

The regular meeting of the Pitt-Greenville Airport Authority was held Friday, August 18, 2017 at 11:30 am in the Conference Room of the Airport's Terminal Building. Board Members in attendance were: Eric Clark, Chairman; John Banks, Vice-Chairman; Jimmy Garris, Commissioner; Kandie Smith, Mayor; Julie Carlson. Staff members in attendance were Betty Stansbury, Executive Director; April May, Business Manager; Matthew Johnson, Operations Manager and Timothy Heinle, Airport Counsel. Visitors in attendance included Seth Thomas Gullledge, The Daily Reflector.

Chairman Clark called the authority meeting to order and confirmed there was a quorum and then opened the Public Comment Period and explained the procedures to be followed by those wishing to speak. Chairman Clark then invited any members of the public to come forward. With there being no public wishing to speak they continued with the meeting.

The Board then addressed the MINUTES OF THE REGULAR MEETING held July 19, 2017. With there being one change to correct a typo in gallons, a motion to approve the minutes was offered by Julie Carlson, seconded by Jimmy Garris, and the vote to approve was unanimous.

The board then went into closed session to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease. The motion to go into closed session was voiced by Jimmy Garris, seconded by John Banks, and the vote to approve was unanimous.

The motion to come out of closed session was voiced by Jimmy Garris, seconded by Julie Carlson, and the vote to approve was unanimous.

Action Items:

A) The board then addressed the request to authorize the Executive Director to accept a grant from the Federal Aviation Administration in the amount of \$1,035,000 for Runway 20 65 DNL Noise Land acquisition; to encumber up to \$115,000 of airport reserve funds as the 10% local matching share; to make fair market value offers and relocation assistance offers on three of the seven designated parcels;

B) Authorize the Executive Director to amend previous offers for fee simple acquisition of properties at 401 and 403 Haw Drive to reflect current fair market value;

The motion to accept the recommendations from the Executive Director for the purchase of the properties and acquisition under action items A and B as written was voiced by John Banks; Seconded by Jimmy Garris, and the vote to approve was unanimous.

Updates:

Red Heron Café has a soft opening date on August 19 and a grand opening date on September 22, 2017.

There were no Community Service workers in the month of July.

American Airlines is now using the 48 seat Dash 8's. The CRJ's are expected to return next spring.

TSA has installed a new body scanner. The cost was \$1.5 million. TSA spokesperson will be here next week to do a public press conference. Their employees will be receiving on site equipment training with TSA. Per

Stansbury the machine will be a blurred outline image scan that will pick up detailed material. At the current time it is unsure if there will be an e-z pass for pre-check to bypass the scanner.

ECU Athletics:

Football will be starting Sept 2 and has 13 games scheduled. Seven of them are home games, six will be away. This includes a total of 11 flights.

Basketball will also be starting with the men's start date TBD and the women's starting Nov. 10. The full schedule is TBD.

Federally funded projects and Action Items:

The taxilane reconstruction project has a start date of today August 18. It will take 3 days to mill the asphalt. The project is estimated to take 6 weeks for south and 6 weeks for the north taxilanes. The project is \$3.5 mil with Department of Commerce at \$1.66mil, Department of Transportation at \$1.1 mil, and local at \$750,000. We are currently awaiting the decision on receiving of a Golden Leaf grant which is set to be decided at their October 5 meeting.

Stansbury advised that there will be many construction projects to come. The primary runway 2-20 rehab will begin next spring, then in summer 2019 the GA Apron, 2020 will be the secondary runway if funding is available, and in 2021 we will rehab taxiway alpha. The total project cost is \$33 million.

