



GSP COMMISSION MEETING

September 12, 2022



AGENDA

Greenville-Spartanburg Airport Commission Regular Meeting
Greenville-Spartanburg International Airport Commission Boardroom
Monday, September 12, 2022
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 July 11, 2022 Regular Meeting Minutes ([document](#))
- B. Approval of the Greenville-Spartanburg Airport Commission Meeting Dates and Times for Calendar Year 2023 ([document](#))

III. PRESENTATIONS:

- A. Greenville Chamber of Commerce Presentation ([document](#))
- B. Multi-Factor Authentication ([document](#))

III. OLD BUSINESS: None

IV. NEW BUSINESS:

- A. Approval of a Budget Amendment for the Purchase and Installation of Additional Common-Use Ticket Counter and Self-Service Kiosk Equipment ([document](#))

VI. PRESIDENT/CEO REPORT:

- A. Introduction to Kelly Dawsey, VP/Chief Human Resources Officer
- B. Aviation Industry Update
- C. Federal and State Legislative Update
- D. Financial Dashboard 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. July 2022 – Traffic Report ([document](#))
- B. July 2022 – Financial Report ([document](#))
- C. August 2022 – Development/Project Status Report ([document](#))
- D. August 2022 – Communications Status Report & Marketing Event Summary ([document](#))
- E. August 2022 – Commercial Business Report ([document](#))
- F. August 2022 – 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

July 11, 2022

The Greenville-Spartanburg Airport Commission met on July 11, 2022 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 (via teleconference), Leland Burch, Valerie Miller, Jay Beeson (via teleconference), Doug Smith

MEMBERS NOT PRESENT: None

STAFF AND LEGAL COUNSEL PRESENT: David Edwards, President/CEO; Kevin Howell, Senior Vice President/COO; Betty O. Temple, WBD; Tom Tyra, Director, Communications & Air Service Development; Michelle Newman, Communications Manager; Jeff Clifton, Director of Design & Construction; Bobby Welborn, GSP Chief of Police; Sarah Ryan, Operations Supervisor; Kristen Cunningham, Operations Intern; Casey Cooperman, Executive Assistant/Recording Secretary

GUESTS PRESENT: Lee Dryden, Turner Construction; Justin Gobbel, Kimley-Horn; David Sparkes, Kimley-Horn; Kiel Clasing, Oceaneering; Mike Schutt, Plenary Americas; Jonathan Chasteen, HDR

CALL TO ORDER: Chair Minor Shaw called the meeting to order at 9:06 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 May 9, 2022 Regular Meeting Minutes.

OLD BUSINESS: None

PRESENTATIONS:

A. Annual Strategic Business Plan Update

Chair Shaw welcomed Dr. Steve Van Beek of Steer Group. Dr. Van Beek opened with a presentation which covered an Industry Update and Strategic Plan Update as it directly relates to the District. He provided an analysis of airport-centric strengths, weaknesses, opportunities, and threats for 2022 and noted that the strategic imperative moving forward is to balance recovery from COVID-19 and the willingness to take risks.

Dr. Van Beek continued by providing a national picture of recovery from the COVID-19 pandemic. As opposed to the time leading up the pandemic when large hub airports were growing faster, following the pandemic small hub airports have been leading the way to recovery. Dr. Van Beek also provided a glimpse into the other categories that lead the

way in recovery, primarily Latin American destinations, U.S. airlines, and ultra-low-cost carriers.

Dr. Van Beek then gave a look into Greenville-Spartanburg International Airport's (GSP) recovery as compared to others. GSP is near the middle of its national benchmarks, now at 83% seat recovery, however leisure-oriented regional benchmark airports have recovered faster with greater seat capacity. When looking at the load factor (actual passengers flown), GSP is at 86% recovery which implies that GSP's passenger recovery is outpacing seat recovery. At GSP, Southwest is the only airline that has made a full recovery. Dr. Van Beek noted that the key takeaway is that airlines have continued to become more efficient offering more seat capacity per air traffic movement even during the COVID-19 pandemic which can strain airport landside capacity, but the goal is to provide outstanding customer service despite more congestion during specific times.

Looking to the future, Dr. Van Beek shared that there are several opportunities to consider. These include new airlines emerging and Electric Vertical Take-Off and Landing (EVTOL) aircraft used for short haul flights.

Dr. Van Beek then discussed the upcoming FAA Reauthorization, which will help to better align the FAA's regulatory approach to airports with the emerging trend for airports to have a more active approach to their organizational direction. This will allow airports to act as a strong proprietor, a service provider, with risk tolerance, and treat airlines more like partners instead of customers.

Dr. Van Beek answered questions from the Commission regarding the success of such airlines as Contour and Silver. He, as well, addressed the future regarding airlines' efforts to recruit pilots, and Mr. Edwards added that airlines are employing individual initiatives to combat the pilot shortage and that it will likely be several years before we see a full pilot recovery.

Next, Dr. Van Beek provided his presentation on GSP's Performance Plan with a reminder and update on strategic goals (Safety, Service, Finance, Regional Leadership & Opportunity, and Cerulean), performance measures and results over the past year, as well as the strategic goals and performance measures that GSP has set in place for Fiscal Year 2022-2023.

Dr. Van Beek reviewed both the 2021-2022 and 2022-2023 financial targets, cash balance, airline revenues and cost per enplanement (CPE).

Dr. Van Beek wrapped up the presentation by stating that with GSP's strategic business plan, performance has been strong. He then answered questions about financial performance as it relates to the District taking over concession management with Metz. He and Mr. Edwards addressed both the challenges and opportunities for improvement in this type of management agreement. At this time the presentation concluded.

B. Communications and Marketing Update

Tom Tyra, Director of Communications and Air Service Development, provided a presentation which gave an overview of the Communications & Air Service Development department, including the organizational structure of the department, and their roles as it pertains to internal and external Communications, Customer Service, Marketing, Air

Service Development and Graphic Design. He provided a breakdown of each of these areas with examples of the projects for which each is responsible.

Mr. Tyra then went on to share the department's initiatives for FY2023. These includes air service development targets of underserved and unserved markets, partnerships to encourage tourism and convention organizations in Spartanburg and Greenville counties, air cargo marketing, expanding the use of new research tools to drive advertising and air service tactics, creating a better airport experience, telling the stories that set GSP apart through social media and news coverage, the GSP Ambassador Program, a new virtual art tour, live music performances at GSP, college spring and winter break promotions, and a WNC summer camp coordination program.

C. Terminal Landside Roadway Improvements Program Update

Jeff Clifton, Director of Design & Construction, provided an update on the progress made on the Terminal Landside Roadway Improvements Program (TLRIP). This included a background of the program which started in 2020 with a commercial terminal area expansion study. In January 2022 the TLRIP started its programming phase. The District brought on Kimley-Horn as the engineer for the project and Turner Construction as the construction manager. Mr. Clifton noted that this is a multi-phase project that will impact vehicular and pedestrian traffic.

From there Mr. Clifton went on to describe the current site conditions by illustration marked with existing roadways, sidewalks, vehicular traffic flow and pedestrian traffic flow along with parking locations for Operations/Badging, Administration, Employees and Passengers.

