



AGENDA

Greenville-Spartanburg Airport Commission Regular Meeting
Greenville-Spartanburg International Airport Board Room
Monday, November 25, 2019
9:00 a.m.

***NOTE TO ALL PUBLIC ATTENDEES:**

The public may speak on any item on the agenda. There are request cards located outside the public seating area. These cards must be completed and presented to the Recording Secretary prior to the item being heard. Your comments will be addressed prior to the Airport Commission's discussion and you will have 5 minutes to address the Airport Commission. Thank you for your attention.

I. CALL TO ORDER:

II. CONSENT AGENDA:

- A. Approval of the Greenville-Spartanburg Airport Commission September 9, 2019 Regular Meeting Minutes ([document](#))
- B. Acceptance of the Greenville-Spartanburg Audit Committee October 31, 2019 Audit Committee Meeting Minutes ([document](#))
- C. Retirement Resolution for Mr. William Barnet III ([document](#))

III. PRESENTATIONS:

- A. Recognition of and Retirement Resolution for Mr. William Barnet III ([document](#))
- B. Proposed History Alcove in the Grand Hall Update ([document](#))
- C. Proposed Terminal Building Hotel Project ([document](#))
- D. Parking and Rental Car Validation Study ([document](#))

IV. OLD BUSINESS: None

V. NEW BUSINESS:

- A. Approval to Proceed with the Construction Phase for Parking Garage C & Consolidated Rental Car Facility Project ([document](#))
- B. Approval of Lease Agreement for SB Acquisitions, LLC ([document](#))

VI. PRESIDENT/CEO REPORT:

- A. Aviation Industry Update
- B. Administrative Office Expansion Renovation Project
- C. High Speed Rail from Charlotte to Atlanta

VII. INFORMATION SECTION:

(Staff presentations will not be made on these items. Staff will be available to address any questions the Commission may have.)

- A. September 2019 – Traffic Report ([document](#))
- B. September 2019 – Financial Report ([document](#))
- C. October 2019 – Development/Project Status Report ([document](#))
- D. October 2019 – Communications Status Report ([document](#))
- E. October 2019 – Commercial Business and Marketing Report ([document](#))
- F. October 2019 – OSHA Reportable Injury Report ([document](#))
- G. Industry Presentation(s)/Article(s) of Interest ([document](#))
- H. Potential Items for the Next Regular Scheduled Commission Meeting:

- Introduction of New GSP Commission Member
- Conflict of Interest Forms

VIII. COMMISSION MEMBER REPORTS:

IX. EXECUTIVE SESSION:

The Airport Commission may hold an Executive Session for the purpose of receiving legal advice on various matters.

X. ADJOURNMENT

This agenda of the Greenville-Spartanburg Airport Commission is provided as a matter of convenience to the public. It is not the official agenda. Although every effort is made to provide complete and accurate information to this agenda, The Airport Commission does not warrant or guarantee its accuracy or completeness for any purpose. The agenda is subject to change before or at the Airport Commission meeting.

GREENVILLE-SPARTANBURG AIRPORT COMMISSION

MINUTES

September 9, 2019

The Greenville-Spartanburg Airport Commission met on September 9, 2019 at 9:00 a.m. in the Greenville-Spartanburg District Office Board Room located at 500 Aviation Parkway Greer, South Carolina 29651. The public and media were given proper notice of this meeting, under applicable law. This was a regular, non-emergency meeting.

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

MEMBERS NOT PRESENT: None

STAFF AND LEGAL COUNSEL PRESENT: David Edwards, President/CEO; Kevin Howell, Senior Vice President/COO; Basil Dosunmu, Senior Vice President-Administration and Finance/CFO; Scott Carr, Vice President Commercial Business and Communications (Environs Area Administrator); Ashley Bruton, Director of Human Resources; Bobby Welborn, Police Chief; Mike Kossover, Senior Director of Operations and Public Safety; Jonathan Stone, Contracts Manager; Betty O. Temple, WBD; Stefanie Hyder, Executive Assistant/Recording Secretary

GUESTS PRESENT: Technical Sergeant Scott Hendrickson, USAF; Erik Hartley, McFarland Johnson; Mike Darcangelo, AVCON, Inc.; Clay Greene, ADC Engineering; Dan Stoddard, Prime Engineering

CALL TO ORDER: Chair Minor Shaw called the meeting to order at 9:11 a.m. Mrs. Shaw expressed appreciation for the photo op this morning celebrating the completion of WINGPSAN.

CONSENT AGENDA: A motion was made, seconded, and unanimous vote received to approve the Consent Agenda as follows:

- A.** The Greenville-Spartanburg Airport Commission June 24, 2019 Regular Meeting Minutes.
- B.** Appointment of a Member to the Airport Environs Planning Commission. Mr. Edwards commented on the appointments and noted that Mr. Dean Hybl, Executive Director of Ten at the Top, was recommended as the Greenville County Appointee to the Airport Environs Planning Commission.
- C.** Approval of the Greenville-Spartanburg Airport Commission Meeting Dates and Times for Calendar Year 2020

Mr. Edwards presented a few items to the Commission members which included:

- GSP branded beer *Flight Line* glasses
- USAF coins from MSgt. Alexis Morris-Effinger who was GSP's 2018 Fellow under the Education with Industry (EWI) program
- "To the Sky – A Collection of Art" booklets with copies to be sent to the Art Task Force and the artists
- The Cargo Facility Ribbon Cutting event memoir

PRESENTATIONS:

A. Recognition of Mr. James Whitten – Greenville Spartanburg Airport Commission Appointee to the Airport Environs Planning Commission

Mr. Scott Carr, VP Commercial Business and Communications, recognized Mr. James Whitten, Greenville-Spartanburg Airport Commission's Greenville County Appointee to the Airport Environs Planning Commission. While Mr. Whitten was unable to attend this regularly scheduled Commission meeting, he requested that a statement be read aloud and shared with the GSP Commission during the presentation.

The GSP Airport Commission and the Airport Environs Planning Commission presented tokens of appreciation for his 10 years of dedicated service. Mr. Whitten, in writing, asked Mr. Carr to convey his sincere gratitude for entrusting him to serve on the Greenville County representative seat over the past decade and regrets that he couldn't be present at this meeting. He was truly appreciative of the recognition award from the Commission.

B. Education With Industry (EWI) Program Participant - Technical Sergeant Scott Hendrickson

Mr. Michael Kossover, Senior Director of Operations and Public Safety, introduced GSP's new Air Force Fellow, Technical Sergeant (TSgt) Scott Hendrickson. He has been in the Air Force for nine years and comes to GSP from MacDill Air Force Base in Florida. Prior to that, TSgt Hendrickson served in Turkey and Charleston. He is completing his Bachelor of Science in Business Administration.

Mr. Kossover noted that GSP is the only airport representing the EWI program this year.

The Commission welcomed TSgt Scott Hendrickson.

C. Air Service Development – Passenger Leakage Statistics Update

As a follow-up to the May 28, 2019 GSP Commission Meeting, Mr. Scott Carr, VP Commercial Business and Communications, presented calendar year 2018 passenger leakage statistics in the primary catchment area.

The GSP primary catchment area has a population of approximately 1.5 million people and is able to pull a significant amount of traffic. There are 484,000 domestic passengers and 166,000 international passengers in the GSP primary catchment area that originate at AGS, ATL, AVL, CAE, CHS or CLT.

On the domestic side, in markets without GSP non-stop service, passengers utilize GSP 54% of the time. In markets with GSP non-stop service, passengers utilize GSP 66% of the time. GSP's domestic leakage is 53% to Atlanta followed by 43% to Charlotte. GSP's international leakage is 58% to Atlanta followed by 39% to Charlotte.

Mr. Edwards commented on 63% overall catchment number and the 23% increase in the capture rate over the past ten years.

The Commission further inquired about the leakage to Atlanta and emphasized marketing direct flights.

OLD BUSINESS: None

NEW BUSINESS:

A. Approval of Revisions to and Readoption of the Greenville-Spartanburg Airport District Administrative Policies and Procedures

Mr. Edwards, President/CEO, prefaced the presentation listing a few of the many sources that were used while District Staff conducted the holistic review of the Policies and Procedures, development of the Employee Incentive Pay Plan (EIPP), and rewrites of the DBE/ACDBE programs.

Sources included other airports, government sources, state codes, other organizations, state procurement manuals, FAA guidance documents and FAA Advisory Circulars, Airport Improvement Program, Airport Federal Regulations and Federal Acquisition Regulations, Airport Cooperative Research Board, Transportation Research Board, National Institute Public Procurement, and National Contract Management Association.

Mr. Edwards highlighted that District Staff surveyed nineteen other airports specifically related to the EIPP.

Mr. Dosunmu, Senior Vice-President Administration and Finance/CFO, presented the substantive changes to the Greenville-Spartanburg Airport District Administrative Policies and Procedures.

The Airport Commission last adopted changes to the District's Administrative Policies and Procedures on May 18, 2015. Staff does recommend proposed changes to the Administrative Policies and Procedures from time to time to address new issues, maintain compliance with applicable laws and regulations, and to clarify policy. The entire Administrative Policies and Procedures manual was reviewed by District Executives, Directors, and Managers to secure organizational wide input for the proposed revisions. Minor grammatical revisions were made as well to various Sections, which were not included in the Package as they did not represent a substantive change in the intent of any policy or procedure.

Mr. Dosunmu referred to the *Administrative Policies & Procedures Change Summary Matrix* that was included in the Commission Package and discussed those substantive changes that were made throughout the Entire Document as well as specific Sections of the Policies and Procedures.

The Commission inquired about the frequency of review to which Mr. Edwards recommended a comprehensive review every five years with interim updates along the way. During the presentation, the Commission inquired about purchase authorization, smoking, and financial impact to which Mr. Edwards, Mr. Carr, and Mr. Dosunmu responded.

There was a motion to readopt the Greenville-Spartanburg Airport District Administrative Policies and Procedures with the proposed substantive revisions as presented. The motion was seconded and unanimously approved.

B. Approval of the New Greenville-Spartanburg Airport District Employee Incentive Pay Plan

Mr. Dosunmu, Senior Vice-President Administration and Finance/CFO, presented the new Employee Incentive Play Plan (EIPP). The purpose of the EIPP is to establish the guidelines for determining eligibility, criteria, computation, termination, etc. and it provides a framework for the District to operate an employee incentive pay plan.

On May 28, 2019, the Airport Commission approved the funding for the new Employee Incentive Pay Plan as part of the FY2019/2020 budget.

The District recognizes that employees are integral to its business and the EIPP is essential in attracting, recruiting, and retaining high performing employees that will continue to fulfill the mission, vision, and values of the Airport District.

Mr. Dosunmu reviewed the EIPP criteria (safety, financial, airline revenue, cost per enplaned passenger, fund balance, and customer service) and eligibility requirements which were outlined in the Commission package. The Airport Commission previously approved \$575,000 to fund this program.

Mr. Edwards expounded on the incentive program and noted the research conducted. The Commission inquired about effective date, distribution, clarification on the fund balance and metrics, customer service, waivers, termination clauses, rollout and communication, and retention. Mr. Edwards responded to each question and reiterated that the metrics will be adopted at budget time and that the Commission, from a governance standpoint, will set parameters and manage the metrics.

Legal Counsel will revise the wording in the EIPP so as to provide clarity and discretion of goals, safety nets, and the overall management of the program thereof and Mr. Edwards noted providing copies of the revised plan for follow-on comments and concerns.

There was a motion to amend the motion to approve the new Greenville-Spartanburg Airport District Employee Incentive Pay Plan as presented subject to Legal Counsel's revisions to provide clarity on who makes the determination, to provide clarity on what happens in the event that not all metrics are met, and the opportunity for the Commission to revisit. The motion was seconded and unanimously approved.

C. Approval of Revisions to and Readoption of the Greenville-Spartanburg Airport District Human Resources Policies and Procedures

Ms. Bruton, Director of Human Resources, presented the substantive changes to the Greenville-Spartanburg Airport District Human Resources Policies and Procedures.

Ms. Bruton referred to the *Human Resources Policies & Procedures Change Summary Matrix* that was included in the Commission Package and discussed those

substantive changes that were made throughout the Entire Document as well as specific Sections of the Policies and Procedures.

The Commission inquired about policies related to mental health awareness to which Mr. Edwards responded. Mr. Howell further commented that our Operations and Public Safety Staff manage the access control system and TSA is vigilant about insider threat and/or suspecting activity. Discussed ensued. The Commission further inquired about the Employee Assistance Program (EAP) to which Ms. Bruton responded.

There was a motion to readopt the Greenville-Spartanburg Airport District Human Resources Policies and Procedures with the proposed substantive revisions as presented. The motion was seconded and unanimously approved.

D. Approval of Revisions to the Greenville-Spartanburg Airport District's DBE Program and the ACDBE Program

Ms. Bruton, Director of Human Resources, presented some background information on the Disadvantaged Business Enterprise (DBE) and Airport Concessions Disadvantaged Business Enterprise Programs (ACDBE) which have been established in accordance with the regulations of the U.S. Department of Transportation.

The District has received Federal financial assistance from the U.S. Department of Transportation and as a condition of receiving this assistance, the District has signed an assurance that it will comply with CFR Part 23 and CFR Part 26.

The District's DBE/ACDBE programs were last updated in June 2012. Both programs constituted a re-write; therefore, a redlined copy with substantive changes was not included in the Commission package.

There was a motion to approve the rewrite of the Greenville-Spartanburg Airport District's Disadvantaged Business Enterprise (DBE) Program and the Airport Concessions Disadvantaged Business Enterprise (ACDBE) Program as presented. The motion was seconded and unanimously approved.

E. Approval of American Airlines Ticket Counter Kiosk and Workstation Capital Improvement Project

Mr. Carr, VP Commercial Business and Communications, presented the capital improvement project for American Airlines kiosks and workstations.

The Airport District presently has Amadeus Extended Airline System Environment (EASE) software platform at all 13 gates and at the ticket counters for Allegiant, Frontier, and Southwest. American Airlines uses its own proprietary computer hardware at the ticket counter and has requested to be placed on (EASE).

American Airlines needs five work stations that include computer hardware, kiosks, and EASE software licenses. This project would improve overall customer service with the equipment not being routinely out of service since the Airport District's IT Department would maintain it and fix issues that arise.

The hardware and software costs total \$238,761. The Airport District would amortize these costs over a five-year period with a 5% interest rate charged back to American Airlines allowing for the Airport District to recoup O&M and capital costs.

There was a motion to (1) approve a new capital improvement project as presented in the total amount of \$238,761 and (2) authorize the President/CEO to execute all related agreements and contracts. The motion was seconded and unanimously approved.

PRESIDENT/CEO REPORT:

Aviation Industry Update:

Mr. Edwards provided an update on the 737 Max aircraft. Southwest Airlines has stated that the plane will be back in service by Thanksgiving, while other carriers have written of the Max coming back in service by the end of the year. GSP has not experienced a direct impact, but Southwest recently announced ceasing service to 20 city pair markets domestically and reallocating such aircraft time into the Hawaii market.

Airlines are still profitable and loads are high across the system. Recent numbers on a national basis show a trending down on overall passenger growth on a nationwide basis. GSP, however, continues to perform well above the national level.

