

Wednesday, April 20, 2022



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

**Pitt-Greenville Airport Authority Board Meeting  
April 20, 2022  
11:30 a.m.  
Pitt-Greenville Airport Conference Room**

Board Members present: Eric Clark, Dan Mayo; and Mike Roberson.

Members attending over Zoom: Chris Nunnally

Board Members not present were John Banks, Vice-Chairman; Cheryl Brown, Terry Monday, John Banks, Vice-Chairman; Will Litchfield.

Staff members present: Bill Hopper, Executive Director; Richard Nanney, Operations Manager; April Cannon, Finance and Administration Manager; Cidni Mills, Administrative Assistant.

Other attendees included Attorney Dave Silver; Bill Farrior, Farrior & Son's; Charlie Watts, Farrior & Son's, Eric Stumph, Talbert & Bright.

With no one registered to speak Chairman Clark closed the Public Forum and called the monthly Airport Authority Board meeting to order.

**Approval of Minutes**

Minutes from the March 16, 2022, Pitt Greenville Airport Authority Board meeting were emailed to all members for review. Chairman Clark asked if there were any changes or recommendation to the minutes. With no corrections, a motion to approve the minutes was made by Dan Mayo, seconded by Chris Nunnally motion was unanimous, motion carried, minutes were approved.

**Farrior & Sons**

Bill Farrior and Charlie Watts stated that all permits for the Hangar projects are in place, the lead time for Hangar Building will be the second week in July. The start

date for Hanger 17 & 18 is May 9th, that puts Farior & Son's in the 270-day contract. Completion date is scheduled for February 2023.

**Executive Director Report:**

- Executive Director Bill Hopper was seeking approval to accept the Bipartisan Infrastructure Legislation grant, should the grant be offered from the FAA in the amount of \$3,087,500. Pitt Greenville Airport sent off the application for this award before the application deadline which was on March 28, 2022. Bill Hopper stated that he received a call from Senator Tillis office stating that they reached out for support. A motion to approve the Grant in the amount of \$3,087,500 subject to being awarded was made by Dan Mayo, seconded by Chris Nunnally motion was unanimous, motion carried, motion approved.
- Executive Director Bill Hopper discussed the Work Authorization Design Build Assistance Program for Hangers 25 & 26. Per Talbert & Bright everything being awarded will make the August 31<sup>st</sup> time frame. Pitt Greenville Airport will have a preproposal meeting, the date is to be determined. This could guarantee contract awarded two weeks prior to August 31<sup>st</sup> deadline. Eric Stumph advised that environmental assessment Based on FAA requirements.
- Executive Director Bill Hopper was seeking approval to accept the Amended contract with the Auditor for FY 20-21 Audit. The motion to approve was made by Mike Roberson, seconded by Dan Mayo motion was unanimous, motion carried, motion approved.
- The Budget proposal for AIP 47 Budget Amendment was approved for \$754,298.00 this will include a transfer from AIP 49 to AIP 47 of \$14,024.00 which has been approved by FAA. The motion to approve was made by Mike Roberson, seconded by Dan Mayo motion was unanimous, motion carried, motion approved.
- The board discussed the Fiscal Year 2022-2023, the Fiscal Year was not voted on yet. The Budgets will be available for public review on the Airport website. A public hearing will be held at Pitt Greenville Airport on May 18<sup>th</sup>,

2022 at 11:15 AM. The Board will make a vote on the Fiscal Year 22-23 Budget at the May 18<sup>th</sup>,2022 Board Meeting.

### **CARES ACT**

- Cares Act \$8,268,200 (reimbursed \$5,425,019.61, leaving \$2,843,180.39 left in the grant).

