



MEETING MINUTES

NORTH CAROLINA GLOBAL TRANSPARK BOARD OF DIRECTORS

DATE: March 15, 2023 **TIME:** 1:00 PM **LOCATION:** Kinston, NC Hybrid Meeting (In-person or on Microsoft Teams)

MEMBERS PRESENT	Mr. Norris Tolson (Chair), Mr. John McNairy (Vice Chair), Mr. Jack Best, Mayor Don Hardy, Mr. Tom Hendrickson, Dr. Rusty Hunt, Mr. Billy Lamm, Mr. Steve Mayo, Mr. Danny Smith, Mr. Keith Wheeler
MEMBERS PRESENT VIA PHONE	Mr. George Andrew, Ms. Mary Beth Fennell, Mr. Troy Gilleland, Ms. Leanna Radford, Mr. David Smith, Mr. Jordan Whichard
MEMBERS ABSENT	Mr. Kevin Jones, Mr. Scott Clontz, Secretary State Treasurer Folwell, Mr. Bob Wicker

AGENDA TOPICS

1. CALL TO ORDER AND ROLL CALL -- CHAIRMAN NORRIS TOLSON	
DISCUSSION SUMMARY	<p>Chairman Tolson welcomed everyone to the Board meeting and thanked them for their attendance today. He asked Mr. Daniel Johnson, General Counsel to the Board, to introduce Ms. Stephanie Robinson. Ms. Robinson has been selected to fill the vacancy of Deputy General Counsel. Mr. Johnson stated Ms. Robinson has been with NCDOT since 2019. She has worked with Mr. Johnson on various projects, and he believes Ms. Robinson will manage the legal needs of the GTP very well. She received her undergraduate degree from NC State and her law degree from NC Central University. Chairman Tolson asked everyone to introduce themselves to her before leaving today. Chairman Tolson introduced our guest today: Mr. Jim Barkin, a writer for Business NC, who has worked with Mark on our marketing efforts and former Secretary of the Dept. of Transportation, General Jim Trogdon.</p> <p>Chairman Tolson opened the meeting. He asked Ms. Gloria Blake, Secretary of the Board, to call the roll.</p>
ACTIONS TAKEN	No actions were taken.

2. DECLARATION OF QUORUM, ETHICS STATEMENT	
CONSIDERATION OF DECEMBER 14, 2022, MEETING MINUTES –CHAIRMAN NORRIS TOLSON	
DISCUSSION SUMMARY	Chairman Tolson stated a quorum has been met and asked Ms. Blake to review the Ethics Statement. Ms. Blake reviewed the Ethics statement. She reminded the members to complete the Ethics Statement, the Recusal forms, if applicable, and return both to her at the end of the meeting.

	<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 December 14, 2022, minutes as distributed.</p> <p>Following approval of the minutes, Chairman Tolson asked the Board to approve an amendment to the agenda. He explained the Annual Audit must be presented to the Board after being received.</p>
ACTIONS TAKEN	<p>Mayor Hardy made the motion to approve the December 14, 2022, minutes. Board member Danny Smith seconded the motion. The motion passed unanimously.</p> <p>Vice Chair McNairy made the motion to accept the change to the agenda. Dr. Hunt seconded the motion. The motion passed unanimously.</p>

