



# GSP COMMISSION MEETING

July 12, 2021





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## **AGENDA**

Greenville-Spartanburg Airport Commission Regular Meeting  
Greenville-Spartanburg International Airport Commission Boardroom  
Administrative Office  
Monday, July 12, 2021  
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 May 18, 2021 Regular Meeting Minutes ([document](#))
- III. PRESENTATIONS:
  - A. Annual Strategic Business Plan Update ([document](#))
- IV. OLD BUSINESS:
  - A. CNN Network & Network Entertainment Broadcast System (NEBS) RFP Update ([document](#))
  - B. Approval of Final Ranking for a Full-Service On-Airport Hotel Development ([document](#))
- V. NEW BUSINESS:
  - A. Approval of Lease Agreement for Milliken Aviation Hangar Facility ([document](#))
- VI. PRESIDENT/CEO REPORT:
  - A. Aviation Industry Update
  - B. Federal and State Legislative Update
  - C. Coronavirus (COVID-19) Update



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. May 2021 – Traffic Report ([document](#))
- B. May 2021 – Financial Report ([document](#))
- C. June 2021 – Development/Project Status Report ([document](#))
- D. June 2021 – Communications Status Report ([document](#))
- E. June 2021 – Commercial Business and Marketing Report ([document](#))
- F. June 2021 – OSHA Reportable Injury Report ([document](#))

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**

**May 18, 2021**

The Greenville-Spartanburg Airport Commission met on May 18 at 9:00 a.m. in the Greenville-Spartanburg District Conference Center 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 (via teleconference), Jay Beeson

**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); Betty O. Temple, WBD; Casey Cooperman, Executive Assistant/Recording Secretary

**GUESTS PRESENT:** Tim Gruebel, Parrish & Partners; Gary Caldwell, Caldwell Constructors; Karen Calhoun, McMillan Pazdan Smith; Zach Nelson, McFarland Johnson; John Mafera, McFarland Johnson; Paul Smith, WK Dickson; Ric Patterson, AECOM; Mark Waller, AVCON; Wes Townsend, McKibbin Hospitality

**CALL TO ORDER:** Chair Minor Shaw called the meeting to order at 9:08 a.m.

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

- A.** The Greenville-Spartanburg Airport Commission March 8, 2021 Regular Meeting Minutes.
- B.** Appointment of a Member to the Airport Environs Planning Commission. Mr. Dean Hybl was recommended to the Airport Environs Planning Commission.

### **PRESENTATIONS:**

#### **A. GSP Terminal Area Planning Study**

Mr. Edwards introduced Mr. John Mafera and Mr. Zach Nelson of McFarland Johnson. Mr. Mafera provided a final presentation from McFarland Johnson of the Terminal Area Planning Study. The presentation included a review of the selected terminal concept, a summary of the implementation strategy including phasing, budget and an animated visualization.



As to the implementation activity threshold, Chair Shaw asked what Staff's prediction is for timing. Mr. Edwards answered that Staff predicts a full recovery from COVID-19 in 2024, with 1.4M annual enplanements.

Chair Shaw inquired as to how many additional square feet would be added at completion of this project to which Mr. Mafera answered 135,000. Mr. Edwards stated that we currently have 400,000 square feet.

**OLD BUSINESS:** None

**NEW BUSINESS:**

**A. Approval of Fiscal Year 2021/2022 Airport District Budget**

Basil Dosunmu, Senior Vice President-Administration and Finance/CFO, presented the proposed Fiscal Year 2021/2022 Budget for the Airport Commission's consideration. The budget presentation, along with Appendix A, B, and C was included in the Commission packages provided to the Commission.

Mr. Dosunmu spoke to the financial impact and current state of recovery from COVID-19 and reviewed the projected FY 2021/2022 forecasts for passenger enplanements, landed weight and airline operations. Enplanements in FY 2019/2020 were 985,664. Enplanements in FY 2020/2021 are trending at 575,000. In FY 2021/2022, the forecast for enplanements is 851,000. The average annual growth rate for GSP is 3.4% (CY 1963-2022). In forecasting recovery, enplanements are expected to be fully restored by 2024.

Mr. Dosunmu prefaced the proposed FY 2021/2022 O&M Budget presentation with noteworthy O&M budget assumptions.

The operating revenue budget is expected to decrease to \$43,293,809, a \$3.6M or 7.7% decrease over FYE 6-30-2019.

The FY 2021/2022 operating expenses budget is expected to increase to \$33,248,145, a \$7.3M or 28.1% increase over FYE 6-30-2019. Factors contributing to this increase include restoration of the Annual Merit Increase, Employee Incentive Pay Program (EIPP) payout, frozen positions, special pay adjustments for Exempt and Non-Exempt positions, increase in positions, food & beverage management costs, and credit card processing fees.

The projected net operating income for FY 2021/2022 is \$10M compared to the FY 2020/2021 budget of \$6.5M.

Mr. Dosunmu presented the proposed FY 2021/2022 Capital Budget. Capital projects approved in prior fiscal year and carried forward into FYE 6-30-2022 are projected at \$12.7M. The new proposed capital budget, including capital



improvements, equipment and small capital outlays, renewal and replacement, and professional service projects, is projected at \$35.4M for a combined total of \$48.1M.

Mr. Dosunmu stated that the Other O&M Reserve Funds provisional budget includes \$500,000 for emergency repair/replacement/operations funds, \$500,000 for business development/agreement obligations and incentives, and a \$1,000,000 contingency fund.

Mr. Dosunmu reviewed the Land Development, Cerulean Aviation, and Food & Beverage Profit and Loss (P&L) statements with the Commission. The Commission asked about the drop in net operating income in FY 2020/2021 at Cerulean Aviation to which Mr. Dosunmu responded.

Mr. Dosunmu concluded the budget presentation with discussion related to the FY 2021/2022 budget/investment plan, the historical and projected investment balances, and the 5-year fund balance financial forecast.

Mr. Dosunmu provided the rates and charges overview. For FY 2021/2022, the cost per enplaned passenger (CPE) is projected at \$6.43. The Commission asked if this is competitive to which Mr. Edwards confirmed that yes, GSP's target is to keep the CPE below \$6.50.

Mr. Dosunmu highlighted the Q42020 and Q12021 customer service scores.

Discussion ensued between the Commission and Staff providing further details on items such as debt level and debt service, AIP grants, capital projects which could be delayed if needed, cargo, parking fees, shuttle busses, Palmetto Sites requirements, airport signage, on-demand transportation, and fund balance.

There was a motion to resolve to adopt the Fiscal Year 2021/2022 Budget. The motion was seconded and unanimously approved.

## **B. Approval of Revisions to the Air Service Partnership Plan (Section 117.00) in the Administrative Policies and Procedures Manual**

Mr. Scott Carr, Vice President Commercial Business & Communications, presented the request to revise the Air Service Partnership Plan (Section 117.00) in the Administrative Policies and Procedures Manual so as to actively compete for both passenger and cargo airline service.

The Staff has examined what other airports are offering for both passenger and cargo service incentives. To remain competitive with current market conditions, District staff (Staff) is proposing an update to the current Air Service Partnership Plan (Plan) for passenger service and the creation of new incentives for cargo service.



This will allow Staff to more aggressively compete for new or expanded passenger air service. Moreover, it will permit Staff to establish GSP as a stronger air cargo alternative to traditional gateway airports such as Atlanta, Miami, and Chicago.

The actual fiscal impact is challenging to measure, as it is directly proportional to the success of securing new passenger and cargo service. With that said, all out of pocket marketing and advertising expenses contemplated by the Plan are covered by the business development fund and Communications Department budget that is approved annually by the Airport Commission.

Mr. Carr respectfully requested that the Greenville-Spartanburg Airport Commission resolve to approve the amendment to the Air Service Partnership Plan (Section 117.00) in the Administrative Policies and Procedures Manual.

Mr. Carr answered a question from the Commission that these opportunities will be available to both new service carriers as well as existing carriers.

There was a motion to approve the Revisions to the Air Service Partnership Plan (Section 117.00) in the Administrative Policies and Procedures Manual. The motion was seconded, and unanimously approved..

#### **C. Approval of the Revisions to the Greenville-Spartanburg Airport District Rules and Regulations – Motor Vehicle Washing**

Mr. Scott Carr, Vice President Commercial Business & Communications, presented the request to revise the Greenville-Spartanburg Airport District Rules and Regulations – Motor Vehicle Washing.

The Airport District General Permit of the Stormwater Pollution Prevention Plan (SWPPP) was finalized on June 8, 2018. **Section 1.2 Allowable Non-Stormwater Discharges** of the General Permit authorizes certain allowable discharges, including but not limited to: pavement wash waters where no detergents are used, and routine external building washdown that does not use detergents, amongst others.

**Section 2.2 Inventory of Exposed Materials** of the General Permit describes activities occurring at specific areas of the airport campus including, but not limited to: Aircraft and Ground Vehicle Washing Areas, which states, in part, "GSP International Airport requires aircraft and ground vehicle washing activities to be performed inside hangars, at indoor maintenance areas, or at the airport Triturator site. Runoff from activities conducted in these designated areas enters the sanitary sewer system, thus eliminating potential pollutant discharges from entering the storm drain system."

As such, any ground vehicle washing activities occurring outside these areas are not specifically authorized by the General Permit.



Mr. Carr respectfully requested that the Greenville-Spartanburg Airport Commission resolve to adopt the revisions to the Greenville-Spartanburg Airport District Rules and Regulations.

There was a motion to resolve to adopt the revisions to the Greenville-Spartanburg Airport District Rules and Regulations. The motion was seconded, and unanimously approved..

#### **D. Approval of Revisions to the Minimum Standards for Commercial Aeronautical Service Providers**

Mr. Scott Carr, Vice President Commercial Business & Communications, presented the request to revise the Minimum Standards for Commercial Aeronautical Service Providers.

The District's latest Minimum Standards for Commercial Aeronautical Service Providers was adopted on June 24, 2019. This document includes Section 17 – Commercial Air Carrier Line Maintenance Services. This section refers to a "Commercial Air Carrier Line Maintenance Services SASO engaged in line maintenance on scheduled or unscheduled air carrier aircraft operating at the Airport."

Due to ad-hoc air cargo services operating at GSP, there is a higher demand for line maintenance service providers to establish a temporary presence at the Airport. Mainly, these service providers have established contracts with certain air cargo carriers to exclusively provide line maintenance services to the carrier's aircraft.

The existing Minimum Standards limits the ability for these ad-hoc air cargo carriers to have access to their preferred line maintenance service providers. Therefore, District staff proposes to add a new section to the Minimum Standards to include Commercial Cargo with a different set of minimum requirements.

Mr. Carr reviewed the minimum standards and revised/added as follows:

**Section 17** shall be retitled "Commercial Passenger Air Carrier Line Maintenance Services."

**New Section 18** shall be titled "Commercial Cargo Air Carrier Line Maintenance Services."

There was a motion to adopt the revisions and additions to the Minimum Standards for Commercial Aeronautical Service Providers Sections 17 and 18 as presented. The motion was seconded and unanimously approved.



## **E. Approval of the Final Rankings for a Full-Service On-Airport Hotel Development**

Mr. Scott Carr, Vice President Commercial Business & Communications, presented the final rankings for a Full-Service On-Airport Hotel Development.

On February 1, 2021, Staff issued a RFP to the public seeking competitive proposals from qualified companies. The District's goal is to enter into a non-exclusive lease agreement with the successful proposer to develop and manage a full-service on-airport hotel with a national hotel franchise chain brand that is commonly recognizable to business travelers. In addition, the hotel must be aesthetically attractive and pleasing as well as fully compatible with the District's first-class aesthetic standards.

Staff notified the various companies they previously met with in 2019 of the RFP and advertised it through multiple aviation and airport organizations. An onsite mandatory pre-proposal conference was held on February 24, 2021, and ten companies attended the meeting. However, not all of the companies in attendance were hotel developers and operators. Staff provided a presentation regarding District expectations for the proposals and reviewed various performance requirements.

On March 26, 2021, one proposal was received and was considered technically acceptable upon review. The proposal was from McKibbon Hotel Group, Inc. (McKibbon).

In their proposal, McKibbon made the proposal contingent upon a feasibility/market study being completed with favorable results. Staff is presently having a study completed by a consultant.

This will allow Staff to determine with McKibbon if there is a viable project or if the project should be resolicited with the study results incorporated as a part of a revised RFP package.

However, in the meantime while the study is being completed, in accordance with the Administrative Policy, Staff conducted the RFP solicitation process and is making a recommendation of the final ranking to the Commission. Staff needs Commission approval prior to commencing negotiations with the first ranked firm should the study results come back positive.

The recommended final ranking for the Full Service On-Airport Hotel Development is as follows:



## **1. McKibbon Hotel Group, Inc.**

Upon approval of the final ranking, Staff will attempt to formally negotiate agreement terms with McKibbon. Because there is only a single proposer, if an agreement is not reached with McKibbon, Staff will evaluate next steps, which may include releasing a revised RFP in the future.

Mr. Carr respectfully requested that the Airport Commission resolve to (1) approve the final rankings for Full Service On-Airport Hotel Development as presented; (2) authorize Staff to negotiate agreement terms including the financial structure of the deal with McKibbon. If an acceptable agreement cannot be reached with McKibbon, negotiations will be formally terminated, and Staff will discuss next steps with the Airport Commission to evaluate next steps including commencing a new RFP process..

The Commission requested more information about the District's potential ownership/investment possibilities. The Commission also concluded that the feasibility study should be completed first before any further conversations and/or negotiations take place with McKibbon.

There was a motion to table this item until the next Commission meeting on July 12, 2021. The motion was seconded and unanimously approved.