He then provided an overview of the project which will aim to enhance roadways and the terminal curbfront by reconstructing and extending the existing terminal curbfront to the north. As well, the project includes an intersection reconfiguration of GSP Drive and Terminal Parkway and GSP Drive improvements which include the addition of two roundabouts and updated street lighting. Another focus of the project will be improved pedestrian safety and vehicular and pedestrian signage.

Mr. Clifton shared that the priorities of the construction's phasing are customer safety, customer experience, quality of the finished product, public/construction interface, to avoid utility disruptions and to best use construction resources.

The key areas of focus for the program are the safe movement of passenger vehicles and pedestrians, valet movement, emergency vehicle access, construction traffic and quality/schedule/cost.

Mr. Clifton broke down each Phase of the project with illustrations and descriptions of what is to be accomplished in each phase and the expected duration of each phase. The project timeline was broken down accordingly. The Design will be completed in September 2022, construction will start in January of 2023 and is to be completed by February 2025.

D. Public Parking Update

Kevin Howell, Senior Vice President/COO, provided a presentation on public parking at GSP in order to provide information and respond to the Commission's request to overview parking trends, specific to garage parking. Additionally, this information will also provide for additional discussion on when to start the design and construction of Parking Garage C.

Mr. Howell spoke to the change in parking trends and a shift in the parking demographic, noting that parking data points to longer trip durations, more passengers per car and more customers choosing premium parking over economy parking. He also recognized that the change of new roadway/entrance signage to economy parking may also be impacting the number of passengers who choose premium parking in garages over economy lot parking.

He gave a comparison of May 2022 parking trends as compared to May 2019, which show that there were 10,000 less transactions in May 2022 however when comparing parking revenue, he notes that it was approximately \$50,000 higher than May 2019.

Mr. Howell also spoke to the increase in weekend garage parking in 2022 over 2019, while garage occupancy on weekdays has still not caught up to 2019.

Following the breakdown of current garage occupancy levels, Mr. Howell provided a look at the Terminal Complex with development plans from the 2019 Master Plan as well as the Terminal Area Planning Study in 2021. The illustration included the ultimate roadway network at completion, showing Garage C and other improvements.

Mr. Howell shared information from the original parking and rental car study completed in 2019, which forecasted nearly 800,000 in rental car transaction days for 2020. Construction Manager selection for this project was suspended in 2020 due to COVID-19 and FY2022 transaction days are tracking at approximately 550,000 which is a decrease of 30%. As 65% of the Garage C construction project was due to be financed by the Customer Facility Charge (CFC) of \$6.00 per rental car user, the decrease in transaction days equates to a loss of \$1.5 million in annual revenue. Therefore, the District will need to consider alternatives such as a new rental car agreement, financial review, and possibly a new funding strategy. The total timeline for constructing Parking Garage C is approximately 36 months. The timing of the project greatly depends on rental car trends, CFC collections, and the rental car agreement. All of these items are currently being discussed.

Conversation ensued about parking occupancy levels in the economy lots and ways to drive parking traffic to the economy lots during times when garage occupancy is reaching its maximum. Additional conversation ensued about possible revisions to the CFC agreement with rental car companies. The Commission and Staff agreed to make a decision regarding the start of the Parking Garage C project by the end of 2022.

NEW BUSINESS:

A. Approval of a Project Development Agreement with Plenary Americas US Holdings, Inc. for an Automated Transit Network System

David Edwards, President/CEO, presented a request for approval of a Project Development Agreement with Plenary Americas US Holdings, Inc. for an Automated Transit Network System.

Mr. Edwards provided the background of the project, stating that in May 2016, Staff requested authorization for the Commission to finalize a Project Development Agreement (Agreement) with Plenary Americas US Holdings Inc. (Plenary) for an Automated Transit Network System (ATN) at the Greenville-Spartanburg International Airport (GSP) and the Commission approved the request. At the same meeting, the Commission approved the budget for FY2022/2023 which included \$3.1 million in funding for this phase of the ATN project.

Staff has worked with Plenary to finalize the Agreement. Legal counsel has reviewed the documents and recommended changes, which have been incorporated into the Agreement.

Mr. Edwards stated that the Staff committed to the Commission that the final Agreement would be brought back to the Commission for review and approval. Mr. Edwards provided the Commission with the current version of the final Agreement along with the Groundside Transportation Modernization Project Proposal from Plenary. There may be some minor edits to finalize the Agreement, but there will be no substantive changes.

The Agreement will take the project up to the initiation of construction of the project. The construction phase will be brought back to the Commission for review and approval following the Agreement phase.

Alternatively, the Commission may choose not to move forward with the ATN project at this time. The fiscal impact for this phase of the work is \$3.1 million.

Conversation ensued about the options, opportunities, challenges, and alternatives the District will have regarding the structure, funding and infrastructure for this project.

The Commission and Staff agreed that they would discuss the matter further in Executive Session before taking a vote.

B. Approval of Minimum Standards Amendment for Commercial Air Carrier Line Service Maintenance

David Edwards, President/CEO, requested approval of an amendment to the Minimum Standards for Commercial Air Carrier Line Service Maintenance.

Mr. Edwards provided background on the request, stating that The Greenville-Spartanburg Airport District (District) is required by the Federal Aviation Administration

(FAA) to establish Minimum Standards for aeronautical services to be provided at the Greenville-Spartanburg International Airport (GSP). The District has a current Minimum Standard for Commercial Air Carrier Line Services Maintenance, which was provided to the Commission.

Based on recent requests by companies desiring to provide Commercial Air Carrier Line Services Maintenance for several cargo air carriers operating at GSP, Staff is recommending that the current Minimum Standards for Commercial Air Carrier Line Services Maintenance be amended to provide greater access for such providers.

Mr. Edwards provided copies to the Commission of the proposed amended Minimum Standards for Commercial Air Carrier Line Services Maintenance at GSP for review.

At this time, no alternatives are being recommended and there is no fiscal impact.

There was a motion by Chair Shaw to adopt the amended Greenville-Spartanburg Airport District Minimum Standards for Commercial Air Carrier Line Services Maintenance at the Greenville-Spartanburg International Airport as presented. The motion was seconded by Commissioner Burch and unanimously approved.

PRESIDENT/CEO REPORT:

Aviation Industry Update:

Mr. Edwards deferred to Dr. Van Beek's presentation as it provided a detailed update on the aviation industry.

Federal and State Legislative Update:

Mr. Edwards stated that Dr. Van Beek's presentation also provided a very good update on the Federal and State Legislative topics, especially regarding the FAA Reauthorization. Mr. Edwards did state that the District received disappointing news that it will not receive any money from the Bipartisan Infrastructure Law (BIL) for the two applications put in for the Airport Terminal Grant Program, one for the design and construction of the terminal expansion and the other for the Terminal Landside Roadway Improvements project. The District was not selected for either of these projects. No airport in South Carolina received funding. Only one airport in North Carolina and one in Georgia were selected for funding. Mr. Edwards stated that he has questions for the FAA regarding the selection results.

Financial Update:

Mr. Edwards provided a brief District financial report to the Commission, including YTD Operating Revenues, Operating Expenses, Gross Margin, Cost Per Enplanement, Airline Revenues, Investment Balance, Fund Balance and Debt Balance.

Mr. Edwards stated that Staff needs to address an error showing in Cost Per Enplanement. Additionally, at the next Commission meeting Staff will present the financial update with Fiscal Year 2021-2022 results.

