

**NEW HANOVER COUNTY AIRPORT AUTHORITY
SPECIAL MEETING
October 22, 2015**

CALL TO ORDER

The New Hanover County Airport Authority held a Special Meeting on Thursday, October 22, 2015, at Wilmington International Airport, 1740 Airport Boulevard, Wilmington, North Carolina. Chairman Crane called the meeting to order at 4:00 p.m. and read the Authority's Code of Ethics adopted September 2, 2015. No conflicts of interest or potential conflicts of interest were identified at that time.

Airport Authority members present were; Jonathan Crane, Chairman; Thomas Wolfe, Vice-Chairman; Donna Girardot, Dan Hickman, and John Perritt. Also present were Julie Wilsey, Airport Director; Gary Broughton, Director of Operations; Jim Morton, Finance Director; Whitney Prease, Facilities Director; Rose Davis, Executive Assistant; and Wanda Copley, New Hanover County Attorney.

Guests present included Steve Bright and Amy McLane, Talbert & Bright, Inc.; and Bill Cherry, Air Wilmington.

Chairman Crane recognized Jim Morton, on behalf of the Authority, thanked him for his service to ILM and presented him with a plaque.

CLOSED SESSION

Chairman Crane called for a motion to go into closed session to consider personnel matters pursuant to G.S. 143-318.11(a)(6). Mr. Wolfe MOVED, SECONDED by Mr. Hickman to go into closed session. The MOTION WAS APPROVED UNANIMOUSLY.

All guests were asked to leave the board room at this time. Persons remaining for closed session were all Authority members, Mrs. Wilsey, and, Mrs. Copley. The Authority went into closed session at 4:10 pm.

Mr. Perritt MOVED, SECONDED by Mr. Wolfe to return to open session. The Authority returned to open session at 4:35 pm.

OPEN SESSION

Chairman Crane reported that the Authority had concluded consideration of personnel matters and no action was taken in closed session.

Mr. Hickman MOVED, SECONDED by Mr. Perritt that Gary Broughton, Deputy Airport Director, be named interim Finance Director effective October 23, 2015 through November 2, 2015. The MOTION WAS APPROVED UNANIMOUSLY.

AIRPORT MASTER PLAN DISCUSSION

Mrs. Wilsey reviewed with the Authority the binder of information prepared for them including the Airport Beacon Report newsletter; the current ILM Minimum Standards; the revised

Minimum Standards; and the 8-2005 Airport Layout Plan. Mrs. Wilsey advised the Authority that the draft revised Minimum Standards are currently being reviewed by the attorney who will visit ILM on October 28 to provide feedback on his opinion of the proposed Minimum Standards revisions.

Mr. Broughton advised the Authority that the changes are predominantly in the SASO area; staff made many changes to the restrictions in the old version that would have hindered a SASO from starting a business. Mr. Broughton pointed out that staff has removed dollar figures which allows staff to look at the rates and charges annually and make changes as necessary without having to go back to the County Commissioners every time. A lot of the changes in the revised Minimum Standards are just cosmetic.

Mrs. Wilsey asked the Authority to consider whether they want to treat the Minimum Standards like a planning issue or an ordinance change and hold a public meeting or hearing on these issues. Since there is substantial public interest the Authority could put these on the street and give them 30 days to submit written comments, however, this will take longer to implement and get approved.

Mr. Broughton advised the Authority that staff has a meeting next week with Seahawk Aviation who is interested in a SASO on that side of the field. Mr. Broughton reminded the Authority that the review and approval process including the attorney, the Authority and the FAA will take some time to complete. Mr. Broughton stated that the Authority may want to let Seahawk Aviation come in, waiving some restrictions in the SASO Minimum Standards, pending the reviews and final approval by the County.

In response to Mr. Wolfe's concern that if the Authority waived some restrictions for Seahawk Aviation, could the Authority find itself in a bind and Mr. Broughton confirmed that is a possibility. Mr. Broughton stated in his conversations with the FAA, as long as the Authority is watching out for the best interest of the existing FBO there shouldn't be an issue.

Mr. Wolfe asked if this should go through the GA committee and Mr. Broughton agreed that it should. Mr. Wolfe suggested adding a third person to the GA committee and Mr. Perritt agreed to sit on the GA committee going forward. Dr. Crane MOVED, SECONDED by Mrs. Girardot to add Mr. Perritt to the GA Committee. The MOTION WAS APPROVED UNANIMOUSLY.

Mrs. Wilsey stated that in conversations with the FAA regarding the Minimum Standards and some of the issues on the South Ramp, one of the concerns the FAA has is about ILM's Master Plan.

Mrs. Wilsey, providing some background on the current situation stated the following: As you know we have a Master Plan and a Capital Improvement Program on file with the FAA that identifies ILM's projects and priorities. The FAA gave ILM the first major grant this year to rehabilitate the North Ramp for General Aviation. In the last section of the binder of information staff provided you with a copy of the 8-2005 Master Plan Airport Layout drawings. The project that we are doing now is predicated on that area being dedicated for General Aviation. And then if you look at the drawings, you will see that it shows the South Ramp facility becoming a SASO. Through the process of talking about what we are doing on the South Ramp right now

and the interim self-service, the FAA is getting concerned about the fact that we were making them very comfortable on the South Ramp. The FAA asked us, the staff, to have a conference call with them next week to reaffirm our Master Plan. The FAA is investing over \$7M this year and probably another \$5M the following year, they want to make sure that when those two projects are completed that we are, in fact, going to follow through with this Master Plan. The staff wants to make sure that you, as the board, giving staff the priorities, will reaffirm that so that staff is confident when we have that conversation with the FAA.

Discussion followed about the existence of a parallel runway in the Master Plan, the likelihood of that ever being needed at ILM and the reason behind leaving it in the Master Plan going forward.

Further discussion followed regarding the need for a motion and potential wording for a motion reaffirming the Master Plan.

Mr. Perritt MOVED, SECONDED by Mr. Wolfe to reaffirm the Master Plan and commitment to transition the South Ramp to a SASO operation when General Aviation and future FBO availability is on the North Ramp. At the present time the Authority has no intentions of doing anything other than what the Master Plan shows. The MOTION WAS APPROVED UNANIMOUSLY.

ADJOURNMENT

Mr. Wolfe MOVED, SECONDED by Mrs. Girardot to adjourn the meeting. The MOTION WAS APPROVED UNANIMOUSLY. The meeting was adjourned at 4:55 pm.

Prepared by:

Rose M. Davis

Respectfully Submitted:

Carter T. Lambeth, Secretary

Date of Approval: November 4, 2015