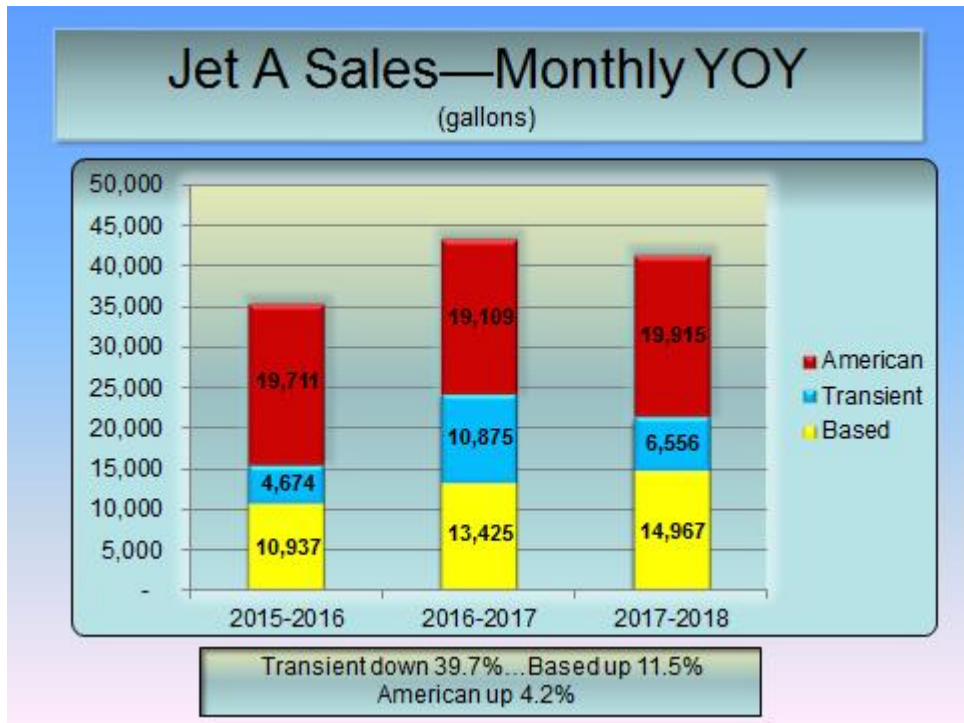
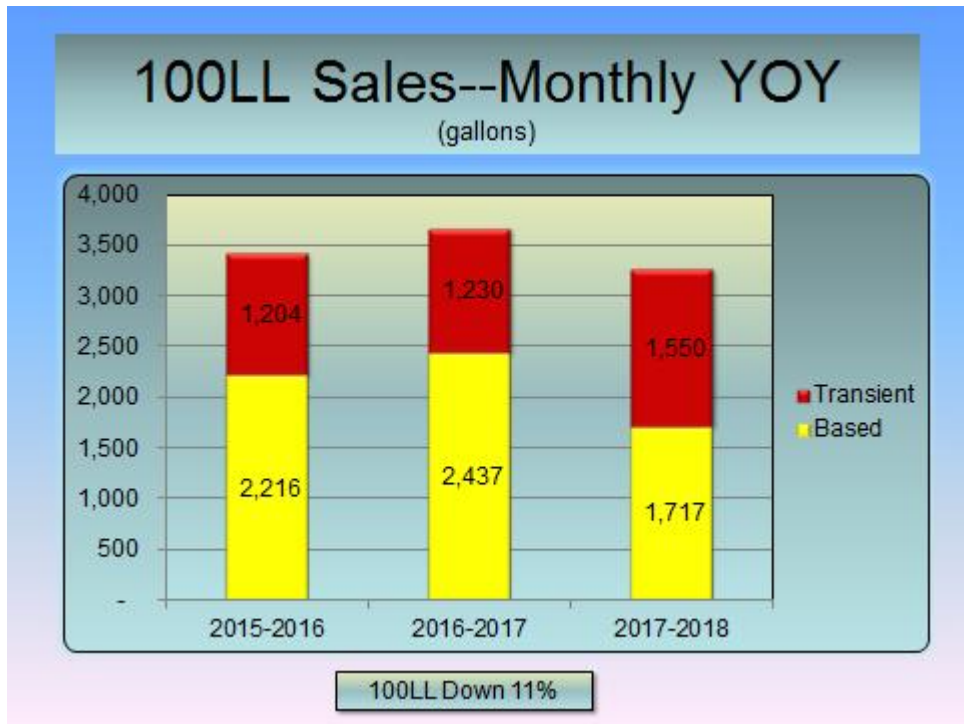
Stansbury advised that the runway 2-20 rehab project will impact the carriers by taking a month to close off part of the runway, but the airline can use the secondary runway. When the intersection is being rehabbed it will close the airport for a week and both the airport tenants and airline will be informed. The construction is expected to start mid-March.

