



## MEETING MINUTES

### NORTH CAROLINA GLOBAL TRANSPARK BOARD OF DIRECTORS

**DATE:** December 14, 2022

**TIME:** 1:00 pm

**LOCATION:** Kinston, NC Hybrid Meeting (In-person or On Microsoft Teams)

<b>MEMBERS PRESENT</b>	Chairman Norris Tolson, Mr. Troy "Gil" Gilleland, Dr. Rusty Hunt, Mr. Tom Hendrickson, Mr. Danny Smith, Ms. Mary Beth Fennell, Mr. Jack Best, Mr. Steve Mayo, Mr. Billy Lamm, Ms. Leanna Radford, Mr. Keith Wheeler, Mayor Don Hardy (1:15 pm)
<b>MEMBERS PRESENT VIA PHONE</b>	Mr. Scott Clontz, Mr. N. David Smith, Mr. George Andrew, Mr. Bob Wicker, Mr. Jordan Whichard, State Treasurer Dale Folwell (1:30 pm); Mr. Kevin Jones (1:30 pm)
<b>MEMBERS ABSENT</b>	Mr. John McNairy, Vice Chair

## AGENDA TOPICS

<b>1. CALL TO ORDER AND ROLL CALL - CHAIRMAN NORRIS TOLSON</b>	
<b>DISCUSSION SUMMARY</b>	<p>Chairman Tolson welcomed everyone and thanked them for their attendance today. He asked Ms. Ann Dishong to call roll.</p> <p>After the roll call, Chairman Tolson thanked Ms. Merrie Jo Alcock, Division 2 Board of Transportation Representative for attending and asked her to say a few words to the Board. Ms. Alcock stated she is from New Bern and is very familiar with the NCGTP. She has worked with former Executive Director John Rouse and knows Mr. Preston Hunter. Ms. Alcock stated she is a champion for the GTP. She has previously worked with Mr. John Rouse and knows Mr. Preston Hunter well. Ms. Alcock is an environmental attorney and has worked with Ward and Smith Attorneys. Most of her work has been with the Attorney General's office in Raleigh. She currently works with Governor Cooper as his Eastern Representative. Chairman Tolson thanked Ms. Alcock again for attending today's meeting.</p>
<b>ACTIONS TAKEN</b>	No actions were taken.

<b>2. DECLARATION OF QUORUM, ETHICS STATEMENT, CONSIDERATION OF SEPTEMBER 14, 2022, MEETING MINUTES - CHAIRMAN NORRIS TOLSON</b>	
<b>DISCUSSION SUMMARY</b>	<p>Chairman Tolson declared a quorum has been met and officially called the meeting to order at 1:02 pm. Chairman Tolson asked Ms. Dishong to review the Ethics Statement.</p> <p>Ms. Dishong reviewed the Ethics statement. She reminded the members to complete the Ethics Statement, complete the Recusal forms if applicable, and return both to Gloria Blake, Board Secretary.</p>

	<p>Ms. Dishong stated that several Board members had received an email from Ms. Blake last week regarding their SEI evaluations. The email stated that the State Government Ethics Act requires that, <i>“when an actual or potential conflict of interest is cited by the State Board under G.S. 138A-24(e) with regard to a public servant sitting on a board, the conflict shall be recorded in the minutes of the applicable board and duly brought to the attention of the membership by the board's chair as often as necessary to remind all members of the conflict and to help ensure compliance with this Chapter.”</i> (The 2022 SEI Evaluation statements are located at the end of this document.)</p> <p>Chairman Tolson stated the minutes had previously been distributed for review prior to the meeting and if there were no additions or corrections, he would accept a motion to approve the September 14, 2022, meeting minutes as presented.</p>
<b>ACTIONS TAKEN</b>	<p>Board member Tom Hendrickson made the motion to approve the September 14, 2022, minutes as distributed. Board member Danny Smith seconded the motion. The minutes were approved unanimously as presented.</p>

