



## MEETING MINUTES

### NORTH CAROLINA GLOBAL TRANSPARK BOARD OF DIRECTORS

**DATE:** September 11, 2024 **TIME:** 1:00 pm **LOCATION:** Kinston, NC Hybrid Meeting (In-person or On Microsoft Teams)

<b>MEMBERS PRESENT</b>	Tom Hendrickson, Chair; Jack Best, Mary Beth Fennell, Dr. Rusty Hunt, Billy Lamm, Steve Mayo, Leanna Radford, Danny Smith, M.A. Tribula, Keith Wheeler, Jordan Whichard
<b>MEMBERS PRESENT VIA PHONE</b>	Treasurer Dale Folwell, Mayor Don Hardy, Kevin Jones, Susan Rabon, N. David Smith, Allen Wellons
<b>MEMBERS ABSENT</b>	John McNairy, Vice Chair; Troy Gilleland, William Roach

## AGENDA TOPICS

<b>1. CALL TO ORDER - CHAIRMAN TOM HENDRICKSON</b>	
<b>DISCUSSION SUMMARY</b>	Chairman Hendrickson thanked everyone for their attendance today. He thanked Jeremy Stroud, Division 2 District Engineer; Aurea Rodriguez, Director of Governance; and Marty Wynn from Avcon for joining the meeting. He called the meeting to order and asked Ms. Blake to conduct a roll call to account for members present and on the phone.
<b>ACTIONS TAKEN</b>	No action was taken.

<b>2. DECLARATION OF QUORUM, ETHICS STATEMENT - CHAIRMAN TOM HENDRICKSON</b>	
<b>CONSIDERATION OF SEPTEMBER 1, MEETING MINUTES</b>	
<b>DISCUSSION SUMMARY</b>	Following the roll call, Chairman Hendrickson stated a quorum had been met. He asked Ms. Blake to read the Ethics Statement. Ms. Blake read the Ethics Policy Declaration and reviewed the Recusal Form. She asked members to identify any conflict or appearance of conflict and refrain from any undue participation in the particular matter involved. She asked members to please sign and return to her the Ethics statement and the Recusal Form (if applicable) following the meeting. Before other actions were taken, Chairman Hendrickson asked for a moment of silence to honor the victims of 9/11. Treasurer Folwell asked to adjourn the meeting in honor of the victims of 9/11.

	Chairman Hendrickson asked if there were any questions, corrections or changes for the May 29, 2024, meeting minutes and if not, he would accept a motion to approve the minutes.
<b>ACTIONS TAKEN</b>	Treasurer Folwell made the motion to approve the May 29, 2024, meeting minutes. Board member Danny Smith seconded the motion. The motion was approved.

### 3. GLOBAL TRANSPARK UPDATE - PRESTON HUNTER, EXECUTIVE DIRECTOR AND STAFF

#### DISCUSSION SUMMARY

Mr. Hunter was asked to provide the Global TransPark update. He stated he has asked Staff to assist with the update.

He asked Ms. Conner to provide the update for the GTP property. Ms. Conner stated the GTP, the NCDOT and the NCDOA refer to the property on the GTP Campus differently. In order to ensure that all assets are covered appropriately by all entities, the properties are being "re-numbered." Currently all properties are leased with the exception of a space at North Cargo. Currently the GTP has parcels available. Product specification sheets are being developed to market the available parcels on the website, CoStar. A brochure and flyer have also been designed to share with potential tenants, clients, etc. Ms. Conner shared the revenue generated from leases for FY224, which totaled \$2,973,726.56. Currently, there are 9 land leases, 5 aeronautical facilities, and 5 non-aeronautical facilities. The Zoning Committee, Chairman Hendrickson, and Mr. Hunter identified the need for standardization of the GTP's leases. Ms. Conner has been working with Attorney Stephanie Robinson to implement standards in the leases as they are being renewed. Items being implemented for the standardization include:

- Termination/expiration date for primary lease term
- Management fee of six percent (6%)
- Fix annual increase of three percent (3%)
- Consumer Price Index (CPI) reconciliation for long-term lease at year ten (10)
- Lessee agrees to compliance with Environmental and Safety (stated in Exhibit), NCGTP/Kinston Regional Jetport Minimum Standards/Rules and Regulations, NCGTP Exclusive Development Ordinance (EDO)
- Exhibit detailing premises and rent/expenses
- Surrender and Holding over Article

Airport Minimum Standard was last revised in 2013. It is anticipated that the revisions will be complete and ready for adoption at the December 2024 Board meeting. The Exclusive Development Ordinance, last revised in 2013, is also being reviewed and updated. Additional items to be considered are:

- Airport Layout Plan (ALP)
- Stormwater Pollution Prevention Plan (SPPP)
- Zoning Regulations
- Land Use Classification Map
- Airport Operations Overlay Map

Staff anticipate the Airport Minimum Standard to be ready for review and adoption at the December 2024 Board meeting also.