COMMISSIONER'S REPORT: None


EXECUTIVE SESSION:

The Commission Chair requested that the Commission go into Executive Session for the purpose of discussing contracts, personnel matters, and certain special economic development projects. The motion was made, seconded, and approved to go into Executive Session at 1:06 p.m.

At approximately 2:07 p.m., public session resumed with no action taken in Executive Session. Commissioner Beeson made a motion (1) approve the Project Development Agreement with the Plenary Americas US Holdings Inc. for the development of an ATN system at GSP substantially in the form submitted to the Commission and (2) authorize the President/CEO to finalize and execute all necessary documents in connection with the Project Development Agreement. Commissioner Smith seconded the motion, and unanimous approval was received.

ADJOURNMENT:

There being no further business, a motion was made by Commissioner Beeson, seconded by Commissioner Burch and unanimous vote received to adjourn meeting. The meeting was adjourned at approximately 2:09 p.m. The next meeting regular, non-emergency Commission meeting is scheduled for Monday, September 12 at 9:00 a.m.

SIGNATURE OF PREPARER:

Casey Cooperman



MEMORANDUM

TO: Members of the Airport Commission

FROM: David Edwards, President/CEO

DATE: September 12, 2022

ITEM DESCRIPTION – Consent Agenda Item B

Approval of the Greenville-Spartanburg Airport Commission Meeting Dates and Times for Calendar Year 2023

BACKGROUND

During Calendar Year 2022, the Airport Commission scheduled regular Commission meetings every other month. The meetings for 2022 was/are as follows:

- Monday, January 24
- Monday, March 21
- Tuesday, May 9
- Monday, July 11
- Monday, September 12
- Tuesday, November 14

ISSUES

Staff attempted to schedule the regular Airport Commission meetings the 2nd Monday of every other month at 9:00 a.m. for Calendar Year 2023. Due to schedule conflicts, Staff was unable to schedule all of the meetings on the 2nd Monday of the month.

Staff recommends scheduling the 2023 Commission meetings on the following dates:

- Monday, January 23
- Monday, March 27
- Monday, May 15
- Monday, July 10
- Monday, September 11
- Monday, November 13

The GSP Commission Meetings are scheduled to begin at 9:00 a.m.



ALTERNATIVES

None

FISCAL IMPACT

None

RECOMMENDED ACTION

It is respectfully requested that the Airport Commission approve the Greenville-Spartanburg Airport Commission Meeting Dates and Times for Calendar Year 2023 as presented.



MEMORANDUM

TO: Members of the Airport Commission

FROM: David Edwards, President/CEO

DATE: September 12, 2022

ITEM DESCRIPTION – PRESENTATION ITEM A

Greenville Chamber of Commerce Presentation

BACKGROUND

Carlos Phillips, President & CEO of the Greenville Chamber of Commerce, will provide a presentation on the current and future program initiatives of the Chamber and how these programs will help move Greenville and the Upstate forward in a positive way.



MEMORANDUM

TO: Members of the Airport Commission

FROM: Zach Salvato, Director of IT

DATE: September 12, 2022

ITEM DESCRIPTION – Presentation Item B

Multi-Factor Authentication

BACKGROUND

On August 29, 2022, the Greenville-Spartanburg Airport District (District) rolled out a new security feature, Multi-Factor Authentication (MFA), to add more security to our user accounts. This extra verification step is to ensure that the person logging in is who they say they are. The District also implemented five conditional access policies to manage the use of MFA and to which roles it applies to outside the District network.

CONDITIONAL ACCESS POLICIES

- Block outside US access to organizational data. (Exclusion group can be utilized for known travel events)
- Block legacy authentication (basic authentication)
- Allow approved roles access to services outside District network, block all others.
- Require MFA for roles access to services outside District.
- Require MFA on all service administrator accounts.



MEMORANDUM

TO: Members of the Airport Commission

FROM: David Edwards, President/CEO

DATE: September 12, 2022

ITEM DESCRIPTION - New Business Item A

Approval of a Budget Amendment for the Purchase and Installation of Additional Common-Use Ticket Counter and Self-Service Kiosk Equipment

BACKGROUND

The Greenville-Spartanburg Airport District (District) installed common-use passenger processing equipment at all gates and certain airline ticket counter locations during the Wingspan Project. This equipment enables the District to have flexibility in the use of its available gates and ticket counters and provides an overall improved level of service to the airlines.

ISSUES

The District did not install common-use equipment at all ticket counter locations during the Wingspan project. Delta is now interested in coming on to the common-use system and Staff is working with United to do the same. This requires the purchase of additional common-use equipment. In addition, Staff plans to install four (4) common-use kiosks (a total of eight (8)) at two locations under the Flight Information Display monitors in the ticket lobby area. This will enable customers to check in away from the ticket counters which will help facilitate overall passenger processing.

ALTERNATIVES

No alternatives are recommended at this time.



FISCAL IMPACT

The project is estimated to cost \$750,000. Staff is requesting a budget amendment for this project in the amount of \$750,000 from the District's existing fund balance. The District will recoup this investment through airline rates and charges.

RECOMMENDED ACTION

It is respectfully requested that the Airport Commission resolve to approve a budget amendment in the amount of \$750,000 for the purchase and installation of additional common-use ticket counter and self-service kiosk equipment.



MEMORANDUM

TO: Members of the Airport Commission

FROM: David Edwards, President/CEO

DATE: September 12, 2022

ITEM DESCRIPTION – Information Section Item A

July 2022 - Traffic Report

SUMMARY

For July 2022, passenger traffic was 81.9% of 2019 traffic levels. Preliminary passenger numbers for August 2022 are currently trending at a 81.5% recovery level. In July 2022 passenger traffic reflects a **2.9%** increase over the same month in 2021. Cargo numbers for July 2022 were down **16.9%** for the same period. Passenger load factors were up **7.1%** for the month, at an average of **87.3%**.

A comparison of the North America National Passenger Traffic Growth Averages for **2022** to GSP's Passenger Traffic Growth is depicted below:

Month	2022		
	GSP	National Average	Difference
Jan	92.60%	93.10%	-0.50%
Feb	117.70%	123.00%	-5.30%
Mar	83.00%	76.39%	6.61%
April	48.60%	58.30%	-9.70%
May	31.10%	38.40%	-7.30%
June	14.00%	Data Not Available	
July	2.90%	Data Not Available	
August			
September			
October			
November			
December			
Average	55.70%	77.84%	-22.14%

Attached are copies of the detailed traffic report for July 2022.

Providing a look forward into the service levels for **October 2022** 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 down at 13.5%, and seats are down at 8.6%.

