240	\$11,772.00
		Supplies-Other	
		8107050-44000	\$25,740.00
		Contract Services	
Total:	\$46,262.00	Total:	\$46,262.00

Justification: To increase budget to include expenses related to snow removal.

On motion by Harris, seconded by Eckert, the Board approved the budget amendment in the amount of \$46,262.00. In favor 6, opposed 0. A roll call vote was taken; 6 yes, 0 no.

Open Discussion

Wood announced that the Economic Development Partnership of NC (EDPNC) Board has chosen to hold a Board meeting March 4th-5th in New Bern. He said that the Double Tree will team up with the Tourism Development Authority to assist with hospitality. On their visit to New Bern, the EDPNC Board will tour the local BSH facility and have the opportunity to hold a meeting at the Tech Bridge along with Fleet Readiness Center (East) to get an update on what they are doing. The Board will also have the opportunity to tour the Corporate Aerospace Development Area and the Industrial Park. Wood also announced that Craven 100 Alliance (C1A) will be providing funding to go towards marketing materials for the Southeast Partnership and its counterparts for the Maintenance Repair and Operation Tradeshow to be held at the NC Global Transpark in April. Pope asked Wood to give the Board an update on the C1A's press release that came out last week. Wood announced that Chatsworth held a groundbreaking ceremony last week for a \$15 million expansion project to include a new building. He said that the company is a phenomenal company with multi-generational employees. This recent investment for Chatsworth will bring an estimated 150 jobs to Craven County.

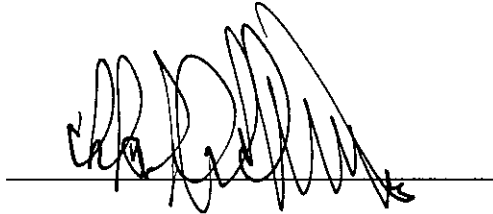
Executive Session

On motion by Wood, seconded by Eckert, the Board went into an executive session at 3:06 pm in accordance with N.C. General Statute 143-318.11(a)(4) to discuss the expansion of a business or industry in the area served by the airport. In favor 6, opposed 0.

On motion by Wood, seconded by Eckert, the Board came out of executive session at 3:11pm. In favor 6, opposed 0.

There was no action taken in the executive session.

On motion by Wood, seconded by Riggle, the Board adjourned at 3:12 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