The new fuel farm provides opportunity to the GTP and will result in changes for the Fixed Based Operation (FBO). The anticipated changes are:

- Designation of and adherence to maintenance and hangar space availability,
- Use of GTP Authority owned tanks and pumps,
- Training requirements specific to the new fuel farm,
- Maintenance requirements specific to the new fuel farm,
- Associated fees:
  - a) Storage Fee
  - b) Flowage Fee
  - c) Throughout Fee
- Allowance for other users
- Requirement for DLA contract opportunities and services

The GTP has not entered into any new negotiations for this currently. Ms. Conner stated there is a need for updating our signage at the GTP, including an update of the addresses such as Rouse Road being updated to Rouse Road Extension. The “egg” sign in the “triangle” on Airport Road will be replaced with an updated sign as seen on the slide in the bottom right-hand corner (in presentation).

Mr. Gage King provided the update of the GTP’s projects. The Fuel Farm is getting close to the end of the schedule. The tank coating and pipefitting are the final stages of the project with the exception of the fire suppression system. The Fire Marshall has signed approval of this requirement. Once completed, there is 500,000 gallons of fuel storage and the DoD fueling capabilities. Both are very good for the GTP. The next project is the terminal building. Both the Fuel Farm and the Terminal are funded by the \$16 million General Assembly allocations. The terminal was broken into three phases. GTP Staff are currently housed in Phase 1 of the project, which was completed earlier. Phase 2 is currently in progress along with some aspects of Phase 3. Work that may be completed for Phase 3 while work is completed on Phase 2 will be done simultaneously. The equipment will only need to be in the building at one time. Phase 2 is new office space for the GTP staff. Phase 3 is for a partnership with LCC Phase 2. Mr. King stated this entire project is to repurpose an old passenger terminal. He stated that we are anticipating completion in the 2<sup>nd</sup> quarter of 2025. With the partnership with LCC, small business incubator, community meeting spaces, debriefing areas for defense partners and tenants, training spaces, and flexible office space. There will also be infrastructure for a second floor. There are two projects in the design phase currently. Mr. King stated NPE funds are being used for the design work associated with upgrading the Airfield Signs and Lighting (\$266,447). AVCON is at 90% design plans. This will bring our runway updated with LED lighting. This is approximately a \$6 million project with a 10% match. NPE funding is also being used for the design of improvements for the ARFF building (\$162,000). He anticipates Bipartisan Infrastructure Law (BIL) funds will be utilized to complete project. He stated that GTP has two ARFF vehicles. He stated If the C130 project follows the Draken requirements, we will need two ARFF vehicles. Therefore, we earmarked \$1 million in local funding for a new truck. It has been bid. OshKosh (Pierce) received the award and stated there is an 18 month to 24-month window for building the truck. Mr. King explained that although this was originally funded from the NCGTP Budget, there should be grant funding that will become available. He indicated we will apply for the grant funds. Board member Wheeler inquired to the number of trucks. Mr. King explained this is for one truck, but this will provide the GTP with two reliable trucks.

The next project discussed is the Draken International (Suite H) Improvements. A \$900,000 grant was awarded from the NC Division of Aviation’s NC Airport Economic Development Program to fund the upgrades. This has updated to include lighting,

compressed air systems, and additional restrooms, installation of a 40-foot hangar door and a simulator room to assist Draken with pilot training on-site. This project was bid as a design build contract and the contract was awarded to Custom Building Company. The project is expected to be completed in the first quarter of 2025. Treasurer Folwell inquired about this being a design build project. We received \$900,000 to upfit the items. Mr. King stated the GTP posted the amount allowed and then listed the items as identified by level of importance to Draken. Treasurer Folwell did state that this needed to be trusted and verified.