GSP Strategic Business Plan:

Mr. Edwards reminded the Commission of the GSP Board Retreat on November 25 following the Commission meeting to discuss the 5-year GSP Strategic Business Plan.

Flight Line Beer Announcement:

Mr. Edwards commented that it was a great event.

Planned Aviation Parkway Closures:

Mr. Edwards addressed the closure of Aviation Parkway and presented the drawings to the Commission. There will be some impacts and mobility challenges. Construction is expected to begin around the Thanksgiving holiday. The Commission inquired about the completion date and a traffic study to which Mr. Edwards responded.

COMMISSIONER'S REPORT: None

EXECUTIVE SESSION:

There being no further business, a motion was made, seconded, and carried to go into Executive Session at 11:07 a.m. for the purpose of discussing an economic development project.

At approximately 11:13, public session resumed with no action being taken in Executive Session.

OPEN SESSION:

Mr. Scott Carr provided the Commission with an overview of a potential lease for Tract B located along State Route 80 for a business development/economic development opportunity. Staff requested the ability to negotiate with a proposed tenant for an approximately 33-acre tract of land on Tract B, and an option parcel of approximately 28 acres, with a base term of 30 years and two 10-year option periods.

There was a motion to approve the lease terms for Project Perry as discussed and to bring a final agreement for ratification to the November Commission Meeting. The motion was seconded and unanimously approved.

ADJOURNMENT:

The meeting was adjourned at approximately 11:18 a.m. The next meeting is scheduled for November 25, 2019 at 9:00 a.m.

SIGNATURE OF PREPARER:

Stefanie Hyder

GREENVILLE-SPARTANBURG AIRPORT (GSP) COMMISSION

AUDIT COMMITTEE MINUTES

OCTOBER 31, 2019

The Greenville-Spartanburg Airport Commission's Audit Committee met at 2:00 p.m. in the Greenville-Spartanburg Airport District Conference Room located at 500 Aviation Parkway, Greer, SC 29651.

COMMITTEE MEMBERS PRESENT: Bill Barnet (Chair), Minor Shaw, Valerie Miller

STAFF PRESENT: David Edwards, President/CEO; Basil Dosunmu, Senior Vice President Administration and Finance/CFO; Stefanie Hyder, Executive Assistant/Recording Secretary.

EXTERNAL AUDIT REPRESENTATION: Andy Rinzel, CPA Partner, BKD, LLP; Emily Balbach Tursi, CPA Senior Manager, BKD, LLP

Mr. Barnet greeted everyone and welcomed BKA CPAs and Advisors in their first-year audit of GSP. Mr. Barnet turned the meeting over to Mr. Rinzel who acknowledged the Finance and Executive Team and then turned the meeting over to Mrs. Tursi.

Mrs. Tursi reviewed both Management's responsibility and BKD's responsibility.

BKD is prepared to issue an unmodified or clean opinion on the financial statements consistent with last year. BKD does not provide an opinion on the transmittal letter, Management's Discussion and Analysis (MD&A), or the required supplementary information (RSI) and statistical section, but they do review each to ensure a match of the opinion. Mrs. Tursi noted that because last year was the first year GSP submitted a Comprehensive Annual Financial Report (CAFR), BKD took the GFOA comments and incorporated those into this year's CAFR.

Mrs. Tursi noted a couple of internal deficiencies but no instances of material non-compliance with laws and regulations. With that comment, Mr. Barnet inquired about reportable conditions to which Mr. Rinzel responded.

Mrs. Tursi reviewed the required auditor communications to include auditor responsibilities, the scopes and sampling techniques, and Management's responsibility.

The three significant financial statements disclosures included Note 9 – Term note payable (page 37), Note 14 Pension Plan (page 39), and Note 15 Postemployment benefits other than pension [OPEB] (page 44).

Mrs. Tursi discussed a couple of audit adjustments. Mr. Barnet inquired about the audit adjustments to which Mr. Rinzel, Mr. Dosunmu, and Mr. Edwards responded.

Mrs. Tursi elaborated on the significant issues that were discussed with Management.

Mrs. Tursi discussed the internal control findings. The Committee inquired about this deficiency to which Mr. Dosunmu responded.

Other matters, suggestions and best practices were discussed. Mr. Barnet inquired about audit information and best practices being shared among BKD's client base to which Mr. Rinzel, Mr. Dosunmu and Mr. Edwards responded.

Mrs. Tursi handed the meeting over to Mr. Rinzel. Mr. Rinzel covered 2019 financial highlights to include the days cash position, debt per enplaned passengers, and total cost per enplaned passengers. Mr. Edwards commented on debt load. Mr. Rinzel opened the floor for questions and noted that the abbreviated financials were included in today's documents. Mr. Rinzel commented that it was a great year on the operating side. Mr. Barnet asked if any segregated sections (FBO, Cargo, Airport) needed attention. Mr. Rinzel only commented on the unique parking challenge at GSP. The Committee inquired about parking numbers at other airports. Discussion ensued about parking garages and Mr. Edwards noted that we do not have off-site competition at this time.

Mr. Barnet asked if there were any suggestions for improvement with regards to GSP's approach. The Committee suggested, and the staff agreed, that all information for this meeting be sent to the Committee a week before the scheduled meeting to offer adequate time for study. In response to Mr. Barnet's question about the Management Letter, Mrs. Tursi added that everything in the Management Letter was discussed today in a summarized format. In former audits, the Airport would select three vendors. BKD, however, conducts data mining exercises, and for this year's audit, focused on the District's budget. Discussed ensued.

At the end of the meeting, Mr. Barnet opened the floor for questions and/or comments.

At 2:51 p.m., Mr. Barnet requested that the Audit Committee meet with Mrs. Tursi and Mr. Rinzel alone.

The Audit Committee then met with Mr. Dosunmu and Mr. Edwards in separate, private sessions.

The Audit Committee adjourned the meeting at approximately 3:15 p.m.

SIGNATURE OF PREPARER:

Stefanie Hyder



MEMORANDUM

TO: Members of the Airport Commission

FROM: David Edwards, President/CEO

DATE: November 25, 2019

ITEM DESCRIPTION – Consent Agenda Item C

Retirement Resolution for Mr. William Barnet III

BACKGROUND

In 2011, Mr. William Barnet III of Spartanburg County was appointed to the Airport Commission. He has successfully served almost nine years as a Greenville-Spartanburg Airport Commission Spartanburg County Appointee. Mr. Barnet's term is set to expire December 2019. Mr. Barnet has decided to not seek reelection.

RECOMMENDED ACTION

It is respectfully requested that the Airport Commission resolve to approve the enclosed resolution recognizing Mr. William Barnet III's contributions to the Greenville-Spartanburg Airport Commission and the Community.

Enclosure

Greenville-Spartanburg Airport Commission

~ Resolution ~

WHEREAS, the Greenville-Spartanburg Airport Commission (“Commission”) was created by the State Legislature of South Carolina in March 1959 to exercise the corporate powers and duties of the Greenville-Spartanburg Airport District (“District”) for the purpose of maintaining, operating, regulating and improving the Greenville-Spartanburg International Airport; and

WHEREAS, the Spartanburg County State Legislative Delegation recommended the appointment of William Barnet III as a Member of the Greenville-Spartanburg Airport Commission, and Mr. Barnet’s appointment was confirmed by the Governor of South Carolina; and

WHEREAS, William Barnet III served as a Commission Member of the Greenville-Spartanburg Airport Commission from March 2011 to December 2019; and

WHEREAS, during his tenure the Commission focused on growth and development; and

WHEREAS, with his guidance, knowledge and expertise in the fields of business, accounting, finance and aviation, he helped the Commission strengthen its role and image in the community; and

WHEREAS, William Barnet III has been a champion of the mission to advance the economic prosperity of the region by providing a safe, convenient, user-friendly and cost competitive air transportation system connecting the region with the nation and world; and

WHEREAS, William Barnet III will be sorely missed, however, the District will leave a candle burning in the window so that he can find his way back to visit the Greenville-Spartanburg International Airport from time to time.

NOW, THEREFORE, BE IT RESOLVED that the Greenville-Spartanburg Airport Commission unanimously expresses its sincere thanks and gratitude for *William Barnet III’s* tireless and dedicated efforts in serving the needs of the Greenville-Spartanburg Airport Commission and the community.

Adopted this 25th day of November, 2019

Minor Shaw, Chair

ATTEST:

Hank Ramella, Vice-Chair



MEMORANDUM

TO: Members of the Airport Commission

FROM: David Edwards, President/CEO

DATE: November 25, 2019

ITEM DESCRIPTION – Presentation A

Recognition of and Retirement Resolution for Mr. William Barnet III

BACKGROUND

In 2011, Mr. William Barnet III of Spartanburg County was appointed to the Airport Commission. He has successfully served almost nine years as a Greenville-Spartanburg Airport Commission Spartanburg County Appointee. Mr. Barnet's term is set to expire December 2019. Mr. Barnet has decided to not seek reelection.

During his tenure, the Commission focused on carrying out the objectives of the Legislation and serving the public interest through the coordination of the planning, financing, construction, and operations of the aviation facilities known as the Greenville-Spartanburg International Airport in Greenville County and Spartanburg County.

With Mr. Barnet's guidance, knowledge and expertise in the fields of business, accounting, finance, and aviation, he further helped the Commission strengthen its role and image in the community. Mr. Barnet has been a champion of the mission to advance the economic prosperity of the region by providing a safe, convenient, user-friendly and cost competitive air transportation system connecting the region with the nation and world.



MEMORANDUM

TO: Members of the Airport Commission

FROM: Scott C. Carr, A.A.E., Vice President – Commercial Business & Communications

DATE: November 25, 2019

ITEM DESCRIPTION – PRESENTATION ITEM B

Proposed History Alcove in the Grand Hall Update

BACKGROUND

Through the completion of the Wingspan terminal building renovation project, the Grand Hall has two approximately 400 square foot alcoves located at the north and south ends of this public space.

As a part of the design process for Wingspan, the Airport Commission had identified the northern alcove for an exhibit area outlining the rich history of the Airport. This is located adjacent to the MAG Escape Lounge.

Airport District staff has contracted with Jack Porter of Greenville to develop schematic design of this history exhibit. Staff presented various design concepts at the Airport Commission Meeting on June 24, 2019.

Based on feedback from the Airport Commission, Staff has incorporated all the desired design elements into a single concept with Jack Porter. The final schematic design concept will be presented for consensus by the Airport Commission. Staff will then move forward with completing both design and construction of the project.



MEMORANDUM

TO: Members of the Airport Commission

FROM: Scott C. Carr, A.A.E., Vice President – Commercial Business & Communications

DATE: November 25, 2019

ITEM DESCRIPTION – PRESENTATION ITEM C

Proposed Terminal Building Hotel Project

BACKGROUND

Airport District Staff has been examining the feasibility of a terminal building hotel site directly adjacent to Concourse B. This would facilitate not only a convenient hotel location for travelers but also conference room space too.

Staff has completed two different site layouts that are situated on the current valet parking area. These layouts will be reviewed at the meeting.

Staff has had preliminary meetings with eight separate hotel developers that already have hotel facilities in the area or that have expressed an interest in expanding into the region. All of them have voiced an interest in the terminal building site and are excited about the potential opportunity.

Staff intends to proceed with issuing a Request for Proposals, subject to receiving feedback from the Airport Commission.



MEMORANDUM

TO: Members of the Airport Commission

FROM: Kevin E. Howell, Senior Vice President/COO

DATE: November 25, 2019

ITEM DESCRIPTION - Presentation Item D

Parking and Rental Car Validation Study

BACKGROUND

In 2017, the Commission approved funding for the planning and design phase of a new parking garage and a consolidated rental car facility. Design is nearing completion and before proceeding with the construction phase, Staff engaged the services of Landrum and Brown, Incorporated (L&B) to review the previous parking and rental car studies and analyze the financial projections for the overall program.

L&B will be providing a presentation to the Commission summarizing historical ground transportation demand and trends at GSP and reviewing updated demand/capacity forecasts for public parking and rental cars. L&B will also report on their analysis of the financial projections for the program and be available for questions regarding their work.



MEMORANDUM

TO: Members of the Airport Commission

FROM: Kevin E. Howell, Senior Vice President/COO

DATE: November 25, 2019

ITEM DESCRIPTION - New Business Item A

Approval to Proceed with the Construction Phase for Parking Garage C & Consolidated Rental Car Facility Project

BACKGROUND

Parking capacity is a critical issue for the airport. Due to the continued growth in passenger traffic at GSP, and in order to provide enough premium parking capacity to meet demand as well as allow for the growth and enhancement of the customer experience for rental cars at GSP, it is important the District provide additional facilities for premium level public parking and expand and improve the on-airport facilities for rental cars.

The design phase for the third parking deck with combined public parking and a consolidated rental car facility (CONRAC) with ready/return parking and a quick turn-around (QTA) facility is nearing completion, and project budget approval is necessary for the construction phase.

ISSUES

The Commission previously approved a \$5,000,000 budget for the design phase of the third parking deck/CONRAC facility. Subsequently, \$1,700,000 of the original design budget was reallocated to the Roadways and Utilities Enabling Project. Additional Commission approval for the construction phase is necessary before Staff can proceed with construction of the third parking garage project.



ALTERNATIVES

The Commission may elect to not approve proceeding with the third parking garage at this time.

FISCAL IMPACT

The current construction phase estimate for the remaining Parking Garage C and Consolidated Rental Car Facility Project is \$75,000,000. The public parking portion is estimated to cost \$28,000,000, and the rental car portion is estimated to cost \$47,000,000.

The rental car companies have already agreed to raise the CFC to \$6.00 per transaction day, and the increase was implemented in July 2019. The CFC Cash Flow and Coverage Forecast included in the financial analysis by Landrum & Brown (L&B) was based on a scenario utilizing stand-alone CFC bonds to finance the CONRAC facility. Under this scenario, the District can maintain a CFC debt service coverage ratio greater than 1.5 (lowest year is 2021 with 1.53), and based on the discussed assumptions, the CFC balance remains positive throughout the term (lowest year is 2026 with an ending CFC balance of \$890,000). Alternatively, the District may choose to finance the CONRAC facility through the issuance of general airport revenue bonds (GARBs) that would be secured by both general airport revenue bonds and CFC revenues. An additional alternative would be to finance the CONRAC facility through private placement financing. If the construction phase and budget are approved, Staff will engage the services of a municipal financial advisory to review the various scenarios and provide a recommendation of the most advantageous CONRAC financing scenario for the District.

Staff also recommends utilizing a combination of cash and short-term interim financing to fund the construction costs for the public parking portion of the Parking Garage C Project.

The construction phase for the Surface Parking Program is already underway and is expected to be complete in October 2020. If the third parking garage and CONRAC facility is approved to move forward with construction, precast fabrication would be authorized to commence in early 2020. The parking garage general contractor is expected to be able to begin work in November 2020, and erection of the garage would be expected to start in early 2021. The parking garage and CONRAC facility is expected to be completed in the fall of 2022. The full project schedule would be pending a final construction schedule which would be determined after the general contractor/construction manager is under contract.