Schedule Monthly Summary Report for Passenger (Air - All) flights from GSP for travel October 2022 vs. October 2021									
All flights, seats, and ASMs given are per month.									
Travel Period		Oct 2022		Oct 2021		Diff		Percent Diff	
Mkt AI	Dest	Flights	Seats	Flights	Seats	Flights	Seats	Flights	Seats
3M	JAX	0	0	9	423	(9)	(423)	(100.0%)	(100.0%)
3M	MCO	9	623	8	576	1	47	12.5%	8.2%
3M	TPA	9	423	9	423	0	0	0.0%	0.0%
AA	CLT	209	18,250	246	18,234	(37)	16	(15.0%)	0.1%
AA	DCA	88	6,644	36	2,670	52	3,974	144.4%	148.8%
AA	DFW	74	9,012	80	9,304	(6)	(292)	(7.5%)	(3.1%)
AA	MIA	0	0	24	1,824	(24)	(1,824)	(100.0%)	(100.0%)
AA	ORD	32	1,756	56	3,424	(24)	(1,668)	(42.9%)	(48.7%)
AA	PHL	80	4,780	86	5,384	(6)	(604)	(7.0%)	(11.2%)
DL	ATL	193	27,870	233	31,910	(40)	(4,040)	(17.2%)	(12.7%)
DL	DTW	47	3,572	48	3,612	(1)	(40)	(2.1%)	(1.1%)
DL	LGA	78	5,775	61	4,270	17	1,505	27.9%	35.2%
G4	FLL	0	0	7	1,239	(7)	(1,239)	(100.0%)	(100.0%)
G4	PIE	9	1,674	9	1,674	0	0	0.0%	0.0%
G4	SFB	9	1,509	9	1,626	0	(117)	0.0%	(7.2%)
LF	BNA	12	360	0	0	12	360		
UA	BOS	1	76	1	76	0	0	0.0%	0.0%
UA	DEN	31	2,356	31	2,350	0	6	0.0%	0.3%
UA	EWR	92	6,656	58	3,492	34	3,164	58.6%	90.6%
UA	IAD	0	0	117	7,032	(117)	(7,032)	(100.0%)	(100.0%)
UA	IAH	31	2,356	61	4,378	(30)	(2,022)	(49.2%)	(46.2%)
UA	ORD	88	6,506	62	3,724	26	2,782	41.9%	74.7%
UA	SYR	0	0	1	76	(1)	(76)	(100.0%)	(100.0%)
WN	ATL	67	10,733	62	9,026	5	1,707	8.1%	18.9%
WN	BWI	31	4,593	31	4,977	0	(384)	0.0%	(7.7%)
WN	HOU	0	0	31	4,657	(31)	(4,657)	(100.0%)	(100.0%)
TOTAL		1,190	115,524	1,376	126,381	(186)	(10,857)	(13.5%)	(8.6%)

Attachment

Monthly Traffic Report

Greenville-Spartanburg International Airport

July 2022



Category	Jul 2022	Jul 2021	Percentage Change	*CYTD-2022	*CYTD-2021	Percentage Change	*MOV12-2022	*MOV12-2021	Percentage Change
Passenger Traffic									
Enplaned	98,013	95,193	3.0%	619,165	437,274	41.6%	1,087,124	646,369	68.2%
Deplaned	<u>96,353</u>	<u>93,675</u>	2.9%	<u>612,537</u>	<u>432,445</u>	41.6%	<u>1,075,736</u>	<u>636,853</u>	68.9%
Total	194,366	188,868	2.9%	1,231,702	869,719	41.6%	2,162,860	1,283,222	68.5%
Cargo Traffic (Pounds)									
Express and Mail									
Enplaned	846,549	975,998	-13.3%	5,425,358	7,274,706	-25.4%	9,434,957	11,909,034	-20.8%
Deplaned	<u>1,070,492</u>	<u>1,065,491</u>	0.5%	<u>7,298,473</u>	<u>7,621,681</u>	-4.2%	<u>12,930,396</u>	<u>13,004,232</u>	-0.6%
Subtotal	1,917,041	2,041,489	-6.1%	12,723,831	14,896,387	-14.6%	22,365,353	24,913,266	-10.2%
Freight									
Enplaned	3,278,749	4,537,919	-27.7%	32,695,712	32,652,386	0.1%	54,989,636	48,281,433	13.9%
Deplaned	<u>8,836,670</u>	<u>10,298,748</u>	-14.2%	<u>62,334,883</u>	<u>61,805,819</u>	0.9%	<u>114,316,990</u>	<u>99,259,322</u>	15.2%
Subtotal	12,115,419	14,836,667	-18.3%	95,030,595	94,458,205	0.6%	169,306,626	147,540,755	14.8%
Total	14,032,460	16,878,156	-16.9%	107,754,426	109,354,592	-1.5%	191,671,979	172,454,021	11.1%

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

Category	Jul 2022	Jul 2021	Percentage Change	*CYTD-2022	*CYTD-2021	Percentage Change	*MOV12-2022	*MOV12-2021	Percentage Change
Aircraft Operations									
Airlines	2,251	2,384	-5.6%	16,192	14,227	13.8%	28,454	22,419	26.9%
Commuter/Air Taxi	<u>632</u>	<u>805</u>	-21.5%	<u>4,479</u>	<u>4,498</u>	-0.4%	<u>8,347</u>	<u>6,804</u>	22.7%
Subtotal	2,883	3,189	-9.6%	20,671	18,725	10.4%	36,801	29,223	25.9%
General Av.	1,093	925	18.2%	7,940	6,486	22.4%	12,998	10,731	21.1%
Military	<u>206</u>	<u>183</u>	12.6%	<u>1,412</u>	<u>1,375</u>	2.7%	<u>2,469</u>	<u>2,402</u>	2.8%
Subtotal	1,299	1,108	17.2%	9,352	7,861	19.0%	15,467	13,133	17.8%
Total	4,182	4,297	-2.7%	30,023	26,586	12.9%	52,268	42,356	23.4%
Fuel Gallons									
General Aviation									
100LL	2,681	3,050	-12.1%	17,357	18,968	-8.5%	28,281	28,836	-1.9%
Jet A	<u>142,823</u>	<u>150,278</u>	<u>-5.0%</u>	<u>1,140,257</u>	<u>929,410</u>	<u>22.7%</u>	<u>1,858,918</u>	<u>1,404,271</u>	<u>32.4%</u>
Subtotal	145,504	153,328	-5.1%	1,157,614	948,378	22.1%	1,887,199	1,433,107	31.7%
Commercial Aviation									
Jet A	1,723,197	2,149,190	-19.8%	12,641,115	11,994,941	5.4%	21,870,205	17,092,134	28.0%
Total	1,868,701	2,302,518	-18.8%	13,798,729	12,943,319	6.6%	23,757,404	18,525,241	28.2%

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

Scheduled Airline Enplanements, Seats, and Load Factors

Greenville-Spartanburg International Airport

July 2022



	Jul 2022	Jul 2021	Percentage Change	*CYTD-2022	*CYTD-2021	Percentage Change
Allegiant Air						
Enplanements	4,306	4,245	1.4%	24,977	19,738	26.5%
Seats	4,683	4,839	-3.2%	29,829	31,515	-5.3%
Load Factor	91.9%	87.7%	4.8%	83.7%	62.6%	33.7%
American Airlines						
Enplanements	33,529	33,013	1.6%	215,544	162,493	32.6%
Seats	37,956	39,167	-3.1%	261,652	207,887	25.9%
Load Factor	88.3%	84.3%	4.8%	82.4%	78.2%	5.4%
Contour Airlines						
Enplanements	432	0	-	2,589	0	-
Seats	660	0	-	4,500	0	-
Load Factor	65.5%	-	-	57.5%	-	-
Delta Air Lines						
Enplanements	32,570	28,156	15.7%	214,114	122,322	75.0%
Seats	35,165	33,578	4.7%	256,674	167,549	53.2%
Load Factor	92.6%	83.9%	10.5%	83.4%	73.0%	14.3%

