

The regular meeting of the Pitt-Greenville Airport Authority was held Wednesday May 23, 2018 at 11:30 am in the Conference Room of the Airport Terminal Building. Board Members in attendance were: Eric Clark, Chairman; John Banks, Vice-Chairman; Louis "Buddy" Zincone, Treasurer; Jimmy Garris, Commissioner; Dr. Dan Mayo; Jim Morris; and Aileen Wilson. Staff members in attendance were Betty Stansbury, Executive Director; Matthew Johnson, Operations Manager; April Cannon, Business Manager; and David Silver, Airport Counsel. Visitors in attendance were Jack Penning, Volaire Aviation; Amy McLane, Talbert & Bright Inc.; Seth Thomas Gullledge, The Daily Reflector, Ed Carter, and Robert Williams.

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.

Mr. Carter started by informing the board they are nearby residents in the community. They have noticed the significant changes in the environment. He would like to commend the board on their approach to growth and development in the community. Mr. Carter voiced his concerns that he would like more information regarding the airport runways, environmental concerns, land property purchasing questions, and information on the environmental impact study that had been done. He believes as a concerned neighbor it should be more available to the public. Clark advised that he will contact them to discuss the information at hand and options in regards to the community. He also stated that a community forum is needed to help the public and airport to interact.

With there being no more public comments Clark moved the Board to address the special meeting minutes held on May 1, 2018. With there being no changes to the information a motion to approve the minutes was offered by Jim Morris, seconded by Louis Zincone, and the vote to approve was unanimous.

#### Board Requests:

There was 1 community service worker with 5 visits and 45 hours in April.

During the five day closure from the runway construction project the terminal underwent some updates and refreshers. We did some improvements in the main terminal; lighting, ceiling tiles were replaced, curb and parking lot were repainted, and landscaping was done in the main parking lot. This will be an ongoing procedure.

Pitt Community College BLET will be having their first class of driver training this week.

#### Construction Updates:

Runway 2/20 rehab is substantially complete. It took 22 days, 80 people and 60 pieces of equipment. It will take 30 days for the pavement to harden and be ready for grooving. Grooving and permanent markings will be done in mid-June. The grooving and painting will occur during the night. This will impact both runways for 2-3 nights when the intersection is done. During this final process 8/26 will be open. The airport's share of the runway project was about \$634,000. To cover the expenses Stansbury advised she transferred the funds from the PFC restricted funds.

Lights/signs/vault project is complete. Local share was \$300,000.

The next project will be tree removal on the north and south ends of runway 2/20, and approach end of runway 8, and an extension of the north corporate taxiway. These projects have not been bid yet.

Financial Report:

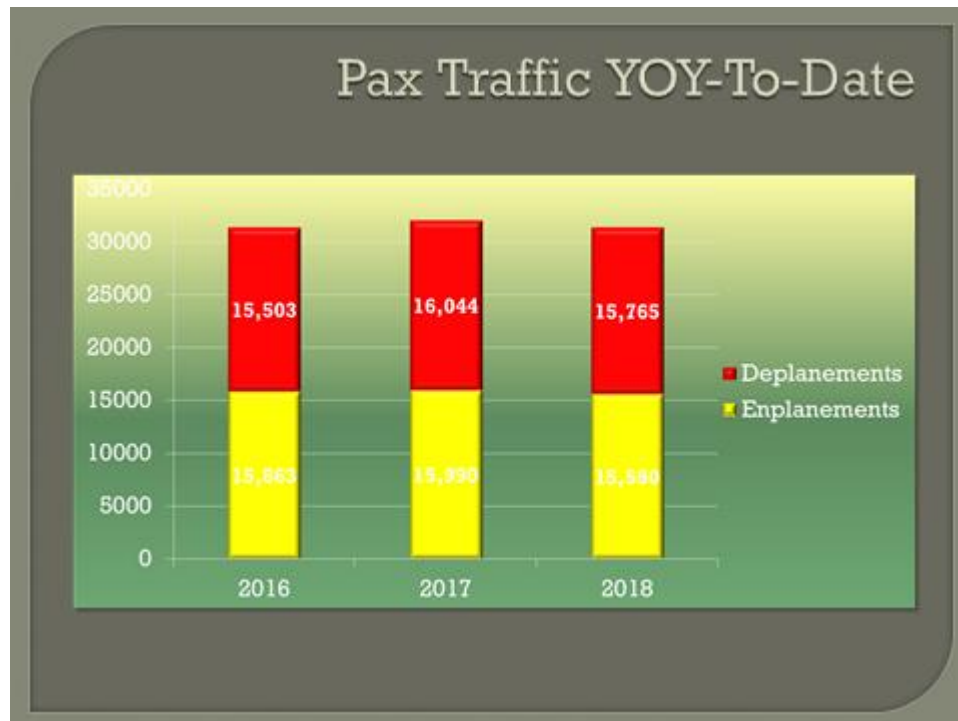
The Revenues for April are \$239,372, Expenses \$288,304, net loss of \$48,932, and cash balance is \$4,018,893, year to date net loss of \$230,397. Stansbury advised that in comparison to last year’s financials some line items are higher due to LEO, Volaire, Auditors, Legal fees, DBE, and advertising services. Clark stated that some of the financials such as the miscellaneous income will be getting cleared up on different reports. He also mentioned that CIP needs to be looked at when considering the capital reserves fund.