## **PRESIDENT/CEO REPORT:**

### **Aviation Industry Update:**

Passenger recovery is happening nationwide, with leisure travel the first to rebound. GSP has experienced a 70% recovery rate, which is a little ahead of the fiscal year projection.

A new air carrier service, Breeze, will soon be available in Charleston, SC. Avello is another new carrier. It is primarily on the west coast of the US but is expanding east.

### **Federal and State Legislative Update:**

President Biden has proposed a bill which would provide \$25 billion in funding to support America's airport infrastructure. Good dialogue is happening on how to move infrastructure bill forward. GSP will be looking to receive as much as possible, earmarking significant projects if possible.

A State Legislative Bill to provide Aircraft Tax Revenue directly to the SC Aeronautics Commission to provide additional grants to local airports for maintenance and capital needs has passed the House and Senate. GSP could be receiving approximately \$200-\$250k. The bill has gone to the governor for signature.



**Coronavirus (COVID-19) Update:**

The number of reported COVID-19 cases in the state remains low. The mask mandate remains in place for airports through September 13, 2021, unless any changes are made earlier.

**Compensation Study:**

The District has engaged Korn Ferry consulting group to perform a compensation study for GSP. Results are expected in July..

**GSP Website:**

The new GSP website is now live and is receiving good feedback. Staff requests that Commissioners send any feedback as they use it.

**Colonial Pipeline Fuel Crisis:**

Following the Colonial Pipeline crisis, the Belton depot is back up and running and GSP has canceled their tankering request. On all accounts GSP is back to normal. Mr. Howell noted that Staff gained a lot of confidence in World Fuel, our supplier, during this event as they were trucking fuel from Alabama to assist GSP. The proposed GSP fuel farm expansion will be essential in the future to making sure GSP has enough fuel on hand.

**COMMISSIONER'S REPORT:** None**EXECUTIVE SESSION REQUEST:**

The Chair announced that the Commission would go into Executive Session for the purpose of discussing the annual review, employment and compensation of an employee of the District. Upon a motion made and seconded and unanimously approved the Commission went into Executive Session.

**EXECUTIVE SESSION:**

The Executive Session lasted from 11:46am to 1:05pm for the purpose announced by the Chair. No action was taken in Executive Session.

**PUBLIC SESSION:**

The public session resumed at approximately 1:05pm. Upon a motion made and seconded the Commission unanimously approved the renewal of the District's employment terms with David Edwards dated July 1, 2019, for an additional two-year term beginning on January 1, 2022 and ending on December 31, 2023 and authorized the Chair to determine the amount of any base salary increase and/or bonus pursuant to the term of the employment terms with Mr. Edwards.



**ADJOURNMENT:**

There being no further business, a motion was made, seconded and unanimous vote received to adjourn meeting. The meeting was adjourned at approximately 1:07 p.m.

**SIGNATURE OF PREPARER:**

  
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Casey Cooperman





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## **MEMORANDUM**

TO: Members of the Airport Commission

FROM: David Edwards, President/CEO

DATE: July 12, 2021

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### **ITEM DESCRIPTION – Presentation Item A**

Annual Strategic Business Plan Update

### **BACKGROUND**

On September 28, 2020, the Greenville-Spartanburg Airport Commission (Commission) adopted a 5-year Strategic Business Plan for the Greenville-Spartanburg Airport District (District). As part of the 5-year Strategic Business Plan, annual performance metrics were adopted to ensure that the Commission and Staff were able to measure the performance of the District on an ongoing basis.

Dr. Steve Van Beek from SDG will provide a general update on the current status of the aviation industry and recap the District's performance results for Fiscal Year 2020-2021.





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## **MEMORANDUM**

TO: Members of the Airport Commission

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

DATE: July 12, 2021

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### **ITEM DESCRIPTION – OLD BUSINESS ITEM A**

CNN Airport Network & Network Entertainment Broadcast System (NEBS) RFP Update

### **BACKGROUND**

This is an update to the presentation that took place at the Airport Commission meeting on March 8, 2021. Based on direction from the Airport Commission, Staff has been working with South Carolina Educational Television (SC ETV) to try and reach an agreement to provide video content services for the NEBS at six locations on Concourses A and B at no cost to the District.

To date, those discussions have not been fruitful, and an agreement has not been reached. Staff will discuss potential next steps and various options for providing these services to the traveling public.





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## **MEMORANDUM**

TO: Members of the Airport Commission

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

DATE: July 12, 2021

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### **ITEM DESCRIPTION – OLD BUSINESS ITEM B**

Approval of the Final Ranking for a Full Service On-Airport Hotel Development

### **BACKGROUND**

This is an update to New Business Item E at the Airport Commission meeting that took place on May 18, 2021. At the direction of the Airport Commission, Staff engaged Horwath HTL out of Atlanta, GA to complete a feasibility study for a full service on-airport hotel adjacent to the terminal building.

The preliminary results of that study will be reviewed. In addition, Staff will discuss potential next steps and various options regarding the proposed project.





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## **MEMORANDUM**

TO: Members of the Airport Commission

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

DATE: July 12, 2021

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### **ITEM DESCRIPTION – New Business Item A**

Approval of Lease Agreement for Milliken Aviation Hangar Facility

### **BACKGROUND**

Milliken Aviation currently leases a hangar from the Airport District (District) located at 2108 GSP Drive and has been in that facility since relocating from the Greenville Downtown Airport in February 2018. Please see Exhibit A for reference. However, they are in the process of transitioning to two new aircraft with a wider wingspan and taller tail height. Therefore, they need a facility that can accommodate the larger planes.

### **ISSUES**

The District previously approved terms for a new hangar facility as depicted on Exhibit A at the Airport Commission meeting on November 23, 2020. However, since that time, Milliken has requested to remain in their current hangar facility and make some door height and width modifications to accommodate their new aircraft at their sole expense.

The current Space Use Permit (SUP) that they are leasing the facility under contemplates the business terms should Milliken elect to enter into a long-term agreement for their current hangar. Those terms are as follows:

1. **Base & Option Terms** – Six (6) year and seven (7) month base term based on a start date of August 1, 2021. Regardless of the start date when all documents are fully executed by both parties, the agreement will terminate on February 29, 2028. Early termination of the base term in the event that



a mutual agreement is reached for either an existing hangar or construction of a new hangar facility with the District. There are no option terms.

2. **Lease Premises** – +/- 16,200 square feet
3. **Lease Rate** – \$119,325.79 or \$7.37 per square foot based on a 16,200 square foot building from the date the agreement is fully executed through February 28, 2022. Beginning on March 1, 2022, the lease rate will be \$122,905.56 or \$7.59 per square foot. This rate is a blended rate for the hangar and office facilities and includes ground rent and all other existing site improvements. Rents shall escalate annually by 3% beginning on March 1, 2022.
4. **Contract Security** – 50% of the annual lease rate.
5. **District Improvements** – None.
6. **Lessee Improvements** – New motorized hangar door installation and modification project to provide a wider door opening to accommodate Lessee's new aircraft. All Lessee improvements immediately vest with the District upon project completion and must be free and clear of any and all liens. District will work with Lessee during construction to place Lessee owned aircraft in other hangar space at no cost, if it is available. Alternatively, if hangar space is not readily available, the District will provide free apron space for the Lessee's aircraft during construction.
7. **Maintenance** – Lessee shall be responsible for all maintenance of the Premises.
8. **Utilities** – Lessee shall be responsible for the cost of all utilities and usage charges on the Premises.
9. **Insurance** – Lessee shall be required to provide hazard insurance, liability insurance, workers' compensation insurance, and employer's liability insurance.
10. **Taxes and Assessments** – Lessee shall be responsible.
11. **Subleasing** – Lessee must obtain written approval of the District to sublet the lease.
12. **Assignment** – Lessee must obtain written approval of the District to assign the lease.

## ALTERNATIVES

None recommended.



## FISCAL IMPACT

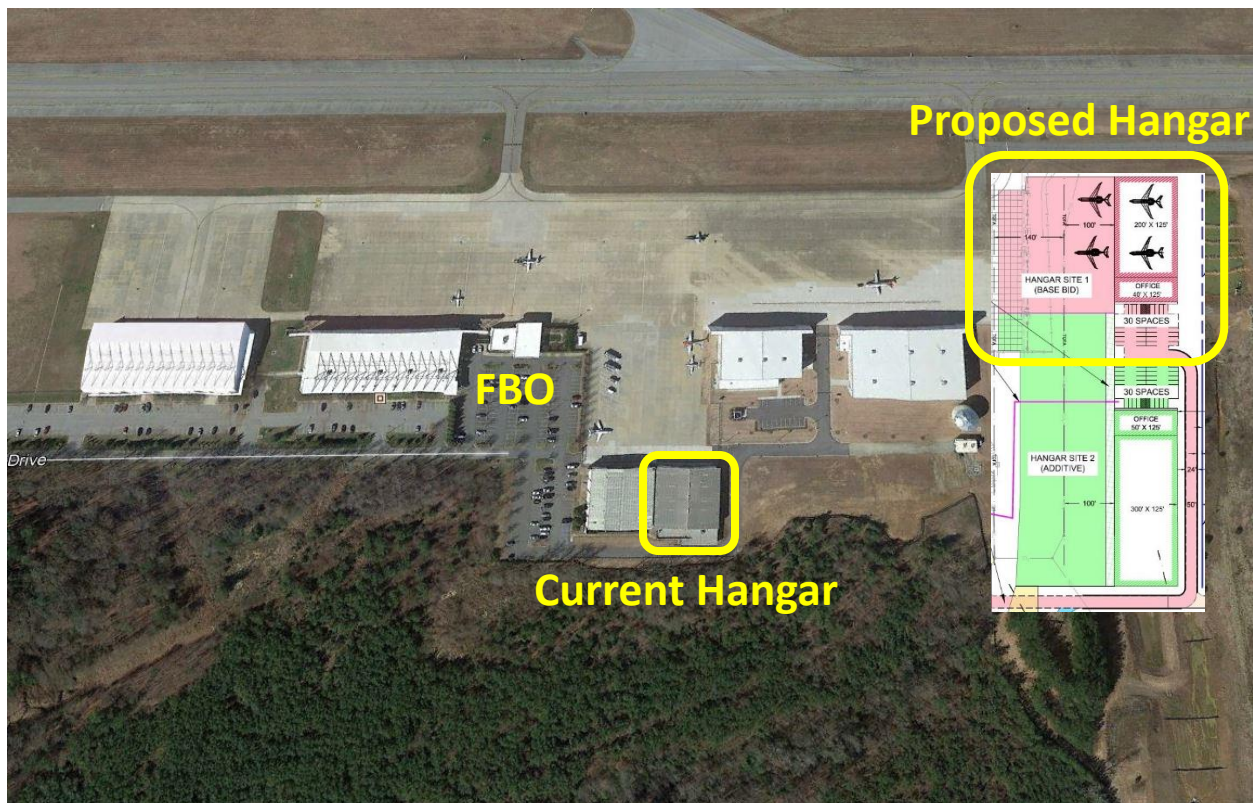
For the first full year of the agreement beginning on March 1, 2022, the annual revenue to the Airport District is \$122,905.56.

Each subsequent year throughout the term, the annual lease rate escalates by three percent (3%).

## RECOMMENDED ACTION

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

## EXHIBIT A







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## MEMORANDUM

TO: Members of the Airport Commission

FROM: David Edwards, President/CEO

DATE: July 12, 2021

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### ITEM DESCRIPTION – Information Section Item A

May 2021 - Traffic Report

### SUMMARY

Passenger traffic is recovering at a much better rate. For May 2021, passenger traffic was at about 66% of normal traffic levels and based on our preliminary numbers we are seeing about a 74% recovery level for June 2021. In May 2021 passenger traffic reflects a **472.8%** increase over the same month in 2020. Cargo numbers for May 2021 were up **96.0%** for the same period. Passenger load factors were up **142.1%** for the month, at an average of **80.3%**.

A comparison of the North America National Passenger Traffic Growth Averages for **2021** to GSP's Passenger Traffic Growth is depicted below:

Month	2021		
	GSP	National Average	Difference
Jan	-65.30%	-64.20%	-1.10%
Feb	-63.40%	-63.80%	0.40%
Mar	-51.70%	-52.12%	0.42%
April	1359.00%	Data Not Available	
May	472.80%	Data Not Available	
June			
July			
August			
September			
October			
November			
December			



Attached are copies of the detailed traffic report for May 2021.

Providing a look forward into the service levels for **August 2021** is a schedule comparison for the month vs the same month last year, including flights and seats by airline and non-stop markets served. Currently in the schedules, GSP flights are up at 70.5%, and seats are up at 64.7%.