Based on current approved capital expenditures, the District can cashflow approximately \$15,000,000-\$17,000,000 each year for the overall parking program. With a combined total of \$45.4 million (\$16.7 surface parking program and garage enabling project work plus \$28.7 public parking portion of Garage C) estimated to be spent over the combined construction timeline between FY20-FY22, Staff estimates the need for approximately \$10,000,000-12,000,000 in interim financing for the project. Based on the current approved capital improvement projects, the District would be able to pay off the interim financing in FY23.

RECOMMENDED ACTION

It is respectfully requested that the Airport Commission resolve to (1) approve the construction phase for the Parking Garage C & Consolidated Rental Car Facility Project; (2) authorize a construction phase budget of \$75,000,000; (3) authorize the financing of the rental car portion of the project; (4) authorize Staff to fund the public parking portion of the project with a combination of cash and interim financing; and (5) authorize the President/CEO to execute all necessary documents.



MEMORANDUM

TO: Members of the Airport Commission

FROM: Scott C. Carr, A.A.E., Vice President – Commercial Business & Communications

DATE: November 25, 2019

ITEM DESCRIPTION – New Business Item B

Approval of Lease Agreement for SB Acquisitions, LLC

BACKGROUND

SB Acquisitions, LLC (SB) is associated with BMW Manufacturing Company, LLC and is seeking a location for vehicle parking and to complete customer requested aftermarket vehicle modifications.

The Airport District has identified a section of Tract A for this development located adjacent to the intersection of SR 101 and Brockman McClimon Road. Please see attached site layout for reference.

ISSUES

The Airport District has negotiated new lease terms with SB Acquisitions, LLC. The following are the terms:

1. **Base Term** – Twenty (20) years beginning January 1, 2021.
2. **Option Terms** – Two five (5) year options. The first option is at SB's discretion and the second is at the District's discretion should SB elect to request it.
3. **Early Termination** – SB may early terminate the lease agreement for convenience after 10 years. In consideration for this option, SB shall pay one year's rent, all improvements immediately vest with the District, and the District shall at its sole discretion determine any required site remediation up to and including returning it to a green field site. This early termination option shall terminate should SB develop the property beyond the initial approved site plan during the term of the lease agreement.



4. **Lease Premises** – ±43.8 acres
5. **Lease Rate** – \$189,216.00 for the lease premises for Year #1. Rents shall be adjusted annually by CPI through the base term and two option terms. In addition, the lease rate shall be adjusted through reappraisal every five years.
6. **Contract Security** – 50% of the annual rental fees
7. **District Improvements** – None
8. **Lessee Improvements** – Vehicle parking and modification facility
9. **Maintenance** – Lessee shall be responsible for all maintenance of the Premises.
10. **Utilities** – Lessee is responsible for the cost of all utilities and usage charges on the Premises.
11. **Insurance** – Lessee will be required to provide hazard insurance, liability insurance, workers' compensation insurance, and employer's liability insurance.
12. **Taxes and Assessments** – Lessee is responsible
13. **Subleasing** – Lessee must obtain written approval of the District to sublet the lease.
14. **Assignment** – Lessee must obtain written approval of the District to assign the lease.

ALTERNATIVES

The Airport District could elect not to lease the property to SB Acquisitions, LLC.

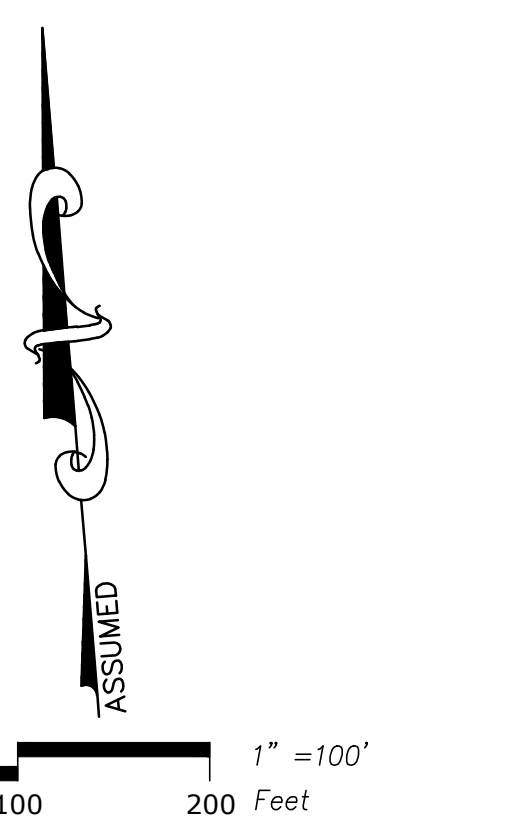
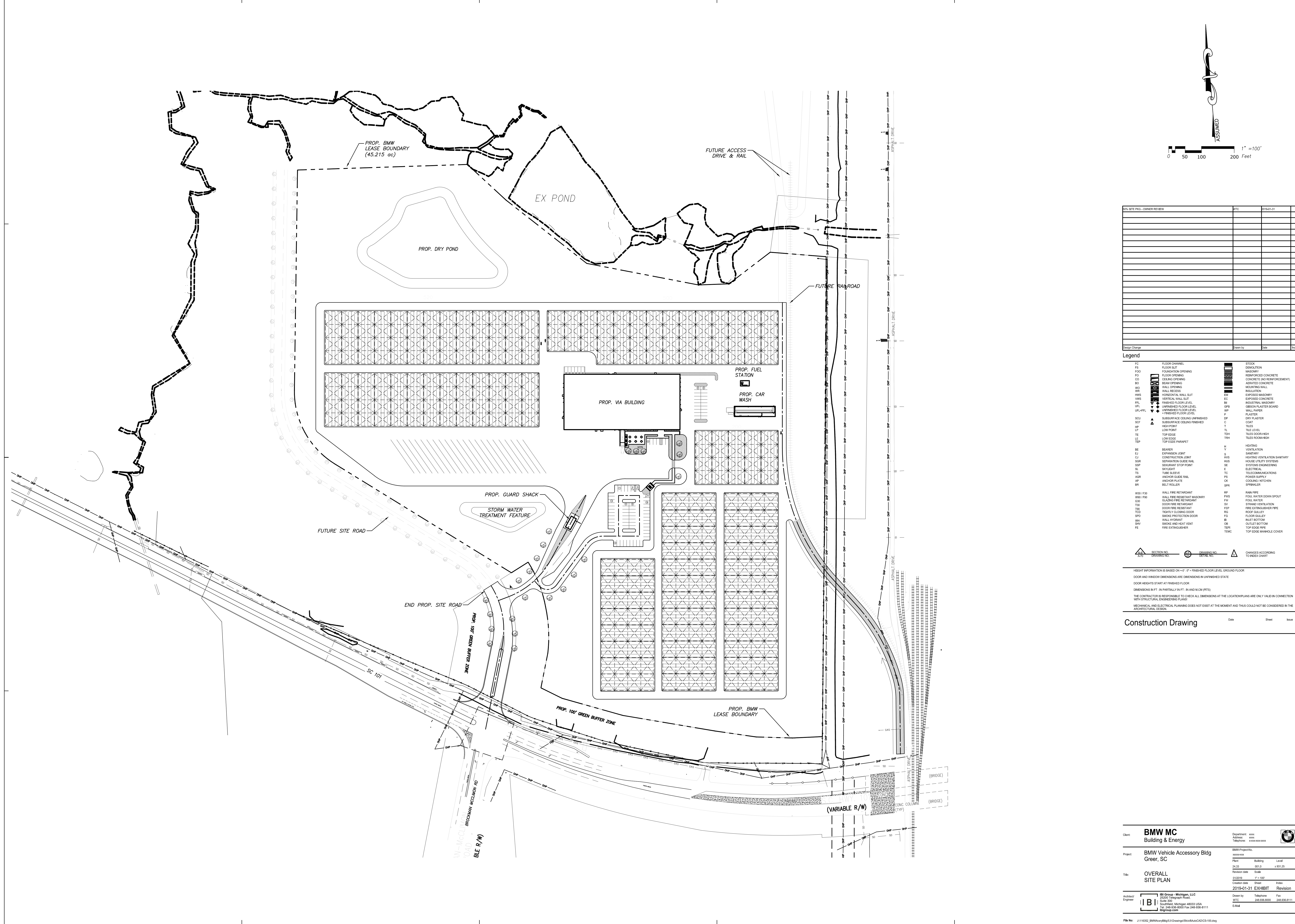
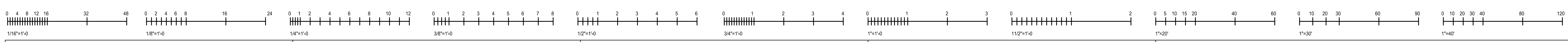
FISCAL IMPACT

The first-year fiscal impact of the lease agreement is \$189,216.00. Rents shall be adjusted annually by CPI through the base term and two option terms. In addition, the lease rate shall be adjusted through reappraisal every five years.

RECOMMENDED ACTION

It is respectfully requested that the Airport Commission (1) approve the lease agreement terms as outlined above and (2) authorize the President/CEO to execute a lease agreement with SB Acquisitions, LLC.

Attachment



Design Change	Drawn by	Date	Rev

- Legend**
- | | | | |
|---------|-------------------------------|------------------------|-----------------------------|
| FC | FLOOR CHANNEL | STOCK | STOCK |
| FD | FLOOR DIRT | MASONRY | EXPOSED CONCRETE |
| FOO | FOAMATION OPENING | REINFORCED CONCRETE | CONCRETE (NO REINFORCEMENT) |
| FD | FLOOR OPENING | ASBESTOS CONCRETE | ASBESTOS CONCRETE |
| CO | CEILING OPENING | CONCRETE REINFORCEMENT | CONCRETE REINFORCEMENT |
| WD | WALL OPENING | ASBESTOS CONCRETE | ASBESTOS CONCRETE |
| WR | WALL RECESS | CONCRETE REINFORCEMENT | CONCRETE REINFORCEMENT |
| HWS | HORIZONTAL WALL SLIT | EXPOSED MASONRY | EXPOSED MASONRY |
| VWS | VERTICAL WALL SLIT | EXPOSED CONCRETE | EXPOSED CONCRETE |
| FRL | FINISHED FLOOR LEVEL | POSTCAST MASONRY | POSTCAST MASONRY |
| UFL | UNFINISHED FLOOR LEVEL | GIBSON PLASTER BOARD | GIBSON PLASTER BOARD |
| UFL-FFL | UNFINISHED FLOOR LEVEL | WALL PAPER | WALL PAPER |
| FFL | FINISHED FLOOR LEVEL | PLASTER | PLASTER |
| SCU | SUBSURFACE CEILING UNFINISHED | DRY PLASTER | DRY PLASTER |
| SCF | SUBSURFACE CEILING FINISHED | COAT | COAT |
| HP | HIGH POINT | TILES | TILES |
| LP | LOW POINT | TILES | TILES |
| TE | TOP EDGE | TILES DOOR-HIGH | TILES DOOR-HIGH |
| LE | LOW EDGE | TILES DOOR-LOW | TILES DOOR-LOW |
| TEP | TOP EDGE PARAPET | H | HEATING |
| BE | BEAMER | V | VENTILATION |
| EJ | EXPANSION JOINT | S | SANITARY |
| CJ | CONSTRUCTION JOINT | HVS | HVLS (VENTILATION SANITARY) |
| SGR | SEPARATION GUIDE RAIL | HUS | HOUSE UTILITY SYSTEMS |
| SSP | SKYLIGHT STOP POINT | SE | SYSTEMS ENGINEERING |
| SL | SKYLIGHT | E | ELECTRICAL |
| TS | TUBE SLIBES | TE | TELECOMMUNICATIONS |
| AGR | ANCHOR GUIDE RAIL | PS | POWER SUPPLY |
| AP | ANCHOR PLATE | CK | COOLING INTAKE |
| BP | BELL PULLER | SPR | SPRINKLER |
| W/FD | WALL FIRE RETARDANT | RP | RAIN PIPE |
| W/FX | WALL FIRE RESISTANT MASONRY | FWS | FOLI WATER DOWN SPOUT |
| C/D | GLASS FIRE RETARDANT | FVW | FOLI WATER VALVE |
| T/D | DOOR FIRE RETARDANT | SV | STRAND VENTILATION |
| TSD | TIGHTLY CLOSING DOOR | FRE | FIRE EXTINGUISHER PIPE |
| SPD | SWING PROTECTION DOOR | RG | ROOF GULLY |
| WH | WALL HYDRANT | FGS | FLOOR GULLY |
| BWV | SWING AND HEAT VENT | B | PALET BOTTOM |
| FE | FIRE EXTINGUISHER | CS | COULET SECTION |
| | | TEPI | TOP EDGE PIPE |
| | | TENC | TOP EDGE HANDLE COVER |

SECTION NO. DRAWING NO. CHANGES ACCORDING TO INDEX CHART

HEIGHT INFORMATION IS BASED ON ± 0' - FINISHED FLOOR LEVEL, GROUND FLOOR.
 DOOR AND WINDOW DIMENSIONS ARE DIMENSIONS BY UNFINISHED STATE
 DOOR HEIGHTS START AT FINISHED FLOOR
 DIMENSIONS IN FT. IN PARTIALLY IN FT. AND IN CM (METS)
 THE CONTRACTOR IS RESPONSIBLE TO CHECK ALL DIMENSIONS AT THE LOCATION/PLANS ARE ONLY VALID IN CONNECTION WITH STRUCTURAL ENGINEERS PLANS
 MECHANICAL AND ELECTRICAL PLANNING DOES NOT EXIST AT THE MOMENT AND THIS COULD NOT BE CONSIDERED IN THE ARCHITECTURAL DESIGN.

Construction Drawing	Date	Sheet	Issue

Client BMW MC Building & Energy	Department: xxx	
	Address: xxx	
Project BMW Vehicle Accessory Bldg Greer, SC	BMW-Project-No.: xxx	
	Plant: Building Level	
Title OVERALL SITE PLAN	Created date: 2019-01-31	Sheet: 1 of 15
	Check date: 2019-01-31	Revision: EXHBIT
Architect/Engineer BGM Group - Michigan, LLC 3000 Woodcroft Road Suite 300 Farmington Hills, MI 48334 USA Tel: 248.938.8000 Fax: 248.938.8111 BGM.com	Drawn by: WTC	Telephone: 248.938.8000
	Checked by: EAH	Fax: 248.938.8111

File No: 2119332_BMW_Veh_Acc_Bldg_01_Drawing_Overall_Site_Plan



MEMORANDUM

TO: Members of the Airport Commission

FROM: David Edwards, President/CEO

DATE: November 25, 2019

ITEM DESCRIPTION – Information Section Item A

September 2019 - Traffic Report

SUMMARY

For September 2019, passenger traffic was strong with a **14.4%** increase over the same month in 2018. Cargo numbers for September 2019 were down **31.4%** for the same period. A key contributing factor in the cargo numbers being down was the one time horse movements that occurred for the International Equestrian Games last September. Passenger load factors were down at an average of **79.6%**.

A comparison of the North America National Passenger Traffic Growth Averages for 2019 to GSP’s Passenger Traffic Growth is depicted below:

Month	2019		
	GSP	National Average	Difference
Jan	16.80%	4.20%	12.60%
Feb	15.80%	2.40%	13.40%
Mar	15.50%	4.60%	10.90%
April	13.40%	2.90%	10.50%
May	16.70%	4.40%	12.30%
June	14.90%	2.90%	12.00%
July	16.80%	2.10%	14.70%
August	10.00%	2.50%	7.50%
September	14.40%	(Data Not Available to Date)	
October			
November			
December			
Average	14.92%	3.25%	11.67%



Attached are copies of the detailed traffic report for September 2019.