<b>3. GLOBAL TRANSPARK UPDATE—PRESTON HUNTER, CEO AND PRESIDENT</b>	
<b>DISCUSSION SUMMARY</b>	<p>Mr. Preston Hunter provided an update on the GTP:</p> <p>GTP Capital Projects:</p> <ul style="list-style-type: none"> <li>• Fuel Farm Modernization: Designs for the project are 90% complete. AVCON is preparing advertisement for long lead-time materials. There will be 3 vertical tanks which allow for 500,000 gallons of jet fuel storage.</li> <li>• New Hangar for Draken: Funding for the project is provided through the State Budget. HDR Engineering is developing design plans and contract for advertisement of the 30,000 sq ft hangar.</li> <li>• Terminal Renovations: This project provides additional space for GTP staff and boardroom. Additional office space will be created for lease and possibly serve as an incubator for small businesses. The Authority is currently working with an architectural firm on plans.</li> <li>• North Cargo Upgrade: Awarded a grant from NC Division of Aviation in the amount of \$900,000 for upfits to the remaining 11,400 sq ft of space at North Cargo. Staff is currently waiting on additional information from Draken International to determine future needs.</li> <li>• General Aviation Parking Lot: Construction on the parking lot began in August. Paving is anticipated to be completed by the end of December. The project is funded through a grant from the NC Division of Aviation for \$2.3 million for apron space at the new hangar Fly Exclusive just opened and for the parking lot.</li> <li>• Rehabilitation of the Parallel Taxiway: The project is also funded through a grant from the NC Division of Aviation and requires a 10% match by the GTP. The total cost of the project is \$7.0 million. Barnhill Contracting was the low bid. The project began in September and is scheduled to be complete by February 2023. The project is 75% completed.</li> <li>• ARFF (Aircraft Rescue and Fire Fighting) Update: Maintenance staff have completed annual ARFF certification training. Additional staffing is required to address after hour coverage for Draken. The GTP will be staffing with part-time temporary ARFF firefighters. Upgrades on the ARFF building will be provided by funding from Airport Infrastructure Grants (AIG). AIG funding is through the Bipartisan Infrastructure Bill.</li> </ul>

	<p>Other Project Updates:</p> <ul style="list-style-type: none"> <li>• Broadband Project GTP Authority – InfinityLink: GTP has Atkins Global, an engineering/project management company to serve as the administrator for the grant. Atkins Global currently works with NCDOT on its large broadband project. The project is in the initial environmental assessment phase.</li> <li>• FRCE: Continuing approval through the chain of command for projects: <ol style="list-style-type: none"> <li>1. Multipurpose Industrial production facility at MCAS Cherry Point for F-35 operations. This project is secondary to the MRO facility for C-130.</li> <li>2. MRO production facility for C-130 Aircraft workload at the GTP. HDR Engineering is working with FRCE on preliminary designs for C-130 hangar. FRCE is working through approval for the DSOR (Designated Source of Repair) for the C-130 workload.</li> </ol> </li> </ul> <p>General Updates:</p> <ul style="list-style-type: none"> <li>• Fly Exclusive: 33,000 sq. ft. maintenance hangar is in operation. The 9,500 sq. ft. hangar is under construction. Fly Exclusive is planning for expansion efforts.</li> <li>• Draken: Currently have 19 planes in operation out of Kinston. The have plans to bring an additional F1 Mirage.</li> <li>• Lenoir Community College—Aviation Center for Excellence: Lease is secured for the property. An architectural firm has been hired. LCC is seeking input from partners on current and future training needs.</li> </ul> <p>Ongoing NCGTP Initiatives:</p> <ul style="list-style-type: none"> <li>• Reviewing opportunities for a Customs Office.</li> <li>• Researching relocation and possible addition of the General Aviation hangars.</li> <li>• Have contracted with Contentnea Forestry Consultants, Inc., Mr. Paul Porterfield for forestry management services. Mr. Porterfield is reviewing our timber and logging.</li> <li>• Continuing to address outstanding deferred maintenance needs both inside and outside the fence.</li> <li>• Outreach Efforts: <ul style="list-style-type: none"> <li>➤ NCDOT Human Resources Visit</li> <li>➤ Hosted Community Conversation with Tom Barkin, President &amp; CEO of Federal Reserve Bank of Richmond</li> <li>➤ Allies for Cherry Point's Tomorrow (ACT)</li> <li>➤ US Senator Thom Tillis' Staff</li> <li>➤ NC Division of Aviation Staff, held conference here and toured</li> <li>➤ NCDOT Statewide Freight Advisory Committee</li> <li>➤ Institute for Defense &amp; Business</li> </ul> </li> </ul>
<b>ACTIONS TAKEN</b>	No actions were taken.