Schedule Monthly Summary Report for Passenger (Air - All) flights from GSP for travel July 2021 vs. July 2020									
All flights, seats, and ASMs given are per month.									
Travel Period		Jul 2021		Jul 2020		Diff		Percent Diff	
Mkt AI	Dest	Flights	Seats	Flights	Seats	Flights	Seats	Flights	Seats
3M	JAX	9	423	0	0	9	423		
3M	MCO	9	648	0	0	9	648		
3M	TPA	9	423	0	0	9	423		
AA	CLT	236	15,988	158	11,667	78	4,321	49.4%	37.0%
AA	DCA	25	1,900	0	0	25	1,900		
AA	DFW	92	10,216	47	5,704	45	4,512	95.7%	79.1%
AA	MIA	0	0	31	1,550	(31)	(1,550)	(100.0%)	(100.0%)
AA	ORD	60	3,780	25	1,276	35	2,504	140.0%	196.2%
AA	PHL	91	5,753	74	4,150	17	1,603	23.0%	38.6%
DL	ATL	219	27,322	152	19,932	67	7,390	44.1%	37.1%
DL	DTW	56	4,064	0	0	56	4,064		
DL	LGA	31	2,170	0	0	31	2,170		
G4	FLL	9	1,593	9	1,593	0	0	0.0%	0.0%
G4	PIE	9	1,674	9	1,638	0	36	0.0%	2.2%
G4	SFB	10	1,851	9	1,635	1	216	11.1%	13.2%
UA	DEN	31	2,356	0	0	31	2,356		
UA	IAD	92	5,200	57	2,850	35	2,350	61.4%	82.5%
UA	IAH	62	4,580	30	2,280	32	2,300	106.7%	100.9%
UA	ORD	93	5,352	59	3,600	34	1,752	57.6%	48.7%
WN	ATL	62	9,858	83	11,901	(21)	(2,043)	(25.3%)	(17.2%)
WN	BWI	31	4,977	0	0	31	4,977		
WN	HOU	31	4,817	0	0	31	4,817		
TOTAL		1,267	114,945	743	69,776	524	45,169	70.5%	64.7%

Attachment



# Monthly Traffic Report

## Greenville-Spartanburg International Airport

May 2021



Category	May 2021	May 2020	Percentage Change	*CYTD-2021	*CYTD-2020	Percentage Change	*MOV12-2021	*MOV12-2020	Percentage Change
<b>Passenger Traffic</b>									
Enplaned	76,745	13,476	469.5%	256,415	265,196	-3.3%	527,164	1,079,174	-51.2%
Deplaned	<u>76,010</u>	<u>13,190</u>	476.3%	<u>255,162</u>	<u>266,021</u>	-4.1%	<u>518,695</u>	<u>1,070,414</u>	-51.5%
<b>Total</b>	<b>152,755</b>	<b>26,666</b>	<b>472.8%</b>	<b>511,577</b>	<b>531,217</b>	<b>-3.7%</b>	<b>1,045,859</b>	<b>2,149,588</b>	<b>-51.3%</b>
<b>Cargo Traffic (Pounds)</b>									
<b>Express and Mail</b>									
Enplaned	972,617	1,103,156	-11.8%	5,301,154	4,732,317	12.0%	11,129,058	11,355,575	-2.0%
Deplaned	<u>1,025,353</u>	<u>894,932</u>	14.6%	<u>5,450,259</u>	<u>4,026,131</u>	35.4%	<u>11,932,360</u>	<u>11,265,136</u>	5.9%
<b>Subtotal</b>	<b>1,997,970</b>	<b>1,998,088</b>	<b>-0.0%</b>	<b>10,751,413</b>	<b>8,758,448</b>	<b>22.8%</b>	<b>23,061,418</b>	<b>22,620,711</b>	<b>1.9%</b>
<b>Freight</b>									
Enplaned	6,169,055	2,135,007	188.9%	20,950,338	11,274,641	85.8%	45,100,340	31,290,024	44.1%
Deplaned	<u>8,541,340</u>	<u>4,392,494</u>	94.5%	<u>44,861,277</u>	<u>18,784,896</u>	138.8%	<u>95,871,663</u>	<u>51,020,982</u>	87.9%
<b>Subtotal</b>	<b>14,710,395</b>	<b>6,527,501</b>	<b>125.4%</b>	<b>65,811,615</b>	<b>30,059,537</b>	<b>118.9%</b>	<b>140,972,003</b>	<b>82,311,006</b>	<b>71.3%</b>
<b>Total</b>	<b>16,708,365</b>	<b>8,525,589</b>	<b>96.0%</b>	<b>76,563,028</b>	<b>38,817,985</b>	<b>97.2%</b>	<b>164,033,421</b>	<b>104,931,717</b>	<b>56.3%</b>

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



Category	May 2021	May 2020	Percentage Change	*CYTD-2021	*CYTD-2020	Percentage Change	*MOV12-2021	*MOV12-2020	Percentage Change
<b>Aircraft Operations</b>									
Airlines	2,285	995	129.6%	9,753	9,326	4.6%	20,467	27,013	-24.2%
Commuter/Air Taxi	<u>718</u>	<u>312</u>	130.1%	<u>2,823</u>	<u>2,933</u>	-3.8%	<u>6,092</u>	<u>10,121</u>	-39.8%
<b>Subtotal</b>	<b>3,003</b>	<b>1,307</b>	<b>129.8%</b>	<b>12,576</b>	<b>12,259</b>	<b>2.6%</b>	<b>26,559</b>	<b>37,134</b>	<b>-28.5%</b>
General Av.	926	617	50.1%	4,569	3,214	42.2%	10,561	9,436	11.9%
Military	<u>81</u>	<u>139</u>	-41.7%	<u>997</u>	<u>786</u>	26.8%	<u>2,336</u>	<u>2,441</u>	-4.3%
<b>Subtotal</b>	<b>1,007</b>	<b>756</b>	<b>33.2%</b>	<b>5,566</b>	<b>4,000</b>	<b>39.1%</b>	<b>12,897</b>	<b>11,877</b>	<b>8.6%</b>
<b>Total</b>	<b>4,010</b>	<b>2,063</b>	<b>94.4%</b>	<b>18,142</b>	<b>16,259</b>	<b>11.6%</b>	<b>39,456</b>	<b>49,011</b>	<b>-19.5%</b>
<b>Fuel Gallons</b>									
<b>General Aviation</b>									
100LL	2,937	1,130	159.9%	13,174	8,218	60.3%	25,886	24,352	6.3%
Jet A	<u>129,962</u>	<u>52,857</u>	<u>145.9%</u>	<u>615,190</u>	<u>412,557</u>	<u>49.1%</u>	<u>1,256,637</u>	<u>1,189,441</u>	<u>5.6%</u>
<b>Subtotal</b>	<b>132,899</b>	<b>53,987</b>	<b>146.2%</b>	<b>628,364</b>	<b>420,775</b>	<b>49.3%</b>	<b>1,282,523</b>	<b>1,213,793</b>	<b>5.7%</b>
<b>Commercial Aviation</b>									
Jet A	1,803,405	682,409	164.3%	8,141,321	5,024,161	62.0%	15,029,973	15,950,637	-5.8%
<b>Total</b>	<b>1,936,304</b>	<b>736,396</b>	<b>162.9%</b>	<b>8,769,685</b>	<b>5,444,936</b>	<b>61.1%</b>	<b>16,312,496</b>	<b>17,164,430</b>	<b>-5.0%</b>

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



# Scheduled Airline Enplanements, Seats, and Load Factors

## Greenville-Spartanburg International Airport

May 2021



	May 2021	May 2020	Percentage Change	*CYTD-2021	*CYTD-2020	Percentage Change
<b>Allegiant Air</b>						
Enplanements	3,227	935	245.1%	11,757	9,630	22.1%
Seats	5,058	2,256	124.2%	21,927	15,081	45.4%
Load Factor	63.8%	41.4%	53.9%	53.6%	63.9%	-16.0%
<b>American Airlines</b>						
Enplanements	29,546	7,093	316.6%	99,273	95,625	3.8%
Seats	34,743	16,355	112.4%	134,421	161,207	-16.6%
Load Factor	85.0%	43.4%	96.1%	73.9%	59.3%	24.5%
<b>Delta Air Lines</b>						
Enplanements	19,294	2,273	748.8%	68,679	87,767	-21.7%
Seats	20,948	6,270	234.1%	104,526	143,602	-27.2%
Load Factor	92.1%	36.3%	154.1%	65.7%	61.1%	7.5%
<b>Silver Airways</b>						
Enplanements	909	0	-	2,058	0	-
Seats	1,450	0	-	3,382	0	-
Load Factor	62.7%	-	-	60.9%	-	-
<b>Southwest Airlines</b>						



	May 2021	May 2020	Percentage Change	*CYTD-2021	*CYTD-2020	Percentage Change
Enplanements	11,403	1,197	852.6%	34,228	23,831	43.6%
Seats	18,291	8,947	104.4%	75,655	66,057	14.5%
Load Factor	62.3%	13.4%	366.0%	45.2%	36.1%	25.4%
<b>United Airlines</b>						
Enplanements	12,145	1,743	596.8%	39,557	39,375	0.5%
Seats	14,808	6,086	143.3%	55,016	67,487	-18.5%
Load Factor	82.0%	28.6%	186.4%	71.9%	58.3%	23.2%
<b>Totals</b>						
Enplanements	76,524	13,241	477.9%	255,552	256,228	-0.3%
Seats	95,298	39,914	138.8%	394,927	453,434	-12.9%
Load Factor	80.3%	33.2%	142.1%	64.7%	56.5%	14.5%

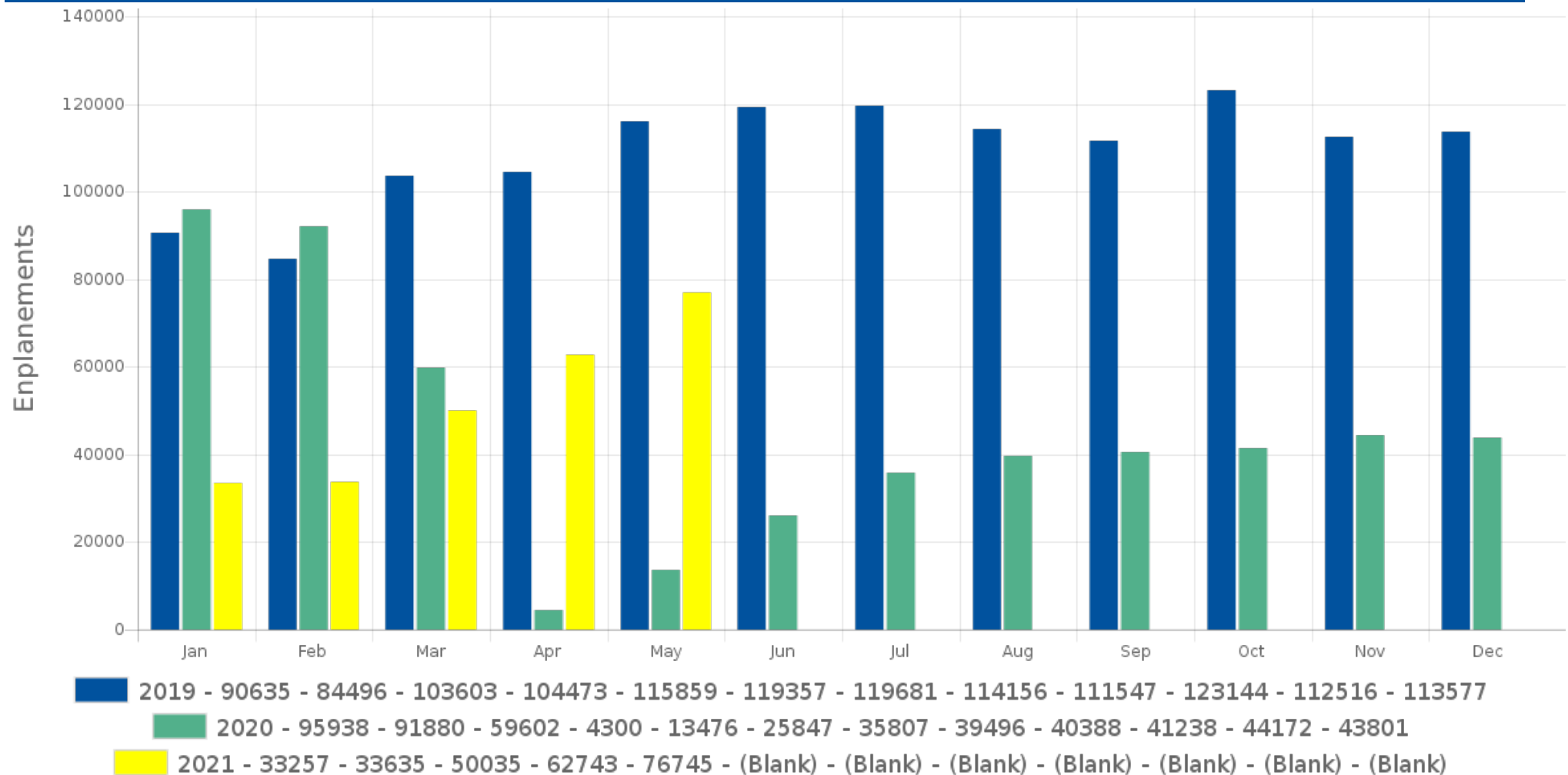
\*CYTD = Calendar Year to Date and \*Mov12 = Moving Twelve Months.



