

**Florence Regional Airport
Pee Dee Regional Airport Authority**

September 21, 2022

AIRPORT CONFERENCE ROOM AND ZOOM MEETING

MEMBERS PRESENT:

Dr. Stephan Bridges (via Zoom)
Mr. Glenn Greene
Mr. Rene Josey
Mr. Lee Nettles (via Zoom)
Mr. Tommy Parham
Mr. Joseph Powell

MEMBERS ABSENT:

Dr. Dan Ervin

Airport Staff Members present were Connie Anderson, Marshell Johnson, Betsy Devault and Nelson Tart.

There was no media present at the meeting.

Also present was Judy Elders with Talbert, Bright & Ellington, Airport Consultants.

The meeting was called to order at 4:00 PM by Chairman Powell in the Airport Public Safety Building, 2100 Terminal Drive, Florence, SC. The media was notified in accordance with 30-4-80.

The Invocation was given by Chairman Powell.

On a motion by Mr. Josey and second by Mr. Parham, the minutes of the August 17, 2022, meeting was approved as previously emailed. Motion carried. Unanimously.

COMMITTEE REPORTS:

ADMINISTRATIVE AND FINANCE COMMITTEE REPORT: Mr. Greene

Mr. Greene read the August 2022 FLO Sheet as previously emailed.

AIR SERVICE COMMITTEE REPORT: Mr. Nettles

Mr. Nettles read the August 2022 Enplanement report as previously emailed.

PROPERTIES AND PROJECTS COMMITTEE REPORT: Mr. Josey

Judy Elders updated the Airport Authority on the Fencing, Corporate and Box Hangars and Rehabilitation of Taxiways B, B-3, B-4, and D projects.

She reported Robert Norton provided the prime Contractor (Maner) the contact information for a clearing subcontractor that he would like to use for additional clearing. The Contractor is coordinating with the subcontractor to accomplish this work. All other punch list items have been completed. Once the additional clearing has been completed, project closeout documentation will be prepared and submitted.

She reported biweekly construction meeting with the Contractor for the Corporate and Box Hangars was held yesterday. The Design team is currently reviewing submittals and working on a Bulletin drawing. The Contractor will mobilize after receiving material shipments.

On the Rehabilitation of Taxiways B, B-3, B-4 and D, Judy Elders reported they received the topographic survey and the geotechnical report. Base drawing for the project has begun.

EXECUTIVE DIRECTOR'S REPORT: Mrs. Anderson

Connie Anderson reported she asked Influence Digital Agency to update the Authority on how well the digital marketing campaign is going and an update on the status of the new website and internet services in the October meeting.

Mrs. Anderson announced the burgundy executive conference room chairs are available for any board member who would like to have one. She stated otherwise, the chairs will be put out for auction.

Mrs. Anderson asked the board if they were satisfied with her Executive Director's reports that are being emailed. She asked if they would like to see any more details in her report and if not, she will continue to send the report in the same format. The consensus of the board was they are satisfied with her reports.

The new parking payment kiosk machine is up and running. Parking payment is now on a cashless system. She stated there are signs out in the parking lot and on the website informing the public of the new payment system. She stated there are a few glitches being worked through. There was discussion.

Connie Anderson reported the lease agreement for the Electric charging station is now being reviewed by the attorneys.

Chairman Powell asked the board to begin thinking about other sources of revenue for the Airport other than Airlines. There was discussion regarding marketing and leasing of airport property as revenue stream for the airport. The board will revisit this topic for more discussion.

Chairman Powell asked the airport to inquire about getting a quote for services with the SC Municipal Insurance Fund before renewing coverage with the SC Insurance Reserve Fund.

OLD BUSINESS:

None

NEW BUSINESS:

None

ADJOURNMENT:

There being no further business, the Pee Dee Regional Airport Authority adjourned at approximately 4:41 PM.