<b>4. REGIONAL ECONOMIC DEVELOPMENT UPDATE - MARK POPE, SENIOR VICE PRESIDENT</b>	
<b>DISCUSSION SUMMARY</b>	<p>Mr. Mark Pope provided an update for the Economic Development Region. Since the inception of the Economic Development Region in 2020, there have been 18 Region announcements totaling 2,160 jobs and capital investment totaling \$302.5 million. The latest announcement is SunTree Snack Foods, LLC, located in Wayne County. SunTree is a company recruited from Arizona that was looking to establish operations in the Southeast. Mr. Pope stated that all three counties, Lenoir, Wayne, and Greene are still very active with projects and responding to requests for information. There are currently 28 active projects. The GTP has 9 active projects, with 2007 jobs and \$780,500,000 in investment.</p> <p>Construction is ongoing throughout the region. West Pharmaceuticals is still in construction mode. Grupporeco, an Italian company, has completed its first North American facility with over 200,000 sq. ft, and anticipating 100 jobs in the Hwy 70 West Industrial Park. The GTP currently has a lot of activity with the new parking lot at the Fly Exclusive and upgrades to the runway. Mount Olive Pickle purchased two facilities in Wayne County/Goldsboro. For the Mount Olive Pickle project, WCDA received \$22 million from ARPA funds for infrastructure to assist the City of Goldsboro, thus preventing the company from relocating operations to another state. Product is lacking here and other areas of the State as well. Mr. Pope and Mr. Hunter have been working through development and broker companies trying to overcome this hurdle and create new relationships to build product in the region and GTP.</p> <p>EDR attended an event in Anaheim, California with Lenoir Community College for a composite and plastics show and attended a Boeing Aerospace event in Seattle, Washington. EDR also attended the Ribbon cutting for the new hangar at FlyExclusive.</p> <p>Media Outreach is a current focal point for EDR at the request of the Board. The results are shown below:</p> <ul style="list-style-type: none"> <li>• WRAL Tech wire article</li> <li>• Triangle Business Journal</li> <li>• TV networks, (Fox news, NYSE) at GTP for FlyExclusive Coverage</li> <li>• Local media, Rotary, various Chambers within the area</li> <li>• Business NC—10-page article about the GTP, including the Connectivity Map, which details recently updated infrastructure</li> <li>• Aviation and Aerospace Ad</li> <li>• National news/ media</li> </ul> <p>Mr. Pope spoke about the importance of having Draken International here as well as the importance of partnerships with Cherry Point and Seymour Johnson. Board member Fennel suggested that the statistics regarding FRC East be added to the Cherry Point economic impacts. At the GTP, there are 1,795 jobs among the tenants.</p>
<b>ACTIONS TAKEN</b>	No actions were taken.

<b>5. GTP POLICY UPDATE - JAMIE KEITH, GOVERNANCE POLICY MANAGER</b>	
<b>DISCUSSION SUMMARY</b>	<p>Ms. Jamie Keith, Governance Policy Manager, provided the GTP policy update. At the September 14, 2022, Board meeting several policies were approved. Since then, the Governance Office has been working with GTP staff to review, revise, and create a total of 29 SOPs and job aids which align with the policies. As of December 6, 2022, all 11 GTP employees were trained on the policies, SOPs, and job aids. GTP staff members received a policy manual. Ms. Keith is developing an electronic version to share.</p>

<b>ACTIONS TAKEN</b>	There were no actions taken.
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#### 6. FINANCIAL UPDATE - PRESTON HUNTER, CEO AND PRESIDENT

<b>DISCUSSION</b>	<p>Mr. Hunter provided the financial report for Vice Chairman McNairy. Mr. Hunter reviewed the Guidance that is required. The budget as of October 31, 2022, has \$1,061,585 in expenditures and includes construction. Per the reports, the revenues are tracking higher than the expenditures. Cash on hand is \$16,487,590.68. Undesignated funds as of October 31, 2022, totaled \$3,289,785.68.</p> <p>Chairman Tolson thanked Mr. Hunter for the financial report. He asked the Board if there were any questions regarding the report. There being no questions, Chairman Tolson stated he would entertain a motion to approve the Budget.</p>
<b>ACTIONS TAKEN</b>	Board member Danny Smith made the motion to accept the Financial Report as presented. Treasurer Folwell seconded the motion. The Board approved the motion unanimously.