# Monthly Enplanements By Year

## Greenville-Spartanburg International Airport

Report Period From January 2019 Through May 2021

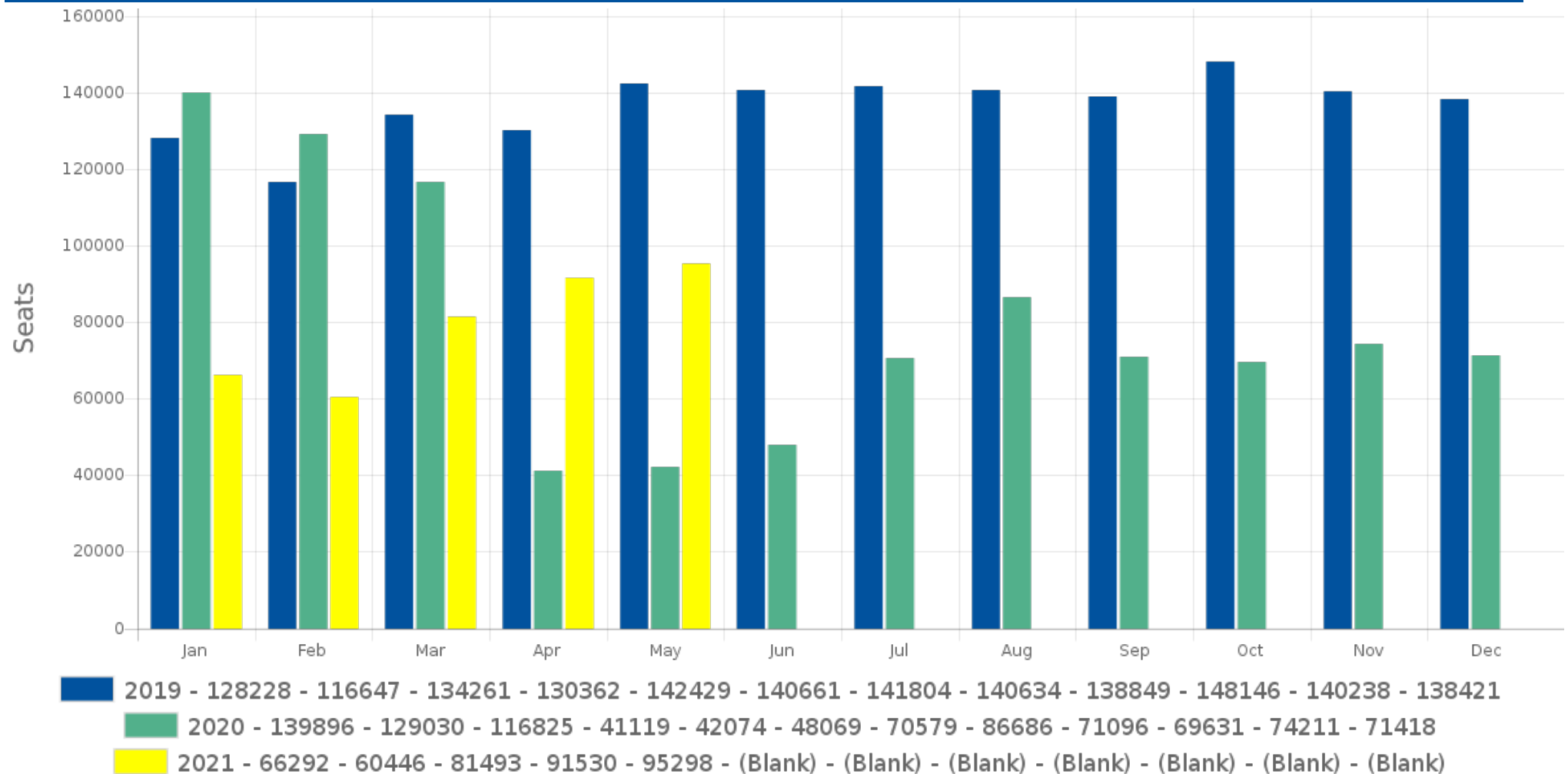




# Monthly Seats By Year

## Greenville-Spartanburg International Airport

Report Period From January 2019 Through May 2021

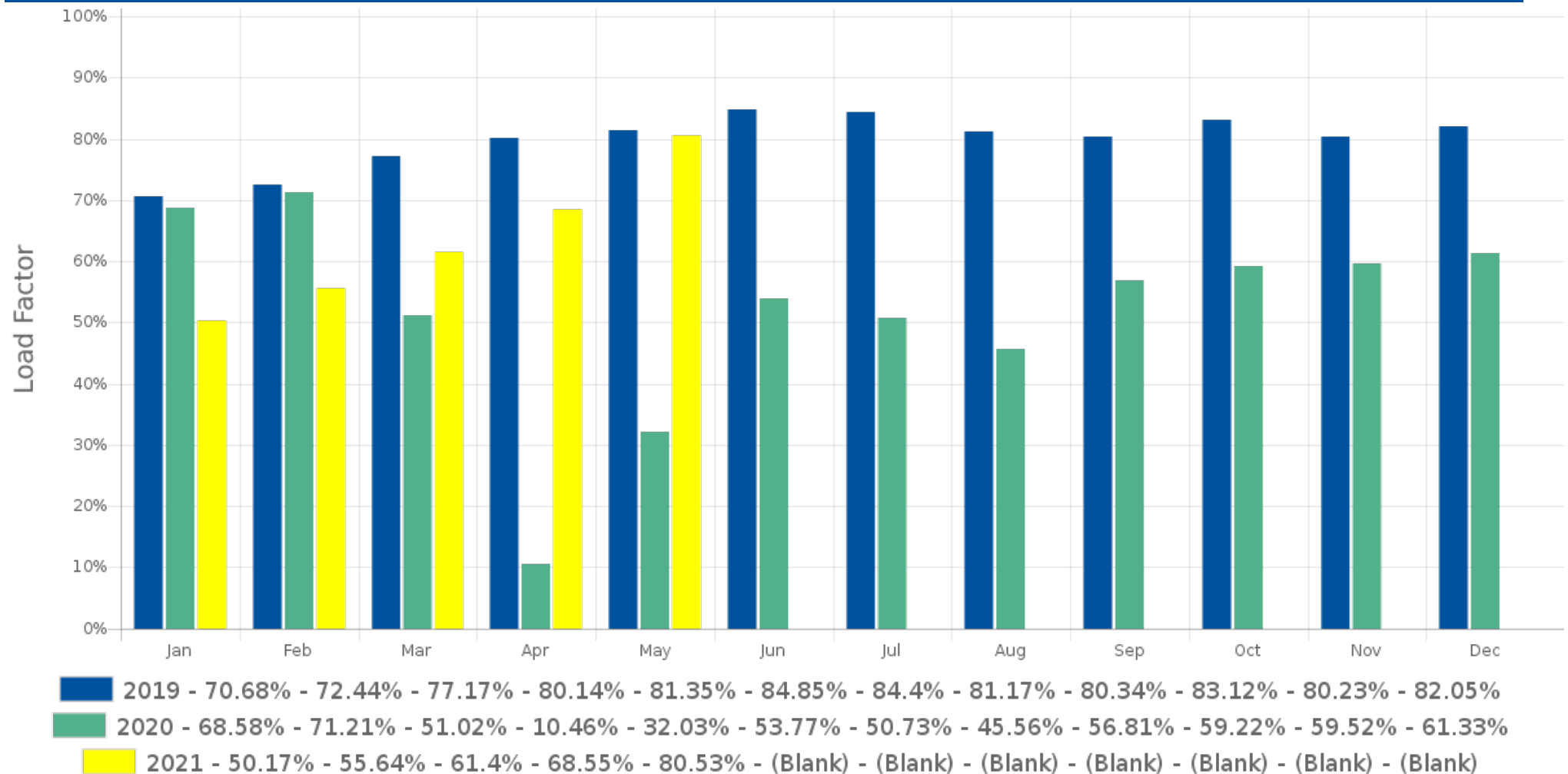




# Monthly Load Factors By Year

## Greenville-Spartanburg International Airport

Report Period From January 2019 Through May 2021

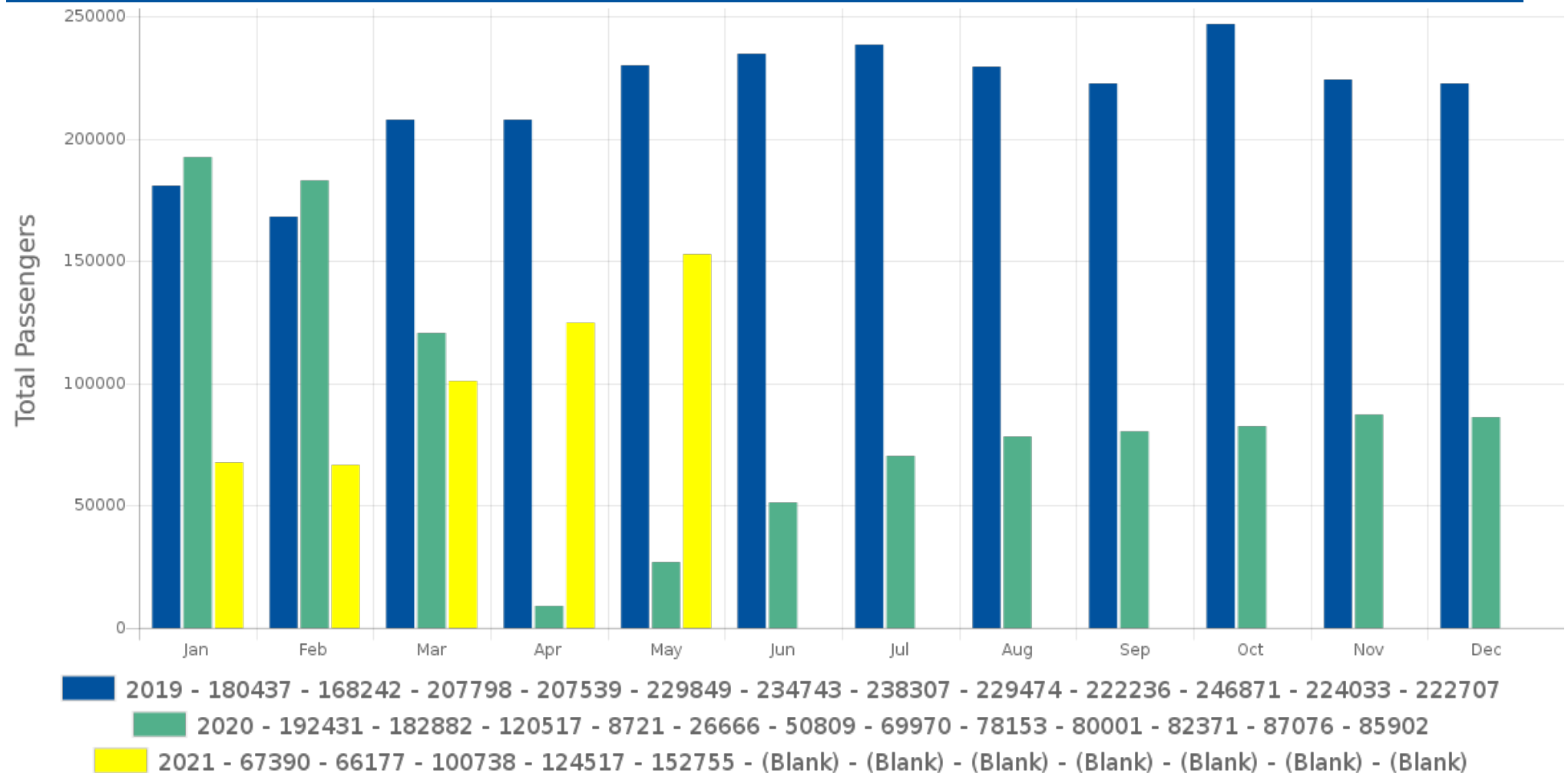




# Total Monthly Passengers By Year

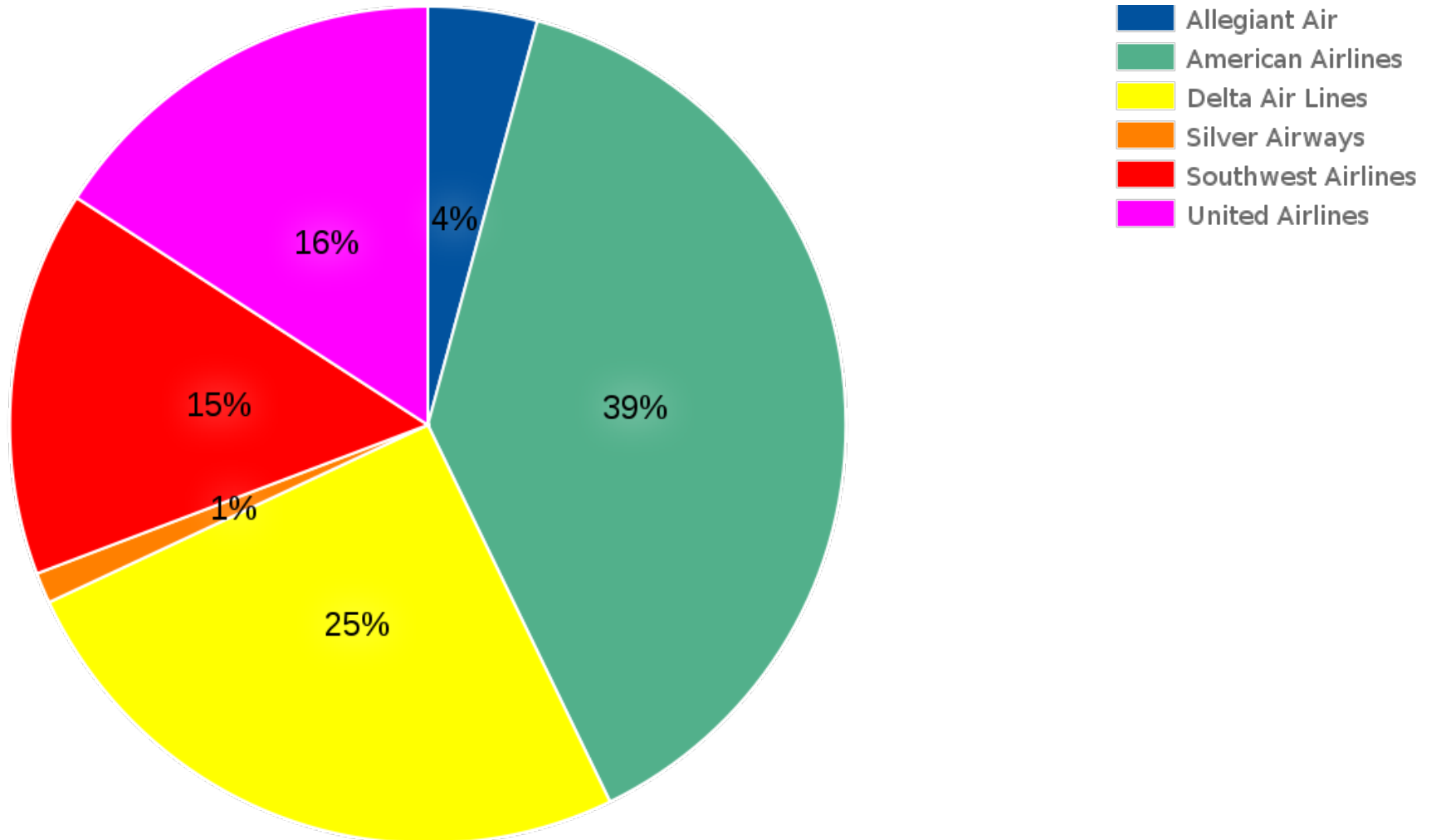
## Greenville-Spartanburg International Airport

