

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

April 19, 2023

AIRPORT CONFERENCE ROOM AND TEAMS MEETING

MEMBERS PRESENT:

Dr. Stephan Bridges
Mr. Rene Josey
Mr. Chuck McClain
Mr. Lee Nettles
Mr. Tommy Parham
Mr. Robby Peed
Mr. Joseph Powell
Mr. Robert Ware

MEMBERS ABSENT:

Mr. Glenn Greene

Airport Staff Members present were Connie Anderson, Robert Norton, Marshall Johnson and Betsy Devault.

There was no media present at the meeting.

Also present was Judy Elders with Talbert, Bright & Ellington, Airport Consultants, Tim Summerow with Precision Air, Anthony with Florence Air Traffic Control and Charles Taylor with Dillon County.

The meeting was called to order at 4:00 PM by Vice Chairman Josey 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 Mr. Powell.

On a motion by Mr. Powell and second by Mr. Parham, the minutes of the March 15, 2023 Airport Authority meeting was approved as previously emailed. Motion carried. Unanimously.

COMMITTEE REPORTS:

ADMINISTRATIVE AND FINANCE COMMITTEE REPORT: *Dr. Bridges*

Dr. Bridges read the March 2023 Flow Sheet as previously emailed. He presented the report as information only.

AIR SERVICE COMMITTEE REPORT: *Mr. Nettles*

Connie Anderson read the March 2023 Enplanement Report and Load Factor History Report as previously emailed. She noted that although enplanements were up from last month, load factor percentages are still trended down having an impact on the numbers in Florence. The board recommended reaching out to Mike Mooney, the Air Service Consultant for a meeting to discuss American's scheduling and to explore other possible options for creating other streams of revenue. Mr. Ware recommended getting a written recommendation from the consultant that would outline a strategic plan and steps toward moving the airport forward. There was discussion.

Connie Anderson stated she would reach out to Mr. Mooney to schedule a meeting with the Air Service subcommittee and have the subcommittee follow up with the full board.

PROPERTIES AND PROJECTS COMMITTEE REPORT: *Mr. Josey*

Judy Elders reported the prime contractor (Maner) has submitted their closeout documents and as-constructed plans to TBE. TBE has completed the Record Drawings for the project and has submitted the closeout documentation to the FAA.

On the construction of the Corporate and Box Hangars, Mrs. Elders reported a bi-weekly construction meeting was held on-site on April 4, 2023 with the contractor. The Design team is currently reviewing submittals and Requests for Information (RFI's). The Contractor has been installing utilities to the corporate hangars and begun building foundations. The concrete slab on grade for the northernmost corporate hangar has been completed and siding and roofing have been erected for this building. Contractor is now working onsite work for the southern corporate hangar. The western half of the concrete slab for the box hangars has now been poured.

On the Rehabilitate Taxiways B, B-3, B-4, and D (Design and Bidding), the project was advertised on March 26, 2023. The pre-bid for the project was on April 4, 2023. To date, once addendum has been issued. The last day for questions from the contractors is Wednesday, April 19, 2023 and the scheduled bid opening is Wednesday, April 26, 2023.

Judy Elder reported the Passenger Facility Charge (PFC) Application is on hold.

EXECUTIVE DIRECTOR'S REPORT: Mrs. Anderson

Connie Anderson reported the new entrance sliding doors in the terminal are now installed.

Mrs. Anderson announced the Airport will sponsor a table at the Dillon Pregnancy Crisis Center event on May 4, 2023 at 6:00 PM. She stated there are 8 tickets available for any board member who would like to attend.

Connie Anderson gave an update on transactions with the CARES Grant Funding, reporting funds used for operating expenses and projects. She also reported on the Airport's Investment Account commenting that things are looking great.

Vice-Chairman Josey gave a brief recap of the subcommittee's search for a new attorney. He stated he has spoken with Mr. McLean and will invite him to a meeting with the full board. In the meantime, the Authority will temporarily pause the search process.

Mrs. Anderson updated the Authority on the New Entrance Sign stating that Duke Energy now has the paperwork and waiting for a new meter and the wiring that is needed to get the digital sign operating. We are currently waiting on them.

Nelson Tart gave a brief update on the new electric charging stations stating that the proposal from Beta Technology has been submitted to the FAA for approval.

OLD BUSINESS:

None

NEW BUSINESS:

None

ADJOURNMENT:

There being no further business, the Pee Dee Regional Airport Authority meeting adjourned at approximately 4:45 PM.