

Pitt-Greenville Airport Authority
Held on Wednesday, January 15, 2020 at 11:30 am
Conference Room of the Pitt-Greenville Airport

Board Members in attendance were: Eric Clark, Chairman; John Banks, Vice-Chairman; Buddy Zincone, Secretary/Treasurer; Dr. Jim Morris; Mayor PJ Connelly; Dr. Dan Mayo Chris Nunnally and Terry Monday.

Staff members in attendance were: K.W. Bill Hopper A.A.E, Executive Director; David Richard Nanney, Operations Manager; April Cannon, Finance and Administration Manager; Rena Bunns, Economic Development Specialist; David Silver, Airport Counsel

Visitors: Jay Talbert, Talbert & Bright

Chairman Clark called the authority meeting to order and confirmed there was a quorum. Clark proceeded to open 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 no members from the public present, the public comment period was closed.

Chairman Clark then addressed the board meeting minutes held on December 18, 2019. A motion to approve was made by Chairman Clark to approve with adjustments to previous graphs to reflect the correct months. Motion second by Buddy Zincone.

Chairman Clark welcomed new PGV Airport Authority Board member Chris Nunnally who has replaced Mike Fitzpatrick.

Executive Director's Report:

- Doggy Day out with Mercy from the Pitt County Animal Shelter. He was adopted by one of PGV staff members.
- Touch-A-Truck – April 18, 2020 with the Youth League. Looking for sponsors to provide an airplane or helicopter for the event.

Economic Development:

- Discussions concerning the 90 acres
- Promoting billboard advertising in the terminal
- PGV partnering with Greenville-Pitt Chamber of Commerce's Grow Local program

PGV has looked into possible Internships. We have reached out to Lenoir Community College's Aviation Management, Pitt Community College and Elizabeth City State University.

Chairman Clark mentioned the Grow Local Program. Mr. Hopper informed Chairman Clark that we are already registered as a Business Host for the Grow Local program and waiting for a school match possibly by April 2020.

Chairman Clark wanted to know how is PGV able to utilize social media and the website to promote the airport more.

Rena Bunns commented that we have been more active in promoting the airport through social media, the website and going out into the community more.

Vice-Chairman Banks inquired as to how many press releases were being done each month. Mr. Hopper advised him that there weren't a whole lot being done currently, but will increase the numbers in the future.

Chairman Clark recommended that we look into posting information on the City community channel.

Load Factors Update:

High 91%
Low 56%
Average 74%

Rena Bunns commented on a visit from a disabled Marine Veteran who came to pick up his new service dog (Lila) that arrived here at PGV Airport that morning and was well attended to by PGV's line crew.

FEDERAL PROJECTS:

SCASDP Grant

Still pending; possibly late January or early February 2020 for decisions to be announced.

PFC

McFarland & Johnson and Talbert & Bright are doing a very good job in coordinating the information so that we have a better understanding of where we are with regard to PFC.

AIP 44 DNL Noise Land

- Acquired three properties; two have closed.
- Funding left over to perhaps address noise insulation

AIP 45 Runway 2/20 runway rehab

Pending with FAA

AIP 47

Fire truck assembly has begun in OshKosh.

GA Apron

- Signing contracts with Barnhill Construction.