#### 7. COMMITTEE UPDATES—COMMITTEE CHAIRS

<b>DISCUSSION</b>	<p>Board member Jack Best provided the Business Development Committee update. The Committee is working on a three-to-five year development plan. Mr. Hunter and Mr. Pope submitted information to the committee for review in August. The EDR contract with Greene, Lenoir, and Wayne counties, is currently being revised and updated.</p> <p>Board member Tom Hendrickson provided the Zoning and Land Use Committee report. The Committee has met twice since the September 14, 2022, Board meeting. He explained each of the members present has received a guide to the General Statute Chapter 63 A, summarizing the Powers of the Authority including eminent domain and zoning rights for 6 miles from the boundaries of the GTP. Board member Hendrickson stated we have the largest permitted site within the state. The NCGTP has a 404 permit that is 24 years old that covers 5775 acres. In 2028, the 404 permit may expire. The GTP is one of a few locations with “shovel ready” acreage because of the extensive environmental work completed. There is an ability to now move things forward. Board member Hendrickson explained there are projects, such as Spine Road, if funding for the work is available. Dr. Jerry McCrain and Ms. Wendee Smith have been contracted to assist in gathering and cataloging as much of the historical information about the GTP as possible. Having the history and general information about the NCGTP in one location will be a valuable resource for any Executive Director or Board member. The GTP is an incredible asset for eastern North Carolina and the State as a whole. As a result of the environmental work, the GTP has mitigation credits that will hopefully be able to put in a mitigation bank. Board member Danny Smith asked for clarification of the mitigation acres. The mitigation credits are valuable and provide a means to assist with projects. Mr. Hunter provided additional information from the Zoning and Land Use Committee. When completed, the historical review will provide the “where we were” as well as the “where we are” and will help the Board determine where to go in the future. The GTP does have eminent domain and has zoning authority, which no other entity has. We supersede both the city and the County.</p> <p>Mr. Hunter reviewed the environmental permits. After the final environmental impact statement in 1997, the NCGTP received 401 Water Quality Certification in April, 1998, and received a Section 404 permit in October 1998, which covers 5,775 total acres of land (including property the GTP does not own). There are 4566 acres of mitigation with 871 allowable impacts. Some credits have been used and thereby leaving 740 credits. The Committee is trying to prepare for the future by “banking” the credits in a DOT mitigation bank, in the event the 404 permit may not be extended. There is an exclusive development ordinance in place. There were some</p>
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	<p>areas that the GTP had site certifications. Ms. Smith is trying to help get the sites re-certified through the Department of Commerce. The Authority is engaging in talks with the Corp of Engineers regarding renewal of the 404 permit. The Authority is working with NCDOT to “bank” mitigation credits and working with Lenoir County on zoning regulations. Another on-going effort is developing conceptual park plans for property within the permitted boundaries and identifying potential megasites at the GTP or in the area. A megasite receives increased attention when advertising.</p> <p>Mr. Hunter has asked for assistance with oversight of lease agreements. It is his hope to have a standard lease, and if the lease is modified the Land Use Committee will review the modification. Mr. David Tyeryar is developing a leasing abstract for our current tenants. The oversight ensures that changes to leases go through an approval process.</p> <p>Board Member Wheeler stated the Military Affairs Committee is focused on a forum for our military especially in the aviation aerospace world. Mr. Scott Dorney and his staff, of the NC Military Business Center (NCMBC) visited the GTP for the second Committee meeting. The NCMBC hosts an annual statewide summit, which the Military Affairs Committee has discussed being a “regional feeder” for their summit by hosting a regional forum to include: FRC East, the Aviation Logistic Center of Elizabeth City, academia from East Carolina University, Elizabeth City State University, North Carolina State University, Lenoir Community College, Seymour Johnson Air Force Base, economic developers, other aerospace partners, and local community members to discuss the needs. The Committee hopes to receive action items. The recommendation is to hold the forum in March or April. Board member Fennell stated Seymour Johnson has a conflict in early March. Board member Wheeler is concerned about meeting space. Board member Best asked if this committee was involved in the windmill issues at Seymour Johnson, Cherry Point, and target range in Hyde County. Board member Fennell stated it will be interesting if this is one of the items the Bases believe is a “hot topic” for them.</p> <p>Chairman Tolson thanked Ms. Blake for her efforts to help coordinate the Committee meetings. He thanked the Committee Chairs and members for their work within the new structure. He stated there will be benefits from this work.</p>
<b>ACTIONS TAKEN</b>	No actions were taken.

<b>8. CLOSING COMMENTS/ADJOURNMENT—CHAIRMAN TOLSON</b>	
<b>DISCUSSION</b>	<p>Chairman Tolson thanked everyone for their attendance and participation. He reminded Board members the next meeting is scheduled for March 15, 2023. He asked if there were any other comments.</p> <p>Board member Hendrickson commended Mr. Hunter and his team for the work completed at the GTP.</p> <p>Board member Danny Smith asked Mr. Daniel Johnson if it is a conflict for a Board member to purchase FlyExclusive stock. Mr. Johnson explained that Mr. Smith may purchase stock; however, he would need to recuse himself from votes regarding FlyExclusive.</p> <p>Chairman Tolson stated he would entertain a motion to adjourn if there were no other comments or concerns.</p>
<b>ACTIONS TAKEN</b>	Treasurer Folwell made the motion to adjourn. Board member Fennell seconded the motion. The Board approved the adjournment unanimously.