3. GLOBAL TRANSPARK UPDATE--PRESTON HUNTER, EXECUTIVE DIRECTOR

DISCUSSION SUMMARY	<p>Mr. Preston Hunter provided the GTP update. Prior to the beginning of his presentation, Mr. Hunter stated that he has never worked with a Board that is so involved and excited as this Board. He thanked the Board for their interest and drive.</p> <p>Mr. Hunter stated he has some personnel changes. Mr. Marshall Nobles has been promoted to Supervisor of the Airport Maintenance Staff. Mr. Jason Chase has been hired to fill an Airport Maintenance Technician position.</p> <p>GTP Capital Projects: The first three items are funded through the State budget.</p> <ol style="list-style-type: none"> Modernization of the Fuel Farm: Designs are approximately 90% complete. The GTP has ordered approximately \$880,000 worth of supplies to begin the new fuel farm construction. There will be 3 vertical tanks which will allow the storage of 500,000 gallons of fuel. Staff anticipates the contractor may begin construction upon receipt of the items. New Hangar for Draken: Draken hopes to expand their operations here. The new hangar is funded through the State Budget. HDR Engineering is working on the design plans and the contract for advertising for the 30,000 sq ft hangar. Terminal Renovations: The plans are to upfit the space and lease available space for co-working space as well as a possible incubator/accelerator for small businesses. MHA Works has completed the plans for the first phase to convert the east end of the building into office space for GTP and EDR staff. MHA Works is currently working on the bid documents for advertisement. North Cargo Upgrade for Draken: The GTP received a grant from the NC Division of Aviation for \$900,000 for upfits to the remaining 11,000 sq ft of space at North Cargo. HDR and Draken are finalizing the plans for the upfits to advertise for bid. General Aviation Parking Lot: The parking lot across the road has been completed and was funded through a grant from the Division of Aviation. Rehabilitation of the Parallel Taxiway: This project is funded through a NC Division of Aviation Grant with a 10% match by the GTP. The total cost of the project is \$7 million. Barnhill Construction was the low bidder. The last part of the project included installation of final pavement markings and was completed last week. ARFF Update (Airport Rescue and Fire Fighting Facility): Most of our staff have completed ARFF Certification Training. Two others are being scheduled for training. The GTP received five temporary ARFF positions to assist in meeting the needs of Draken for their evening training. Interviews for the positions have been completed.
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The GTP will be using Airport Infrastructure Grants (AIG) funding to start some of the upgrades needed for the ARFF building, one of which is increasing the size of the bay door for the new ARFF truck. The AIG funding came through the Bipartisan Infrastructure Bill. The initial meeting for the improvement has been held.

Mr. Hunter updated the Board on the status of the NTIA Broadband Grant and FRC East. Atkins Global, an engineering/project management company contracted by DOT, has been hired to serve as the administrator of the Grant. Atkins Global are drafting a subrecipient agreement for InfinityLink. The project is in the initial environmental assessment phase and will take a few more months before completion. InfinityLink has been able to locate companies that are willing to assist them with appropriate bonding for the project.

FRC East is still coordinating approval through the chain of command for both projects:

- a. A multipurpose industrial production facility aboard MCAS Cherry Point to support the F-35 operations
- b. MRO production facility for C-130 Aircraft workload at NCGTP

HDR Engineering is working with FRC East on preliminary designs for the C-130 hangar. FRCE is in the final stages of approval for the DSOR (Designated Source of Repair) for the C-130 workload. NavFac has been issued the authority to execute an agreement for the C-130 facility. This action should help move this project forward soon. Senator Tillis' office has been instrumental in keeping the project from stalling.

FRC East has been approved as the DSOR for two additional lines: the Gray Wolf and HH60 Whiskey, the Air Force version of the Black Hawk. The Gray Wolf will be replacing the HH1 Huey as the helicopter is being phased out. The Whiskey is a new workload and could be managed in the C-130 facility if the Facility is approved. The workload for the C-130 and the HH60 Whiskey will bring an additional 450 jobs to the GTP. Mr. Pope is researching additional incentives to help bring this workload here.

General Tenant Updates:

- FlyExclusive: The newest hangar has been completed. FlyExclusive is now planning additional expansion.
- Draken: Currently, Draken has 19 planes in operation here. They have executed a lease for the additional 11,000 sf of space in North Cargo. Draken is confident their workload will increase.
- CrateTech: They are currently working on a lease for an additional 12,500 sf in GTP 7.
- West Company: They are currently working on a lease for an additional 25,000 sf in GTP 7. As an aside, when the two GTP 7 leases are complete, the GTP has no other facility to lease.

Ongoing GTP Initiatives:

- Lenoir Community College—Aviation Center of Excellence: The property lease has been secured with the GTP. LCC has completed the advanced planning phase and is in the design phase of the project. Their expectation is the design will be completed and ready for bid in the Fall. The project is anticipated to open in 2025.
- Customs Office: The Wilson Group has been hired to complete a preliminary design for a Customs Building for a cost estimate. The Wilson Group is familiar with the area; they have completed work at Albert J Ellis and worked with the Fire Department in New Bern.

