

# **Pitt-Greenville Airport Authority Board Meeting**

**December 11<sup>th</sup>, 2024**

**11:00 a.m.**

## **Pitt-Greenville Airport Conference Room**

Board Members present: John Banks, Chairman; Terry Monday, Vice Chairman/Treasurer; Dan Mayo, Mark Porter, Les Robinson and Chris Nunnally.

Board Members not present: Michael Overton and Mike Roberson

Staff members present: Bill Hopper; Executive Director, John Hanna; Operations Manager, Finance & Administrative Manager; April Cannon, Cidni Mills; Administrative Assistant

Other attendees included Dave Silver, Attorney; Kyra Vagel, McFarland Johnson; Donald Taylor, Chris West; Custom Building Company, Jeff Wood, Jason Arnold; TA Loving, Scot Webster; Southern Bank, and Lori Martin; Southern Bank.

Chairman Banks introduced Jason Arnold from TA Loving, Chairman Banks asked Jason to explain to the Board how state and federal funds work regarding construction projects. Jason discussed delivery methods, bidding process, CM- at risk/negotiated GC and design build. Jason Arnold stated the benefits of negotiating public GC versus a private GC. Chairman Banks stated that Pitt Greenville Airport will be entering another big spending season in 3-5 years. Especially for the General Aviation, North 24, Runway 8 & 26, and other projects.

### **Southern Bank**

Scot Webster stated that he was representing Brooks Bunting, Webster also stated that Brooks Bunting will attend the next Board meeting. A motion to roll the Hangar project for 1 year was made by Dan Mayo, seconded by Les Robinson motion unanimous, motion carried, motion approved. Lori Martin stated that she will have a review of Pitt Greenville Airport accounts prepared at the next Board meeting, Chairman Banks asked if Lori could send it out a week in advance.

### **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 (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease. A motion to go into closed session was made by Dan Mayo, seconded by Chris Nunnally motion was unanimous, motion carried, motion approved.

A motion to come out of closed session was made Dan Mayo, seconded by Mark Porter, motion was unanimous, motion carried, motion approved.

### **Executive Director**

- Executive Director Bill Hopper was seeking endorsement of the FAA ACIP from the Board. Pitt Greenville Airport has FAA AIG Funds in the amount of \$1,335,200 that will expire June 30<sup>th</sup> 2025 if not used or encumbered by contract. The funds had been allocated as a part of the North 24 project. Hopper stated that due to the unanticipated delays in rezoning the property, the start of the project is now 15-months behind schedule which in turn means the funds need to be reallocated to a project that can encumber the grant prior to expiration.

Executive Director Bill Hopper and Zach Staff from Mcfarland Johnson reviewed the FAA ACIP to identify

potential projects that meet the expiration date of June 30<sup>th</sup> 2025. The solution both parties came up with is to move up the critical portion of the \$4 million Perimeter Fence & Road Project which was scheduled for FAA FY 2027. Hopper stated that the earlier phase of the project that will be started this year is \$1,400,000 (\$1,335,200 FAA Funding and \$64,800 NCDOT Funding) expending the expiring FAA funding. The remaining slated for 2027 is \$2.6 million (\$2.34 million FAA Funding and \$260,000 PFC). A motion to move up the Perimeter Fence & Road Project was made by Dan Mayo, seconded by Terry Monday motion was unanimous, motion carried, and approved.

- Executive Director Bill Hopper stated that he received a quote from Independent Fee Estimates, LLC in the amount of \$2,660 to do a required IFE for Mcfarland Johnson, Inc to do the Environmental Services for the North 24 Project. This has been approved by Chairman Banks.

### **Parking Booth**

Operations Manager John Hanna stated that Pitt Greenville Airport staff has started logging tickets and the freebies that were given out. The past 11 months the parking machine has been down 999 hours. Hanna stated that the camera system that reads the licenses plate is also down. Pitt Greenville staff has also started tracking conference room events as well as ECU charters. Chairman Banks stated that he wants an email of the average pay it would cost to have an employee in the parking booth before the next meeting.

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The Board and Executive Director Bill Hopper decided to proceed with the appropriate action on the two tenants excessively behind on rent.