Report Period From January 2019 Through May 2021





# Scheduled Airline Market Shares (Enplanements) Greenville-Spartanburg International Airport Report Period From May 2021 Through May 2021





# Airline Flight Completions

## Greenville-Spartanburg International Airport

May 2021



Airline	Scheduled Flights	Field	Cancellations Due To			Total Cancellations	Completed Flights (%)
			Mechanical	Weather	Other		
Aer Lingus	8	0	0	0	0	0	100.0%
Aeronaves TSM	19	0	0	0	0	0	100.0%
Air Atlanta Icelandic	11	0	0	0	0	0	100.0%
Air Tribe/Personas	2	0	0	0	0	0	100.0%
AIRNET	5	0	0	0	0	0	100.0%
Allegiant Air	28	0	0	0	0	0	100.0%
American Airlines	485	0	0	0	2	2	99.8%
Ameriflight	1	0	0	0	0	0	100.0%
Ameristar Jet Charter	6	0	0	0	0	0	100.0%
Atlas Air	20	0	0	0	0	0	100.0%
British Airways	25	0	0	0	0	0	100.0%
Delta Air Lines	259	0	0	0	0	0	100.0%
Federal Express	37	0	0	0	0	0	100.0%
Freight Runners Express	7	0	0	0	0	0	100.0%
Hi Fly	1	0	0	0	0	0	100.0%
IFL Group	6	0	0	0	0	0	100.0%
John Deere	1	0	0	0	0	0	100.0%
Kalitta Charters II	1	0	0	0	0	0	100.0%
McNeely Charter Service	2	0	0	0	0	0	100.0%
Priority Air Cargo	2	0	0	0	0	0	100.0%
Royal Air Freight	3	0	0	0	0	0	100.0%
Silver Airways	27	0	0	0	0	0	100.0%



Airline	Scheduled Flights	<u>Cancellations Due To</u>				Total Cancellations	Completed Flights (%)
		Field	Mechanical	Weather	Other		
Southwest Airlines	125	0	0	0	0	0	100.0%
Sun Country Airlines	2	0	0	0	0	0	100.0%
Swift Air, LLC	2	0	0	0	0	0	100.0%
TUI Airways	3	0	0	0	0	0	100.0%
United Airlines	232	0	0	0	0	0	100.0%
UPS	32	0	0	0	0	0	100.0%
USA Jet	4	0	0	0	0	0	100.0%
<b>Total</b>	<b>1,356</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>99.9%</b>





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## MEMORANDUM

TO: Members of the Airport Commission

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

DATE: July 12, 2021

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### ITEM DESCRIPTION – Information Section Item B

May 2021 – Monthly Financial Report

### SUMMARY

Attached is a copy of the detailed financial report for May 2021.

Operating Income was up by **3.91%** when compared to the budget for Year-to-Date May 2021. Operating Expenses were down by **0.36%** when compared to the budgeted amount for the period. Net operating income was up by **22.66%** when compared to the budget through May 2021. For the period ending May 2021, which represents eleven (11) months of the fiscal year, a total of about **\$6.65 million** has been returned to the bottom line in operating income.

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

Furthermore, in September, Staff revised the monthly allocation of the annual approved budget to better align with current industry trends and historical practices, where appropriate. This is a departure from the historical practice of even distribution of the operating revenues and expenses throughout the year. The passenger centric operating revenues were adjusted to reflect the monthly passenger traffic projection, while the non-passenger centric operating revenues were adjusted to coincide with historical practices. And the operating expenses are allocated based on historical spending trends.

Lastly, fund balance remains significantly high this month partly due to the term loan proceed. Staff expects the funds will be drawn down to fund the completion of the surface parking and local share of the ARFF capital projects.



**May 31, 2021 FINANCIAL STATEMENT PACKAGE**

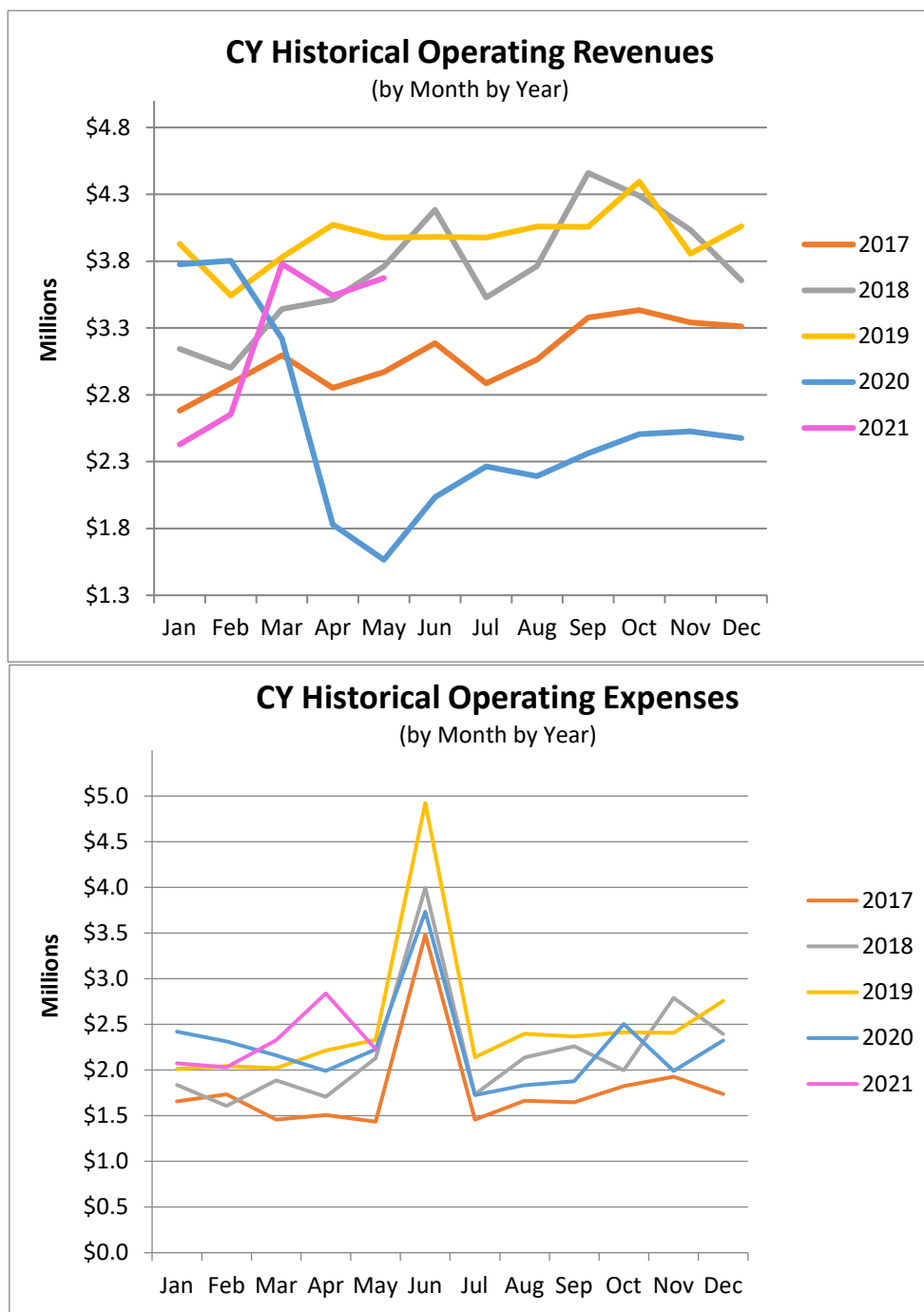


GREENVILLE SPARTANBURG AIRPORT DISTRICT  
**STATEMENT OF NET POSITION**

	<b><u>Current FY</u></b> <b><u>5/31/2021</u></b>	<b><u>Prior FY</u></b> <b><u>5/31/2020</u></b>
<b>Assets</b>		
Cash Accounts	35,525,821.40	10,534,569.97
Investments-Airport	35,694,180.13	20,676,434.34
Bond Trustee Assets	885,273.14	435,544.04
Accounts Receivable	4,650,222.54	899,052.58
Less: Reserve for Doubtful Accts	(149,500.00)	(149,500.00)
Net Accounts Receivable	<b><u>4,500,722.54</u></b>	<b><u>749,552.58</u></b>
Inventory	526,118.08	496,250.48
Prepaid Insurance	340,157.86	295,836.75
Notes Receivable-RAC District Funds	630,549.29	842,578.85
Property, Plant & Equipment (PP&E)	482,643,888.67	454,121,197.81
Less: Accumulated Depreciation	(184,336,639.11)	(170,285,620.57)
Net PP&E	<b><u>298,307,249.56</u></b>	<b><u>283,835,577.24</u></b>
<b>TOTAL ASSETS</b>	<b><u>376,410,072.00</u></b>	<b><u>317,866,344.25</u></b>
<b>PLUS: Deferred Outflows of Resources</b>		
Deferred Pension	6,339,480.05	5,883,488.04
<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>	<b><u>6,339,480.05</u></b>	<b><u>5,883,488.04</u></b>
<b>LESS: Liabilities</b>		
Accounts Payable	8,999,465.49	5,859,142.76 (aa)
TD Bank LOC	-	-
Revenue Bonds Payable	922,304.14	919,071.00
TD Bank LT Debt	33,905,302.20	14,511,252.00
SCRS Pension Liability	22,252,496.00	19,429,486.00
Benefit Liability	1,915,797.65	1,578,644.33
<b>TOTAL LIABILITIES</b>	<b><u>67,995,365.48</u></b>	<b><u>42,297,596.09</u></b>
<b>LESS: Deferred Inflows of Resources</b>		
Deferred Revenues	815,441.29	973,038.85
<b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>	<b><u>815,441.29</u></b>	<b><u>973,038.85</u></b>
<b>NET POSITION</b>		
Invested in Capital Assets, net of Related Debt	262,906,398.07	267,616,746.39
Restricted:		
A/P - Capital Projects - Restricted	827,969.00	381,473.04
Contract Facility Charge	2,434,132.00	2,268,746.58
Total Restricted:	<b><u>3,262,101.00</u></b>	<b><u>2,650,219.62</u></b>
Unrestricted	47,770,246.21	10,212,231.34
<b>TOTAL NET POSITION</b>	<b><u>313,938,745.28</u></b>	<b><u>280,479,197.35</u></b>



GREENVILLE SPARTANBURG AIRPORT DISTRICT  
**REVENUES AND EXPENSES TREND GRAPHS**





GREENVILLE SPARTANBURG AIRPORT DISTRICT  
**PROFIT and LOSS STATEMENT**

<----- FISCAL YEAR TO DATE ----->					
	May 31, 2021 Actual	May 31, 2021 Budget	Actual - Budget	% Change	
<b>INCOME</b>					
Landing Area:					
Landing Fees	1,913,673.93	1,474,265.46	439,408.47	29.81%	(a)
Aircraft Parking Fees	334,340.18	244,734.67	89,605.51	36.61%	(b)
Subtotal Landing Area	2,248,014.11	1,719,000.13	529,013.98	30.77%	
Space & Ground Rentals	9,595,482.68	9,691,822.95	(96,340.27)	-0.99%	(c)
Auto Parking	5,056,548.57	6,532,004.66	(1,475,456.09)	-22.59%	(d)
Commercial Ground Transportation	182,243.28	209,635.96	(27,392.68)	-13.07%	
Concessions:					
Advertising	276,022.47	258,522.58	17,499.89	6.77%	
Food & Beverage	151,564.36	379,982.52	(228,418.16)	-60.11%	(e)
Rental Car	2,033,115.83	2,186,871.81	(153,755.98)	-7.03%	(f)
Retail	350,170.08	370,656.74	(20,486.66)	-5.53%	
Other	24,171.41	21,020.45	3,150.96	14.99%	
Subtotal Concessions	2,835,044.15	3,217,054.10	(382,009.95)	-11.87%	
Expense Reimbursements	1,709,892.29	1,741,715.57	(31,823.28)	-1.83%	
Other Income	179,331.77	114,218.39	65,113.38	57.01%	(g)
Other-Aviation Services	3,834,985.42	1,955,621.08	1,879,364.34	96.10%	(h)
Gross Profit on Fuel Sales	4,101,131.56	3,320,168.12	780,963.44	23.52%	(i)
Gross Profit on Restaurant Sales	659,517.31	757,674.00	(98,156.69)	-12.96%	(j)
<b>Total Operating Income</b>	<b>30,402,191.14</b>	<b>29,258,914.96</b>	<b>1,143,276.18</b>	<b>3.91%</b>	
<b>EXPENSES</b>					
Salary & Benefits	14,828,934.58	13,997,729.07	831,205.51	5.94%	(k)
Professional Services	599,114.89	396,408.98	202,705.91	51.14%	(l)
Promotional Activities	359,619.28	538,178.82	(178,559.54)	-33.18%	(m)
Administrative	970,324.64	1,292,048.22	(321,723.58)	-24.90%	(n)
Insurance	724,764.48	727,032.85	(2,268.37)	-0.31%	
Contractual Services	3,200,540.04	3,257,363.60	(56,823.56)	-1.74%	
Rentals & Leases	262,087.76	253,089.27	8,998.49	3.56%	
Repairs & Maintenance	608,643.00	620,433.66	(11,790.66)	-1.90%	
Supplies & Equipment	835,843.94	965,724.64	(129,880.70)	-13.45%	(o)
Utilities	1,365,392.01	1,792,122.98	(426,730.97)	-23.81%	(p)
<b>Total Operating Expenses</b>	<b>23,755,264.62</b>	<b>23,840,132.09</b>	<b>(84,867.47)</b>	<b>-0.36%</b>	
<b>NET OPERATING INCOME</b>	<b>6,646,926.52</b>	<b>5,418,782.87</b>	<b>1,228,143.65</b>	<b>22.66%</b>	