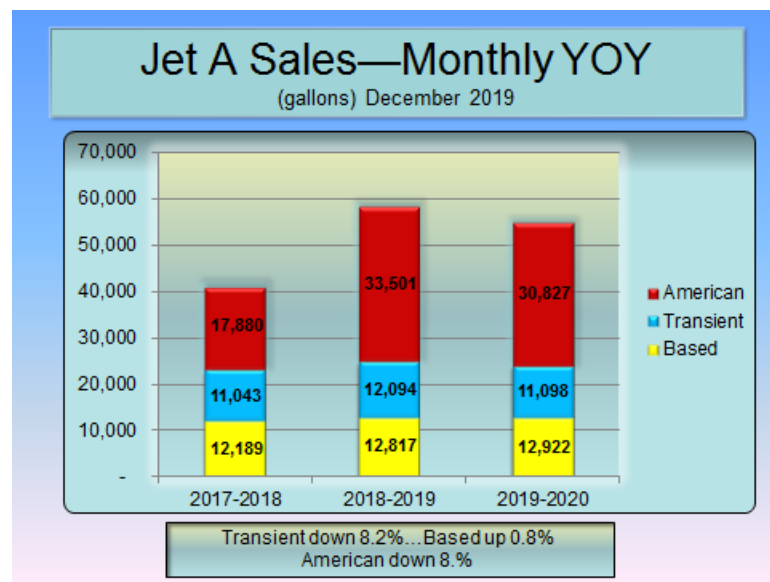
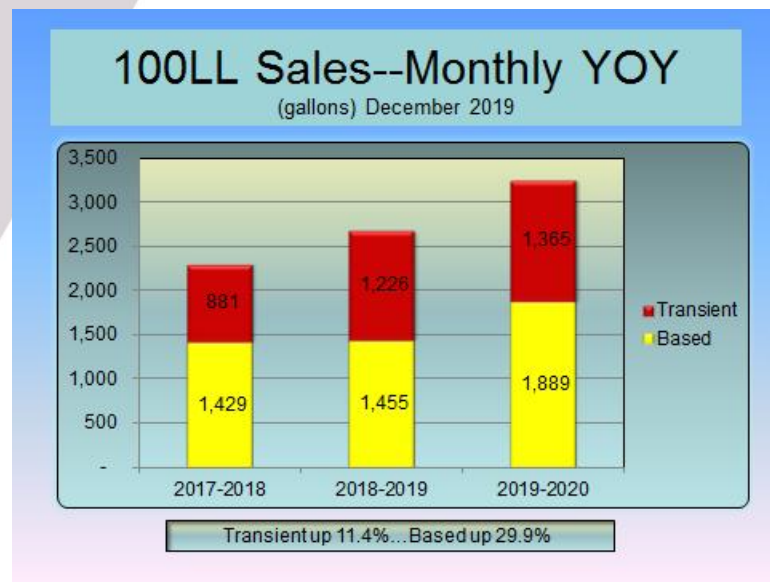
Project is moving forward fast. Mr. Hopper announced that he would be meeting with the GA community around March or April.

Chairman Clark wanted to know how many meetings were being held with the GA Tenants. Mr. Hopper informed the Board that he holds GA Tenant meetings regularly. A meeting was held in December that included FAA training.

Mr. Hopper added that he is considering having the meetings in the evening twice a year because everyone could not make the meetings held during the day.

Fuel Sales

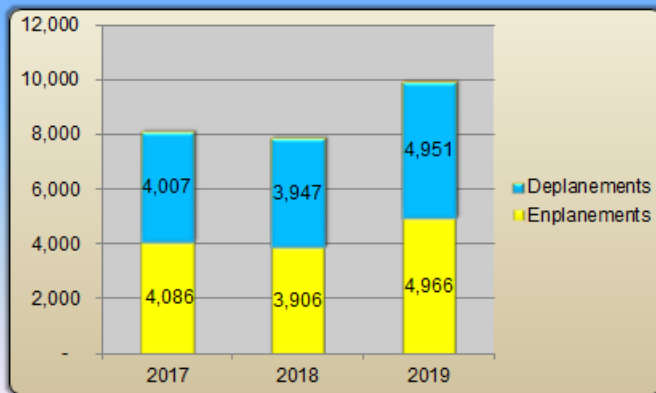
- 100LL has increased
- Jet A has not increased significantly (Transient)
- Base sales have increased



Passenger Counts

- Passenger counts have increased
- Full number count not currently reflected for the month
- Demand continues to grow at PGV

