

Minutes

Coastal Carolina Regional Airport Authority

March 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: Mayor Bender, Eckert, Harris, Commissioner Jones, Liner, Pope, Riggle, and Wood.

Murray attended via Webex.

Frazer, Kirk, and Morris were absent.

Also present in person: Andy Shorter, Airport Director; Ray Dunn and Daniel Stanton, of 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 reflected on Mayor Bender's Dogwood Award and acknowledged his contributions to the community.

Secretary's Report

On motion by Wood, seconded by Eckert, the minutes of February 17, 2026, were approved. In favor 7, opposed 0.

Treasurer's Report

Wood referred to the treasurer's report that was submitted in the monthly packet, commenting that there were no new updates to report.

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

Commercial Development Committee Report

Harris advised that the committee did meet this month and discussed the following topics:

Corporate Aerospace Development Area: Harris reported that the contractor is back onsite and is prepared to re-engage with the project, weather permitting. Shorter also mentioned that S.T. Wooten plans to build a new haul road to help with access to the apron construction area as their first step in the process. A completion date for the project site has been set for mid-late August. FMR has submitted their master plan design diagram but has not given any updates on possible dates to start construction.

Runway 22 Safety Area Improvements: Harris reported that surveyors have been onsite as they continue to capture the required project planning data. He said that additional expenses of \$121,000 have been incurred by NCDOT for the environmental documentation effort. Shorter explained that there were some added work package requirements that had to be completed at the request of the FAA. The additional funding for the work was not included in the previously allocated funding from the NCDOT. He added that the additional expenses will need to come from the State grant funding the airport received for the project.

ATC Tower: Harris commented that there is currently \$1 million dollars set aside for the design of a new Federal Contract Tower (FCT) with the potential of additional funding that may become available. Shorter commented that when

the FAA releases the FCT grant offer, he will bring it before the Commissioners for approval and acceptance.

Non-aeronautical Commercial Property-Clermont Road: Harris advised that Dunn and Stanton have been working with the staff to draft a letter of interest (LOI) for non-aeronautical commercial development. An official LOI was posted publicly on all the airport's public facing information channels, and a copy was sent to the NC Petroleum and Convenience Association for dissemination to their members. The deadline to collect the letters from interested parties is April 17th.

Marketing Committee Report

Riggle advised that the local marketing committee has not met this month as the next meeting is scheduled for April 15th but she did give an update on the committee's marketing efforts, including the digital ad campaign with Breeze. Riggle highlighted the success of the campaign and the increase in ticket sales. She also announced the marketing partnership with Breeze for the upcoming air show aboard Marine Corps Air Station Cherry Point and the placement of advertisements with the local chambers. Riggle also mentioned the potential of a Spring social media influencer and ideas to promote American Airlines.

Director's Update

Air Service Update: Shorter provided an update on the performance of American Airlines and Breeze including monthly load factors. He also mentioned that he and Kirk Lovell will be traveling to San Antonio, TX next week for an air service conference where they will be meeting with five airlines.

Terminal Project Update: Shorted reported that the panels for the backlit wall behind the ticket counters have been installed. He mentioned that there is one panel piece that will have to be replaced due to damage while in transit.

There are also a few punch list items that need to be addressed including key cores for the airline ticket counters.

Funding Received: Shorter announced that the airport has received formal notice of distribution for the \$10.4 million authorized by the State Legislature for the corporate aerospace development area. He commented that the funds will come in just in time for the pre-planned apron expansion in the aerospace development area.

Talbert, Bright & Ellington Reception Dinner: Shorter announced that Talbert, Bright, and Ellington will be hosting a reception dinner on Wednesday night at the NCAA Conference in Charlotte. He asked for a show of hands for those who are planning to attend.

Liner asked Shorter if the changing room for the Marines is open and accessible all the time or is there a key needed for access. He commented that he observed a group of Marines in the room as he walked in for the meeting. Shorter explained that the Customer Service employees have a key to the room and will unlock it for the Marines when they need to use it.

Eddie Carroll asked Shorter if or when Breeze may potentially stop flying a year-round schedule and switch to some sort of seasonal schedule. Shorter advised that he did not know if or when this may happen and that he had asked for a schedule from Breeze but had not yet been provided with the information.

Runway 22 / Williams Road Improvement Project Ordinance and Budget Amendment

Shorter submitted the following budget ordinance and budget amendment for the Boards approval:

Project Ordinance

Updated Project Ordinance-Runway 22/Williams Rd. Improvements

Fund 833

Expenditures:

Preliminary	\$482,392
Architectural & Engineering	\$1,567,785
Total	\$2,050,177

Revenues:

FAA Grant	\$825,724
State Grant	\$1,180,994
Transfer from State Reserve Fund 816	\$43,459
Total	\$2,050,177

On motion by Liner, seconded by Eckert, the Board approved to update the project for the Runway 22/Williams Road Improvements under Fund 833. In favor 7, opposed 0. A roll call vote was taken: 7 yes, 0 no.

**Budget Amendment
Fund 833 & Work Authorization 2208-2601**

Revenues	Amount	Expenditures	Amount
8337050-33301 State Grant	\$1,180,994.00	8337050-47006 Architectural & Engineering	\$1,180,994.00
Total:	\$1,180,994.00	Total:	\$1,180,994.00

Justification: To update Fund 833 to include Work Authorization 2208-2601 and additional NCDOT costs associated with Williams Road realignment.

On motion by Wood, seconded by Eckert, the Board approved the budget amendment for Fund 833 and Work Authorization 2208-2601. In favor 7, opposed 0. A roll call vote was taken; 7 yes, 0 no.

Shorter also shared with the Board a current project list provided by Massey. The list detailed fourteen projects and the funding to support each project. Pope expressed his appreciation for Massey's support with the projects.

Open Discussion

There was no discussion.

Executive Session

There was no need for an executive session.

On motion by Wood, seconded by Liner, the Board adjourned at 2:42 pm.

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

Secretary Mark Eckert