May 31, 2021

**STATEMENT OF NET POSITION - CURRENT YTD ACTUAL FOOTNOTES - SUMMARY**

(aa)	<b>Accounts Payable</b>	<b>8,999,465.49</b>	Consists of the following:
			2,650,000 Retainage accrual, to carry until the end of each contract
			3,046,394 Trade A/P, varies monthly
			1,080,701 Year End Payroll, Vacation & Sick Benefits accrual, to carry until end of fiscal year
			487,401 Security Deposits
			260,633 Prior year RAC true-ups, to pay out after receipt of RAC audits
			980,011 A/P Food & Beverage
			494,325 Other
			<u>8,999,466</u>

**PROFIT & LOSS STATEMENT -YTD ACTUAL VS YTD BUDGET FOOTNOTES - SUMMARY**

(a)	<b>Landing Fees</b>	OVER BUDGET	<b>\$439,408.47</b>	Blended effects of the following: - Increase in the number of passenger flights, including a new SWA flight that was not budgeted - Senator budgeted 4 flights but averaging 6 flights per week - Non-Senator freighter cargo averaged 17 flights per week not budgeted
(b)	<b>Aircraft Parking Fees</b>	OVER BUDGET	<b>\$89,605.51</b>	- Cargo parking 15K over budget - FBO parking 22K over budget - Commercial Aviation parking 52K over budget
(c)	<b>Space &amp; Ground Rentals</b>	UNDER BUDGET	<b>\$96,340.27</b>	- FY2021 includes 95K for SB Acquisitions based upon their lease agreement; however, the agreement has recently been amended to begin space rent July 2021
(d)	<b>Auto Parking</b>	UNDER BUDGET	<b>\$1,475,456.09</b>	- Since most passenger travel is currently leisure, parking revenue is 1.5M under budget - Employee Parking 46K over budget
(e)	<b>Food &amp; Beverage</b>	UNDER BUDGET	<b>\$228,418.16</b>	Blended effects of the following: - OHM revenues were budgeted here: however, revenues from the new management company is recorded to a new Gross Profit on Restaurant Sales category



May 31, 2021

(f)	<b>Rental Car</b>	UNDER BUDGET	<b>\$153,755.98</b>	- Passenger traffic is trending lower than anticipated hence
			<u>Actual YTD</u>	<u>Budget YTD</u>
				<u>Diff</u>
			AVIS	316,005
			Budget	265,806
			E/A	462,529
			Hertz	374,842
			National	613,648
			GA	285
			<b>TOTAL</b>	<b>2,033,116</b>
				<b>2,186,872</b>
				<b>(153,756)</b>
(g)	<b>Other Income</b>	OVER BUDGET	<b>\$65,113.38</b>	Blended effects of the following: - Ground Handling 89K not budgeted - Parking tickets under budgeted 26K due to less passenger traffic YTD
(h)	<b>Other-Aviation Services</b>	OVER BUDGET	<b>\$1,879,364.34</b>	Over budget due to more cargo operations than budgeted: - Warehouse fess 1.3M over budget - Ground A/C Handling Cargo 555K over budget
(i)	<b>Gross Profit on Fuel Sales</b>	OVER BUDGET	<b>\$780,963.44</b>	Blended effects of the following: - The increase in cargo operations - A decrease in COGS
(j)	<b>Gross Profit on Restaurant Sales</b>	UNDER BUDGET	<b>\$98,156.69</b>	Blended effects of the following: - The uncertainty of 1st year of sales with new agreement & management - The uncertainty of passenger traffic return
(k)	<b>Salary &amp; Benefits</b>	OVER BUDGET	<b>\$831,205.51</b>	Salaries and Benefits is over budget due to the following - Salary 447K under budget (209 employees are budgeted vs 195 employed as of 5/31/2021) - Pension liability accrual 1.2M (non-cash item) not budgeted
(l)	<b>Professional Services</b>	OVER BUDGET	<b>\$202,705.91</b>	Professional Services is over budget due to the following - A few annual invoices were paid early in the fiscal year - Cargo study has exceeded budget, which was spread over the year - Compensation Study, funded by the Contingency Reserve



May 31, 2021

(m)	<b>Promotional Activities</b>	UNDER BUDGET	<b>\$178,559.54</b>	Promotional Activities is under budget due to the following <ul style="list-style-type: none"> <li>- Advertising expense 36K under budget as many of the community engagement and customer service activities have not yet resumed</li> <li>- General marketing expenses 129K under budget as many of the marketing involves social events that have not yet resumed</li> <li>- Sponsorships expenses 20K under budget</li> </ul>
(n)	<b>Administrative</b>	UNDER BUDGET	<b>\$321,723.58</b>	Administrative is under budget due to the following <ul style="list-style-type: none"> <li>- Corporate Function 86K under budget as much of this activity has not yet resumed</li> <li>- Credit Card Processing 33K under budget</li> <li>- Uniforms 45K under budget</li> <li>- Travel/Training 234K under budget as much of this activity has not yet resumed</li> <li>- Fingerprinting 19K under budget</li> <li>- Independent Contractor 91K over budget in order to staff the increased cargo activity</li> </ul>
(o)	<b>Supplies &amp; Equipment</b>	UNDER BUDGET	<b>\$129,880.70</b>	Supplies & Equipment is under budget due to the following <ul style="list-style-type: none"> <li>- Computer-Equip/Supplies 48K over budget ytd due to timing</li> <li>- Computer-Software 33K under budget ytd due to timing</li> <li>- Fuel-Vehicles 43K under budget</li> <li>- Paper 20K over budget</li> <li>- Snow Removal 35K under budget due to mild winter</li> <li>- Tires 30K under budget</li> <li>- Tools &amp; Hardware 23K under budget</li> <li>- De-Ice Fluid 18K under budget due to mild winter</li> </ul>
(p)	<b>Utilities</b>	UNDER BUDGET	<b>\$426,730.97</b>	Utilities is under budget due to the following <ul style="list-style-type: none"> <li>- Milder summer (electricity)</li> <li>- Milder winter (gas)</li> <li>- Water feature/fountain down for several months</li> <li>- Projects coming online later than anticipated (ARFF, Parking)</li> <li>- RACs using less water (less rentals to be washed)</li> <li>- Technical adjustments made (updated boilers, flowage control and standard terminal temperature adjustments, etc)</li> </ul>

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

Interim Report: Prepared on a "Non-GAAP" Basis for Internal Use only

**UNAUDITED**



GREENVILLE SPARTANBURG AIRPORT DISTRICT  
Other Operating and Maintenance Reserve Funds

	FY \$ Amount Authorized	Estimated Cost	Date	\$ Amount Used YTD	
<b>Emergency Repair/Replacement/Operations Fund</b>	<b>\$ 500,000</b>				
<b>TW L3 Pavement Failure</b>		\$ 2,000	9/9/2020	\$ 2,000	
<b>Stormwater Pipe at Pond #6</b>		\$ 9,500	10/14/2020	\$ 9,500	
<b>Microburst Event:</b>		\$ 23,426			
- Boom Straight 80Ft Lift to remove limbs (microburst on 6/21/20)			8/13/2020	\$ 2,028	
- Tree removal and stump grinding			7/10/2020	\$ 7,200	
- Canopy System			9/30/2020	\$ 13,798	
- Signage-Roads			10/14/2020	\$ 400	\$ 23,426
<b>Fuel Truck accident</b>					
- Cab, bumpers, etc.		\$ 12,856	8/13/2020	\$ 10,433	
- Sand, prime, paint			9/14/2020	\$ 1,987	
- Freight for cab, bumpers, etc.			9/2/2020	\$ 392	
- Decals			9/14/2020	\$ 44	\$ 12,856
<b>Security System</b>		\$ 9,520	7/30/2020	\$ 9,520	
<b>TW L4 Sinkhole:</b>					
- Excavate for drain repair on 36" pipe in air field		\$ 8,200	7/28/2020	\$ 8,200	
- 36" pipe joint seal bands for TW L4 repair		\$ 596	7/20/2020	\$ 596	\$ 8,796
<b>FD Durango Accident</b>		\$ 5,143	8/31/2020	\$ 5,143	
<b>Ford Escape</b>		\$ 1,528	9/14/2020	\$ 1,528	
<b>H2O Chilled Water System</b>		\$ 35,000	3/17/2021	\$ 16,120	
			4/30/2021	\$ 24,078	\$ 40,198
<b>FedEx Generator replaced with Voltage Regulator</b>		\$ 4,486	1/29/2021	\$ 4,486	
<b>Michelin Hangar Concrete Slab Repacement</b>		\$ 3,100	9/9/2020	\$ 3,100	
<b>PSA MX Hangar (2100) 2nd floor slab cracks</b>		\$ 25,000			
<b>Southwest &amp; Shared Use Ticket Counter KIOSK Replacement</b>		\$ 60,284	5/31/2021	\$ 60,284	
		<b>\$ 200,638</b>		<b>\$ 180,836</b>	
<b>Uncommitted Balance</b>	<b>\$ 299,362</b>				
<b>Business Development Obligations/Incentives</b>	<b>\$ 500,000</b>				
<b>Silver Airways Advertising</b>					
- Google Ads		\$ 29,813		\$ 29,227	
- Facebook Ads		\$ 61,195		\$ 52,017	
- Billboards		\$ 34,994		\$ 20,834	
- Radio		\$ 30,000			
Entercom Communications				\$ 8,090	
Salem Communications				\$ 6,730	
Summit Media				\$ 6,340	
iHeartMedia				\$ 3,525	
- Television		\$ 40,406			
WYFF				\$ 9,320	
WSPA				\$ 6,668	
Spectrum Reach				\$ 2,475	
- Miscellaneous		\$ 3,500			
<b>Southwest Airways Advertising</b>					
- Billboards		\$ 15,000		\$ 7,500	
- Facebook Ads		\$ 41,020		\$ 31,625	
- Google Ads		\$ 43,980		\$ 33,850	
		<b>\$ 299,908</b>		<b>\$ 218,201</b>	
<b>Uncommitted Balance</b>	<b>\$ 200,092</b>				
<b>Contingency Fund (Operational &amp; Capital)</b>	<b>\$ 1,000,000</b>				
<b>Temporary Fuel Tank</b>		\$ 150,000			
<b>Compensation Study</b>		\$ 125,000		\$ 59,250	
<b>Campus Signage Program</b> (additional)		\$ 250,000			
<b>Old Admin Project</b> (additional)		\$ 250,000			
		<b>\$ 775,000</b>		<b>\$ 59,250</b>	
<b>Uncommitted Balance</b>	<b>\$ 225,000</b>				



	Initial Purchase	Maturity Date	Interest Rate	Cost Basis or BOY FMV	Par	EOM FMV
<b>US Treasury</b>						
Note	1/7/2020	6/30/2021	1.625%	1,412,684.00	1,400,000.00	1,401,792.00
Note	2/19/2020	7/31/2021	1.750%	1,516,530.00	1,500,000.00	1,504,290.00
Note	11/5/2020	8/31/2021	1.500%	1,618,396.99	1,600,000.00	1,605,840.00
Note	11/5/2020	9/30/2021	2.125%	1,629,179.01	1,600,000.00	1,611,072.00
Note	11/5/2020	10/31/2021	1.500%	1,622,096.00	1,600,000.00	1,609,504.00
Note	11/5/2020	11/30/2021	1.500%	1,623,824.00	1,600,000.00	1,611,568.00
Note	8/4/2020	1/13/2022	2.375%	336,555.44	326,000.00	330,697.66
Note	5/28/2020	1/28/2022	1.550%	1,278,014.35	1,250,000.00	1,262,012.50
Note	10/29/2020	2/28/2022	1.750%	1,021,850.00	1,000,000.00	1,012,620.00
Note	6/4/2020	3/30/2022	1.950%	928,251.73	900,000.00	913,977.00
Note	8/3/2020	4/8/2022	0.375%	1,084,287.35	1,080,000.00	1,082,937.60
Note	10/29/2020	5/31/2022	1.875%	1,849,997.39	1,800,000.00	1,832,130.00
Note	3/22/2021	6/14/2022	1.875%	1,084,287.35	1,200,000.00	1,222,584.00
Note	3/22/2021	7/25/2022	0.125%	1,084,287.35	1,200,000.00	1,200,480.00
Note	3/22/2021	8/31/2022	0.125%	1,200,600.00	1,200,000.00	1,200,420.00
Note	3/22/2021	9/30/2022	0.125%	1,200,456.12	1,200,000.00	1,200,324.00
Note	3/22/2021	10/13/2022	1.600%	1,084,287.35	1,200,000.00	1,224,384.00
Note	3/22/2021	11/23/2022	0.125%	1,084,287.35	1,200,000.00	1,200,108.00
Note	4/16/2021	12/31/2022	2.125%	827,352.54	800,000.00	825,216.00
Note	4/16/2021	2/28/2023	1.500%	820,472.00	800,000.00	818,968.00
Note	4/16/2021	4/30/2023	2.750%	842,296.00	800,000.00	839,816.00
Note	4/16/2021	6/30/2023	1.375%	821,388.85	800,000.00	820,128.00
Note	4/16/2021	8/31/2023	2.750%	848,617.50	800,000.00	846,032.00
Note	4/16/2021	10/31/2023	1.625%	828,693.75	800,000.00	827,408.00
Note	4/16/2021	12/31/2023	2.250%	843,169.00	800,000.00	841,592.00
Note	4/16/2021	2/29/2024	2.375%	847,976.00	800,000.00	846,344.00
Note	4/16/2021	4/15/2024	0.375%	801,705.50	800,000.00	802,128.00
<b>Subtotal-UST</b>				<b>30,141,542.92</b>	<b>30,056,000.00</b>	<b>\$ 30,494,372.76</b>
<b>Money Market Fund Balance (matured UST)</b>						<b>\$ 5,199,807.37</b>
<b>Total Investment Balance</b>						<b>\$ 35,694,180.13</b>