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

- ▶ **PGV-18 Fund 45 - Hangar 25 & 26 (3NCDOT/SCIF Grants)**
  - ▶ Trader Construction complete
  - ▶ CBC Design/Build
  - ▶ Work Authorization with TBI
  - ▶ Both Hangars are leased and occupied

▶ **North 24 Project NCDOT Fund 47 (North 24 NCDOT/SCIF)**

- ▶ Deeds are revised complete June 17, 2024
- ▶ Legal reviews with Ward & Smith and The Graham Nuckolls Conner Law Firm
- ▶ NCDOT funding started in December 2022
- ▶ 1<sup>st</sup> Community meeting August 6, 2024
- ▶ Pitt County meeting to be presented in September 2024
- ▶ Community Board Meeting November 14, 2024

▶ **AIP-54 Fund 93 FY 22 Taxiway A North/RWY Subgrade Construction**

- ▶ Initial scope is complete
- ▶ ST. Wooten change order for soft spot March 2024
- ▶ ST Wooten to repair soft spot

▶ **AIP-55 Fund 94 FY 23 Taxiway A South**

- ▶ \$4,240,000 million has been approved by Board on 7/19/2023
- ▶ Started Phase 1 schedule to end September 2024
- ▶ Phase 2 to started in October 2024

▶ 30days marking to complete in December 2024

▶ **Fund 49- General Aviation Terminal – ARFF Renovation,  
TRDF Grant**

▶ Work Authorization Talbert & Bright signed 7-17-2024

▶ Designs being reviewed by Engineering and Airport Authority

Operations Reports

▶ **Airline**

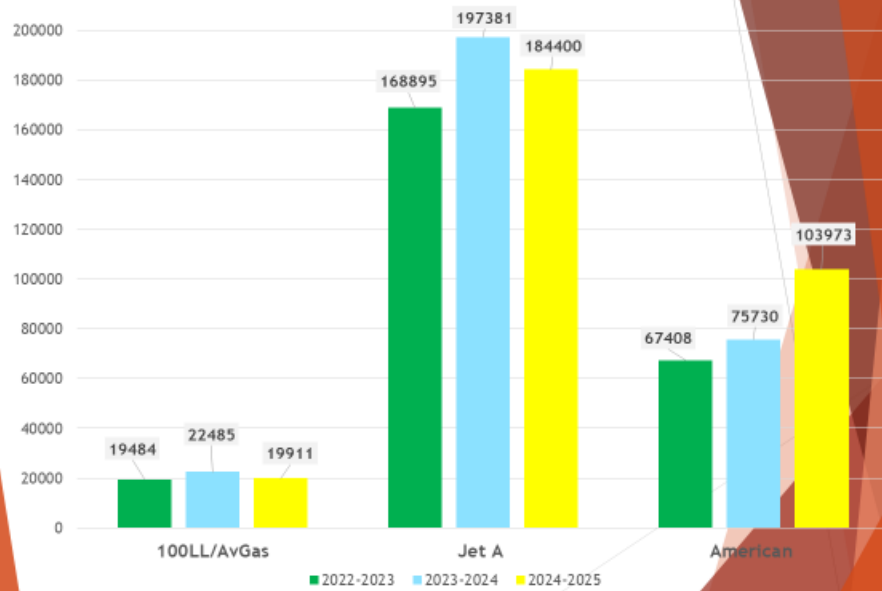
- ▶ Enplane 3417
- ▶ Deplane 3514

▶ **Charter**

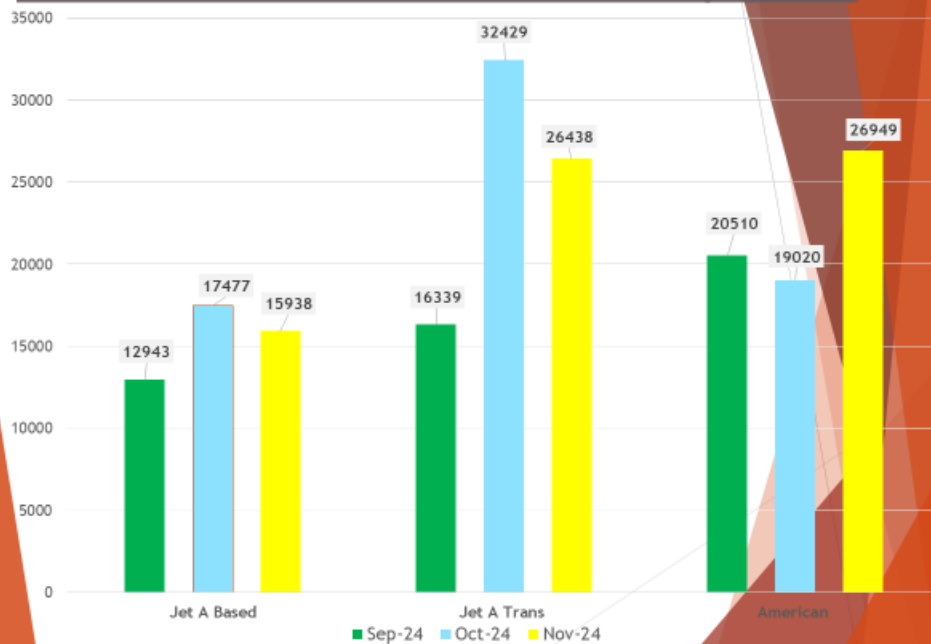
- ▶ Enplane 290
- ▶ Deplane 287



## Fuel Gallons 3 Fiscal year Annual

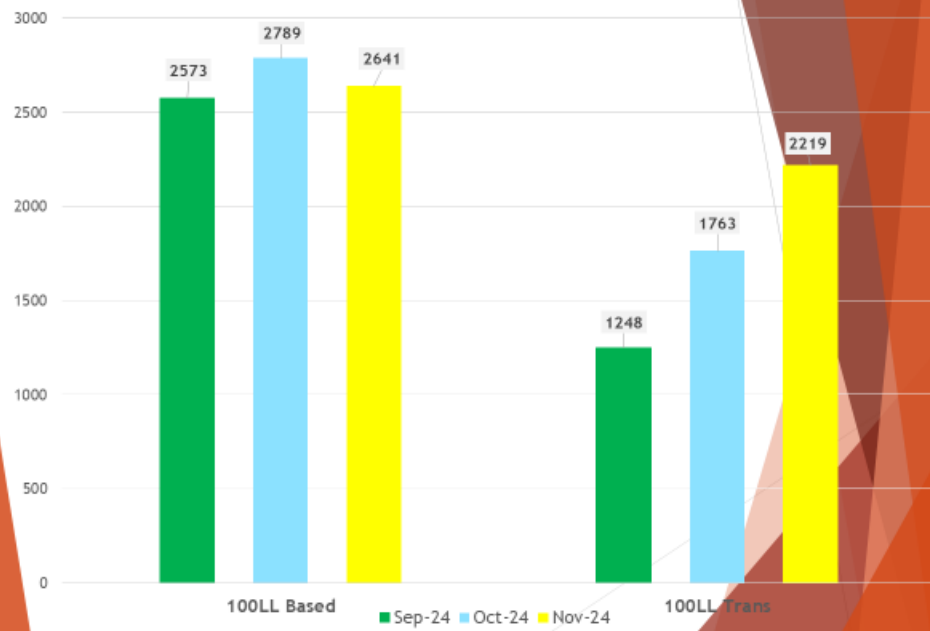


## Fuel Gallons JET A 3 Month Comparison

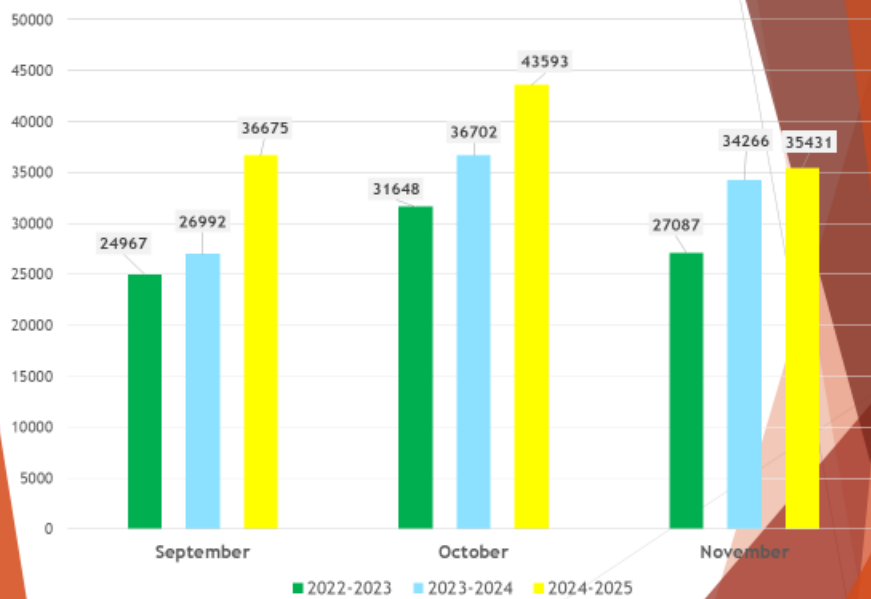




## Fuel Gallons AVGAS 3 Month Comparison



## Parking Lot



Respectfully submitted,

Cidni Mills

Administrative Assistant