Construction for the Aviation Center for Excellence began in August and is expected to be complete by 2026. Mr. King stated this project does belong to LCC.

Mr. King reviewed the Airfield Marking and Rubber Removal project. The project was funded through the Division of Aviation through the SPAM program. This was a \$200,000 project that did not cost the NCGTP. The Spine Road Project was discussed. The Institute Road connection to NC 58 was closed several years ago, so there is no current connection to NC 58. Spine Road was supposed to connect to Felix Harvey Parkway. Due to relocation of a water line that is located in the C130 project area, the NCGTP is clearing a road corridor to accommodate an eventual road and relocation of the water with minimum cost to the GTP.

The C130 project is moving forward. Barnhill and TA Loving have an on-site office established. A silt fence has been installed and a temporary security fence has been installed. He stated more than 80,000 yards of fill has been hauled onsite. There is an average of 6500 yards of dirt daily (300 to 350 dump trucks) for the last weeks.

Mr. Hunter provided the general updates of the GTP. There are two new employees, GTP Finance Director Langston Ramseur, and the Program Analyst (GIS Analyst) Wayland Humphrey. Mr. Hunter stated the GTP passed the FAA Part 139 Airport Certification. He thanked Mr. Marty Morris and his Team for their hard work. This certification is important to the GTP and rates the GTP higher based upon maintaining the certification. Mr. Hunter stated numerous efforts have been made to meet the certification requirements.

The areas of outreach for the current quarter include the following:

- Participation in NC Airport Association Legislative Day in Raliegh
- Hosted the North Carolina Airport Association Region Meeting
- Hosted the Historically Black Colleges and University Fellows and Interns
- Participation in the Transportation Infrastructure Summit panel
- Groundbreaking Ceremony of the FRCE C-130 Complex
- Attendance at the Jim Perry Aviation Center for Excellence Groundbreaking
- Hosted a NCDOT Division of Aviation TEA visit
- Hosted 2024 ACE Academy for both Lenoir and Greene Counties ( 3 weeks)
- Presented at the North Carolina AirTAP Airport Leadership and Management Program
- Hosted Jason Schronce, NCDOT Division of Aviation Deputy Director and Rachel Nance HNTB Consultant
- Presented at the NCDOT Board, Economic Development and Intergovernmental Relations Committee
- Hosted Tonya Adams, Kinston Rotary President
- Hosted the NC Military Affairs Committee
- Hosted Mark Phillips, NC Biotechnology Center Vice President of Statewide Operations and Executive Director of Eastern Regional Office

	<ul style="list-style-type: none"> <li>Hosted Grayson Overholt and Seth Willford of Senator Thom Tillis' Office</li> </ul> <p>Mr. Hunter provided an update on the NTIA Grant, Broad band Project. He stated they have installed 122.15 miles of fiber and are serving currently 720 customers. The next item that was discussed was the NC Selectsite Readiness. There are two sites locally, one at the NCGTP and one in Wayne County.</p> <p>Chairman Hendrickson thanked Mr. Hunter and Staff for their updates. He asked Dr. Hunt for an update on the Aviation Center for Excellence. Dr. Hunt stated LCC has been moving dirt. There has been some contaminated soil but that is being mitigated. Completion of the project is expected in December 2025 but will expect to be occupying the building in early 2026. Chairman Hendrickson thanked Dr. Hunter for the update.</p>
<b>ACTIONS TAKEN</b>	There were no actions taken.