	Jul 2022	Jul 2021	Percentage Change	*CYTD-2022	*CYTD-2021	Percentage Change
Silver Airways						
Enplanements	695	948	-26.7%	3,501	3,914	-10.6%
Seats	828	1,522	-45.6%	4,384	6,216	-29.5%
Load Factor	83.9%	62.3%	34.8%	79.9%	63.0%	26.8%
Southwest Airlines						
Enplanements	11,450	13,116	-12.7%	69,588	60,007	16.0%
Seats	15,759	20,367	-22.6%	116,277	114,528	1.5%
Load Factor	72.7%	64.4%	12.8%	59.8%	52.4%	14.2%
United Airlines						
Enplanements	14,776	15,562	-5.1%	86,301	67,784	27.3%
Seats	16,882	17,102	-1.3%	102,748	85,964	19.5%
Load Factor	87.5%	91.0%	-3.8%	84.0%	78.9%	6.5%
Totals						
Enplanements	97,758	95,040	2.9%	616,614	436,258	41.3%
Seats	111,933	116,575	-4.0%	776,064	613,659	26.5%

Load Factor	87.3%	81.5%	7.1%	79.5%	71.1%	11.8%
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***CYTD = Calendar Year to Date and *Mov12 = Moving Twelve Months.**

Totals

Enplanements	97,758	95,040	2.9%	616,614	436,258	41.3%
Seats	111,933	116,575	-4.0%	776,064	613,659	26.5%

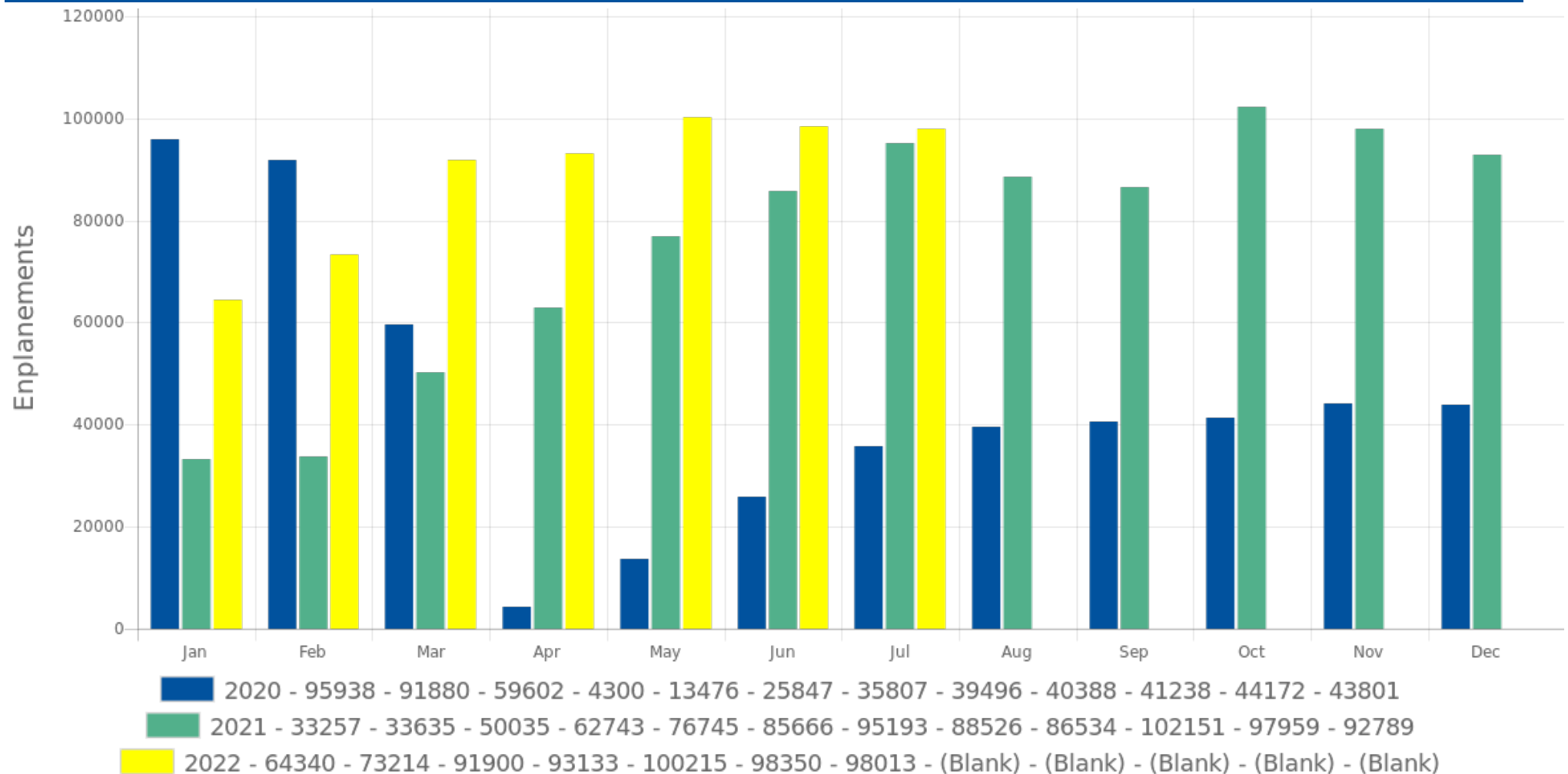
Load Factor	87.3%	81.5%	7.1%	79.5%	71.1%	11.8%
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***CYTD = Calendar Year to Date and *Mov12 = Moving Twelve Months.**

