

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

**November 16, 2022**

**AIRPORT CONFERENCE ROOM AND ZOOM MEETING**

**MEMBERS PRESENT:**

Dr. Stephan Bridges  
Mr. Glenn Greene  
Mr. Rene Josey  
Mr. Tommy Parham  
Mr. Robby Peed  
Mr. Joseph Powell

**MEMBERS ABSENT:**

Mr. Lee Nettles

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

There was no media present at the meeting.

Also present was Judy Elders with Talbert, Bright & Ellington, Airport Consultants, and Tim Summerrow with Precision.

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

The Invocation was given by Dr. Bridges.

**On a motion by Mr. Parham and second by Dr. Bridges, the minutes of the September 21, 2022, Airport Authority meeting was approved as previously emailed. Motion carried. Unanimously.**

**On a motion by Dr. Bridges and second by Mr. Greene, the minutes of the October 19, 2022, Airport Authority meeting was approved as previously emailed. Motion carried. Unanimously.**

## **COMMITTEE REPORTS:**

### **ADMINISTRATIVE AND FINANCE COMMITTEE REPORT:** Mr. Greene

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

Mr. Greene presented a brief summary of the 2023 Airport Budget as previously emailed for review. There was some discussion.

**On a motion by Mr. Parham and second by Mr. Josey the Airport Authority accepted the 2023 Airport Budget as presented. Motion carried. Unanimously.**

### **AIR SERVICE COMMITTEE REPORT:** Mr. Nettles

In Mr. Nettles absence, Connie Anderson read the October 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, status of the PFC Application and 2024 - 2028 CIP and 2023-2024 Grant Preapplications.

She reported on the Fencing Project that the prime Contractor (Maner) has a subcontractor onsite clearing and mulching an area inside the SIDA fence on the west side of Runway 01. All other punch list items have been completed. Once the additional clearing has been completed, project closeout documentation will be prepared and submitted.

On the Corporate and Box Hangar Project, she reported a biweekly construction meeting was held on November 1<sup>st</sup> with the Contractor. The Design team is currently reviewing submittals and working on a Bulletin drawing. The Contractor will mobilize on Monday, November 14<sup>th</sup>.

Judy Elders reported they received the topographic survey and geotechnical report. They have begun working on base drawing for the project and will set up a design meeting with airport staff to discuss the rehabilitation options.

On the Passenger Facility Charge (PFC) Application, Ms. Elders reported that once the CIP is approved and provided to the FAA, the application will be prepared for review submittal to the

FAA. Once approved by the FAA, airlines will be notified of Florence's intent to implement the PFC.

Finally, Mrs. Elders reported Talbert, Bright & Ellington met the Florence on October 19, 2022 to review the 2024-2028 Capital Improvement Program (CIP). Mrs. Elders gave a summary of the FY '24-'28 Program as previously emailed and stated the CIP has been updated and preapplications has been provided for the Chairman's signature and submittal to the FAA.

**On a motion by Mr. Josey and second by Mr. Greene, the Airport Authority approved the of 2024-2028 CIP as presented and authorized its submittal to the FAA. Motion carried. Unanimously.**

**EXECUTIVE DIRECTOR'S REPORT:** Mrs. Anderson

Connie Anderson thanked the Airport Authority for the Christmas bonuses given to Airport Staff and Employees. She commented employees were grateful for the generous gift.

Connie Anderson asked if the board preferred to move the regularly scheduled December meeting to December 14<sup>th</sup>. The Chairman expressed he would like to invite airport employees for a special meet and greet with members of the Airport Authority prior to the December 14<sup>th</sup> meeting.

**On a motion by Mr. Josey and second by Mr. Greene, the Airport Authority approved to moved the regular scheduled December 21<sup>st</sup> meeting to December 14, 2022 at 3:30 PM. Motion carried. Unanimously.**

Mrs. Anderson stated we are still waiting for the airport signs to arrive. She stated the company is still waiting for the electronics for the message boards to arrive.

Finally, Mrs. Anderson stated she will send an update on FOIA in her next Executive Director's Report.

**OLD BUSINESS:**

Chairman Powell commented a solution is needed to diversify revenue stream for the airport. He commented the board needs to really think about and come up with ways to market our assests and bring revenue into the airport. There was discussion.

At 4:54 PM the Airport went into Executive Session.

**NEW BUSINESS:**

None

**ADJOURNMENT:**

There being no further business, the Pee Dee Regional Airport Authority came out of Executive Session with no action being taken and the regular meeting of the November 19, 2022 Airport Authority adjourned at approximately 5:17 PM.