note: additional \$5,000,000 invested in June

Weighted blended  
yield = **1.492%**



5/31/2021

## Procurement / Capital Acquisitions

Project/Item Description	Vendor Name	Date	Monthly \$ Amount
<b>Capital Improvements:</b>			
Employee Lot (2703-13)	Rodgers Builders, Inc.	5/31/2021	10,992.00
Economy Lot C (2703-14)	Rodgers Builders, Inc.	5/31/2021	412,917.00
Access Road And Round About (2703-15)	Rodgers Builders, Inc.	5/31/2021	11,414.00
GA Expansion Phase 1a - Site Prep (Constr)	Wk Dickson	5/31/2021	13,263.00
GA Expansion Phase 1a - Site Prep (Constr)	Mcmillan Pazdan Smith	5/31/2021	27,656.19
GA Expansion Phase 1a - Site Prep (Constr)	Graham County Land Company	5/19/2021	236,332.06
Campus Signage Program	Mavin Construction	5/31/2021	257,153.40
Southwest Ticket Counter Kiosk	Embross USA Inc.	5/31/2021	60,284.00
<b>Equipment and Small Capital Outlays:</b>			
Bi-Directional Amplifier (BDA) for Central Plant	Kimball Communications, Inc.	5/31/2021	35,934.17
Safety Railing and Bollard for WH	Uline	5/18/2021	11,628.44
Safety Railing and Bollard for WH	Glyn Babb Paint Contractor	5/31/2021	19,000.00
ARFF Equipment (2714-21)	Rosenbauer Minnesota, LLC	5/19/2021	1,494,406.00
<b>Renewals and Replacements:</b>			
AOC Unified Communications Suite	Kimball Communications, Inc.	5/19/2021	52,670.52
<b>Professional Service Projects:</b>			
Creation of a New Website for www.gspairport.com.	Aviatrix Communications, LLC	5/31/2021	24,346.00
<b>Total Procurements/Capital Additions for the month</b>			<b><u>\$ 2,667,997</u></b>





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## MEMORANDUM

TO: Members of the Airport Commission  
FROM: Kevin Howell, Senior Vice President/COO  
DATE: July 12, 2021

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### ITEM DESCRIPTION – Information Section Item C

June 2021 – Development/Project Status Report

### SUMMARY

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

**Status** – Construction Phase

**Project Budget** – \$2,700,000

**Estimated Completion Date** – July 2021

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 for the Parking Garage C (PGC) Project. Rodgers Builders, Inc. is under contract for the PGC Enabling Project, and the work is being completed simultaneously with the Surface Parking Program. Remaining work includes removal of former FAA cabling and duct bank and general landscape completion and cleanup.

#### **2102 GSP Drive Hangar Renovation Project:**

**Status** – Revising Renovation Scope

**Project Budget** – \$1,675,000

**Estimated Completion Date** – TBD

This project includes the renovation of the hangar located at 2102 GSP Drive adjacent to the FBO Terminal. Planned renovation scope includes interior finishes, restroom improvements, exterior paint, door hardware and integration to the GSP campus access control and CCTV systems. The original project budget was reduced by \$2,000,000 at the November 23 Commission meeting. The start of this project is delayed until other projects are underway in order to finalize the renovation scope.



### **Surface Parking Lot Expansion Program:**

**Status** – Construction Phase

**Project Budget** – \$16,700,000

**Estimated Completion Date** – July 2021

The planned Parking Garage C (PGC) and CONRAC Facility Project will impact the former Daily Surface Parking and Employee Parking lots. The PGC and CONRAC Project was ultimately put on hold due to COVID-19 and the related downturn in passenger traffic and related financial impacts. The Surface Parking Program was already underway before COVID-19.

The Surface Parking Expansion Program was approved with a budget of \$16,700,000. The program includes a new 1,500 stall parking lot for public economy parking with a new 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. Kimley-Horn is leading the design and engineering work. Rodgers Builders, Inc. is under contract as the Design-Assist contractor for the program.

Most of the construction work is substantially complete. Completion items and punchlist work is underway. The project is anticipated to wrap up in July.

### **Fuel Farm Expansion Project:**

**Status** – Design

**Project Budget** - \$6,000,000

**Estimated Completion Date** – Summer 2022

The FY20 capital budget included the design phase for the next phase of the fuel farm expansion. An RFQ/RFP to select a Design-Build contractor was issued in February. Attaway Services was selected as the Design/Build Contractor. The Project is underway and is scheduled to be completed in the summer of 2022.

### **General Aviation Expansion Site Prep Project:**

**Status** – Construction Phase

**Project Budget** - \$400,000 (Design Phase); \$4,290,000 (Construction Phase)

**Estimated Completion Date** – July 2021



This project includes site prep for General Aviation (GA) Phase 1 to expand the GA area north towards the Center Cargo Ramp area. WK Dickson is leading the engineering work for this project. Graham County Land Development is the contractor. The project budget was increased by \$990,000 at the November 23 Commission meeting to increase the project work area and allow the future taxiway and hangar development area to accommodate larger aircraft. The contractor is currently working on site grading and storm drainage installation. Work is expected to be completed in July 2021 pending weather.

### **General Aviation Hangar Site 1 Infrastructure Project:**

**Status** – Procurement

**Project Budget** - \$2,900,000

**Estimated Completion Date** – Fall 2021

The GA Hangar Site 1 Infrastructure Project includes certain infrastructure necessary for the development of a hangar development site. Work includes taxiway, apron, road, utilities, and other related site work. WK Dickson is leading the engineering and design effort for this project. Project was rebid and proposals are being evaluated.

### **Access Control/VMS Upgrade Project:**

**Status** – Contracting

**Project Budget** - \$2,000,000

**Estimated Completion Date** – Summer 2022

Three proposals were received and are being reviewed. The full project will be included in the FY 2022/2023 capital budget proposal for consideration. Staff is finalizing the contract with the contractor. The Project is expected to start in July.

### **Campus Signage Replacement Program - Phase I:**

**Status** – Construction Phase

**Project Budget** - \$750,000

**Estimated Completion Date** – July 2021

This project includes replacement of all signage and wayfinding on campus. Mavin Construction is leading this project and it is scheduled to be completed in July weather pending.



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The following projects have been put on indefinite hold due to COVID-19 and the financial impacts caused by the downturn in passenger traffic.

**Parking Garage C & CONRAC Facility:**

**Status** – On Hold

**Project Budget** – \$2,300,000 (Design Phase); \$75,000,000 (Construction Phase)

**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 was led by LS3P. Due to the COVID-19 impacts on the airport and the travel industry, this project is on hold until traffic and revenue return to an acceptable level.

**FBO Expansion Project:**

**Status** – On Hold

**Project Budget** – \$500,000

**Estimated Completion Date** – Spring 2022

Design Phase is budgeted for FY22 and scheduled to start in Fall 2021 and be completed for bidding in Spring 2022.

**Facilities Department Building Expansion Project:**

**Status** – On Hold

**Project Budget** – TBD

**Estimated Completion Date** – TBD

The FY20 planning and programming task for this project is complete. The design phase has been put on hold due to COVID-19 impacts.





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## MEMORANDUM

TO: Members of the Airport Commission

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

DATE: July 12, 2021

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### ITEM DESCRIPTION – Information Section Item D

June 2021 – Communications Status Report

### SUMMARY

Total news stories: 56  
Email newsletter inclusions: 7  
Digital article reach: 46,299,585  
Broadcast reach: 410,252  
Broadcast publicity value: \$19,067

### **News Stories ~ Broadcast, Print and Online 5/29/21 through 6/28/21:**

#### **Cargo**

GSA Business Report: [Colonial Pipeline under fire for 16,000 shuttered stations](#)  
Upstate Business Journal: [GSP Looks to Expand Cargo in Post-COVID World](#)

#### **Donut Day**

Greenville News: [Here's Where to Celebrate National Donut Day](#)

#### **General Upstate Travel**

WYFF: Memorial Day travel, live in terminal. [5/31/2021](#) and [6/1/2021](#)

#### **Parking**

Greer Today: [GSP makes changes for increased summer parking](#)  
GVLToday: [GSP Just Made Parking Easier with Pre-Book Program](#)

#### **General Upstate Travel**

MSN.com: [Where should I retire?](#) [Article also on [MarketWatch](#) and [Morning Star](#)]





The State: [Beyond Main St Greenville: Things you won't find on every 'best of' list](#)  
The Tennessean: [10 amazing Tim Corbin stories you don't know](#)  
Rome News-Tribune: [Outdoor art, concerts hallmarks of summer in Greenville](#) [Article also on [Greater Milwaukee Today](#) and on [The Daily Item](#)]  
Yahoo! News: [Beyond Main St. Greenville](#)

## **New Website**

Airport Improvement Magazine: [GSP Launches New Website](#)  
Post & Courier: [Upstate Business Notes](#)

## **Airport Traffic**

WBTV: [Myrtle Beach Airport Leads Tri-State Region in Growth](#)  
WHNS: [New international travel guidelines from CDC](#)  
Florida Times-Union: [Jacksonville adds new nonstop flights](#)  
Spartanburg Herald Journal: [Spartanburg chamber task force says economy is rebounding](#) [Article also ran in [Rome News-Tribune](#) and [The Marietta Daily Journal](#)]  
Post & Courier: [Spartanburg County Economy Vastly Improved Since Pandemic](#)  
One Spartanburg, Inc: [Thanks to You, The Burg is Back](#)

## **Environs**

Greenville Journal: [Greer City Council-Burleigh Environs Appointment](#)

## **Air Force 2**

WYFF: [Kamala Harris visits tomorrow](#) [Story gained extensive regional and national coverage include [WHNS](#) and [WIS Columbia](#) and [WLTX](#) and [Murray Ledger](#)]

## **QDOBA**

Aviation Pros: [GSP Introduces New Major Restaurant Brand](#)  
GVL Today: [Greenville Gets a QDOBA](#) and [New Chains coming to Greenville](#)  
Airport Experience News: [GSP adds QDOBA fast casual Mexican dining](#)  
Post & Courier: [GSP plans to open a new restaurant](#)

## **Terminal Expansion**

Greenville News: [GSP pivots from COVID survival to 20-year expansion plan. Hotel, parking garage and more coming.](#)  
GVL Today: [There's nothing "plane" about these plans.](#)  
Aviation Pros: [GSP plans to accommodate growth for the next 20 years.](#)  
WHNS: [GSP Unveils Expansion Plans](#)  
WYFF: [GSP travel numbers climb, airport unveils new projects on the horizon.](#)





## **Reach of GSP Media Appearing on National Social Networks**

Twitter: 2,908,260 Facebook: 697,630

### **Airport Digital and Social Media 5/29/21-6/28/21:**

#### **Website**

Sessions – 80,164

New Users – 59,265

Page/Session – 2.73

Average Session Duration – 1:05

Page Views – 165,998

#### **Facebook**

Total followers – 14,338

New followers – 67

Page Views (Total)- 1,820

Post Reach (Total)— 437,097

Post Engagements – 63,044

#### **Instagram**

Total Reach – 2,304

Total Impressions – 6,823

Followers – 2,586

New followers – 43

#### **Twitter**

Impressions – 10,400

Visits – 1,255


Followers – 6,418

New followers – 18

Mentions – 66




## Top Performing Social Media Posts



**Greenville-Spartanburg International Airport**  
June 3

Parking News and Updates: More parking options and increased economy parking capacity are now available! Planning to park at GSP? Economy Lot 2, Parking Garage A and Parking Garage B are open!

Starting Friday, June 4, the entrance to Economy Lot 2 will be relocated to Aviation Parkway. From I-85, take the first exit from the new roundabout. To park in Parking Garage A or B, continue on Aviation Parkway towards the terminal building.



**2,184** People Reached

**22** Likes, Comments & Shares

<b>15</b> Likes	<b>15</b> On Post	<b>0</b> On Shares
<b>3</b> Comments	<b>2</b> On Post	<b>1</b> On Shares
<b>4</b> Shares	<b>4</b> On Post	<b>0</b> On Shares

**69** Post Clicks

<b>8</b> Photo Views	<b>0</b> Link Clicks	<b>61</b> Other Clicks
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**NEGATIVE FEEDBACK**

<b>2</b> Hide Post	<b>0</b> Hide All Posts
<b>0</b> Report as Spam	<b>0</b> Unlike Page

Reported stats may be delayed from what appears on posts



**gspairport**

Parking News and Updates: More parking options and increased economy parking capacity are now available! Planning to park at GSP? Economy Lot 2, Parking Garage A and Parking Garage B are open!

Starting Friday, June 4, the entrance to Economy Lot 2 will be relocated to Aviation Parkway. From I-85, take the first exit from the new roundabout. To park in Parking Garage A or B, continue on Aviation Parkway towards the terminal building.