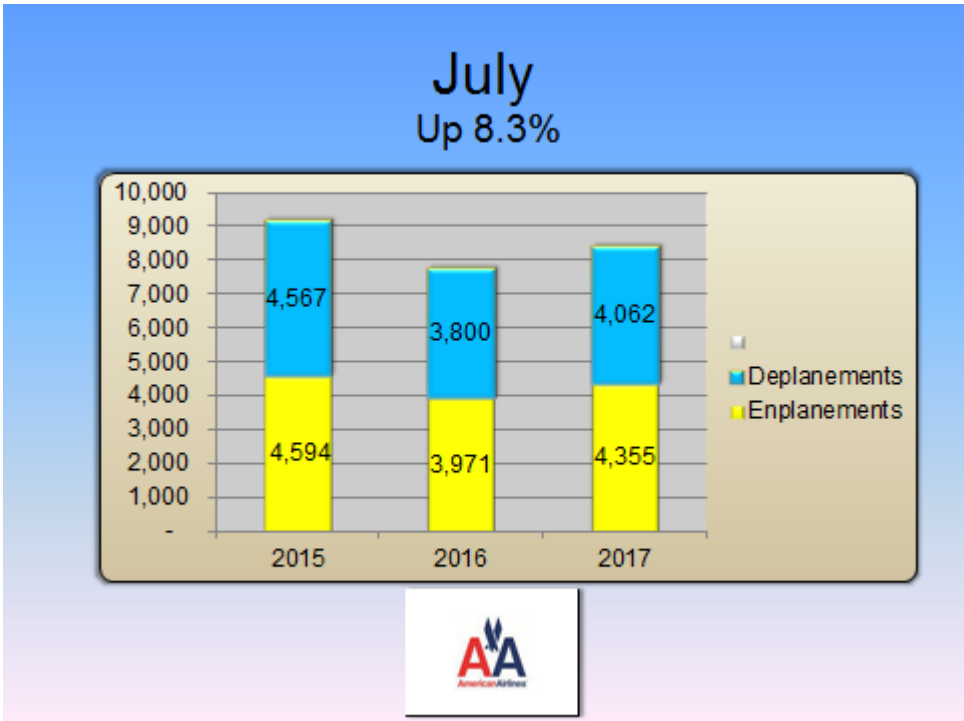
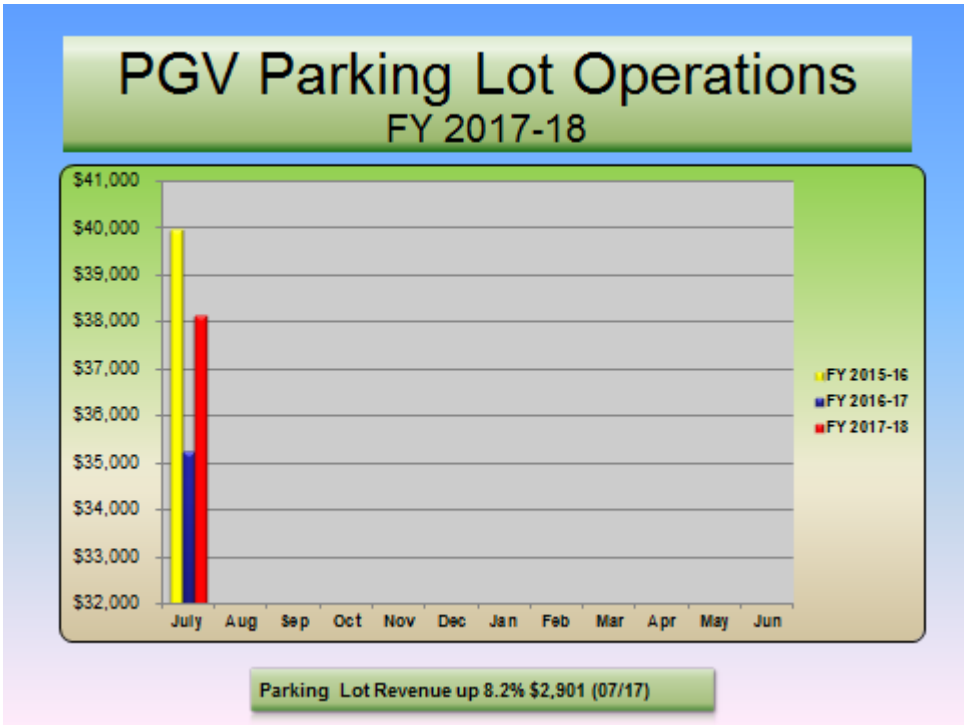
The board then discussed the Financial Report:

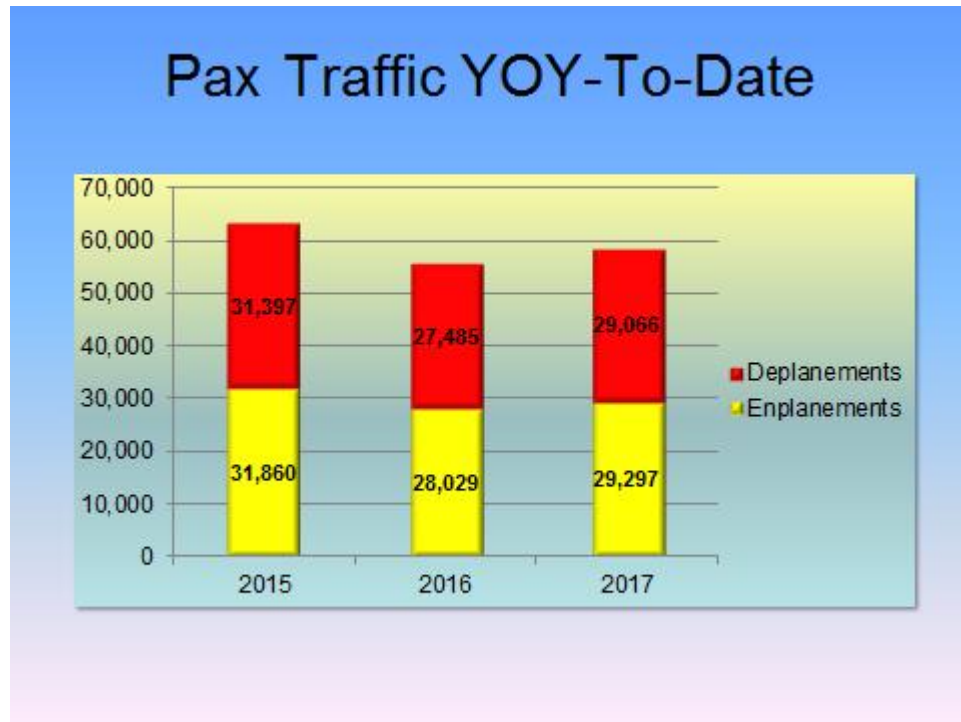
The Revenues for July are \$193,327, Expenses \$217,314, with a net loss (\$23,986) the cash Balance is \$3,667,347. The unrestricted amount is \$2.mil.

Airport's Operational & Maintenance Report, Parking Lot Operations and Regional Airline Carrier activity

Stansbury started out stating that the fuel sales for July were of 100LL 3,267 (down 11%), JetA Based 14,967 (up 11.5%) and Jet A transient 6,556 (down 39.7%), Airline 19,915 (up 4.2%). The parking lot revenue was \$38,156 (up 8.2%). Total passengers are at 8,417 (up 8.3%). The load factors for the airline flights for July average 72.38%, high 90.7%, and low 47.2%.







Chairman Comments:

Clark started out by thanking John Banks for his great service and lobbying as Chairman. He also welcomed Mayor Kandie Smith and looks forward to her input at meetings. Clark stated that she will be a valuable member of the board.

The airport's objective is to be self-supporting. To accomplish this we will need to increase revenue, bring more funding, and decrease the expenditures while maintain great quality.

He requests that the board continues to support the Director in her efforts to utilize grants for capital projects and to continue efforts for increasing airline flights.

Clark mentioned that he handed out a review on the Director in July. He would like a review of the objective for the Director. It has been requested that the board provide feedback on roles of the core objective for Stansbury. The board will then formalize the review.

As there was no more business to attend to a MOTION TO ADJOURN was made by Jimmy Garris, seconded by John Banks and the meeting was adjourned following a unanimous vote. The next meeting of the Airport Authority will be held at 11:30am on September 20, 2017.

Respectfully submitted,

Betty Stansbury