

The regular meeting of the Pitt-Greenville Airport Authority was held Wednesday, September 20, 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; Buddy Zincone, Secretary/Treasurer; Julie Carlson, and Jim Morris. Staff members in attendance were Betty Stansbury, Executive Director; April Cannon, Business Manager; Matthew Johnson, Operations Manager and David Silver, Airport Counsel. Visitors in attendance included Ryan Taylor, Four S's (Tenant).

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 went into closed session to discuss pending litigation of Goess/Rodriguez versus Pitt-Greenville Airport Authority, and to discuss matters related to the location or expansion of businesses in the area served by the airport. The motion to go into closed session was voiced by Jimmy Garris, seconded by Jim Morris, and the vote to approve was unanimous.

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

A motion to authorize the Executive Director to enter into a twenty year lease agreement with 4 S's, LLC for a land lease for construction of a 10,800sf hangar at the site referred to as Hangar 23 subject to final legal review by the airports legal counsel was voiced by Jim Morris, seconded by Jimmy Garris and unanimously approved. Ryan Taylor advised that they are in the process of purchasing their new plane and selling or trading their current one.

The Board then addressed the MINUTES OF THE REGULAR MEETING held August 18, 2017. With there being no change a motion to approve the minutes was offered by John Banks, seconded by Jim Morris, and the vote to approve was unanimous.

Updates:

Community Service had 1 worker with 8 hours.

LEO off-site flexible response was contingent upon TSA approval and TSA has declined. They are holding the Airport to the agreement that expires in December 2018 for onsite LEO's. Federal funding is in question for 2018 because there is no budget for LEO after 2017. The current agreement will be reviewed if federal funding is eliminated.

Golden Leaf had a site visit a couple of weeks ago to look at the taxilane project. They advised that they had \$30M available with \$50M in requests. Foundation is in the process of determining the priority of the requests prior to the board meeting October 5th.

Little League returned on August 28. Parker Overton donated his aircraft to bring the team home, along with Time Saver Aviation of Southern Pines who donated two of their aircrafts.

Red Heron Café has been open for a little over a month. They have not advertised as of yet but their grand opening is yet to come.

Federally funded and Local Projects:

The Taxilane Rehab project will take 45 days for the south taxilane and 45 days for the north taxilane. The storm drain pipes are being laid currently. They are one week behind schedule. They are still set to finish in October.

The Light Sign Vault project is currently at day 168 out of 240 and is scheduled to be complete by November 2017.

The Rwy 2/20 Rehab project is expected to start in April 2018.

FEMA Funding Freeze:

FEMA has put a freeze on Hurricane Matthew assistance funds to assist with Harvey & Irma Hurricanes. PGV's Hurricane Matthew repair costs (excluding staff time and pavement rehab) were \$267,000. FEMA reimbursement requests were initially \$159,197 and we have amended it to \$168,626. FEMA has reimbursed funds of \$36,000, but have frozen the other \$132,626.

Drones near Airport:

The county is creating an advisory committee to look at drone regulations. Commissioner Farley has been appointed as the Airports Subcommittee Vice-Chairman for the Transportation Steering Committee, by National Association of County Officials. Commissioner Farley has invited Stansbury and Banks to assist on the advisory committee. It will advise if certificates are needed, size of the drone, commercial or government, weight, and drivers licenses needed, and mph allowed. Depending on the regulations airports will need to be notified prior to flying the drone. Federal regulations also stipulate if it can fly over people, stadiums, or vehicles.

The board then discussed the Financial Report:

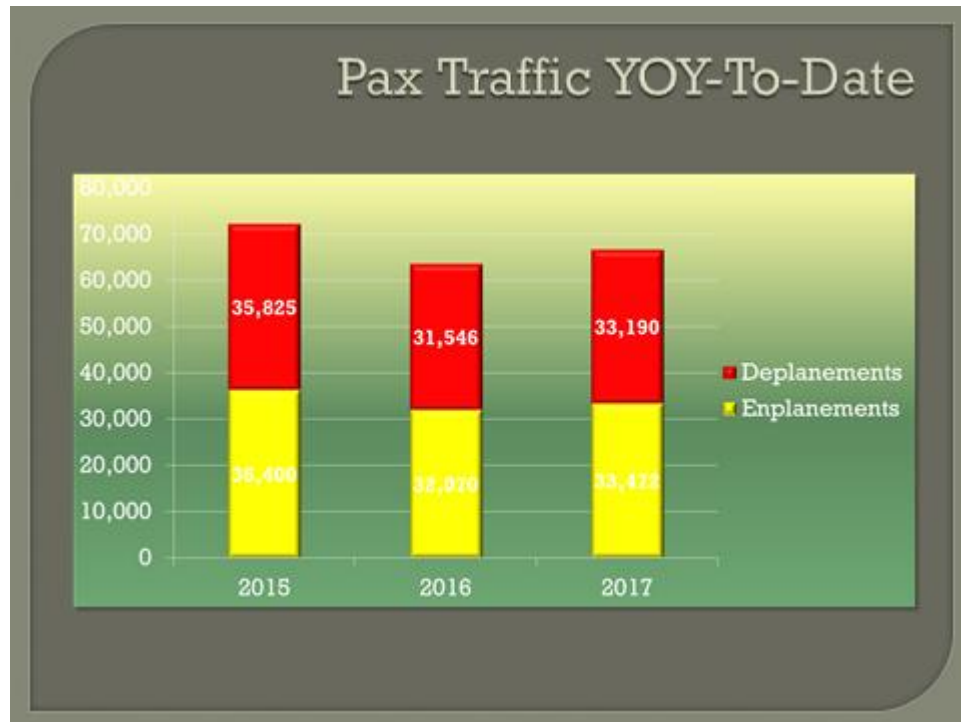
The Revenues for August are \$288,335, Expenses \$240,084, with a net gain of \$48,251 and a year to date gain of \$24,264. The cash Balance is \$3,485,362. Stansbury advised that she would send the board information on how the net gain occurred per Morris's request.

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

Stansbury started out stating that the fuel sales for August were 100LL 3,039 (down 11%), JetA Based 12,340 (down 11.6%) and Jet A transient 10,180 (up 7.9%), Airline 19,791 (down 18.5%). The parking lot revenue was \$ 40,000 (up 15.7%). Total passengers are at 8,271 (up 2.2%). The load factors for the airline flights for July average 70.48%, high 85%, and low 53.8%. Stansbury advised that we have received the city permit to install the second lane for the new parking booth equipment. This project should be up and running in the next 3 months. This should reduce the amount of lost tickets that can occur.







Chairman Comments:

Chairman Clark advised that when Golden Leaf was here they did not give any indication if they would be able to fund the PV grant request of \$750,000.

Vice Chairman Banks advised that the board needs to consider what to do with the purchased parcels that are on Haw Drive. Stansbury stated that we are still considering how to repurpose one of the properties. The board would like a decision by end of December 2017.

Stansbury informed the board that the Air Service Development Conference is October 16-18, Pasco WA. Clark stated that they are attempting to have a conference call with the consultant to discuss what else can be done or brought to the conference to improve our chances of success. With this in mind the next PGV Board meeting is set for 10/18, so she is requesting an alternate date for PGV Board meeting to Friday 10/20.

Banks requested that Stansbury bring the cash flow for the main runway project to the board showing the before and after. Clark stated that he, John, and Betty had met with the new City Manager. She conveyed what she has been informed by from others regarding the Airports financial standing. They have agreed that there needs to be a meeting with the City Council members after the November election.

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

Respectfully submitted,
Betty Stansbury