- The GTP is researching the potential for relocation and possible addition of the General Aviation hangars. The interest is in building a general aviation area out at Runway 5 to allow further growth.
- The Land Use Committee has talked a little about the Corp of Engineers. The Corp has been assisting with improvements on the airfield.
- Staff are continuing to improve maintenance needs both inside and outside the fence at the Airport.

Outreach Efforts:

- NCMAC Visit—General Rodney Anderson, US Army –Ret.
Colonel Davey Myers, US Marine Corp –Ret
- Elizabeth City State University visited. They are the only four-year university in the state to have an aviation program. They are interested in expanding their footprint across the State. ECSU already has a 2+2 program with LCC.

2022 Annual Report of Activities: According to NCGS 63 A-23, the Authority is required to send an annual report to the General Assembly providing information about the activities at the GTP and the number of job creations.

- This year's report was put together with Tim Moore's assistance. The report included information regarding the GTP tenants and workforce numbers. The information provides an economic overview and workforce training data for the fiscal year ending 2022. Mr. Moore has forwarded the document to the General Assembly.
- The State Auditor's Report was also presented to the General Assembly. The Board previously received a copy of the Auditor's Transmittal, which stated no deficiencies in internal control over financial reporting. The Auditor's Report noted two areas needing additional progress. Staff needs to use SAP to show capital funds in an account as "encumbered." Staff also needs to update the existing asset list.
- A copy of the North Carolina State of Aviation Report is a part of the Board's agenda package. The report is produced every two years and includes all 72 airports. ITRE puts the information together highlighting the impact aviation has on the State of North Carolina. The NCGTP is ranked 11th out of 72 airports. We have an output of \$661million. Mr. Hunter's goal is to have the GTP move to the 6th or 7th place.

Chairman Tolson asked the Board if there were any questions about any of the information provided by Mr. Hunter. Board member Danny Smith inquired if the GTP needs to build a shell building. Mr. Hunter stated that once the last two leases are signed, we need to review the possibility of building one or two shell buildings.

Mayor Hardy asked about the status of InfinityLink. GTP was awarded the \$30 million grant. InfinityLink is responsible for installation. However, the GTP needs InfinityLink to secure bonds to protect the NCGTP. InfinityLink should be able to start in 90 days once the bonds are secured.

Vice Chairman McNairy asked Mr. Hunter to provide a little information about how significant the C-130 project may be. The initial project was estimated at \$250,000,000 for 10 planes. As the project has progressed, FRC East would like a prep area and paint area for 10 planes as a part of the initial phase. The project has expanded significantly. Mr. Hunter explained if there is a complete build-out, the building will be about 700,000 sq ft, which is comparable to the size of the Spirit building. The project cost is unknown. Board member Hendrickson asked who would own the building. Mr. Hunter indicated the GTP will own the building and will lease the property to FRC East. Chairman Tolson encouraged the Board members to

	listen to Mark Meno's presentation forwarded to the Board earlier today. The presentation was from the annual GALA in February.
ACTIONS TAKEN	No actions were taken.

4. REVISED EDR AGREEMENT - PRESTON HUNTER, EXECUTIVE DIRECTOR

DISCUSSION SUMMARY	<p>Mr. Hunter provided an update on the Economic Development Region agreement. The new contract will need Board approval before the contract may be given to the County representatives. The structure of the agreement provides clarification of the role of the Regional Economic Development Board, a solid organizational structure and outlines the staffing of the Economic Development Region (EDR). Mr. Hunter explained EDR originally had four positions. With the new agreement, the GTP will allocate funds for 3 positions: President, Director of Business and Project Management (currently vacant), and Director of Marketing and Communications. Each County will hire their own employee who will act as the individual County's Existing Industry Representative. The GTP will utilize the fourth position to manage the GTP's property. The new agreement also includes election of a Chairman and Vice Chairman for the Regional Advisory Board. The Board will be responsible for:</p> <ul style="list-style-type: none"> a. Direct overall economic activities of the EDR b. Approving the annual budget c. Approving the annual action plan <p>The GTP will contribute \$250,000. Previously, the GTP contributed \$375,000. The difference will be used to fund the position for the GTP. Board member Whichard asked Mr. Hunter for clarification of the amount of funding presently going to EDR in comparison to the funding with the new contract. Currently, the GTP funds \$375,000. The new contract decreases the amount of funding to \$250,000. Board member Hendrickson asked who chooses the make-up of the Advisory Board. Mr. Hunter explained the County Manager and one member of each County Board and then an appointee by each County's Board make up the Advisory Board. For the GTP, the Executive Director, the Chairman of the Board and the Chairman of the Business Development Committee are members of the Board. Mayor Hardy commented that he believed the new contract and the efforts to move the EDR forward will be a positive for the GTP and the three counties. Chairman Tolson explained a motion is needed to approve the EDR contract before the Counties will be able to sign the contract.</p>
ACTIONS TAKEN	Board member Best made the motion to accept the new contract. Mayor Hardy seconded the motion. The motion passed unanimously.