### **Federal/State/Local Projects**

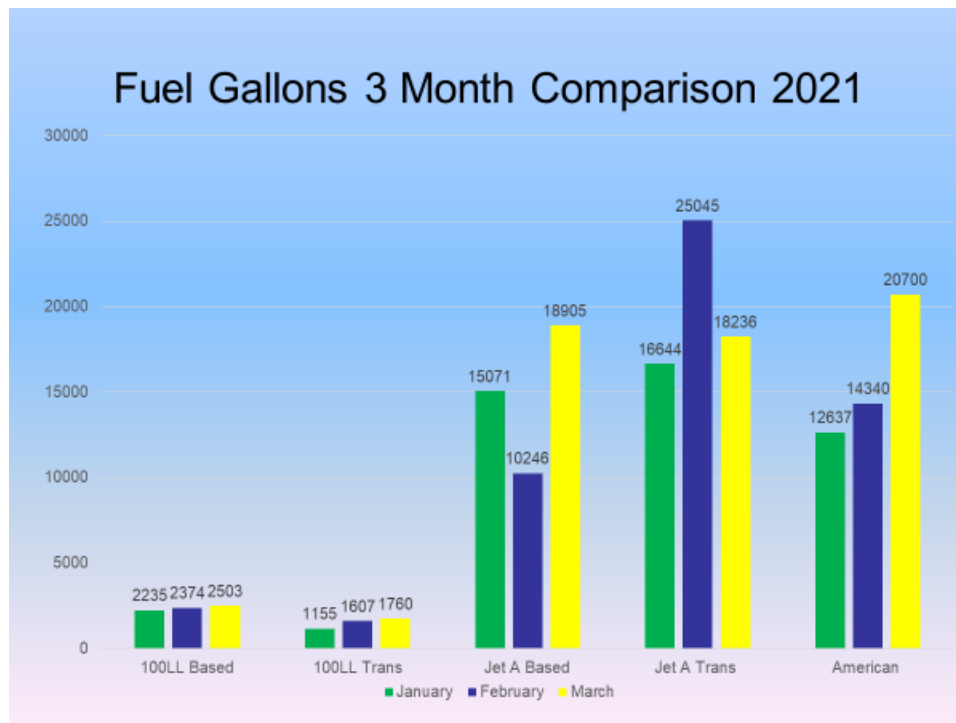
- **AIP-44 FY 17 DNL Land/Noise**
  - Still currently waiting on two parcels, highly unlikely that two parcels are going to come to agreement.
- **AIP-47 FY 19 ARFF Vehicle**
  - Budget Amendment has been approved for \$754,298.00
- **AIP-49 FY19 GA Apron**
  - Transfer of \$14,024.00 to AIP 47
- **AIP 51 Corporate Taxi-lane**
  - Punch list items pending
  - Completion pending
- **AIP 52 Taxiway A North/ Runway Subgrade**
  - Expected to have money released and in the system by July 2022 for grant to be issued in August 2022.
  - Proposing to advertise Bids May 22, 2022, Pre-Bid on June 7<sup>th</sup>, 2022.
  - Bid opening date one June 21<sup>st</sup>, 2022
  - Contingency Bid opening date on June 29<sup>th</sup>, 2022
- **PGV 17 Hangars 27, 28, 29, 30 & 31**
  - Proceeding with ground work. Could potentially schedule a ground-breaking ceremony for April, 2022.
- **PGV 18 Hangers 25 & 26**
  - Design Specs are in process.

### **Operations Report**

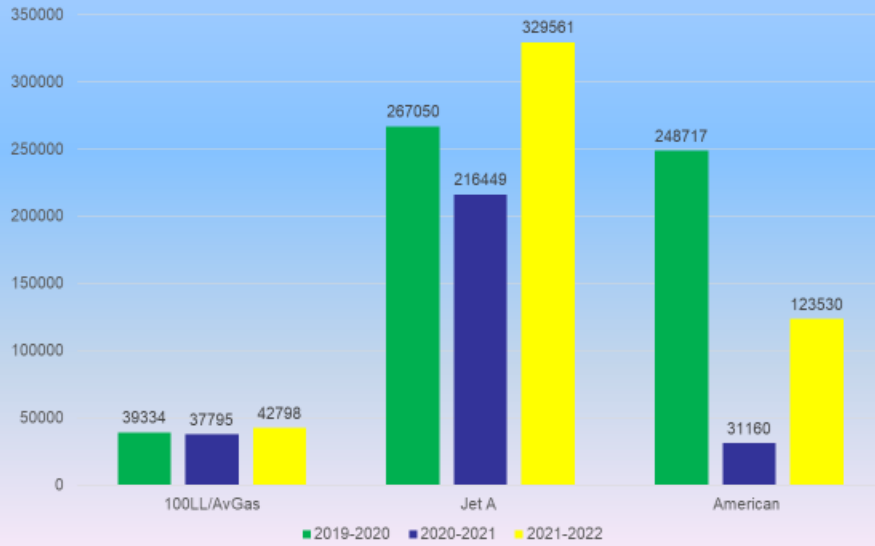
Executive Director Hopper advised that the numbers have been steady. Fuel sales have been stable. American Airlines flights have been decreased to two flights a day. Per Hopper the flights may be changing to less flights for a

couple months but there have been no set schedules from American Airlines.