Monthly Enplanements By Year

Greenville-Spartanburg International Airport

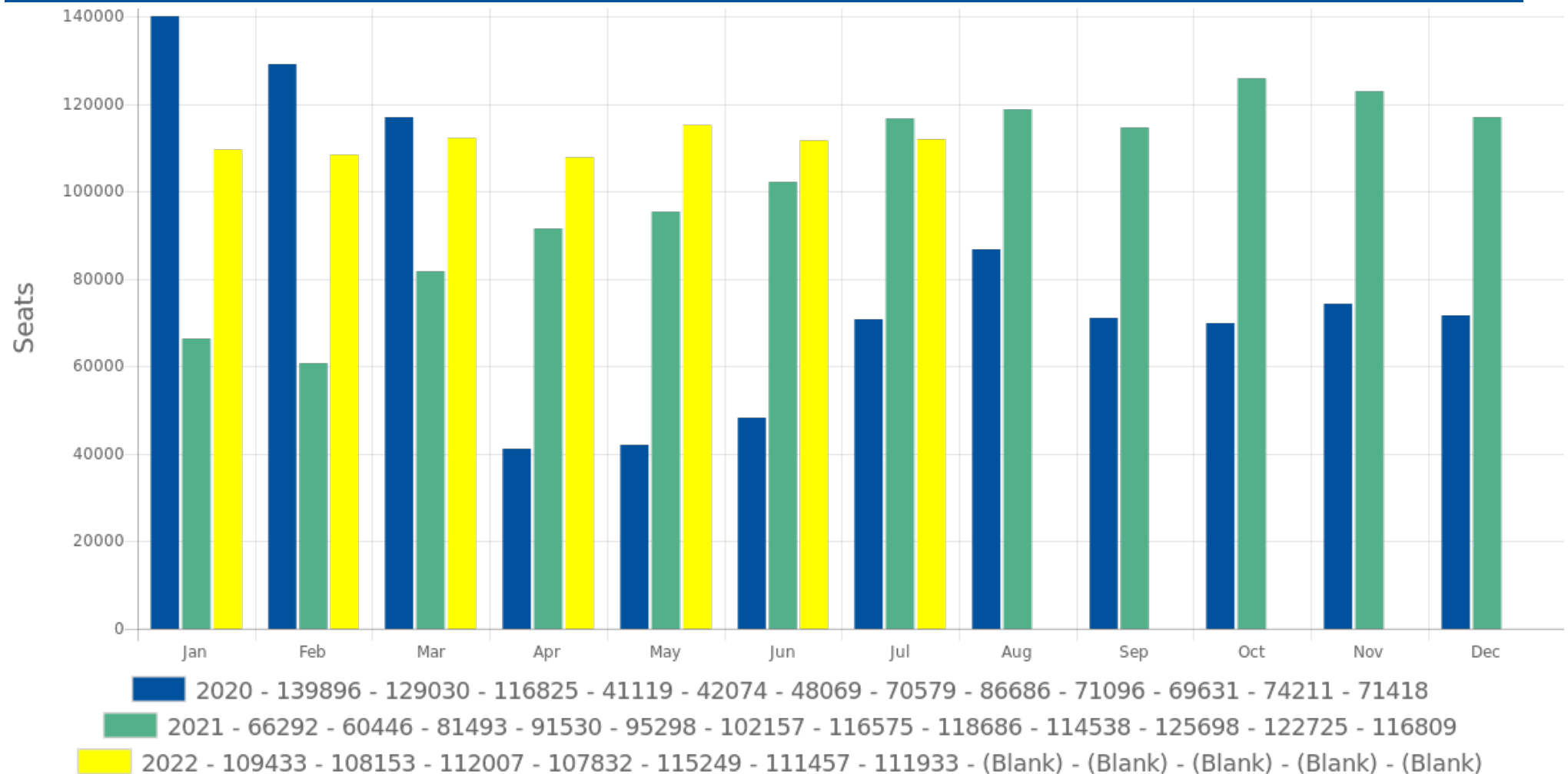
Report Period From January 2020 Through July 2022



Monthly Seats By Year

Greenville-Spartanburg International Airport

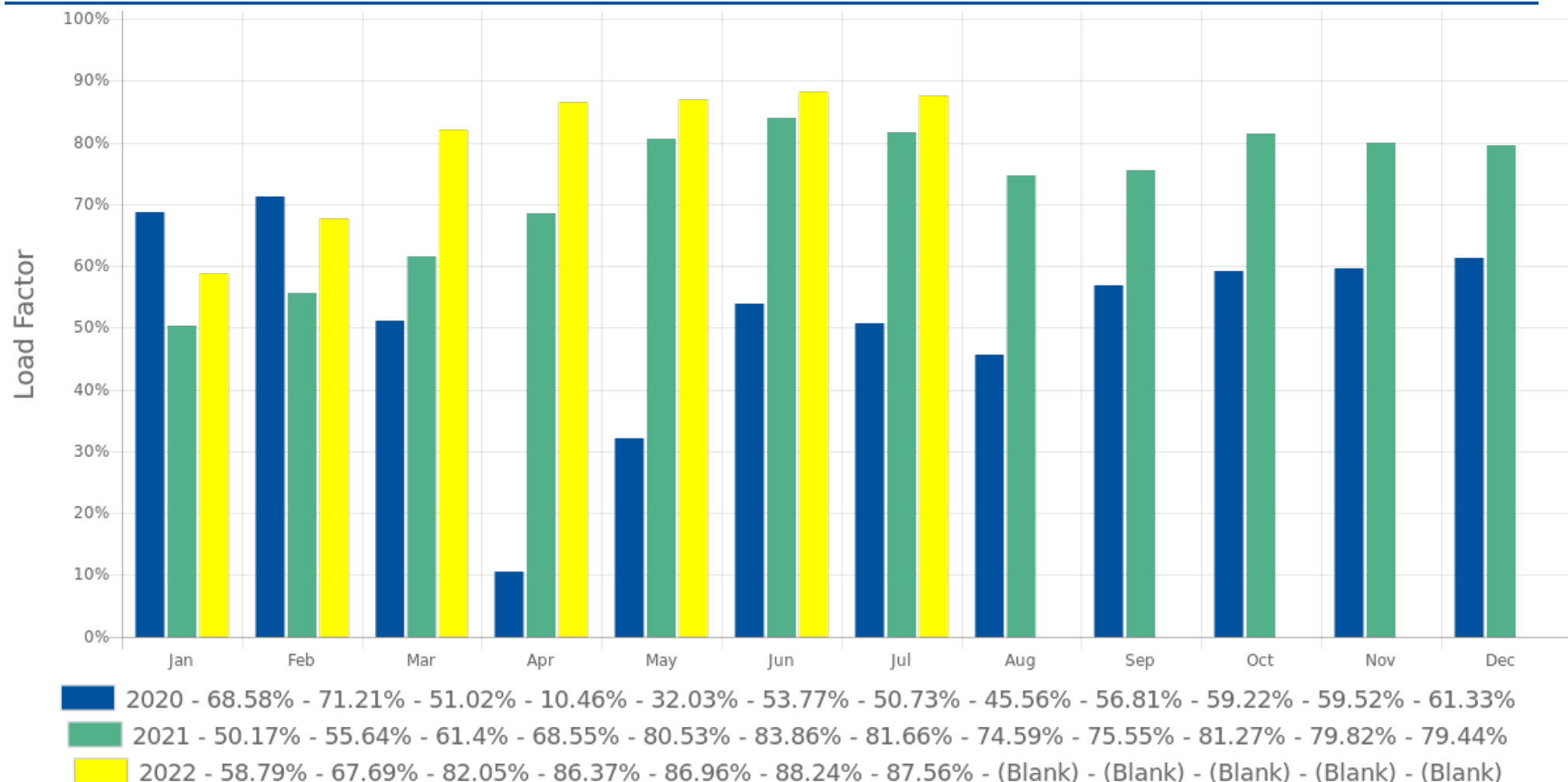
Report Period From January 2020 Through July 2022