3w



Should have done that before we had to pay 25\$ in

Liked by prodogtv and 53 others

JUNE 3

Add a comment... Post





**GSP Airport** @GSPAairport · Jun 21

We're cooking up something new starting August 2021. QDOBA Mexican Eats, a fast-casual Mexican restaurant, is the newest addition to our award-winning concessions program. The restaurant will be located in the Grand Hall next to Chick-fil-A.



GSP Adds QDOBA Fast Casual Mexican Dining - Airport Experience® N...  
Greenville-Spartanburg International Airport (GSP) this week announced plans to open QDOBA Mexican Eats this summer in the airport's Grand...  
[airportxnews.com](https://airportxnews.com)







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## MEMORANDUM

TO: Members of the Airport Commission

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

DATE: July 12, 2021

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### ITEM DESCRIPTION – Information Section Item E

June 2021 – Commercial Business and Marketing Report

### COMMERCIAL BUSINESS SUMMARY

#### **Food Beverage Concessions:**

**Status** – Introduction of terrace seating in the airside garden for Wolfgang Puck will begin once an amended alcohol and liquor license is obtained by Metz to cover this area. In addition, the Qdoba concept is currently under construction.

**Project Budget** – All of the initiatives outlined above are covered in the approved operating budget for the remainder of the current fiscal year.

**Completion Date** – August 31, 2021

In August 2020, the Airport District issued a food and beverage management and operating services RFP. The Airport Commission approved the rankings of the top four proposers. Staff negotiated and executed an agreement with Metz Culinary Management, who was the first ranked proposer. Metz is currently operating Chick-fil-A, The Kitchen by Wolfgang Puck and will soon open Qdoba, a casual concept that replaces DC3 Hot Dogs. They will also operate Thomas Creek Grill and R.J. Rockers Flight Room, as passenger demand recovers in the future following the pandemic.

#### **Hudson – Grand Hall Store Adding CoverGirl and Sunglass Hut Retail Displays:**

**Status** – All plans are approved and waiting for Hudson to set an installation date. Also, Hudson has elected not to add a CoverGirl section in the store. Therefore, the scope of the project has been reduced to only Sunglass Hut.

**Project Budget** – All costs are being covered by Hudson.



### **Estimated Completion Date – TBD by Hudson.**

In December 2020, the Airport District received plans from Hudson to update a section of their Grand Hall store with CoverGirl and Sunglass Hut retail displays. They have elected not to add a CoverGirl section, but they will reduce their Tech-On-The-Go product offerings to make room for Sunglass Hut. According to Hudson's sales projections, this new product line will increase overall sales and revenue at the store.

### **Jabbrbox Conference/Workspace Booths:**

**Status** – Equipment delayed, and a new tentative installation date has been set for July 14, 2021. Also, a new agreement between MAG Escape Lounge and Jabbrbox has been reached to brand the booths as Escape Pods.

**Project Budget** – All costs are being covered by Jabbrbox.

**Estimated Completion Date** – July 31, 2021

In October 2020, the Airport District came to an agreement with Jabbrbox to install four of their conference/workspace booths between Concourse A and Concourse B. These booths are technology equipped workspaces to provide business travelers with a place to conduct video conference calls, have a quiet environment to work, etc. They are presently located in airports at Boston, Minneapolis, Las Vegas, Los Angeles, San Francisco, Seattle, and Washington DC. Internationally, they have airport locations in London, Hong Kong, Seoul, and Sydney. GSP will be their smallest airport location to date.

### **Ready Credit – Cash-to-Card Kiosks:**

**Status** – Concessions agreement under review by their legal counsel for their signature.

**Project Budget** – All costs are being covered by Ready Credit.

**Estimated Completion Date** – TBD

The Airport District has received requests from our airline partners to provide turn-key cash-to-card kiosks capable of accepting cash and dispensing an anonymous, instant issue Visa or MasterCard. These kiosks will permit the airlines to go cashless at all the ticket counters. In addition, in July 2020, the District transitioned to cashless operations in all its parking facilities due to the pandemic. Therefore, there is a need to provide these kiosks to assist the traveling public with making cashless payments for both airline and parking-related services at the airport.



### **National Business Aviation Association (NBAA) Conference:**

**Status** – Staff has completed our booth selection and obtained a booth on a main aisle for a premium location in the exhibit hall.

**Business Development Budget** – \$25,000

**Completion Date** – October 15, 2021

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 is in Orlando, FL and runs from October 12-14, 2021.

### **Air Cargo Americas Conference:**

**Status** – Staff has secured a premium booth location as one of the first booths when you enter the exhibit hall at the main entrance. In addition, staff is updating the booth artwork and presentation materials ahead of this conference.

**Business Development Budget** – \$20,000

**Completion Date** – October 29, 2021

Air Cargo Americas is a business development and exhibiting opportunity for the Airport District to showcase the airport's cargo handling capabilities and to serve as a gateway for freight forwarders along the east coast of the U.S. This year's conference is in Miami, FL and runs from October 26-28, 2021.

### **Palmetto Sites Program:**

**Status** – Phase I review of the project is underway with the SC Department of Commerce's consultant for all nine of the Airport District's developable tracts of land in the GSP360 Beyond the Runway Program. Staff received the draft report from SC Department of Commerce's consultant, and it is currently under review.

**Project Budget** – All Phase I costs are being covered by SC Department of Commerce.

**Estimated Completion Date** – August 31, 2021

The SC Department of Commerce has an industrial site readiness program entitled the Palmetto Sites Program to designate property in the State of South Carolina that has been determined to be "checked for readiness" from a development perspective. This helps market the property by having it listed in a statewide database and providing developers with a sense of comfort in knowing that the initial site evaluation work has already been completed.



Phase II of the project requires a Phase I ESA, wetland delineation map, threatened and endangered species survey, archaeological and historical investigation, Geotech assessment, etc. of each of the nine tracts. There is a grant program available to help cover some of these costs once we reach that point.

### **Burger King – Property Acquisition**

**Status** – Working through some estoppel agreement language changes and scheduling a closing date.

**Project Budget** – \$2,152,600

**Estimated Completion Date** – July 15, 2021

In 2019, RealtyLink, LLC leased 2.12 acres of property located at 909 GSP Drive to Carrols Corporation (Carrols), which operates over 1,030 Burger King locations in 23 states across the country. However, prior to construction of the restaurant, Airport District staff negotiated with RealtyLink to have a no cost first-right of refusal to purchase the property if it was ever for sale. This was done in exchange for the time and effort taken by staff to explore the potential for connecting the restaurant to the District's nearby sewer. That sewer option though never came to fruition but the negotiated first-right of refusal option remained. The property went up for sale and the District elected to move forward with the purchase of the property since it is identified for land acquisition on the FAA approved Airport Master Plan.

### **SB Acquisitions – Tract A Development Site:**

**Status** – Clearing and grading phase underway.

**Project Budget** – All development costs are being covered by SB Acquisitions.

**Estimated Completion Date** – TBD

On November 25, 2019, the Airport District approved an initial 20-year lease with two five-year option periods for approximately 43 acres of land on Tract A. The lease agreement was fully executed by both parties on January 25, 2020. Once completed, the site will be for light manufacturing and assembly for after-market vehicles modifications as well as vehicle parking.



### **AT&T Network Infrastructure Expansion Project – GSP International Logistics Park**

**Status** – Construction has been successfully completed.

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

**Completion Date** – June 30, 2021

AT&T previously placed network infrastructure along GSP International Logistics Parkway in the GSP International Logistics Park. They have now expanded that infrastructure along Global Commerce Drive to meet new customer orders for service.

### **Charter Network Infrastructure Expansion Project – GSP International Logistics Park**

**Status** – Final access agreement has been signed by Charter’s legal department. Awaiting a construction schedule from their contactor.

**Project Budget** – All costs are being covered by Charter.

**Estimated Completion Date** – TBD

In late 2019, Charter installed their network infrastructure along GSP International Logistics Parkway and Global Commerce Drive in the GSP International Logistics Park. Based on a customer request for service, this network infrastructure needs to be expanded to another leasehold site located along Global Commerce Drive.

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

**Status** – T-Mobile is reevaluating this project based on their announced merger with Sprint. Sprint already has a cell phone tower on Parking Garage A.

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

**Estimated Completion Date** – TBD

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.



### **Delta Air Lines – Gate Information Display System (GIDS) Project:**

**Status** – Delta is presently doing a test of their software integration with the Amadeus software at MIA. If successful, this will be rolled out next at GSP.

**Project Budget** – All costs are being covered by Delta Air Lines.

**Estimated Completion Date** – TBD

In order to enhance the overall passenger experience, the Airport District has been encouraging Delta Air Lines to provide their proprietary GIDS to our mutual customers at GSP. This will provide detailed flight information, standby and cleared list passenger information, etc. in the same format that the Delta passengers are accustomed to seeing at other airports and will replace the current default GIDS that only provides basic flight information.

### **Southwest Airlines – Gate Information Display System (GIDS) Project:**

**Status** – Project is moving forward again with software integration testing ongoing.

**Project Budget** – All costs are being covered by Southwest Airlines.

**Estimated Completion Date** – TBD

In order to enhance the overall passenger experience, the Airport District has been encouraging Southwest Airlines to provide their proprietary GIDS to our mutual customers at GSP. This will provide detailed flight information, standby and cleared list passenger information, etc. in the same format that the Southwest passengers are accustomed to seeing at other airports and will replace the current default GIDS that only provides basic flight information.

### **Network Entertainment Broadcasting Services Project:**

**Status** – Staff will discuss the status and various options at the Airport Commission meeting on July 12, 2021.

**Project Budget** – All costs are envisioned to be covered by the selected video content provider.

**Estimated Completion Date** – TBD

Since 2018, the Airport District has had an agreement with CNN Airport Network to provide the equipment and content for Network Entertainment Broadcast System (NEBS) services at six locations on Concourses A and B at no cost to the District. On January 12, 2021, CNN Airport Network announced the discontinuation of its programming services effective on March 31, 2021. Staff issued an RFP for qualified companies to manage,



operate, and maintain a first-class programming format for a NEBS using the equipment previously owned by CNN Airport Network. Unfortunately, no proposals were received by the submittal deadline on February 26, 2021. Staff continues to explore alternatives.

## **MARKETING SUMMARY**

### **Routes Americas – Air Service Development Conference:**

**Status** – Staff had meetings with 18 different airlines and VisitFlorida.

**Business Development Budget** – \$5,000

**Completion Date** – June 25, 2021

Routes Americas is an opportunity for the Airport District to meet with both existing and prospective airlines to discuss airline route retention and future development. This year's conference was in Orlando, FL and ran from June 23-25, 2021.

### **Silver Airways – Nonstop JAX, MCO, & TPA Marketing Campaign:**

**Status** – Marketing campaign has been completed.

**Project Budget** – \$200,000

**Completion Date** – June 30, 2021

In January 2021, Silver Airways announced new nonstop service to JAX, MCO, and TPA. This marketing campaign helped educate the traveling public that the new nonstop flights were available on Silver.

### **Joint GSP and JAX CVB Meetings to Promote Nonstop Silver Airways Service:**

**Status** – JAX meeting scheduled for July 21-23, 2021 and GSP meeting scheduled for August 13-15, 2021.

**Project Budget** – \$3,000

**Completion Date** – August 16, 2021

The air service development and marketing teams for both GSP and JAX have been discussing ways to promote the new nonstop Silver Airways flights between the two communities. Staff has organized a trip to JAX with VisitGreenville and OneSpartanburg's CVB. JAX will then fly to GSP to visit our community with their three CVB's and their DMO. The goal is to discuss ways for the CVB's to market each community as a destination to help ensure the success of the new nonstop service between the two airports.





### **Time to Fly – Reserved Parking Marketing Campaign:**

**Status** – Waiting for the parking access revenue control system project to be completed.

**Project Budget** – TBD

**Estimated Completion Date** – TBD

The Airport District plans to introduce a new reserved parking program to the traveling public. This marketing campaign will help educate travelers on the benefits of using reserved parking at GSP, how to sign up, and provide them with an incentive to do so. In addition, this will provide the District with their contact information, so that we can market new airline service and airport amenities, future parking offers, etc. to them.

### **Mobile Information Center Kiosk Project:**

**Status** – Project completed.

**Project Budget** – \$1,000

**Completion Date** – June 30, 2021

The Communications Department has launched a new mobile information center kiosk on Concourse A. This effectively extends their reach from the information center located in baggage claim to the secure side of the terminal building to provide passenger assistance as needed. Depending on how well the test location works and how much it is utilized, other locations may be added in the future around the terminal building.

### **Bon Secours Wellness Arena Rebranding:**

**Status** – Project on hold due to budget constraints related to COVID-19.

**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 over four years old and in need of a refresh.





### **Children's Play Area Alcove Project:**

**Status** – Project on hold due to budget constraints related to COVID-19.

**Project Budget** – All installation costs will be covered by Plus-Plus USA

**Estimated Completion Date** – TBD

During 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:**

**Status** – All materials have been ordered and are awaiting delivery for installation.

**Project Budget** – \$15,000

**Estimated Completion Date** – July 31, 2021

During 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.





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## MEMORANDUM

TO: Members of the Airport Commission

FROM: Ashley Bruton, Director of Human Resources

DATE: July 12, 2021

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### ITEM DESCRIPTION – Information Section Item F

June 2021 – OSHA Recordable Injury Report

### SUMMARY

Monthly Activity as June 30, 2021

- 0 OSHA Recordable Injuries

2021 Calendar Year-to-Date

- 6 OSHA Recordable Injuries

2 Year Historical Annual OSHA Recordable Submissions:

Calendar Year	Annual Average # Employees	Total Hours Worked by all Employees	# OSHA Recordable Work-Related Injuries	# OSHA Recordable Work-Related Illnesses	# Days away from Work
2019	206	399,715	9	0	102
2018	195	379,203	12	0	112