5. ECONOMIC DEVELOPMENT REGION UPDATE - MARK POPE, PRESIDENT

DISCUSSION SUMMARY	<p>Chairman Tolson asked Mr. Pope to provide an EDR update. Mr. Pope stated the new contract will help the Region grow and expand. Pope introduced the EDR Team: Tim Moore is the Marketing Director; Trey Cash is the representative for Greene County and Julie Graham presents Wayne County. He stated Lenoir County is trying to fill their position. Greene County announced HM Alliance recently purchased the former Lakeview Packing Company facility in Greene County. HM Alliance will process pork and poultry and will sell the products both in North America and overseas. The business is expected to have 25 new</p>
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	<p>jobs for Greene County. FlyExclusive held a ribbon cutting at their latest completed hangar. Crown has recently purchased the Lenox facility. Staff attended NC Airports Association in Pine Hurst last week. The meeting was a great opportunity for networking. EDR was in Business NC. EDPNC has volunteered EDR for an ad with a Florida-based company. Mr. Pope commented that EDR is partnered with North Carolina SE in an ad that will be out in May and will also be in Site Selection Magazine with a two-page spread in April.</p> <p>Mr. Pope indicated there are 32 active projects, currently. He stated there is very little product available—buildings. EDR Staff have met with Michael Overton and his team from Pitt County. There is conversation about marketing Eastern North Carolina.</p> <p>The Advisory Board met this morning. EDR will be submitting a request for \$30 million to our legislators for full product development. The request involves all four entities. Product is much needed across the Region. Mr. Pope mentioned the reports that Mr. Hunter reviewed earlier. EDR utilizes the Annual report and the Client Viewbook when speaking with prospective new clients. The reports provide an overview of what the Region has to offer including work force numbers, available work force training, quality of life and average salaries within the region. Chairman Tolson thanked Mr. Pope for his presentation. He asked if there were any questions. Board member Hendrickson also thanked Mr. Pope for his update. Board member Hendrickson explained his concerns about how we articulate the properties we have. He also mentioned that Greensboro is “eating us alive,” especially when looking at the aviation comparisons. Board member Hendrickson suggested a review be held regularly focusing on what was used to bring new business to the area and what was lacking that prevented a new company from moving to the area. Board member Hendrickson stated he does not understand why Onslow County received a UPS Hub, when the GTP did not receive a call at all. Chairman Tolson stated Board member Hendrickson's concerns are marketing concerns. The Business Development Committee is reviewing the marketing aspect in its meetings and should be able to present options for the marketing of our region.</p>
ACTIONS TAKEN	No actions were taken.