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

The fuel sales for April were 100LL 3,814 (up 10%), JetA Based 14,661 (down 8%) and Jet A transient 8,810 (up 5.3%), Airline 21,576 (down 9.5%). The parking lot revenue was \$ 41,580 (down 0.9%) Total passengers are at 7,863 (down 0.5%). The load factors for the airline flights were High 94.4 %, Low 35.2% and Average 74.5%.







Stansbury advised the board that the parking lot project is set to be complete by 6/1/18. The County finished their installation 5/22/18. The vendors are here finalizing the hookups. Payments options will consist of parking attendant, exit pay lane (credit card only), and in terminal a pay on foot machine. The pay on foot machine is located in the baggage claim area. With the new exit lane it will make the parking lot a 24 hr. paid lot, preventing the gate from being left open. In the case of emergencies or issues there will be a service that transfers to either a staff member or communications company. Stansbury advised when system is fully functional they will publicize the updated information.

Air Service Presentation Jack Penning, Volaire Aviation:

Jack Penning started his presentation by informing the board that the forums he recently presented had great attendance. It was beneficial to receive feedback from the community groups that reliability was the main factor when deciding which airline they use. Mr. Penning continued by advising the board about the challenges and steps to consider when dealing with airlines. Airline consolidation in recent years has resulted in fewer airports receiving services. Factors included the gate times and space at other hubs, aircraft availability and pilot shortages. Since 2001 airports have lost service in 96 cities. Due to mandatory retirement age of 65 there are 15,000 pilots set to retire by 2026. By 2026 there will be 1800 aircraft without pilots. 20% of pilots have left the industry since 2009. That is 32 pilots per a day, and 4 aircraft a day loss.

Airlines are transitioning to larger aircraft with fewer flights. This reduces the pilots and staff needed, but still offers availability to passengers. Mr. Penning stated this will increase the load factors.

Main hubs are a consideration when considering different airline flights because many passengers look for non-stop flights. The highest ranked stops are Florida, New York, Chicago, and Atlanta. Reliability, cost and quickness give passengers the ability to compare before picking an airport or flight. Jack stated that that cost was not an issue as PGV is rated 5<sup>th</sup> lowest fare in region at 8% below average cost. The load factor was close to average (81.6%) at PGV 76.5%.

Mr. Penning advised that Washing Dulles is a hub airport that should be considered because of the connection options that it can provide passengers. Dulles can provide competitive non-stop flights, and international opportunities. If the airport can up their incentive package to a \$2 mil offer for airlines from stakeholders and local businesses, and possible grant it will have more of a chance at other airline options.

Directors Action Items and Comments:

The board addressed the request to authorize the Executive Director to sign an amendment to a work authorization with Talbert & Bright for design and survey work for obstruction clearing in the runway 2 approach, for a not to exceed amount of \$12,590. The City of Greenville has agreed to do the easement; it still has not been brought to the City Council as of yet but is planned to be. A motion to approve was voiced by Jim Morris, seconded by Louis Zincone, and the vote to approve was unanimous.

Closed Session:

The board then went into closed session to discuss matters related to the purchase of real property, and for attorney consultation. A motion to move into closed session was offered by Jimmy Garris, seconded by Jim Morris, and the vote to approve was unanimous.

A motion to come out of closed session was offered by Jimmy Garris, seconded John Banks, and the vote to approve was unanimous.

A motion to approve as discussed in closed session for property acquisition offering set just compensation was voiced by Jim Morris, seconded by Jimmy Garris, and the vote to approve was unanimous.

Chairman's comments:

As there was no more business to attend to a MOTION TO ADJOURN was made by Jim Morris, 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 Wednesday June 20, 2018.

Respectfully submitted,

Betty Stansbury