#### 4. ANNUAL ETHICS REVIEW - DANIEL JOHNSON, GENERAL COUNSEL

<b>DISCUSSION SUMMARY</b>	<p>Chairman Hendrickson apologized for overlooking the Ethics Review. He asked Mr. Johnson, General Counsel, to provide the Ethics Update. Mr. Johnson is the Ethics Officer for NCDOT. The GTP and the other four Boards all fall under the umbrella of the NCDOT. There is a requirement of annual Ethics training, usually in August. He stated everyone is very proactive regarding the training and ethics issues. Mr. Johnson explained the members should have received an electronic copy of the ethics education and the ethical statutes. Mr. Johnson reminded members He also stated that members are required to file their Statement of Economic Interest every April 15 and to complete their ethics education training every two years. Mr. Johnson said Board members should think about their role as a Board member. Any of a member's businesses, or personal finances, including family members could potentially have a conflict of interest. It is the duty of the Board member to recuse himself from any conflict or appearance of conflicts of interest and not participate in those deliberations or votes that come forward. A recusal is a means of protection for both the Global TransPark and the Board member. Mr. Johnson informed the members to contact him directly with any questions. He also indicated there is a gift prohibition. This is primarily lobbyists and lobbyist principals. Members are prohibited from accepting gifts from lobbyists, lobbyist principles. Gifts are defined as anything of value. Treasurer Folwell indicated that he believes the SEIs and the conflicts of interest may extend a year beyond when you actually leave a term on this Board. Chairman Hendrickson thanked Treasurer Folwell and asked Mr. Johnson to follow up on the information provided by Treasurer Folwell.</p>
<b>ACTIONS TAKEN</b>	No actions were taken.

#### 5. ECONOMIC REGIONAL DEVELOPMENT UPDATE – MARK POPE, PRESIDENT

<b>DISCUSSION SUMMARY</b>	<p>Chairman Hendrickson asked Mr. Pope to provide an update. Mr. Pope explained that Mr. Craig Foucht and Mr. Trey Cash have both received their Economic Development Association Certification. The certification is administered by NCEDA in partnership with East Carolina University (ECU). Expansion Solution Magazine did an article on the NCGTP's growth and Business North Carolina had an article</p>
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	<p>featuring EDR. Ms. Julie Graham completed the certified Economic Developer Attraction Course. Mr. Cash has been elected to the NCEDA Board of Directors. NCEDA has about 950 members. Mr. Pope stated Mr. Hunter had mentioned about the two EDR sites for the Selectsite Readiness program- one at the GTP and one at Park East in Goldsboro. There are some items that the money associated with the properties will be able to accomplish. Mr. Pope stated this selection means a lot to the region. EDR helped to organize and sponsor the NCEDA Economic Development Practitioner Workshop with 80 attendees. Mr. Cash graduated from Leadership North Carolina Class. Moen has achieved recognition for 1 million man-hours without a recordable injury. Alianza announced a new production facility in Wayne County. He invited everyone to the Alianza's Groundbreaking Ceremony on October 3, at 10:00 am. Mr. Pope stated EDR had led the MRO Complex Groundbreaking. Mr. Pope attended Farnborough Airshow. He attended with NC Southeast. The Team had 16 appointments. Mr. Pope spoke with Airbus Staff and discussed possible changes at Spirit. Mr. Pope speak about two shell buildings in Wayne County. He also stated that there is a pad ready site available in the Highway 70 West Industrial Park. Mr. Pope indicated that the 587 Park in Greene County is zoned industrial use, allowing for a variety of uses. Mr. Pope reviewed the 60-day RFI status. He explained EDR had received 19 new projects and 2 expansions. However, due to lack of product, property and building and no water/sewer capacity, EDR was only able to respond to six projects. EDR is planning to work with the five local community colleges to speak about work force training for the aerospace industry. He stated a transition is forthcoming with the website. EDR will be using HubSpot. Chairman Hendrickson thanked Mr. Pope for the EDR update.</p>
<b>ACTIONS TAKEN</b>	No action was taken.

<b>6. FINANCIAL UPDATE - PRESTON HUNTER, EXECUTIVE DIRECTOR</b>	
<b>DISCUSSION SUMMARY</b>	<p>Mr. Hunter provided the financial update for the Finance Committee as Vice Chair McNairy was unavailable. He reviewed page 6 of the Statement of Cash. There is \$76,745,219 cash. The majority of the cash is in the project lines. A total of \$1,658,568 cash on hand is undesignated/unreserved. The State Appropriation received in FY 22 and FY 23 totaling \$16 million is being used for the Fuel Farm and the Terminal upfits. The SCIF fund has \$10,425,031 expended on the C-130 Project. The REDR funding of \$30,000,000 is for the Flight Training and Corp Office Building for flyExclusive. Mr. Hunter asked members to note that the budget listed on page 8 is a generic budget while the new budget is being certified. Once that is certified, then the budget will be input, providing a much different view than what is seen on page 8. By focusing on the Actual YTD, the GTP has done well. There is a steady flow of revenue generated. Chairman Hendrickson thanked Mr. Hunter.</p> <p>Chairman Hendrickson asked the Board if there were any questions regarding the Finance Committee's FY 25 Report for period ending July 31, 2024. There being none, if he asked for a motion to approve the FY 25 Report for period ending July 31, 2024.</p>
<b>ACTIONS TAKEN</b>	A motion was made by Board member Radford. Board member Fennell seconded the motion. The motion was approved unanimously.