Providing a look forward into the service levels for **December 2019** is a schedule comparison for the month vs the same month last year, including flights and seats by airline and non-stop markets served. GSP flights are up at 10.2%, and seats are up at 8.5%.

Schedule Weekly Summary Report for nonstop Passenger (Air - All) flights from GSP to for travel December 2019 vs. December 2018											
<i>All flights, seats, and ASMs given are per week.</i>											
Travel Period				Dec 2019		Dec 2018		Diff		Percent Diff	
Mkt AI	Orig	Dest	Miles	Ops/Week	Seats	Ops/Week	Seats	Ops/Week	Seats	Ops/Week	Seats
AA	GSP	CLT	76	59	4,275	57	4,002	2	273	3.5%	6.8%
AA	GSP	DCA	396	19	1,040	19	1,040	0	0	0.0%	0.0%
AA	GSP	DFW	862	16	2,308	14	2,240	2	68	14.3%	3.0%
AA	GSP	MIA	638	14	700	0	0	14	700		
AA	GSP	ORD	577	11	550	12	600	(1)	(50)	(8.3%)	(8.3%)
AA	GSP	PHL	514	20	1,195	20	1,300	0	(105)	0.0%	(8.1%)
DL	GSP	ATL	153	52	7,939	52	7,865	0	74	0.0%	0.9%
DL	GSP	DTW	508	20	1,716	20	1,680	0	36	0.0%	2.1%
DL	GSP	LGA	610	18	1,368	16	1,180	2	188	12.5%	15.9%
F9	GSP	DEN	1,278	2	366	2	360	0	6	0.0%	1.7%
F9	GSP	LAS	1,851	0	0	2	360	(2)	(360)	(100.0%)	(100.0%)
F9	GSP	MCO	449	3	558	2	360	1	198	50.0%	55.0%
F9	GSP	TPA	478	0	0	2	360	(2)	(360)	(100.0%)	(100.0%)
G4	GSP	FLL	620	2	354	2	354	0	0	0.0%	0.0%
G4	GSP	PIE	482	2	354	2	354	0	0	0.0%	0.0%
G4	GSP	SFB	426	2	354	2	354	0	0	0.0%	0.0%
UA	GSP	DEN	1,278	7	490	0	0	7	490		
UA	GSP	EWR	594	26	1,300	19	1,090	7	210	36.8%	19.3%
UA	GSP	IAD	383	21	1,250	20	1,150	1	100	5.0%	8.7%
UA	GSP	IAH	838	13	928	13	952	0	(24)	0.0%	(2.5%)
UA	GSP	ORD	577	21	1,300	27	1,350	(6)	(50)	(22.2%)	(3.7%)
WN	GSP	ATL	153	20	2,892	19	2,749	1	143	5.3%	5.2%
WN	GSP	BWI	425	7	1,001	0	0	7	1,001		
			TOTAL	355	32,238	322	29,700	33	2,538	10.2%	8.5%

Attachment

Monthly Traffic Report

Greenville-Spartanburg International Airport

September 2019



Category	Sep 2019	Sep 2018	Percentage Change	*CYTD-2019	*CYTD-2018	Percentage Change	*MOV12-2019	*MOV12-2018	Percentage Change
Passenger Traffic									
Enplaned	111,547	98,107	13.7%	963,807	840,098	14.7%	1,290,165	1,137,425	13.4%
Deplaned	<u>110,689</u>	<u>96,191</u>	15.1%	<u>954,818</u>	<u>830,837</u>	14.9%	<u>1,275,509</u>	<u>1,121,518</u>	13.7%
Total	222,236	194,298	14.4%	1,918,625	1,670,935	14.8%	2,565,674	2,258,943	13.6%
Cargo Traffic (Pounds)									
Express and Mail									
Enplaned	789,785	890,467	-11.3%	8,827,999	8,436,621	4.6%	11,619,900	11,647,793	-0.2%
Deplaned	<u>997,737</u>	<u>940,887</u>	6.0%	<u>8,692,391</u>	<u>8,693,103</u>	0.0%	<u>11,536,239</u>	<u>12,256,999</u>	-5.9%
Subtotal	1,787,522	1,831,354	-2.4%	17,520,390	17,129,724	2.3%	23,156,139	23,904,792	-3.1%
Freight									
Enplaned	2,044,109	3,022,863	-32.4%	24,948,605	27,316,178	-8.7%	35,082,370	36,292,322	-3.3%
Deplaned	<u>3,008,511</u>	<u>5,121,674</u>	-41.3%	<u>42,377,821</u>	<u>43,652,228</u>	-2.9%	<u>57,486,775</u>	<u>57,044,254</u>	0.8%
Subtotal	5,052,620	8,144,537	-38.0%	67,326,426	70,968,406	-5.1%	92,569,145	93,336,576	-0.8%
Total	6,840,142	9,975,891	-31.4%	84,846,816	88,098,130	-3.7%	115,725,284	117,241,368	-1.3%

*CYTD = Calendar Year to Date and *Mov12 = Moving Twelve Months.

Monthly Traffic Report

Greenville-Spartanburg International Airport

September 2019



Category	Sep 2019	Sep 2018	Percentage Change	*CYTD-2019	*CYTD-2018	Percentage Change	*MOV12-2019	*MOV12-2018	Percentage Change
Aircraft Operations									
Airlines	2,501	2,323	7.7%	21,061	17,150	22.8%	28,060	22,978	22.1%
Commuter /Air Taxi	<u>990</u>	<u>1,120</u>	-11.6%	9,385	10,154	-7.6%	12,307	13,757	-10.5%
Subtotal	<u>3,491</u>	<u>3,443</u>	1.4%	<u>30,446</u>	<u>27,304</u>	11.5%	<u>40,367</u>	<u>36,735</u>	9.9%
General Aviation	904	907	-0.3%	7,769	7,811	-0.5%	10,235	9,824	4.2%
Military	<u>185</u>	<u>225</u>	-17.8%	<u>1,993</u>	<u>1,911</u>	4.3%	<u>2,646</u>	<u>2,470</u>	7.1%
Subtotal	<u>1,089</u>	<u>1,132</u>	-3.8%	<u>9,762</u>	<u>9,722</u>	0.4%	<u>12,881</u>	<u>12,294</u>	4.8%
Total	4,580	4,575	0.1%	40,208	37,026	8.6%	53,248	49,029	8.6%
Fuel Gallons									
100LL	2,212	2,388	-7.4%	21,352	28,965	-26.3%	27,770	39,721	-30.1%
Jet A (GA)	120,998	193,895	-37.6%	1,036,769	1,120,785	-7.5%	1,352,552	1,397,389	-3.2%
Subtotal	<u>123,210</u>	<u>196,283</u>	-37.2%	<u>1,058,121</u>	<u>1,149,750</u>	-8.0%	<u>1,380,322</u>	<u>1,437,110</u>	-4.0%
Jet A (A/L)	<u>1,451,730</u>	<u>1,726,445</u>	-15.9%	<u>13,639,821</u>	<u>12,699,369</u>	7.4%	<u>18,545,457</u>	<u>16,490,136</u>	12.5%
Total	1,574,940	1,922,728	-18.1%	14,697,942	13,849,119	6.1%	19,925,779	17,927,246	11.1%

*CYTD = Calendar Year to Date and *Mov12 = Moving Twelve Months.

Scheduled Airline Enplanements, Seats, and Load Factors

Greenville-Spartanburg International Airport



September 2019

	Sep 2019	Sep 2018	Percentage Change	*CYTD-2019	*CYTD-2018	Percentage Change
Allegiant Air						
Enplanements	3,405	3,490	-2.4%	38,386	41,561	-7.6%
Seats	4,476	4,567	-2.0%	50,157	51,220	-2.1%
Load Factor	76.1%	76.4%	-0.5%	76.5%	81.1%	-5.7%
American Airlines						
Enplanements	37,536	29,391	27.7%	322,404	274,909	17.3%
Seats	48,549	42,120	15.3%	422,533	346,746	21.9%
Load Factor	77.3%	69.8%	10.8%	76.3%	79.3%	-3.8%
Delta Air Lines						
Enplanements	39,122	36,076	8.4%	337,868	305,802	10.5%
Seats	46,685	45,367	2.9%	406,006	352,560	15.2%
Load Factor	83.8%	79.5%	5.4%	83.2%	86.7%	-4.1%
Frontier Airlines						
Enplanements	3,915	2,618	49.5%	34,160	2,618	1204.8%
Seats	5,070	3,780	34.1%	43,386	3,780	1047.8%
Load Factor	77.2%	69.3%	11.5%	78.7%	69.3%	13.7%

Friday, November 1, 2019

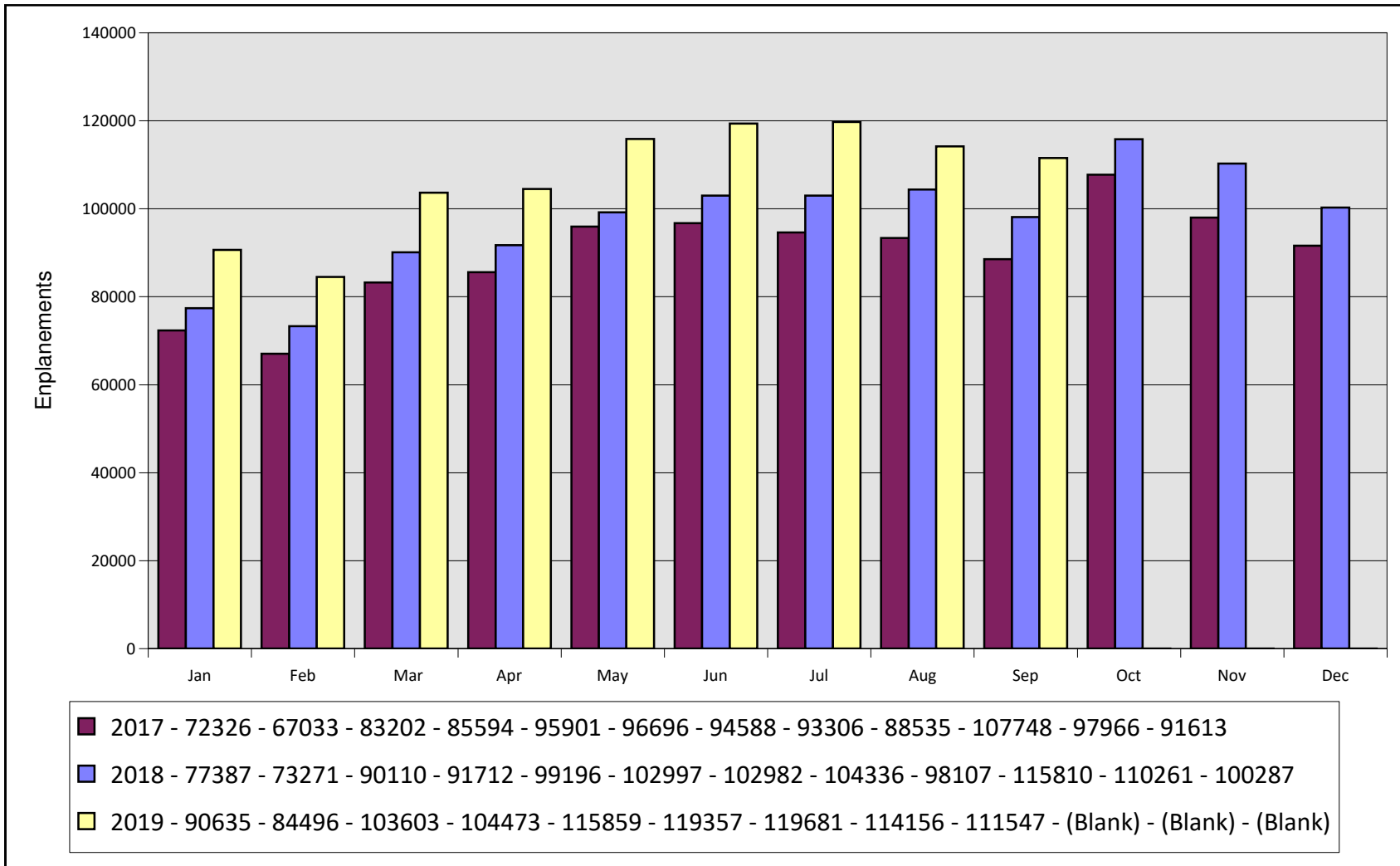
*CTYD = Calendar Year to Date and *Mov12 = Moving Twelve Months.

	Sep 2019	Sep 2018	Percentage Change	*CYTD-2019	*CYTD-2018	Percentage Change
Southwest Airlines						
Enplanements	8,855	8,969	-1.3%	78,656	83,862	-6.2%
Seats	12,473	13,085	-4.7%	112,419	112,201	0.2%
Load Factor	71.0%	68.5%	3.6%	70.0%	74.7%	-6.4%
United Airlines						
Enplanements	17,409	17,451	-0.2%	146,890	128,563	14.3%
Seats	21,198	23,250	-8.8%	177,502	153,452	15.7%
Load Factor	82.1%	75.1%	9.4%	82.8%	83.8%	-1.2%
Totals						
Enplanements	110,242	97,995	12.5%	958,364	837,315	14.5%
Seats	138,451	132,169	4.8%	1,212,003	1,019,959	18.8%
Load Factor	79.6%	74.1%	7.4%	79.1%	82.1%	-3.7%