6. FINANCIAL UPDATE - JOHN MCNAIRY, CHAIRMAN OF FINANCE COMMITTEE DAVID TYERYAR, HNTB ENGINEERING, GTP FINANCIAL CONSULTANT	
DISCUSSION	<p>Chairman Tolson ask Vice Chair McNairy to provide a financial update. Vice Chairman McNairy directed everyone to page 6 of their handout. Currently, we have \$18,290,479 worth of cash, of which \$3,347,462 is unrestricted. The rest is restricted, including \$13,745,212 designated for construction. The cash flow statement is on page 7. Vice Chair McNairy asked David Tyeryar to explain the revisions that the Finance Committee had approved. There are 2 budget revisions, # 3 and #4. Budget Revision #3 is an increase in revenues of \$38,000 and an adjustment in expenses of (\$10,109) resulting in Revenues of \$31, 574,918 and Expenses of \$38,669,592. Budget Revision # 4 reflects investment income earnings and federal revenue (Broadband Grant) of \$50,000 and \$50,000 expenses for professional fees for the grant. Budget Revision #4 increases the revenues to \$31,7847,418 and the expenses to \$38,719,592.</p> <p>Mr. Tyeryar reviewed an informational item, Project Fly, a Golden Leaf Foundation Grant application for a Maintenance and Repair Operations (MRO) Hangar. There will be 224 jobs created with an average wage of \$75,817. Hiring will begin in 2024. The GTP will hire a consultant to perform the administration reporting and independent oversight services required as a part of the Golden Leaf Foundation grant. Additionally, the GTP will hire a consultant to perform the construction, engineering, and inspections (CEI) services, a requirement of the Foundation grant. The consultant costs will be charged to the project. Chairman Tolson thanked Mr. Tyeryar and Vice Chair McNairy.</p>

	Chairman Tolson asked if there is any opposition to having a bundle vote for the three items presented by Vice Chair McNairy and Mr. Tyeryar. There being none, he asked for a motion to approve the Budget Committee's FY23 Finance Report, period ending January 31, 2023; FY23 Budget Revision #3 increasing revenues to \$31,574,918, reducing expenditures to \$38,669,592; FY 23 Budget Revision #4, increasing revenues to \$31,747, 418, increasing expenditures to \$31,719,592.
ACTIONS TAKEN	Board member Hendrickson made the motion to approve the three items. Vice Chair McNairy seconded the motion. The motion passed.

7. COMMITTEE UPDATES—COMMITTEE CHAIRS

DISCUSSION	<p>Chairman Tolson called upon the Committee Chairs to provide their reports.</p> <ul style="list-style-type: none"> Board member Best, Chair of the Business Development Committee, stated the Committee is working with the Counties of EDR to establish the goals and the directions for all. Board member Hendrickson, Chair of the Zoning and Land Use Committee, asked Mr. Hunter to provide an update. Mr. Hunter provided an update of the Committee's efforts. Ms. Wendee Smith and Dr. Jerry McCrain have acquired all documents from previous consulting engineering firms. Ms. Smith is currently organizing and cataloging the documents for future reference. Staff are working with NCDOT and the Army Corp of Engineers on opportunities to create a "mitigation bank" for our existing wetland and stream credits, to maintain and to utilize them when necessary. Jordan Whichard and staff members from EDPNC attended the last meeting of the Committee to discuss how to improve marketing the GTP sites. An example provided is to develop plans for a conceptual park for property at the GTP. The staff is identifying non-owned properties that the GTP may obtain options on the land for marketing and development. Partnering with the landowners by using options is a win-win. GTP can market the property and the landowner may still utilize the land. Board member Wheeler provided the Military Affairs Committee update. The MAC has been working on the MRO Forum and has 4 available dates in May from which to choose. The Committee members are scheduling the speakers for the event. The Forum will tentatively be from 10 am to 3 pm. The Forum will help identify needs and should identify where "we" fit into the opportunities to assist with the needs. The Forum will be a feeder for the October or November NCMBC Summit. The Committee has identified a keynote speaker but are waiting to ensure his availability before announcing to the public. Mr. Hunter stated that the goal is to host the Forum at the GTP. Once the date has been selected, the information will be forwarded to the recommended guest list. <p>Chairman Tolson thanked everyone for their work with the Committees.</p>
ACTIONS TAKEN	There was no action taken.

8. CLOSING COMMENTS/ADJOURNMENT - CHAIRMAN NORRIS TOLSON

DISCUSSION

Chairman Tolson thanked everyone for their attendance and for the work completed and scheduled by the Committees. He reminded everyone the next meeting date of the Board is June 14, 2023, at 1:00 pm.

Chairman Tolson stated if there were no additional items to come before the Board, he will entertain a motion to adjourn.

ACTIONS TAKEN

Vice Chair McNairy made the motion to adjourn. Board member Hendrickson seconded the motion. The motion passed unanimously.