Monthly Load Factors By Year

Greenville-Spartanburg International Airport

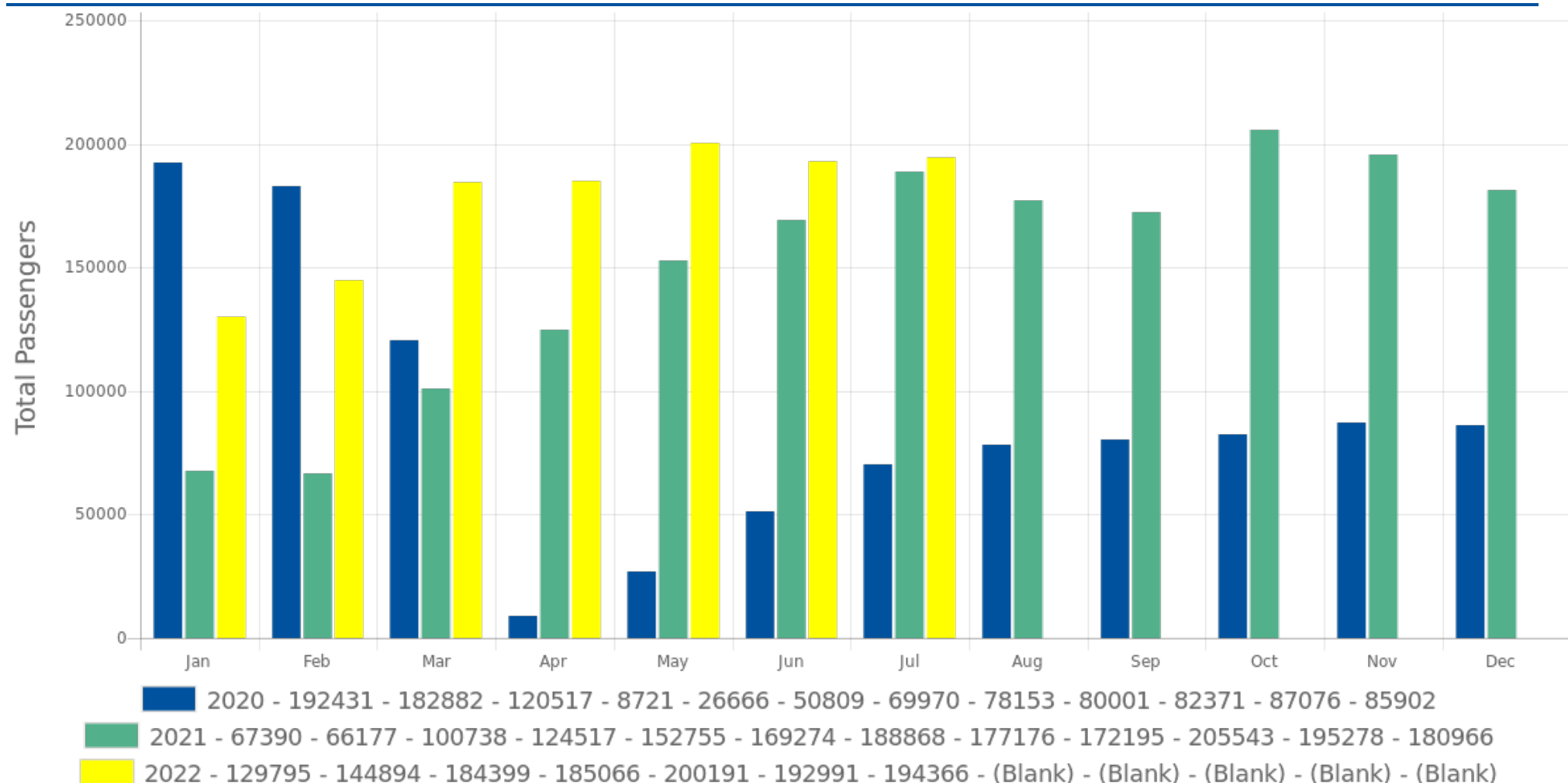
Report Period From January 2020 Through July 2022



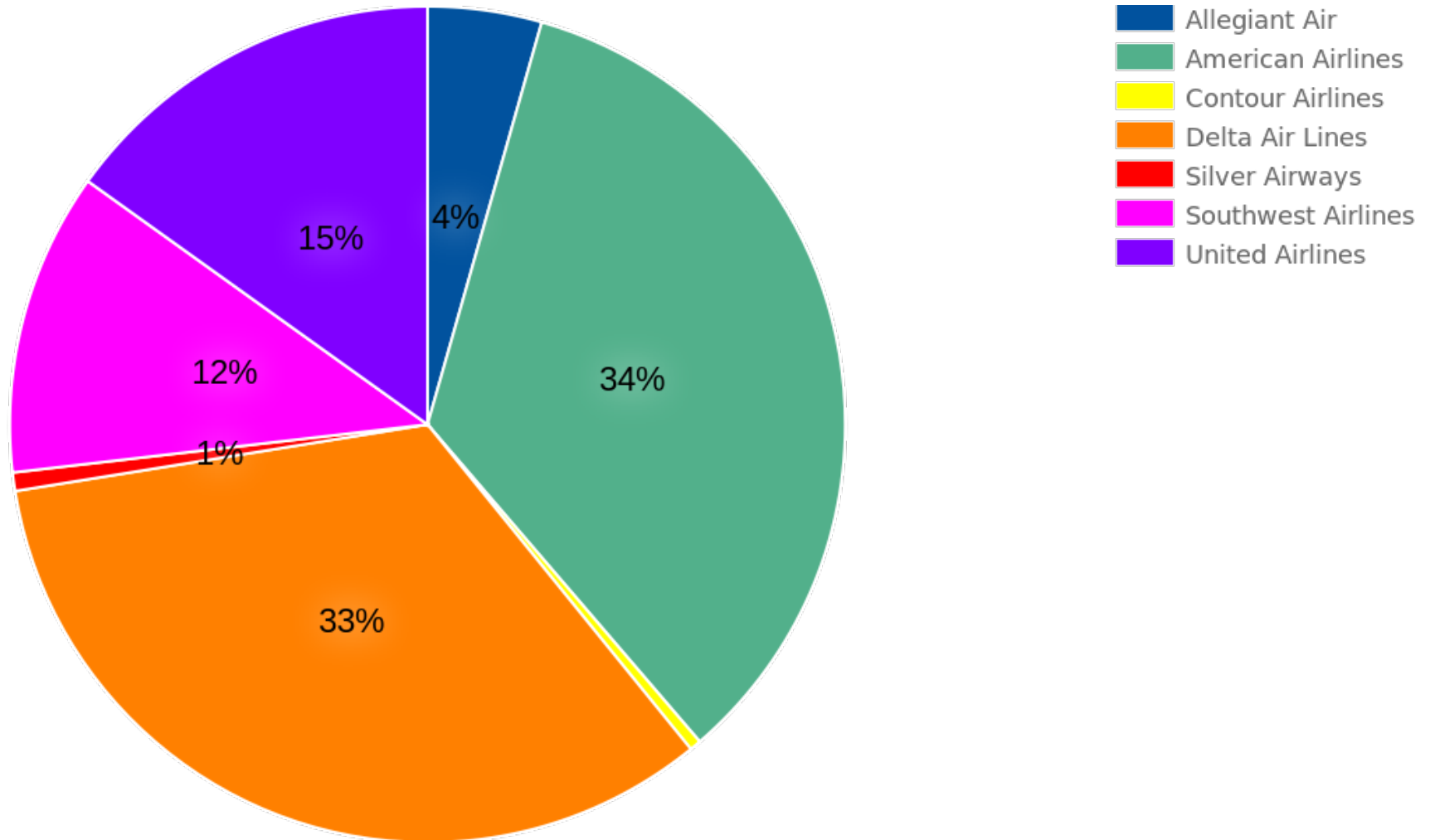
Total Monthly Passengers By Year

Greenville-Spartanburg International Airport

Report Period From January 2020 Through July 2022



Scheduled Airline Market Shares (Enplanements) Greenville-Spartanburg International Airport Report Period From July 2022 Through July 2022



Airline Flight Completions Greenville-Spartanburg International Airport July 2022