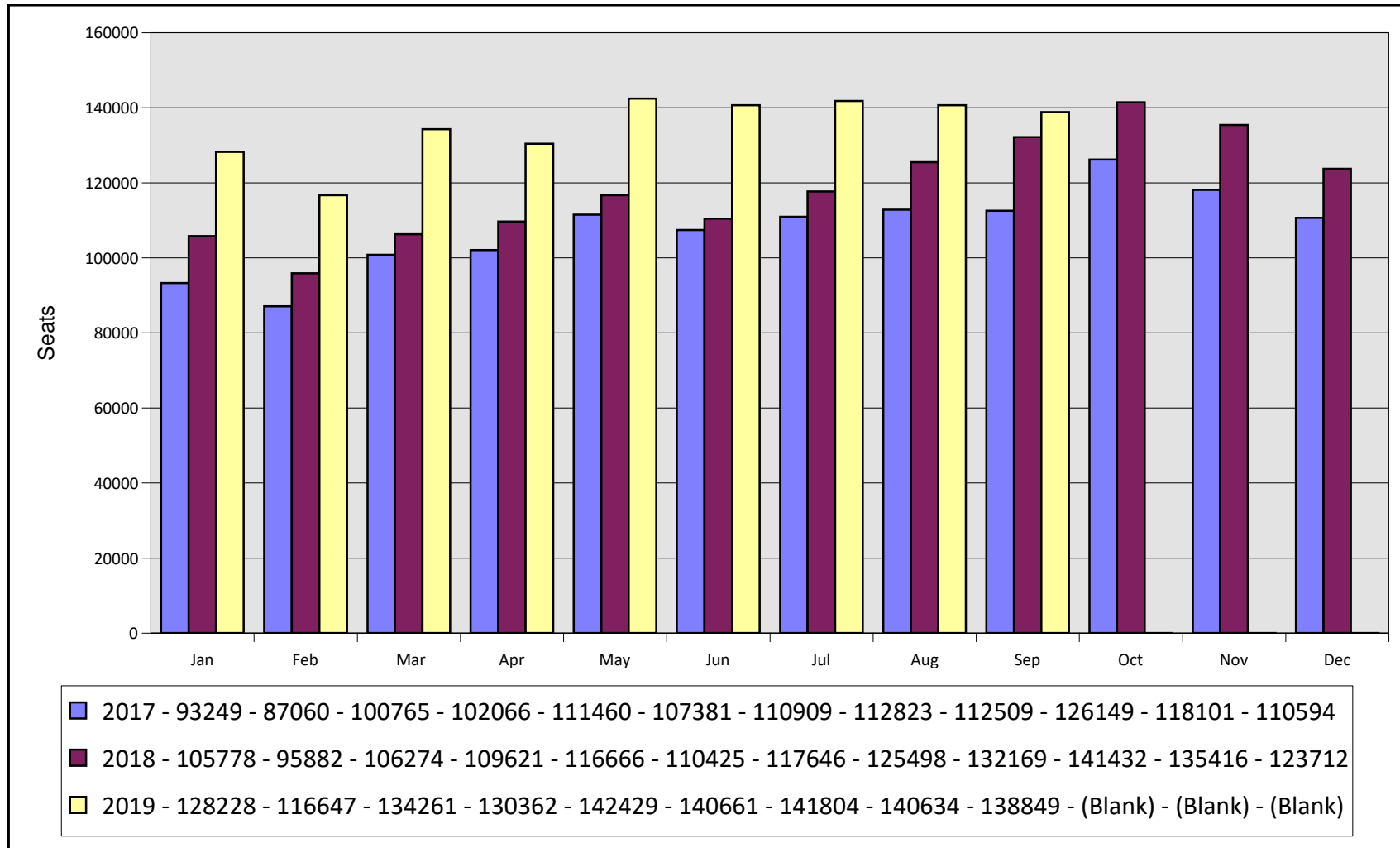
Friday, November 1, 2019

*CTYD = Calendar Year to Date and *Mov12 = Moving Twelve Months.

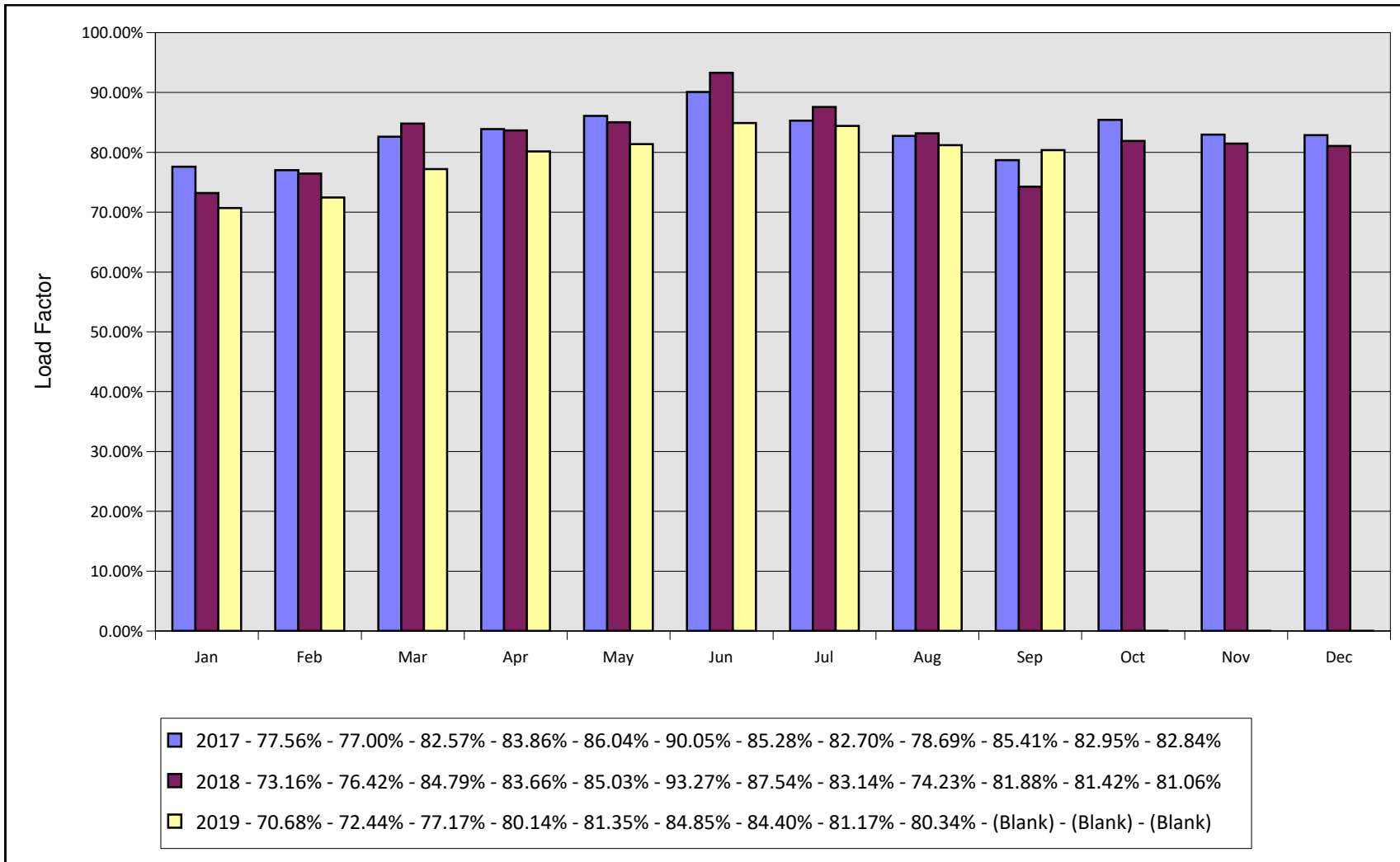
Monthly Enplanements By Year Greenville-Spartanburg International Airport



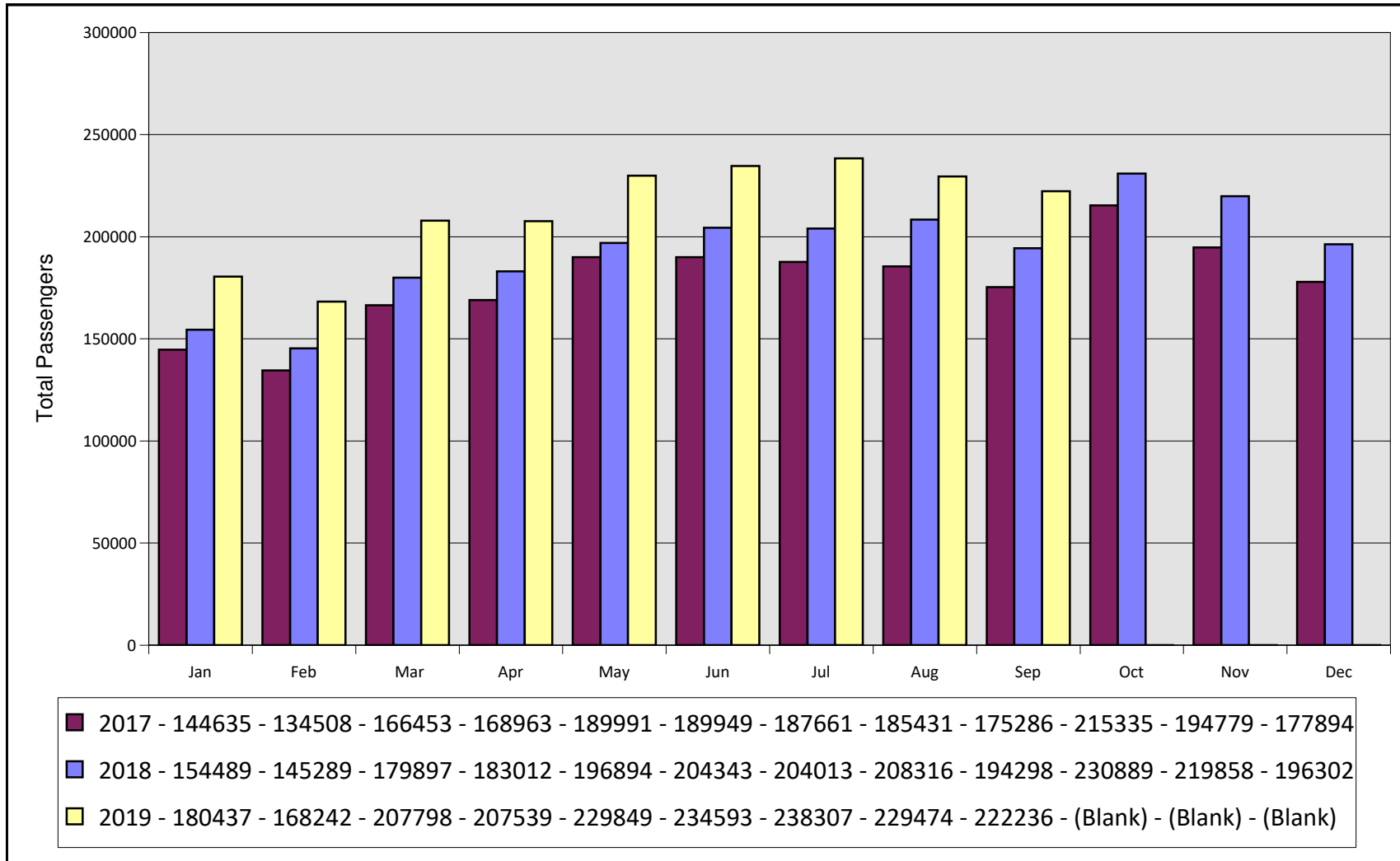
Monthly Seats By Year Greenville-Spartanburg International Airport



Monthly Load Factors By Year Greenville-Spartanburg International Airport



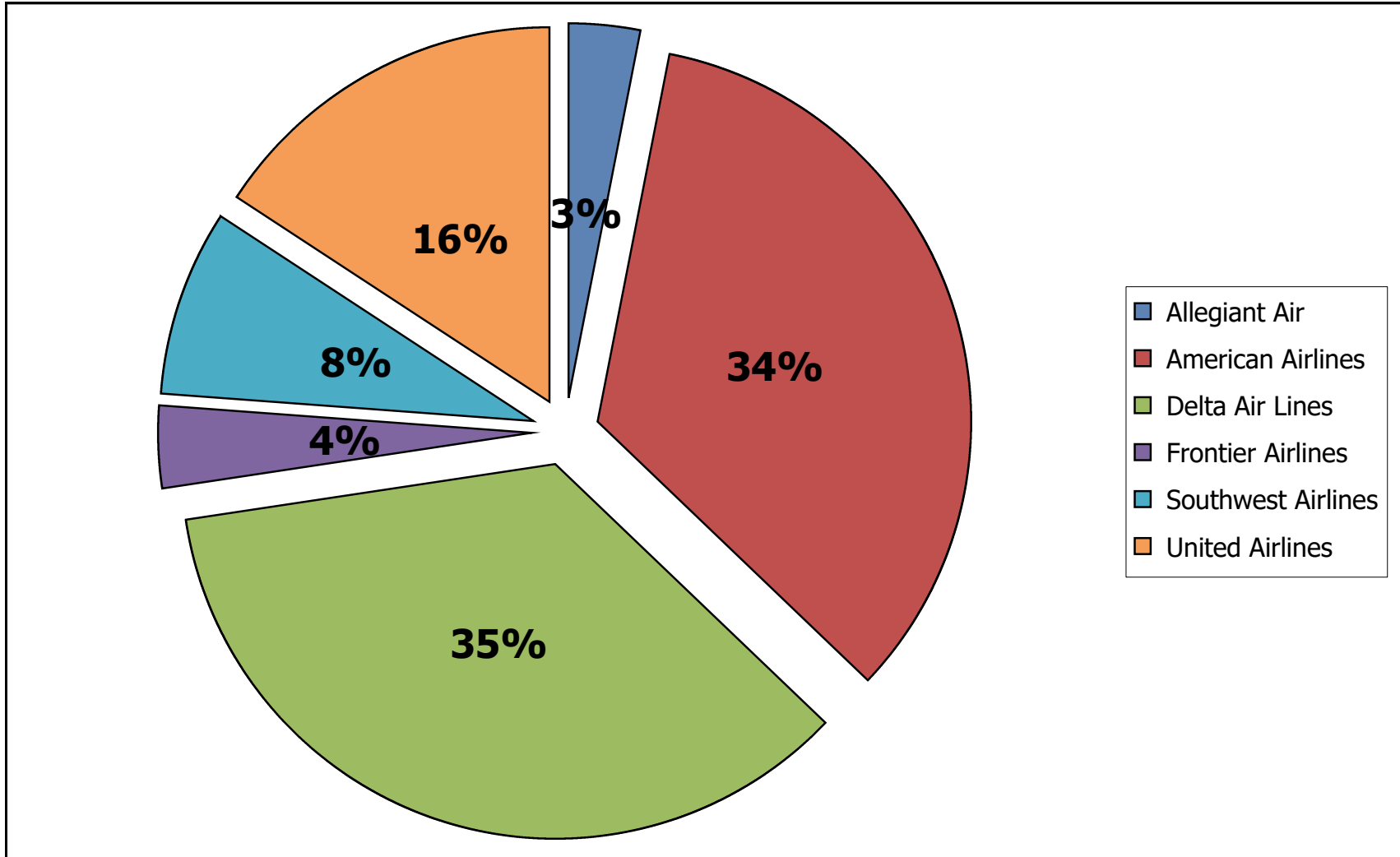
Total Monthly Passengers By Year Greenville-Spartanburg International Airport



Scheduled Airline Market Shares (Enplanements) Greenville-Spartanburg International Airport



Report Period From September 2019 Through September 2019



Airline Flight Completions Greenville-Spartanburg International Airport September 2019



Airline	Scheduled Flights	Field	Cancellations Due To			Total Cancellations	Percentage of Completed Flights
			Mechanical	Weather	Other		
Aeronaves TSM	1	0	0	0	0	0	100.0%
Air Atlanta Icelandic	17	0	0	0	0	0	100.0%
Allegiant Air	26	0	0	0	0	0	100.0%
American Airlines	651	0	2	3	0	5	99.2%
Delta Air Lines	383	0	0	0	0	0	101.6%
Delta Air Lines Charter	2	0	0	0	0	0	100.0%
Federal Express	34	0	0	0	0	0	100.0%

Thursday, October 31, 2019

Airline	Scheduled Flights	Field	Cancellations Due To			Total Cancellations	Percentage of Completed Flights
			Mechanical	Weather	Other		
Fenix Aviation	1	0	0	0	0	0	100.0%
Frontier Airlines	31	0	0	1	0	1	96.8%
GTA Air	1	0	0	0	0	0	100.0%
IFL Group	2	0	0	0	0	0	100.0%
Interjet	1	0	0	0	0	0	100.0%
McNeely Charter Service	3	0	0	0	0	0	100.0%
Miami Air	4	0	0	0	0	0	100.0%
Mountain Air Car	15	0	0	0	0	0	100.0%
Priority Air Cargo	1	0	0	0	0	0	100.0%

Thursday, October 31, 2019

Airline	Scheduled Flights	Field	Cancellations Due To			Total Cancellations	Percentage of Completed Flights
			Mechanical	Weather	Other		
Southwest Airlines	87	0	0	0	0	0	100.0%
Sun Country Airlines	3	0	0	0	0	0	100.0%
Swift Air, LLC	4	0	0	0	0	0	100.0%
United Airlines	352	0	0	0	0	0	100.0%
United Airlines Charter	2	0	0	0	0	0	100.0%
UPS	31	0	0	0	0	0	100.0%
USA Jet	2	0	0	0	0	0	100.0%
Total	1,654	0	2	4	0	6	99.6%

Thursday, October 31, 2019



MEMORANDUM

TO: Members of the Airport Commission

FROM: Basil O. Dosunmu, Senior VP of Administration & Finance/CFO

DATE: November 25, 2019

ITEM DESCRIPTION – Information Section Item B

September 2019 – Financial Report

SUMMARY

Attached is a copy of the detailed financial report for September 2019.