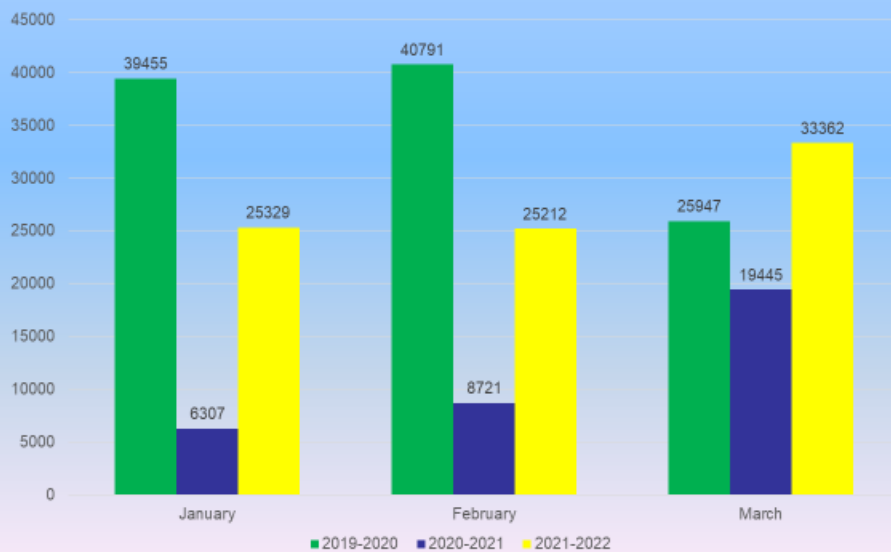
- **Airline**
  - Deplane not available at time of meeting
  - Enplane not available at time of meeting
- **Charters**
  - Deplane 546 (one routed due to weather)
  - Enplane 588



## Fuel Gallons 3 FY year Annual



## Parking Lot



## G.A.R.D

G.A.R.D							
	2018	2019	2020	2021	2022	% Change	
Jan	1,021	1,357	1,627	1,637	1,382	-0.1845	↓
Feb	1,218	1,377	1,398	1,367	1,391	0.0173	↑
Mar	1,280	1,717	1,104	991	1,490	0.3349	↑
Apr	1,659	1,545	554	2,001			
May	1,157	1,981	1,021	2,238			
Jun	1,600	1,558	1,367	1,490			
Jul	1,291	1,733	1,451	1,589			
Aug	20	1,845	1,353	1,504			
Sep	266	1,833	1,366	1,910			
Oct	1,615	1,857	1,290	1,664			
Nov	1,383	1,604	1,463	1,775			
Dec	1,266	1,460	1,264	1,540			
	<b>13,776</b>	<b>19,867</b>	<b>15,258</b>	<b>19,706</b>	<b>4,263</b>		

### Financial Report:

Finance and Administration Manager Cannon started out by advising the board that income has been stable & fuel sales increased for the month of March. The Parking booth revenue was at its highest intake since pre-covid. Cannon informed the Authority Board that a possible decrease in flights could affect the revenue from the parking booth in future months.

The board was advised that AIP 47 ARFF vehicle and AIP 49 GA Apron will be in the process of closing once confirmed that all invoices are received.

Cannon advised that there should be an estimate of 1 year left to the Cares operational grant.

### Chairman Comments:

Chairman Clark that Terry Monday advised for the Board Members to look into ways we could increase our ranks on the deposits that we have. Chairman Clark took the opportunity to talk to institutional investments and institutional assets. Chairman Clark disclosed that that is where he works. Chairman Clark researched

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information on investments which is Statue 159-30. Chairman Clark states that there are opportunities that Pitt Greenville Airport should consider. Chairman Clark proceeded to state that he will forward the information he collected to the Board Members and Bill Hopper. David Silver advised that the Board needs to navigate this process correctly, and have the proper request for potential proposals.

Chairman Clark asked if there were any further discussion or questions, with no one coming forward Chairman Clark called the April 20, 2022, Pitt Greenville Airport Authority Board meeting adjourned.

Respectfully submitted,

Cidni Mills  
Administrative Assistant