Pax Monthly December 2019
 up 26.3%

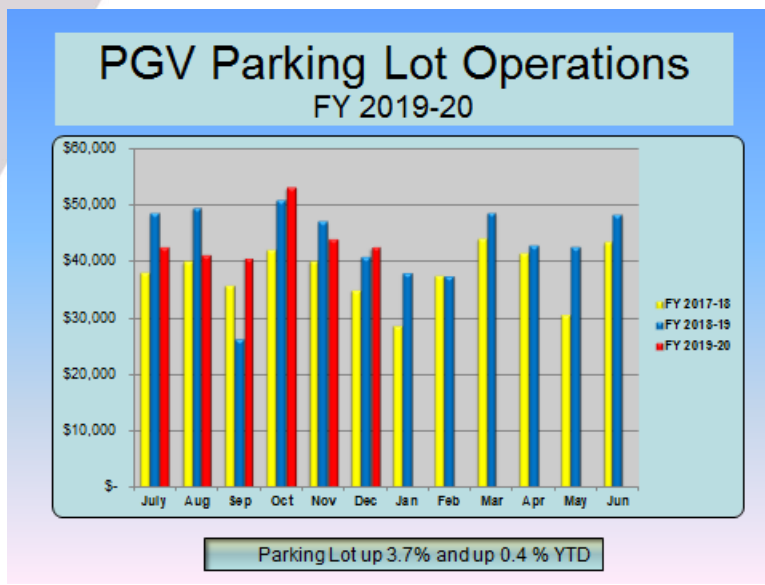


Pax Traffic YOY-To-Date
 Up 9.7%

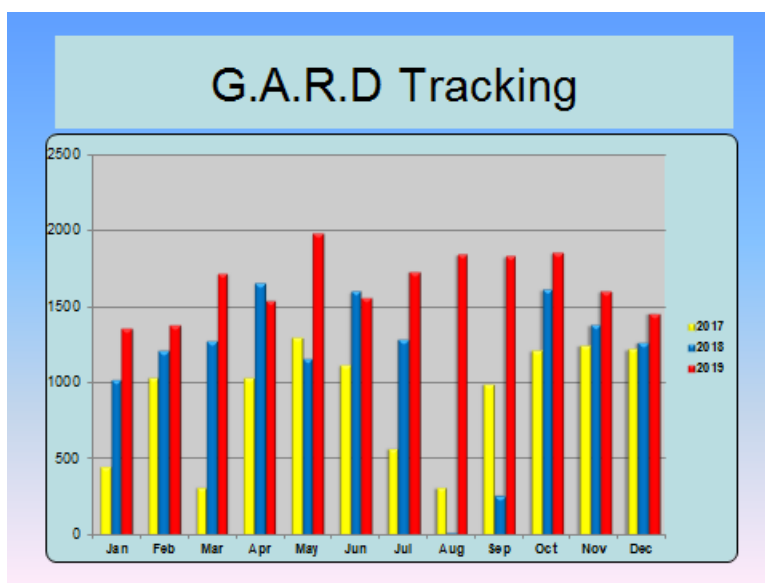


Parking Lot:

- Continuing to reach out to Uber and Lyft
- Looking into possible ordinances required to require airport usage fees



G.A.R.D



Takeoffs and Landings:

- 10,815 in 2017
- 13,776 in 2018
- 20,000 in 2019

G.A.R.D

G.A.R.D					
	2017	2018	2019	% Change	
Jan	450	1,021	1,357	33%	↑
Feb	1,037	1,218	1,377	13%	↑
Mar	315	1,280	1,717	34%	↑
Apr	1,035	1,659	1,545	-7%	↓
May	1,299	1,157	1,981	71%	↑
Jun	1,117	1,600	1,558	-3%	↓
Jul	571	1,291	1,733	34%	↑
Aug	313	20	1,845	9125%	↑
Sep	995	266	1,833	589%	↑
Oct	1,214	1,615	1,857	15%	↑
Nov	1,247	1,383	1,604	16%	↑
Dec	1,222	1,266	1,460	15%	↑
	10,815	13,776	19,867		

Financial Report

Financial Report

- December 2019
 - Revenues \$298,621.44
 - Expenses \$ 224,546.20
 - Net income \$74,075.24
- YTD (\$18,206.85)
- Cash balance \$3,155,217.63
- Hangar Fund \$ 1,183,721.67
 - Corporate Hangar \$752,418.66
 - T-Hangar \$431,303.01
- Unrestricted \$ 482,112.00
- Total Restricted \$ 1,489,383.96
 - Current Project Restricted \$ 610,532.73
 - PFC Restricted Checking Account \$878,851.23



Pitt-Greenville Airport
400 Airport Road
Greenville, NC 27834
252.902.2025

Mr. Hopper spoke with two transient aircraft owners that have expressed an interest in being based at PGV if the right hangar facilities were available.

Chairman Clark wants to make sure we push to get the two aircraft at PGV Airport.

Chairman Comments:

Chairman Clark expressed his appreciation for the staff and the work that they have been doing in view of certain challenges. Focused on making sure the financial house stays in order and commends the staff for the work that they have done.

With there being no more business to attend the MOTION TO ADJOURN was made by Jim Morris, seconded by Louis Buddy Zincone and the meeting was adjourned following a unanimous vote. The next meeting of the Airport Authority will be held at 11:30am on Wednesday February 19, 2020.

Respectfully submitted,
Rena F. Bunns
Economic Development Specialist