Operating Income was down by **1.09%** when compared to the budget for Year-to-Date September 2019. Operating Expenses were down by **11.10%** when compared to the budgeted amount for the period. Net operating income was up by **16.34%** when compared to the budget through September 2019. For the period ending September 2019, which represents three (3) month of the fiscal year, a total of about **\$5.19 million** has been returned to the bottom line in operating income.

Please recognize that this is a preliminary report, unaudited, and only represents *three months* of activity resulting in variances from budget which can be quite volatile.

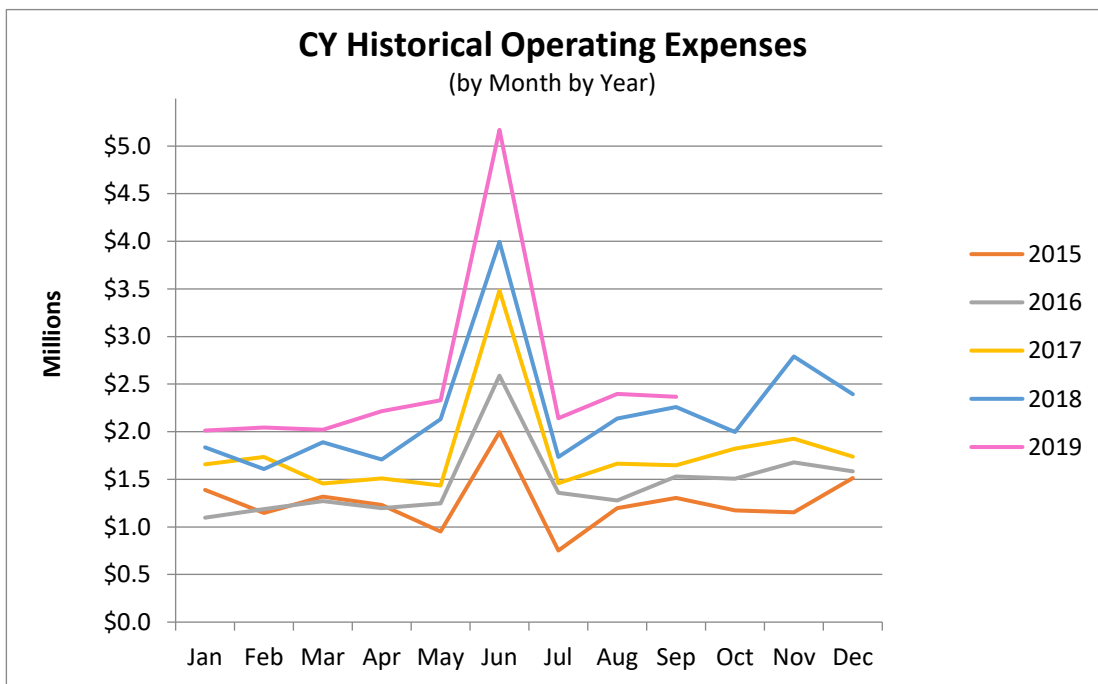
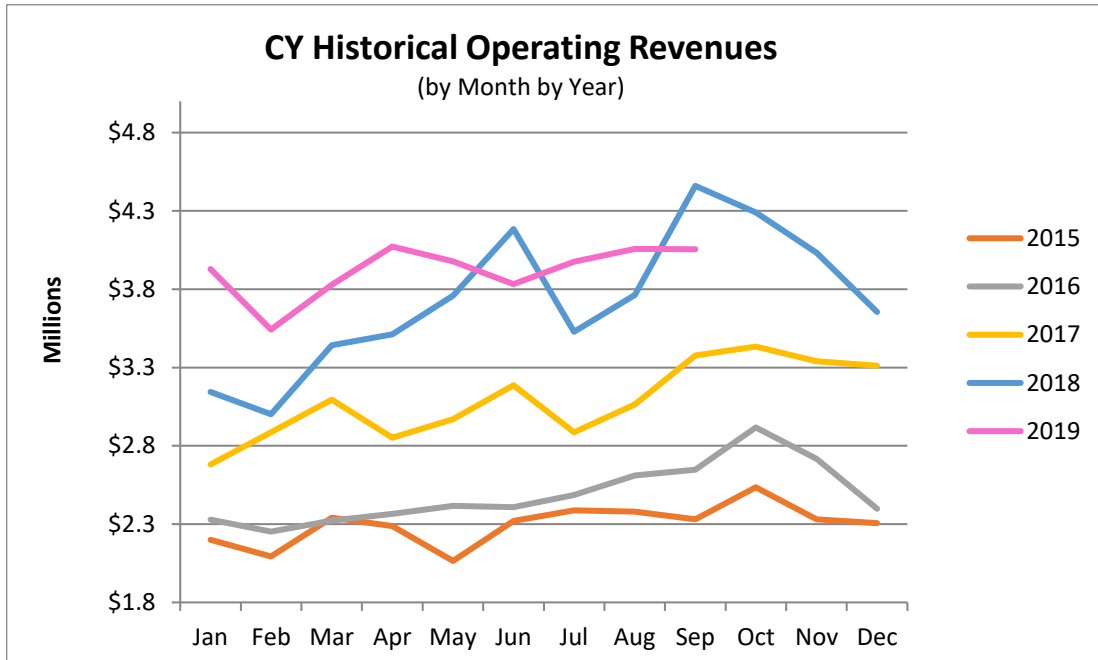
Attachment

September 30, 2019 FINANCIAL STATEMENT PACKAGE

GREENVILLE SPARTANBURG AIRPORT DISTRICT
STATEMENT OF NET POSITION

	Current Month Current FY <u>9/30/2019</u>	Current Month Prior FY <u>9/30/2018</u>
Assets		
Cash Accounts	10,399,112.51	15,180,991.47
Investments-Airport	20,379,624.42	9,933,010.48
Bond Trustee Assets	116,215.40	539,175.98
Accounts Receivable	5,442,886.45	2,784,954.46
Less: Reserve for Doubtful Accts	(149,500.00)	
Net Accounts Receivable	5,293,386.45	2,784,954.46
Inventory	549,514.45	498,276.20
Prepaid Insurance	524,405.47	466,785.55
Notes Receivable-RAC District Funds	1,022,264.93	1,281,256.49
Property, Plant & Equipment (PP&E)	438,121,798.57	402,561,555.56
Less: Accumulated Depreciation	(162,515,136.42)	(150,818,541.31)
Net PP&E	275,606,662.15	251,743,014.25
TOTAL ASSETS	313,891,185.78	282,427,464.88
PLUS: Deferred Outflows of Resources		
Deferred Pension	5,883,488.04	4,534,914.39
TOTAL DEFERRED OUTFLOWS OF RESOURCES	5,883,488.04	4,534,914.39
LESS: Liabilities		
Accounts Payable	5,587,797.37	3,644,410.29
TD Bank LOC	-	7,194,369.00
Revenue Bonds Payable	879,742.36	1,675,236.16
TD Bank LT Debt	15,034,180.00	-
SCRS Pension Liability	18,339,814.00	15,243,794.00
Benefit Liability	1,532,539.05	1,334,855.35
TOTAL LIABILITIES	41,374,072.78	29,092,664.80
LESS: Deferred Inflows of Resources		
Deferred Revenues	1,152,724.93	1,296,432.49
TOTAL DEFERRED INFLOWS OF RESOURCES	1,152,724.93	1,296,432.49
NET POSITION		
Invested in Capital Assets, net of Related Debt	258,685,217.22	241,647,388.76
Restricted:		
A/P - Capital Projects - Restricted	101,473.04	483,939.82
Contract Facility Charge	2,261,214.96	2,123,164.96
Total Restricted:	2,362,688.00	2,607,104.78
Unrestricted	16,199,970.89	12,318,788.44
TOTAL NET POSITION	277,247,876.11	256,573,281.98

GREENVILLE SPARTANBURG AIRPORT DISTRICT
REVENUES AND EXPENSES TREND GRAPHS



GREENVILLE SPARTANBURG AIRPORT DISTRICT
PROFIT and LOSS STATEMENT

	<----- FISCAL YEAR TO DATE ----->			
	September 30, 2019	September 30, 2019		
	Actual	Budget	Actual - Budget	% Change
INCOME				
Landing Area:				
Landing Fees	718,300.23	765,499.98	(47,199.75)	-6.17%
Aircraft Parking Fees	89,332.93	86,475.00	2,857.93	3.30%
Subtotal Landing Area	<u>807,633.16</u>	<u>851,974.98</u>	<u>(44,341.82)</u>	<u>-5.20%</u>
Space & Ground Rentals	3,149,039.10	3,359,201.16	(210,162.06)	-6.26%
Auto Parking	4,135,011.23	3,866,250.00	268,761.23	6.95%
Commercial Ground Transportation	112,549.59	90,500.01	22,049.58	24.36%
Concessions:				
Advertising	84,675.00	87,500.01	(2,825.01)	-3.23%
Food & Beverage	178,585.41	205,925.01	(27,339.60)	-13.28%
Rental Car	1,013,272.05	965,000.01	48,272.04	5.00%
Retail	204,104.74	168,500.01	35,604.73	21.13%
Subtotal Concessions	<u>1,494,666.39</u>	<u>1,439,175.03</u>	<u>55,491.36</u>	<u>3.86%</u>
Expense Reimbursements	474,984.11	474,999.99	(15.88)	0.00%
Other Income	704,486.52	796,748.79	(92,262.27)	-11.58%
Gross Profit on Fuel Sales	1,211,046.69	1,344,274.98	(133,228.29)	-9.91%
Total Operating Income	<u>12,089,416.79</u>	<u>12,223,124.94</u>	<u>(133,708.15)</u>	<u>-1.09%</u>
EXPENSES				
Salary & Benefits	3,834,754.07	3,941,084.49	(106,330.42)	-2.70%
Professional Services	94,095.58	253,643.73	(159,548.15)	-62.90%
Promotional Activities	127,693.75	336,662.55	(208,968.80)	-62.07%
Administrative	362,287.12	457,146.45	(94,859.33)	-20.75%
Insurance	171,921.27	171,921.27	-	0.00%
Contractual Services	1,193,032.69	1,350,362.93	(157,330.24)	-11.65%
Rentals & Leases	73,624.29	86,073.51	(12,449.22)	-14.46%
Repairs & Maintenance	203,401.74	215,169.45	(11,767.71)	-5.47%
Supplies & Equipment	328,187.25	419,763.09	(91,575.84)	-21.82%
Utilities	514,595.21	533,763.23	(19,168.02)	-3.59%
Total Operating Expenses	<u>6,903,592.97</u>	<u>7,765,590.70</u>	<u>(861,997.73)</u>	<u>-11.10%</u>
NET OPERATING INCOME	<u>5,185,823.82</u>	<u>4,457,534.24</u>	<u>728,289.58</u>	<u>16.34%</u>

September 30, 2019

YTD ACTUAL VS YTD BUDGET FOOTNOTES - SUMMARY

(a)	Landing Fees	UNDER BUDGET	\$47,199.75	<ul style="list-style-type: none"> - Magma Aviation under budget 29K due to downturn in airfreight market, budgeted 6 operations per week currently serving 4 per week. - Charter Cargo under budget 18K due to slowed manufacturing which has slowed demand for emergency charters.
(b)	Space & Ground Rentals	UNDER BUDGET	\$210,162.06	<ul style="list-style-type: none"> Blended effects of the following: <ul style="list-style-type: none"> - TSA construction completion target is November 15th, 49K under budget - Senator did not move into the New cargo building (with more space) until September (57K) - American South Cargo 23K under budget - FBO new tenants 27K under budget - Centralized Distribution 30K under budget
(c)	Auto Parking	OVER BUDGET	\$268,761.23	<ul style="list-style-type: none"> - Traffic is trending higher than budget
(d)	Rental Car	OVER BUDGET	\$48,272.04	<ul style="list-style-type: none"> - Concessions for National, Hertz and Budget are over budget by 26% while Avis & Enterprise are under budget by 4%
(e)	Retail	OVER BUDGET	\$35,604.73	<ul style="list-style-type: none"> - Traffic trending higher than anticipated
(f)	Other Income	UNDER BUDGET	\$92,262.27	<ul style="list-style-type: none"> - Ground handling & Warehouse fees under budget 88K & 47K due to downturn in airfreight market, budgeted 6 operations per week currently serving 4 per week - Airline CUSS Ticketing Stock not budgeted 20K - Timber cutting income not budgeted 11K
(g)	Gross Profit on Fuel Sales	UNDER BUDGET	\$133,228.29	<ul style="list-style-type: none"> - Fewer widebody and Hot Shot cargo operations have negatively impacted the amount of fuel uplifted relative to budget 135K
(h)	Salary & Benefits	UNDER BUDGET	\$106,330.42	<ul style="list-style-type: none"> - 230 employees are budgeted vs 208 employed as of September 30th - Partially offset by an increase in Retirement due to our monthly accrual to account for the year end PEBA adjustment anticipated
(i)	Professional Services	UNDER BUDGET	\$159,548.15	<ul style="list-style-type: none"> - Consulting 94K under budget - Legal 19K under budget - Engineering/Design 41K under budget
(j)	Promotional Activities	UNDER BUDGET	\$208,968.80	<ul style="list-style-type: none"> - Advertising expense 165K under budget - General marketing expenses 30K under budget
(k)	Administrative	UNDER BUDGET	\$94,859.33	<ul style="list-style-type: none"> - Travel/Tuition 50K under budget - Dues & Subscriptions 22K under budget

September 30, 2019

YTD ACTUAL VS YTD BUDGET FOOTNOTES - SUMMARY

(l)	Contractual Services	UNDER BUDGET	\$157,330.24	- Parking Management agreement expenses 80K under budget - Janitorial Services 15K under budget - Nursery & Landscaping 11K under budget - Telephone Equip 11K under budget - As of August 1st, all Magma catering is paid directly by Magma 40K
(m)	Supplies & Equipment	UNDER BUDGET	\$91,575.84	- Computer-Equip/Supplies 13K under budget - Lamps 12K under budget - Snow Removal 29K under budget - Tires 20K under budget

Note: Please recognize that this is a preliminary report, unaudited, and only represents three month of activity, resulting in variances which can be quite volatile.

