

GREENVILLE-SPARTANBURG AIRPORT

COMMISSION MINUTES

SEPTEMBER 22, 2014

The Greenville-Spartanburg Airport Commission met on September 22, 2014 at 9:00 a.m. in the Greenville-Spartanburg Airport District Office Conference Room C located at 2000 GSP Drive, Suite 1, Greer, SC 29651.

MEMBERS PRESENT: Minor Shaw, Hank Ramella, Leland Burch, Bill Barnet, and Doug Smith

MEMBERS ABSENT: Valerie Miller

STAFF AND LEGAL COUNSEL PRESENT: Dave Edwards-President/CEO, Kevin Howell-Vice President/COO, Jack Murrin-Vice President Administration and Finance/CFO, Scott Carr-Director of Properties and Development, Larry Estridge-WCSR, Betty O. Temple-WCSR, Alan Sistare-GSP Fire Dept., Michael Seigler-GSP Fire Dept., and Wanda Jones-Executive Assistant.

GUESTS PRESENT: Don Warren-Skanska-Moss, Steve Van Beek-ICF Int'l, Mark Waller-Infrastructure Consulting & Engineering, and Dennis Wiehl- Mead & Hunt.

CALL TO ORDER: Chair Minor Shaw called the meeting to order at 9:00 a.m.

Mr. Larry Estridge introduced Mrs. Betty O. Temple; Mrs. Temple will succeed Mr. Estridge in the role of Legal Counsel after the transition period.

CONSENT AGENDA:

A motion was made, seconded, and unanimous vote received to approve the regular meeting minutes from the July 14, 2014 Commission Meeting, the Strategic Business Plan Workshop of July 22, 2014 and September 3, 2014.

A motion was made, seconded, and unanimous vote received to approve the Meeting/Dates/Time for Calendar 2015. The meeting dates are:

January 15, 2015, March 18, 2015, May 18, 2015, July 13, 2015, September 14, 2015, November 9, 2015.

PRESENTATIONS:

A. Fire/Fire Safety Disaster Planning.

Captain Seigler discussed the responsibility of the GSP Fire Department which is Safety for everyone at GSP and maintain a high level of readiness at all times.

The levels of service include: ARFF (14 CFR FAR 139), Fire/Rescue (ISO Class 2)

Medical (licensed DHEC), Hazardous Material Mitigation, and Confined Space Rescue. Services are provided on and off airport property. The Fire Department has answered the following calls from 2012 to date:

CALLS	2012	2013	2014 As of 9/21/2014
ALERTS	22	29	16
FIRES/ALARMS	29	48	39
MEDICAL	159	195	158
MISC	63	57	37
TOTAL	272	329	248
MUTAL AID	24	33	25

Captain Seigler discussed other services the Fire Department is responsible for: 500 +/- Monthly Fire Extinguisher Inspections, Quarterly Fire & Safety Inspections, Quarterly Sprinkler Inspections, Monthly Elevator Inspections, 17 Monthly Spill Kit Inspections, Quarterly Fuel Truck and Fuel Farm Inspections, Refueling Inspections, approve hot work permits and issue confined space entry permits.

The Fire Department participates in a Full Scale Preparedness drill every three (3) years and Table Tops Preparedness every year between the full scale drills. Captain Seigler asked for questions. Mr. Barnet asked how many people would need to be added to get a better ISO rating. Fire Chief Sistare stated staff would need to be doubled. Mr. Barnet asked if a better ISO rating would bring lower insurance rates. Chief Sistare stated yes. The Commission thanked the entire Fire Department for a great job.

NEW BUSINESS:

A. GSP Digital Billboard Signage Proposal.

Mr. Edwards stated the GSP Digital Billboard Signage Proposal is in response to how the District can better reach the community. The digital billboard would give the District an opportunity to send messaging 24/7. Mr. Edwards stated some of the benefits of a digital billboard include: no production costs, flexibility, dynamic content, multiple messages, and medium value. Mr. Ramella asked if the District will be selling advertising in addition to the Airport District messaging. Mr. Edwards stated Staff has been in contact with Spartanburg County and the District can sell advertising to anyone who is on airport property. Mr. Edwards clarified that no value amount has been set for selling advertising.

Mr. Edwards stated that the electrical cost for the digital billboard will be \$453.00 a month based on the Duke Power Assessment of .095 per kWh. Mr. Barnett asked if solar power is an option. Mr. Edwards stated staff will need to look into that item to see if it would be an option.

Three (3) proposals were received for the Digital Billboard. Fairway, Hilton, and St. Clair. An evaluation criteria/score sheet was used to rank the companies who submitted proposals. St. Clair Signs was chosen for a total cost of \$420,984.00. Mr. Edwards stated the billboard is unique and will give the ability to drive home some targeted messaging to those in our primary catchment area. Chair Shaw asked if the placement of the digital billboard will interfere with any future plans on the property. Mr. Edwards stated no.

After a brief discussion, the Commission decided to table the Digital Billboard Signage Proposal until the November Commission Meeting.

PRESIDENT/CEO REPORT:

Mr. Edwards stated that airlines continue to be extremely profitable. On the airport-side, the focus continues to be on the FAA re-authorization bill and what will happen in 2015. It is a major Bill and we continue to push for Congress to deal with the bill timely.

Mr. Edwards reported to date that CEO meetings have been held with: Milliken, Fluor, Hubbell Lighting, AFL, and Michelin. The meetings have been very positive and all companies have committed to helping with information that will better target their needs going forward. One particular item discussed with Fluor is putting in place a Corporate Ambassador Partnership Program. This program would allow Fluor to badge some of their employees to allow them access to the gate area. Once at the gate, this program would allow Fluor employees to greet their VIP's and bring them through the facility. Staff has sent the proposed program to Fluor and is waiting on their review. This program can be rolled out to other companies.

Mr. Edwards stated Mr. Stanis Smith with Stantec has been engaged for art consultant services and the decision needs to be made who will be part of the art task force going forward.

Mr. Edwards stated he and Mr. Edward Shelswell-White are continuing to move forward on the development of the Community Outreach Program. Focus Group meetings for both business and leisure customers will be set up as well as a survey. The focus groups and the survey should give staff some great information that can be used to evaluate and target how to reach individuals and businesses in the community.

Mr. Edwards stated that he attended the Upstate Chamber Coalition Event in Washington, DC. Mr. Edwards was able to spend some time with Senator Scott outlying some options for reauthorization.

INFORMATION SECTION:

Mr. Edwards stated traffic continues to be positive. The economy parking lot has been filling up on a regular basis with Tuesday and Wednesday being the peak days. Occasionally the garages are reaching capacity. Staff is keeping an eye on the parking situation.

ADJOURNMENT:

There being no further business, a motion was made, seconded, and adopted to go into Executive Session to discuss contractual matters at 10:30 a.m. At approximately 12:00 p.m. public session resumed, with no further business. The meeting was adjourned at 12:02 p.m.