<b>7. FRC-EAST MRO PACKAGE PGMP # 2 - PRESTON HUNTER, EXECUTIVE DIRECTOR</b>	
<b>DISCUSSION SUMMARY</b>	<p>Mr. Hunter reviewed the status of PGMP #1 with the Board. He stated the GTP Board approved the package at 75% for a total of \$89,754,255. Since that time, Barnhill and T.A. Loving are reviewing the status at 100%. We are doing well and should save approximately \$1 million. Mr. Hunter reviewed the PGMP #2 package, and it is also at 75%. This package is the site electric. The total bid package is for \$11.9 million. There were four bids. The lowest bid was \$22 million. Originally, this part of the project was estimated at \$7 million. When the bids were received, the plans were reviewed to determine the cause of the increase. Originally Duke Energy had placed the transformers roadside. After negotiations, Duke agreed to take the transformers into the site near to the building. This action decreased the cost to \$9.8 million with the soft costs for a total of \$11,938,414, \$2.4 million above the original. Chairman Hendrickson complemented Mr. Hunter, the Team and the Partners working together to reduce the initial bid.</p> <p>Mr. Hunter spoke briefly about meeting Ms. Bobbi Haggard, Mr. Mark Meno's replacement. He stated she is very excited about the project and was already looking at what can be added to the project.</p> <p>He asked if there were any other questions and if not, he would accept a motion to approve the PGMP #2 Package for \$11,938,414 million.</p>
<b>ACTIONS TAKEN</b>	Board member Best made the motion to approve the package. Dr. Hunt seconded the motion. The motion passed unanimously.

<b>8. COMMITTEE UPDATES - COMMITTEE CHAIRS</b>	
<b>DISCUSSION</b>	<p>Chairman Hendrickson asked for updates from the Committees. Board member Best, Chair of the Business Development Committee, discussed the Work Force Development. He stated the Community Colleges lead those discussions. Board member Best stated the community colleges are returning to work force development. This action is excellent for the opportunities that are currently available and are continuing to grow. He also provided an overview of the Highway 70 Commission. He stated Havelock and James City bypasses are a little behind. The next section is the Kinston bypass; there is no funding available currently. The Highway 70 Commission is working to find other funding. Signs are being located outside of Goldsboro for Future I-42 Interstate. Board member Best hopes the signage will assist the NCGTP.</p> <p>Board member Wheeler, Chair of Military Affairs Committee, added more information about Work Force Development as well. He stated the future work force is located in middle school. STEM schools are needed to keep the middle schoolers engaged. He stated Mr. Hunter hosted a good meeting with a couple of new contacts. The contacts have been in contact with FRC East. They have also assisted in putting Board member Wheeler in touch with DLA contacts.</p> <p>Board member Wellons, Chair of the Land Use Committee, met with the Committee on August 28, 2024. He stated Mr. Hunter, and the staff brought the Committee up to</p>

	<p>date on the history of GTP, including the environmental permits we have and the mitigation credits. He stated the mitigation credits are being placed in the NCDOT mitigation bank. Board member Wellons stated that Ms. Conner had reviewed the layout of the lease agreements. He stated it was a very good meeting.</p> <p>Chairman Hendrickson also stated the Executive Committee went into detail regarding the status of projects. The Executive Committee also reviewed the updates occurring to the EDO which will be important for the future. He believes the TransPark will look different even in the next two years.</p>
<b>ACTIONS TAKEN</b>	There were no actions taken.

<b>9. CLOSING COMMENTS/ADJOURNMENT- CHAIRMAN TOM HENDRICKSON</b>	
<b>DISCUSSION</b>	Chairman Hendrickson thanked everyone for their attendance and participation. He asked if there were any other questions or comments. He stated the next Board meeting is scheduled for December 11, 2024, at 1:00 pm. There being no other discussion, he asked for a motion to adjourn.
<b>ACTIONS TAKEN</b>	Board member Fennell made the motion to adjourn. Board member Danny Smith seconded the motion. The motion passed unanimously.