GREENVILLE SPARTANBURG AIRPORT DISTRICT
Other Operating and Maintenance Reserve Funds

	FY \$ Amount Authorized	Estimated Cost	Date	\$ Amount Used YTD
Emergency Repair/Replacement/Operations Fund	\$ 750,000			
Glass near DC3		\$ 10,000		
Tranch Drain Slab Repair		\$ 15,000		
Concrete Slab Repaiss (A8 & A9)		\$ 15,000		
		\$ 40,000		\$ -
Uncommitted Balance	\$ 710,000			
 Business Development Obligations/Incentives	 \$ 1,000,000			
		\$ -		\$ -
Uncommitted Balance	\$ 1,000,000			

Greenville-Spartanburg Airport District
September 30, 2019

	Initial Purchase	Maturity Date	Interest Rate	Cost Basis or BOY FMV	Par	EOM FMV
US Treasury						
Bill	7/3/2019	10/3/2019	0.000%	1,790,586.00	1,800,000.00	1,799,838.00
Note	9/10/2018*	10/31/2019	1.250%	1,332,625.50	1,350,000.00	1,349,068.50
Note	5/3/2019	11/30/2019	1.750%	1,494,912.18	1,500,000.00	1,499,235.00
Note	9/10/2018*	12/31/2019	1.625%	1,335,894.72	1,350,000.00	1,348,839.00
Note	5/3/2019	1/31/2020	1.250%	1,488,118.13	1,500,000.00	1,496,655.00
Note	9/24/2018*	2/15/2020	3.625%	1,367,278.56	1,350,000.00	1,358,329.50
Note	9/24/2018*	3/31/2020	2.250%	1,344,178.16	1,350,000.00	1,352,376.00
Note	5/3/2019	4/30/2020	1.375%	1,486,012.96	1,500,000.00	1,495,605.00
Note	7/3/2019	5/31/2020	1.375%	1,791,378.00	1,800,000.00	1,793,880.00
Note	9/24/2018*	6/30/2020	2.500%	1,346,072.21	1,350,000.00	1,356,277.50
Note	9/24/2018*	8/31/2020	1.375%	1,318,195.00	1,350,000.00	1,344,195.00
Note	9/24/2018*	9/30/2020	1.375%	1,318,658.56	1,350,000.00	1,344,100.50
Note	1/28/2019	12/31/2020	2.375%	1,346,287.50	1,350,000.00	1,359,544.50

Subtotal-UST

18,760,197.48 18,900,000.00 \$ 18,897,943.50

Money Market Fund Balance (matured UST)

\$ 1,481,680.92

Total Investment Balance

\$ 20,379,624.42

* These notes were initially purchased in 9/2018 with a par of \$1M. In 1/2019, additional notes were purchased from the same issuances.

Weighted blended
yield =
1.5089%

US Treasury Investment Types	T-Bill	T-Note	T-Bond	Fed Ag
Negotiable Debt Obligation	Yes	Yes	Yes	Yes
Backed by Gov Full Faith/Credit	Yes	Yes	Yes	No
Maturity	< 1 yr	1-7 yrs	7+ yrs	1-5 yrs
Coupon-Bearing	No	Yes	Yes	Yes
Interest is paid	at Maturity	Semi-Ann	Semi-Ann	Semi-Ann
State & Local Tax Exemption	Yes	Yes	Yes	Only FHLB (*)

(*) Note: Since GSP is a political subdivision of SC, we are tax-exempt from all taxes, including state and local.

9/30/2019

Procurement / Capital Acquisitions

<u>Project/Item Description</u>	<u>Date</u>	<u>Monthly \$ Amount</u>
Capital Improvements:		
McCarthy Improvement Co. / Cargo Apron	9/1/2019	2,489,407
WK Dickson / Cargo Apron	9/3/2019	60,626
LS3P Associates / Parking Garage	9/3/2019	432,251
WK Dickson / FBO Hangar Improvement	9/3/2019	37,193
The Haskell Co / Air Cargo Facility	9/1/2019	1,573,429
THE Budd Group, Inc / Air Cargo Facility	9/12/2019	10,000
Advanced Video Group / Air Cargo Facility	9/23/2019	13,380
Broadway Technologies / ARFF	9/23/2019	13,123
Equipment and Small Capital Outlays:		
Sherwin Industries / Crafcro Pavement Router	9/17/2019	19,881
Renewals and Replacements:		
NafeCo Inc / ARFF Fire Hose	9/20/2019	27,575
Professional Service Projects:		



MEMORANDUM

TO: Members of the Airport Commission

FROM: Kevin Howell, Senior Vice President/COO

DATE: November 25, 2019

ITEM DESCRIPTION – Information Section Item C

October 2019 – Development/Project Status Report

SUMMARY

Parking Garage C & CONRAC Facility:

Status – Design Phase
Project Budget – \$2,300,000
Estimated Completion Date – TBD

This project includes the design and construction of a new combined public parking and rental car ready/return garage. The design team is led by LS3P. The design team is currently working on wrapping up the design phase and the final construction cost estimate. The advance package for the roadways and utilities enabling work was bid by Rodgers Builders Inc. with the Surface Parking Expansion Program and a GMP has been finalized. Work will be scheduled and coordinated with the associated Surface Parking Program. An agreement has been finalized with Metromont Corporation for precast design/build services. Metromont's contract will ultimately be assigned to the general contractor selected for the garage. Upon approval, construction of the parking garage is expected to start in October 2020 and requires 20-24 months. An update and a recommended action will be presented to the Commission at the November Board meeting.

Parking Garage C & CONRAC Facility Enabling Project – Roadways & Utilities:

Status – Construction Phase
Project Budget – \$2,700,000
Estimated Completion Date – September 2020



The Commission approved a \$2,700,000 budget for enabling work on the Parking Garage C & CONRAC Facility Project. The Enabling Project includes roadway and utilities work necessary to start the Parking Garage C Project. If Parking Garage C is not ultimately approved to move forward with construction, the Enabling Project work would also benefit the expansion of the existing Daily Surface Parking Lot.

The GMP for the Enabling Project has been executed. The Enabling Project work is anticipated to be complete by September 2020 to allow for an October 2020 start on the third parking garage.

New Cargo Apron:

Status – Construction Phase

Project Budget – \$19,496,850

Estimated Completion Date – December 2019

This project includes the design and construction of a new dedicated cargo apron with a taxiway connector south of the existing FedEx facility. The engineer of record for the cargo apron project is WK Dickson (WKD). The general contractor is McCarthy Improvement Company (MCI). MCI continues to work on specific construction tasks from Phase 2, Phase 3 and 4 per the contract documents. The latest schedule provided by MCI indicates a December completion.

2102 GSP Drive Hangar Renovation Project:

Status – Design Phase

Project Budget – \$3,675,000

Estimated Completion Date – TBD

This project includes the renovation of the hangar located at 2102 GSP Drive adjacent to the FBO Terminal. The hangar was in a serious state of disrepair after the transition from Stevens Aviation to GSP/Cerulean Aviation. The interior hangar ceiling was repainted and the fire alarm system and roof were already replaced. Additional renovation items include demo and renovation of the tenant office suites, restroom upgrades, upgrade/replacement of the electrical system and HVAC equipment, new tool room/shop space for corporate flight departments, circulation space, stairs and egress accommodations, exterior paint, doors and hardware replacement, and integration to the GSP campus access control and CCTV systems. Project design is led by DP3, the architecture teaming member under the WKD on-call agreement. Final design is underway. Contractors will be pre-qualified prior to bidding.



Surface Parking Lot Expansion Program:

Status – Construction Phase

Project Budget – \$16,700,000

Estimated Completion Date – September 2020

The Parking Garage C and CONRAC Facility Project will impact the existing Daily Surface Parking Lot and the Employee Parking Lot. Due to continued passenger growth, public parking capacity is already strained on a near daily basis. Based upon the planning and programming presented to the Commission in January 2019, the Surface Parking Expansion Program was approved with a budget of \$16,700,000.

This program includes a new 1,500 stall parking lot for public economy parking with associated access road and a roundabout on Aviation Parkway. The program also includes a new approximately 600 stall Employee Parking Lot and TNC Staging Area on GSP Drive.

Project planning was completed by McFarland Johnson. Kimley-Horn is leading the design and engineering work. Rodgers Builders, Inc. is under contract as the Design-Assist contractor for the program. A GMP has been finalized with Rodgers Builders, Inc. and work will be underway soon. The program is anticipated to be complete in September 2020.

Aircraft Rescue and Firefighting (ARFF) Station:

Status – Construction Phase

Project Budget – \$11,750,000

Estimated Completion Date – November 2020

This project includes construction of a new ARFF station to be located adjacent to the PSA Hangar at 2100 GSP Drive. Design and engineering were delivered under the WK Dickson on-call contract. Architectural design was led by Leo-Daly and supported by DP3 and other sub consultants. Four bids were received in June. AIP grant documents have been finalized and a construction contract has been awarded to Mavin Construction, the lowest responsive bidder. Mavin is expected to start construction in November and their current construction schedule indicates a 330-day construction timeframe.



FBO Expansion Planning Project:

Status – Planning and Programming Phase
Project Budget – \$50,000
Estimated Completion Date – December 2019

This project includes planning and programming for the expansion and renovation of the FBO facility. Planning is led by McFarland Johnson. After the planning phase is complete, a design contract will be executed with a current on-call consulting/design firm.

Facilities Department Building Expansion Planning Project:

Status – Planning and Programming Phase
Project Budget – \$50,000
Estimated Completion Date – December 2019

This project includes planning and programming for the expansion and renovation of the Facilities Department, including administrative, shop and storage buildings. Planning is led by McFarland Johnson. After the planning phase is complete, a design contract will be executed with a current on-call consulting/design firm.

TSA Upfit Project:

Status – Construction Phase
Project Budget – \$403,000
Estimated Completion Date – November 2019

This project includes tenant upfit requirements for the TSA administrative offices space located in the terminal just south of the passenger checkpoint. Mavin Construction is completing the work required.

Vino Volo Upfit Project:

Status – Construction Phase
Project Budget – NA
Estimated Completion Date – November 2019

This project is financed and managed by Vino Volo and is not a GSP capital project. GSP staff is involved only from a facility oversight and coordination role. Vino Volo's



contractor is Horizon Construction. Construction is expected to be completed in November 2019.

Aviation Parkway Rehabilitation:

Status – Construction Phase

Project Budget - \$1,500,000

Estimated Completion Date – July 2020

The pavement rehabilitation for Aviation Parkway is a budgeted FY20 capital project. This project was included in the Rodgers Builders design assist scope and GMP pricing package due to similarities in scope with the parking lot and other roadway work. Combining these packages allows the District to secure the most economical pricing with larger quantities of asphalt, etc.

A GMP has been finalized with Rodgers Builders. The Aviation Parkway rehab will be coordinated with the round-a-bout construction and is scheduled to be completed in July 2020.



MEMORANDUM

TO: Members of the Airport Commission

FROM: Tom Tyra, Director of Communications & Air Service Development

DATE: November 25, 2019

ITEM DESCRIPTION – Information Section Item D

October 2019 – Communications Status Report

SUMMARY

News Stories ~ Broadcast, Print and Online 10/01/19 through 10/31/19:

August Passenger Traffic Statistics

Go Upstate: [GSP Reports 23rd Straight Month of Passenger Growth](#)

SC Biz News: [Growth Streak at GSP Reaches 23 Months](#)

Real ID

Go Upstate: [DMV: Clock is Ticking to Get Real ID](#)

Other Airports

Charlotte Observer: [One of the country's most expensive airports is in North Carolina](#)

United Airlines Upgrades Aircraft

Chicago Business Journal: [United Adding More Routes for Innovative CRJ-550](#)

SC Biz News: [United Upgrading Aircraft for Some GSP Flights](#)

High Speed Rail

Greenville News: [Multi-Billion Dollar Rail Could Connect Atlanta-Greenville-Charlotte](#)

Fox Carolina: [Officials Want Input on Proposed High Speed Rail Routes](#)

Community Stories

WYFF: [Kid Entrepreneur Puts Own Twist on Travel Pillow](#)

WYFF: [Local Triathlete Competes in World Military Games](#)



Reach of GSP Media Appearing on Social Networks

Twitter: 378,470

Facebook: 414,800

Airport Digital and Social Media 10/01/19 through 10/31/19:

Website

Sessions – 96,817

New Users – 68,372

Page/Session – 1.82

Average Session Duration – 1:35

Page Views – 176,096

Facebook

Total followers – 12,267

New followers – 71

Post reach – 41,607

Total reach – 1,143,137

Instagram

Reach – 2,511

Impressions – 7,596

Followers – 1824

New followers – 44

Twitter

Impressions – 37.2k

Visits – 408

Followers – 6,457

New followers – 18

Mentions: 78

Top Tweet:

On this day in 1962, GSP celebrated its opening day! The first commercial flight, Eastern Airlines flight 580, arrived at GSP at 7:33 a.m. pic.twitter.com/8ngpmxfjWZ

Top Mention:



Wofford Terriers - Punt, Pass & Kick 101 ft. Luke and Joe 🏈 Sign up to play our [@GSPAairport](#) Punt, Pass & Kick contest at this Saturday's [@Wofford FB](#) home game for your chance to win \$10,000! pic.twitter.com/o87xe0Ff7I



MEMORANDUM

TO: Members of the Airport Commission

FROM: Scott C. Carr, A.A.E., Vice President – Commercial Business & Communications

DATE: November 25, 2019

ITEM DESCRIPTION – Information Section Item E

October 2019 – Commercial Business and Marketing Report

SUMMARY

Bon Secours Wellness Arena Rebranding:

Status – The BSWA changed the terms of the agreement when the final executable copy was received for review and signature. Staff is currently evaluating options.

Project Budget – \$15,000

Estimated Completion Date – TBD

The Airport District has an advertising/marketing agreement with the Bon Secours Wellness Arena. As a part of that agreement, we have the branding rights to the ticket office. The current branding is now over four years old and in need of a refresh.

GSP360 – Land Development Program Video:

Status – Currently searching for a new company to complete this project. Received two proposals but they both exceeded the available budget. Searching for a third company to provide a proposal.

Project Budget – \$5,000

Estimated Completion Date – TBD

The Airport District is developing a video to highlight the GSP360 land development program. The video will be used for business development purposes with prospective tenants.

Southwest Baltimore (BWI) Advertising/Marketing Campaign:

Status – A draft marketing and media plan has been sent to Southwest for review and approval. Service began as planned on November 3, 2019 and Southwest is still evaluating whether or not they want the Airport District to market the route.

Project Budget – \$200,000

Estimated Completion Date – December 31, 2019

Southwest announced new service to BWI in May 2019. The daily flight began on November 3, 2019 and is being operated on a Boeing 737-700 aircraft with 143 seats.

Art Program – Baggage Claim Mural:

Status – The artist didn't measure the background graphic correctly and it is approximately 15 feet short. He is working on correcting the issue with installation of the remaining background graphic scheduled for late November/early December 2019.

