

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

November 20, 2024

AIRPORT CONFERENCE ROOM AND TEAMS MEETING

MEMBERS PRESENT:

Mr. Glenn Greene, Chairman
Mr. Robby Hill
Mr. Rene Josey
Mr. Lee Nettles
Mr. Tommy Parham
Mr. Robby Peed
Mr. Joe Powell (*via Teams*)
Mr. Robert Ware

MEMBERS ABSENT:

NONE

Airport Staff Members present were Robert Norton, Marshall Johnson and Betsy DeVault.

There was no media present at the meeting.

Also present was Judy Elders with Talbert, Bright & Ellington, Anthony Baker with Precision Air and Craig Brown, Airport Attorney.

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 Mr. Parham and second by Mr. Josey, the minutes of the October 16, 2024, Airport Authority meeting were approved as previously emailed. Motion carried. Unanimously.

Due to technical difficulties, Chairman Greene announced the Microsoft Teams presentation from Digital Influence Agency will be moved to the December meeting.

COMMITTEE REPORTS:

ADMINISTRATIVE AND FINANCE COMMITTEE REPORT: *Mr. Hill*

Robby Hill read the October 2024 Flow Sheet as previously emailed.

Mr. Hill reported there were a few things the Administrative and Finance Committee worked on in between meetings. He reported the Committee has ratified the New Executive Director contract and asked that the new Executive Director's name be placed as a signer on the Airport's online banking account.

On a motion by Mr. Josey and seconded by Mr. Peed, the Airport Authority authorized the new Executive Director's name be placed onto the Airport's online banking account. Motion carried. Unanimously.

Mr. Hill stated is speaking with the City of Florence requesting the same amount of funds for marketing as last year.

Mr. Parham inquired about the 2025 Budget. Betsy DeVault stated she is currently working on it and will have it next month. Mr. Hill stated in the worst-case scenario, the current budget will continue into the new year.

AIR SERVICE COMMITTEE REPORT: *Mr. Nettles*

Mr. Nettles read the October Enplanement and Load Factor History Report as previously emailed.

Chairman Greene stated at last month's meeting he requested a report showing the number of cancelations for the past 5 years. He reported Airport Staff prepared a report. A copy of the report was emailed to the board.

PROPERTIES AND PROJECTS COMMITTEE REPORT: *Mr. Josey*

Judy Elders reported on the Corporate and Box Hangars (Construction), stating that TBE has now received the as-built survey from the surveyor. TBE is working on producing the Record Drawings and grant final close out documentation.

On the Rehabilitate Taxiways B, B-3, B-4, and D (Construction), Palmetto Corp. has completed all the punch list Palmetto Corp. has completed all work on the taxiway project, including all punch

list repairs and the additional crack sealing. Waiting for as-built survey, once received will produce the Record Drawings and grant final close out documentation.

On the Passenger Facility Charge (PFC) Application, the Airline consultation meeting was October 28, 2024. The review period closes on November 28, 2024. Once the review period closes, FAA will complete its review and issue the PFC notification. At that time, FLO will notify the airlines that the PFC is in effect.

On the Runway 09/27 and Taxiway Rehabilitation, TBE is assisting both of the survey and geotechnical subconsultants to get them scheduled to be on the airfield.

On the General Aviation Ramp (Construction), Palmetto Corp. has completed the paving work and the only remaining item is painting the tie-down locations.

On the Stormwater Pollution Prevention Plan (SWPPP), TBE made a site visit on November 13, 2024, and met with Robert. All information necessary for the preparation of the SWPPP has been received.,

Finally, on the FAA call for projects, the 2026-2030 five-year Capital Improvement Plan (CIP) and 2025 Airport Improvement Program (AIP) Funding Request Preapplication Package were submitted to the FAA on November 13, 2024. The Airport board needs to approve the CIP.

Judy Elder presented the board with a review of Airport FY25-FY30 Capital Improvement Plan (CIP) and Layout as previously emailed. There was discussion.

On a motion by Mr. Josey and second by Mr. Nettles, the Airport Authority approved the FY25-FY30 Capital Improvement Plan as presented. Motion carried. Unanimously.

Airport Attorney Craig Brown did a recap of the Jeffords Street Review Appraisal and proposed purchased agreement from Brian Rogers (Realtor). There was discussion.

On a motion by Mr. Josey and second by Mr. Hill, the Airport approved the offer to purchase the Jeffords Street Property at the cost of \$26,000. Motion carried. Unanimously.

EXECUTIVE DIRECTOR'S REPORT: Robert Norton

Robert Norton stated the charging station in parking was supposed to be online this past week. Duke Energy was here to connect the lines but encountered a problem with the length of the lines. The contractor has been contacted to redo the lines. There was brief discussion.

OLD BUSINESS:

NONE

NEW BUSINESS:

Robby Hill announced and distributed information regarding electric charging stations and Sky Drives new alliance and partnership with Greenville Downtown. He stated Sky Drives came across our path earlier this year and feels we missed an opportunity to have been the first to have formed an alliance with them. He suggested that staff reach out to James Stevens with Sky Drives to rekindle discussions. There was discussion.

Chairman Greene concluded by stating next month will be a busy month. He gave a recap stating the board will have to approve the Budget for 2025 as well as Election New Officers. Digital Influence Agency will be on the agenda to make their presentation. A special presentation will also be given to Connie Anderson for her years of service and retirement.

ADJOURNMENT:

There being no further business, the Pee Dee Regional Airport Authority meeting adjourned at approximately 4:53 PM.