

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

October 18, 2023

AIRPORT CONFERENCE ROOM AND TEAMS MEETING

MEMBERS PRESENT:

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

MEMBERS ABSENT:

NONE

Airport Staff Members present were Connie Anderson, Marshell Johnson, and Betsy DeVault.

There was no media present at the meeting.

Also present were Judy Elders with Talbert, Bright & Ellington, Attorney Craig Brown, Anthony Baker and Tim Summerow with Precision Air.

The meeting was called to order at 4:00 PM by Chairman Greene 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 Chairman Greene.

On a motion by Dr. Bridges and second by Mr. Parham, the minutes of the September 18, 2023, Airport Authority meeting were approved with the amendments written as previously emailed. Motion carried. Unanimously.

COMMITTEE REPORTS:

ADMINISTRATIVE AND FINANCE COMMITTEE REPORT: *Dr. Bridges*

Dr. Bridges read the September 2023 Flow Sheet as previously emailed. The report was presented as information only.

AIR SERVICE COMMITTEE REPORT: *Mr. Nettles*

Mr. Nettles read the September 2023 Enplanement Report and Load Factor History Report as previously emailed. There was a brief discussion.

PROPERTIES AND PROJECTS COMMITTEE REPORT: *Mr. Josey*

Judy Elders reported a construction meeting was held Thursday, October 12, 2023 onsite with the contractor. The Design team is continuing to review requests for information (RFI's). Contractor has been installing drywall and seaming roof panels on corporate hangar #2. Temporary power has been connected to the hangars. Contractor is installing door hardware on metal doors at box hangars, and installing floor and wall tiles in the restrooms at Corporate Hangar #1. Subcontractor is installing storefront frames and glass in Corporate Hangar #2. Subcontractor has installed trench drain at box hangars and is currently preparing subgrade between trench drain and box hangars in preparation of setting stone.

The contractor is updating the schedule to determine the date to close and rehabilitate the taxiway and the ramp in front of the new box hangars. The contractor will give FLO a minimum of one week's notice prior to closure.

On the Rehabilitate Taxiways B, B-3, B-4, and D (Design and Bidding), Ms. Elders reported the Grants have been received and the contractor's construction contract has been prepared. Palmetto Corporation of Conway has executed the contract and now it needs to be executed by FLO. Construction will begin in the spring once the weather warms up.

TBE is updating the 5-year CIP and preparing the pre-applications for submittal to FAA and SCAC on or before December 1, 2023.

Finally, she reported the Passenger Facility Charge (PFC) Application is still on hold.

EXECUTIVE DIRECTOR'S REPORT: *Mrs. Anderson*

Connie Anderson stated she is still working on the budget. She stated she will be meeting with the Administrative/Finance Committee and anticipate having the budget ready to be presented and voted on in the November Airport Authority meeting.

Connie Anderson reported the Airport held its Tri-Annual Airport Emergency Drill on September 28, 2023 and all went well. She thanked the Authority Members who came out to observe and or participate in the drill.

Finally, Mrs. Anderson reminded the Airport Authority of the Pee Dee Economic Impact Luncheon on October 23, 2023. She stated Marshall Johnson will register any other board members who are interested in attending.

OLD BUSINESS:

NONE

NEW BUSINESS:

Chairman Greene announced that this is Dr. Stephan Bridges last meeting serving on the Airport Authority. Chairman Greene thanked Dr. Bridges for his service and dedication to the board and presented him with a service plaque.

Dr. Bridges commented it was a privilege to serve the board and community the past four and a half years. He stated he look forward to seeing the airport progress and wished the board much success in the future of air service.

ADJOURNMENT:

There being no further business, the Pee Dee Regional Airport Authority meeting adjourned at approximately 4:39 PM.