Project Budget – \$82,500

Estimated Completion Date – December 31, 2019

The Airport District is working with the artist on the completion of the remaining section of the mural. It is located in baggage claim above the three baggage carousels and is entitled "Weaving the World."

Children's Play Area Alcove Project:

Status – The Airport District has partnered with Plus-Plus USA out of Greenville for the development of a children's play area in the alcove in the Grand Hall. Plus-Plus USA is currently working on design drawings for the project for Airport District review and approval.

Project Budget – All costs should be covered by Plus-Plus USA

Estimated Completion Date – To be determined

Through the terminal building renovation project, two alcoves were developed in the Grand Hall. Based on past direction from the Airport Commission, one will be for a children's play area and another will be for an airport history alcove. The children's play area alcove will be located on the Concourse A side of the Grand Hall.

History Alcove Project – Phase #1:

Status – A final schematic design concept with a cost estimate has been received from Jack Porter. The first phase of this project has been successfully completed. Final layout will be presented at the Airport Commission Meeting on November 25, 2019.

Project Budget – Schematic design phase was \$18,000

Completion Date – September 30, 2019

Through the terminal building renovation project, two alcoves were developed in the Grand Hall. Based on past direction from the Airport Commission, one will be for a children’s play area and another will be for an airport history alcove. The history alcove will be located on the Concourse B side of the Grand Hall.

Federal Aviation Administration (FAA) – AT&T Network Fiber Extension Project:

Status – Revised construction drawings from AT&T based on Airport District comments have been received and approved. Awaiting AT&T’s contractor to schedule a preconstruction meeting and provide a project schedule.

Project Budget – All costs are being covered by AT&T.

Estimated Completion Date – To be determined

FAA needs additional bandwidth at the Air Traffic Control Tower (ATCT). This project will extend AT&T’s fiber network from the National Weather Service along GSP Drive, and then adjacent to the current employee parking lot up to the FAA ATCT leasehold.

FedEx – AT&T Network Fiber Extension Project:

Status – Revised construction drawing from AT&T based on Airport District comments have been received and approved. Awaiting AT&T’s contractor to schedule a preconstruction meeting and provide a project schedule.

Project Budget – All costs are being covered by AT&T.

Estimated Completion Date – To be determined

FedEx was requesting to install a backup cellular system for their local data network to provide redundancy if their wired data connection was interrupted. This project was cancelled and has been replaced by a fiber installation project that will extend fiber from SR 101 down Gateway Drive to the FedEx leasehold.

T-Mobile Signal Strength & Data Transfer Speed Enhancement Project:

Status – T-Mobile was onsite and took signal strength and data transfer speed measurements throughout the terminal building and both parking garages. Awaiting report for review.

Project Budget – All costs are being covered by T-Mobile.

Estimated Completion Date – To be determined

T-Mobile has received customer service complaints regarding their signal strength for their wireless customers while at the airport. They are presently evaluating the current signal strength. Subsequently they will evaluate options to determine the best corrective action to boost that signal strength and data transfer speeds around the airport campus.

National Business Aviation Association (NBAA) Conference:

Status – Conference was a success with several good business development leads obtained.

Business Development Budget – \$25,000

Completion Date – October 25, 2019

NBAA is a business development and exhibiting opportunity for the Airport District to showcase our GSP360 land development program as well as Cerulean Aviation. This year's conference was in Las Vegas, NV and ran from October 22-24, 2019.

Vino Volo – Market Bar:

Status – Construction is currently underway.

Project Budget – All costs are being covered by Vino Volo.

Estimated Completion Date – December 2019

Vino Volo selected the airport as it's first location for a new market bar concept. The concept includes its traditional Vino Volo bar as well as the addition of a market with local items for sale. There will also be a selection of grab and go food and beverage items available in the market too.

Google Street & Terminal Mapping Project:

Status – Google has already been onsite to map the interior public spaces of the terminal building as well as the local streets surrounding the airport. Staff is awaiting Google to



upload all the images to their server and make them available for public use. Some images were uploaded that include the terminal building's airside garden and several roadways around the airport campus in early March 2019.

Project Budget – All costs are being covered by Google.

Estimated Completion Date – To be determined

Google has an interior mapping program for public facilities as well as a street view mapping program. To assist users of the airport by providing a 360-degree view of public areas of the airport, Google has selected GSP for inclusion into both programs. Once complete, you will be able to see views of the inside of the terminal building and the streets leading up to it when you utilize Google Maps.

Tract B – Panattoni Development Company Project:

Status – This project is complete.

Project Budget – All costs were covered by Panattoni Development Company.

Completion Date – October 31, 2019

Panattoni Development Company constructed a ±567,630 square foot office and warehouse facility on Tract B. The leasehold site consists of ±40.32 acres. This facility is initially being subleased to BMW for the first 10 years of the initial 30-year lease term.

Victor Avenue Extension – Roadway Abandonment Project:

Status – This request will be heard at the City of Greer – Council Meeting on December 10, 2019.

Project Budget – \$15,000 for a required roadway boundary survey and traffic study

Estimated Completion Date – To be determined

The Airport District is requesting the City of Greer abandon a section of Victor Avenue Extension between McElrath Road and J. Verne Smith Parkway. This will facilitate a future economic development project on Tract B that will create new jobs in the community as well as provide an additional user of the South Carolina Inland Port.



MEMORANDUM

TO: Members of the Airport Commission

FROM: Ashley Bruton, Director of Human Resources

DATE: November 25, 2019

ITEM DESCRIPTION – Information Section Item F

October – OSHA Reportable Injury Report

SUMMARY

Monthly Activity as of October 31, 2019

- 0 OSHA Reportable Injury

2019 Calendar Year-to-Date

- 9 OSHA Reportable Injuries

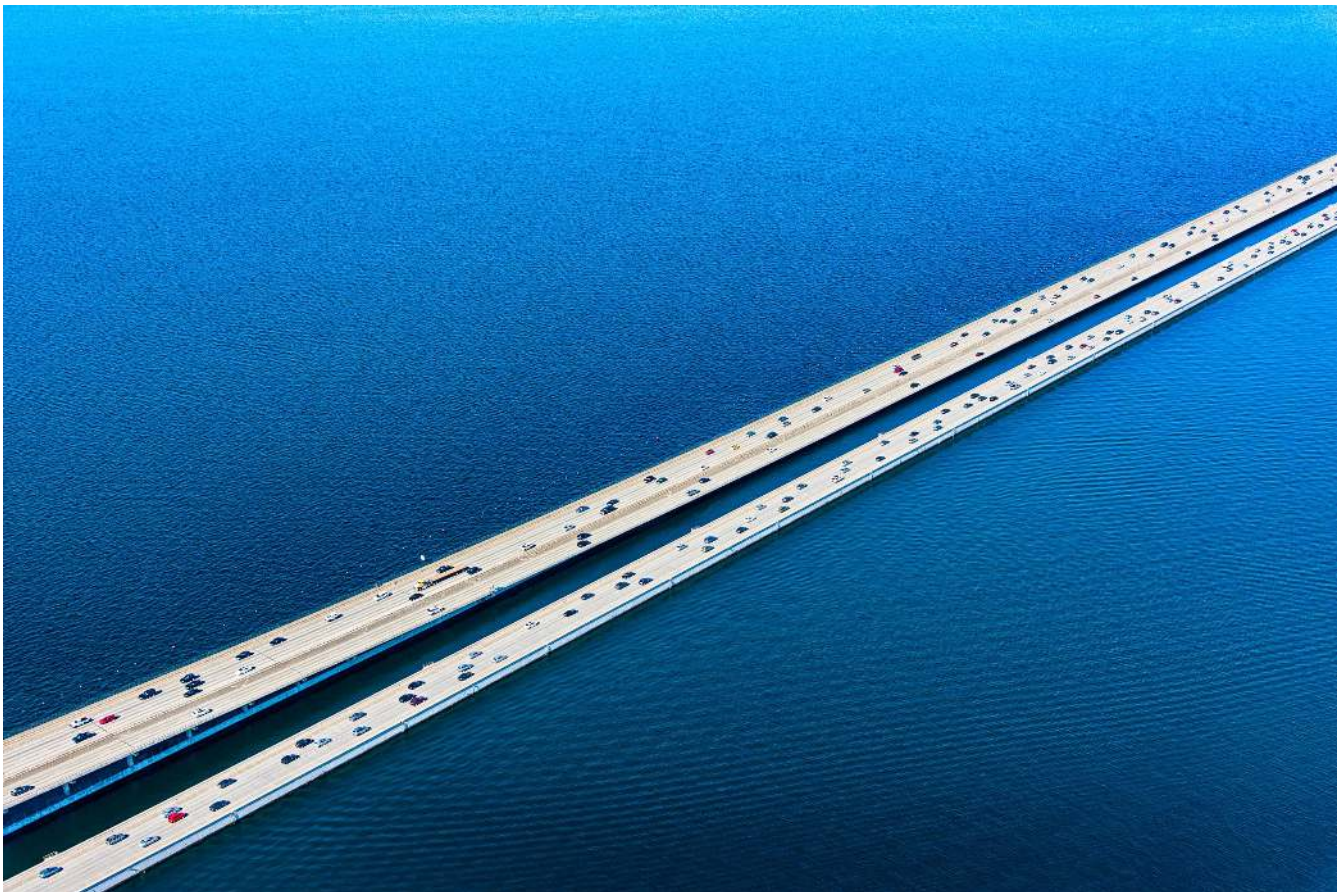
2 Year Historical Annual OSHA Report Submissions:

Calendar Year	Annual Average # Employees	Total Hours Worked by all Employees	# OSHA Reportable Work-Related Injuries	# OSHA Reportable Work-Related Illnesses	# Days away from Work
2018	195	379,203	12	0	112
2017	188	241,716	4	0	12

AARIAN MARSHALL TRANSPORTATION 10.16.2019 07:00 AM

The Death of Cars Was Greatly Exaggerated

The founders of Uber and Lyft, among others, declared that people would no longer need to own cars. Instead, car ownership is rising.



PHOTOGRAPH: ART WAGER/GETTY IMAGES

Throw your driver's license out the window. Better yet, don't get one at all.

For nearly a decade, that's been the message from buzzy transportation companies. In 2011, car-sharing company Zipcar touted a study claiming millennials believe car ownership is difficult. The same year, Zimride, founded by the guys who would later cofound Lyft, was touted as a startup challenging the "old model of individual ownership." Former Uber head Travis Kalanick boasted that his driver's license had expired and that his 1999 BMW M3 convertible—his only car—had a broken alternator.

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Municipal officials joined the chorus. Earlier this month, New York City banned cars from busy 14th Street, in favor of bus-only lanes. San Francisco's Municipal Transportation Agency voted on Tuesday to transform Market Street, its main downtown artery, into a place for bikes and scooters and buses—and definitely not personal cars. Similarly, some real estate developers tout apartments without parking spaces but with built-in Uber pick-up spots and leases with monthly ride-hail credits. Cities and companies say such moves can help take emissions-spewing cars

off the street, make it easier to get around by foot or by bike, and unburden riders (if not the drivers) from the drudgeries of car maintenance. And Census data suggests that the number of households without cars, and those with fewer cars than workers, has grown.

But here’s the funny thing: Personal car ownership in the US has actually increased in the past 10 years, even in the frenzied urban places where Uber and car-share have become verbs. According to research from former New York City transportation official Bruce Schaller, the number of vehicles has grown faster than the population in some of the cities where ride-hail is most popular: Boston, Los Angeles, New York, Philadelphia, and Chicago.

WE CAN’T TELL IF millennials aren’t owning cars until they start having children, and especially until their second kids hit school age.”

— ROBIN CHASE, FORMER ZIPCAR EXECUTIVE

Moreover, some services targeted to the aspirationally or actually car-free have hit the skids. Car2Go, the car-sharing company now jointly owned by Daimler and BMW, said earlier this month it

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would pull out of half of the North American cities where it operates. (The company, which allows users to pick up and drop off cars at regular street parking spaces, says it will focus its firepower on its remaining North American cities: New York, Montreal, Seattle, Vancouver, and Washington.) BMW-owned ReachNow, a wide-ranging experiment in ride hailing and car rental, folded in the US this summer. The scooter-share folks at Lime last month killed their experimental LimePod car-share service in Seattle. General Motors wound down its Maven car-sharing service in eight of its 17 North American cities this summer. Uber and Lyft, now public companies, are losing gobs of money, and the

—————
 that people are ditching their personal cars than ditching their personal cars while drinking. (Still a worthy goal!)

“The roller coaster induced by the recession and recovery has leveled off, and now the rate of car ownership is the same as it was before,” Schaller says.

Researchers suggest a number of reasons for the gap between hype and reality. It is no mistake, perhaps, that the peak of “no more personal cars” occurred in the years following the recession, when car ownership still felt for many like a luxury, and profligate spending on gas felt even more so. Since



Trans Athletes Are Posting Victories and Shaking Up Sports

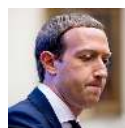
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GREGORY BARBER

the recovery, the US has seen some of its best annual car sales numbers. Gas prices, meanwhile, have generally fallen, making it cheaper to swan about town on four wheels.

Millennials, the city-loving generation that was supposed to break the wheel of car ownership, are growing up, and recent research has suggested that their recession-related decisions to delay starting families may have contributed more to their lower rates of car ownership than an aversion to the personal automobile. “We can’t tell if millennials aren’t owning cars until they start having children, and especially until their second kids hit school age,” says Robin Chase, a former Zipcar executive who’s now an independent consultant. That’s when not owning a car, even in a dense American city, becomes the biggest pain.

LEARN MORE



The WIRED Guide to Self-Driving Cars

Car sharing, meanwhile, has proved to be a difficult place to make money, especially in cities that aren’t dense enough to ensure that riders will quickly and easily be able to find their next ride. “Car sharing is so capital-intensive,” says Steve Banfield,

_____ who stepped down as head of BMW's ReachNow initiative earlier this year. "Clearly, it's a tough business."

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To be sure, a new breed of mobility companies has seen some success. [Research using Car2Go data](#) published in 2016 by UC Berkeley researcher Susan Shaheen suggested members of the car-share program were able, in some cases, to avoid buying new cars because of the Car2Go vehicles. Banfield says ReachNow's experience echoed that work: The service saw success, particularly among people in their thirties whose household owned only one car. Americans aren't ditching the personal car, but maybe they're

ditching the second personal car.

Chase, the former Zipcar executive, says car ownership isn't changing as dramatically as it should be, because the US remains oriented around the automobile. "Now we need to rejigger the way streets have worked for 100 years," she says.

Earlier this week, Schaller, the former New York official, walked down Manhattan's 14th Street, where honking horns have been relegated to the background, and buses reportedly have to pause at stops to avoid getting ahead of schedule—that's how quickly traffic is moving without personal cars. "This change on 14th Street made it more of a hassle to get here by Uber than by bus," he said on Tuesday. "That's what we want to see."

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[Aarian Marshall](#) writes about autonomous vehicles, transportation policy, urban planning, and everyone's favorite topic: How to destroy traffic. (You can't, really.) She's an aspiring bike commuter and New Yorker going soft on San Francisco, where she's based. Before WIRED, Marshall wrote for The Atlantic's CityLab, GOOD, and Agri-Pulse, an agriculture... [Read more](#)

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