Airline	Scheduled Flights	Cancellations Due To				Total Cancellations	Completed Flights (%)
		Field	Mechanical	Weather	Other		
Air Atlanta Icelandic	23	0	0	0	0	0	100.0%
Air Belgium	7	0	0	0	0	0	100.0%
Allegiant Air	27	0	0	0	0	0	100.0%
American Airlines	512	0	3	5	0	8	101.4%
Ameriflight	1	0	0	0	0	0	100.0%
Ameristar Jet Charter	3	0	0	0	0	0	100.0%
Atlas Air	1	0	0	0	0	0	100.0%
Berry Aviation	2	0	0	0	0	0	100.0%
Challenge Airlines	4	0	0	0	0	0	100.0%
Contour Airlines	22	0	0	0	0	0	100.0%
Delta Air Lines	326	4	0	5	2	11	98.8%
Federal Express	36	0	0	0	0	0	100.0%
Galistair	5	0	0	0	0	0	100.0%
IFL Group	4	0	0	0	0	0	100.0%
InterJet West	3	0	0	0	0	0	100.0%
Kalitta Charters II	5	0	0	0	0	0	100.0%
McNeely Charter Service	1	0	0	0	0	0	100.0%
Royal Air Freight	1	0	0	0	0	0	100.0%
Silver Airways	17	0	0	0	0	0	100.0%
Southwest Airlines	97	0	0	0	0	0	100.0%
Sun Country Airlines	4	0	0	0	0	0	100.0%

Airline	Scheduled Flights	<u>Cancellations Due To</u>				Total Cancellations	Completed Flights (%)
		Field	Mechanical	Weather	Other		
United Airlines	229	0	0	0	0	0	100.0%
UPS	33	0	0	0	0	0	100.0%
USA Jet	1	0	0	0	0	0	100.0%
Total	1,364	4	3	10	2	19	100.2%



MEMORANDUM

TO: Members of the Airport Commission

FROM: David Edwards, President/CEO

DATE: September 12, 2022

ITEM DESCRIPTION – Information Section Item B

July 2022 – Monthly Financial Report

SUMMARY

Attached is a copy of the detailed financial report for July 2022.

Operating Income was down by **10.21%** when compared to the budget for Year-to-Date July 2022. Operating Expenses were down by **15.07%** when compared to the budgeted amount for the period. Net operating income was up by **5.03%** when compared to the budget through July 2022. For the period ending July 2022, which represents one (1) month of the fiscal year, a total of about **\$1.22 million** has been returned to the bottom line in operating income.

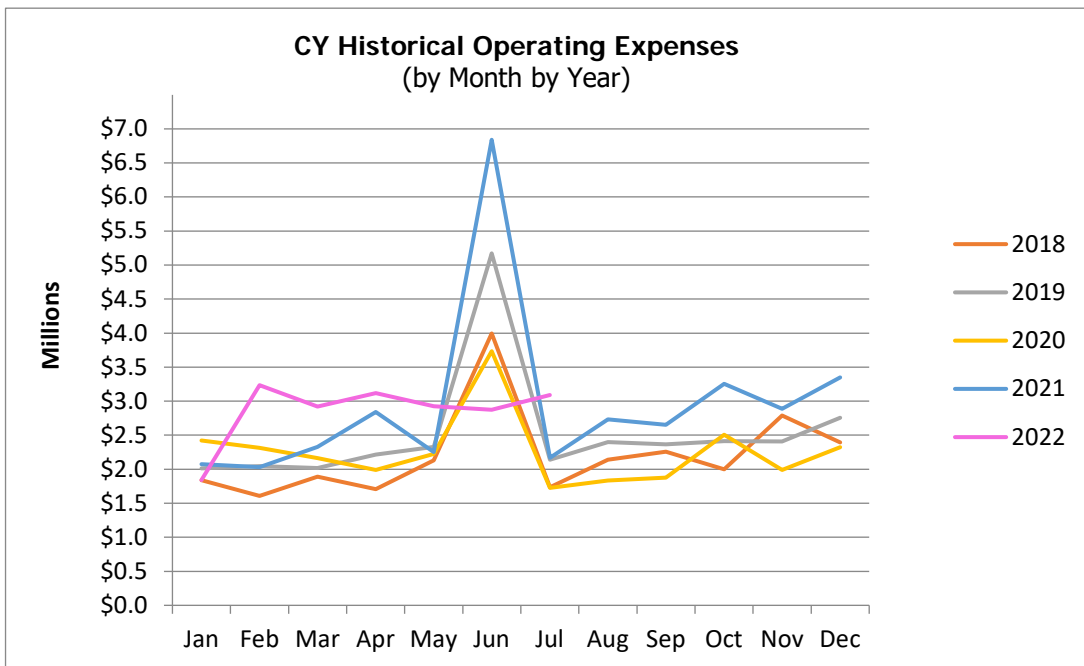
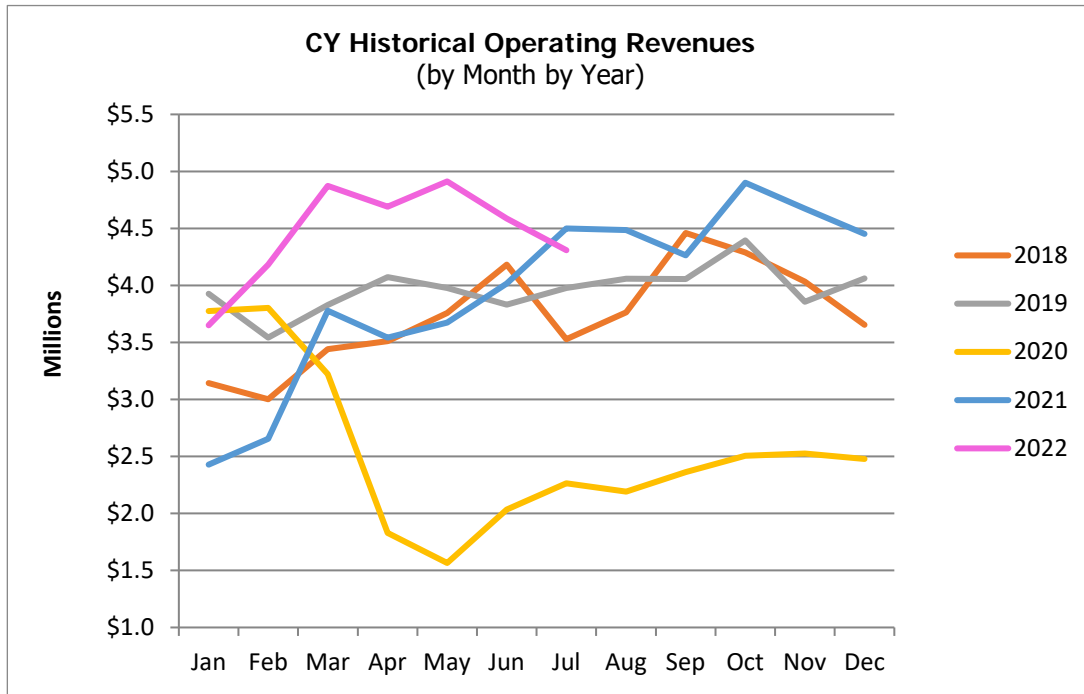
Please recognize that this is a preliminary report, unaudited, and only represents *one month* of activity resulting in variances from budget which can be quite volatile.

July 31, 2022 FINANCIAL STATEMENT PACKAGE

GREENVILLE SPARTANBURG AIRPORT DISTRICT
STATEMENT OF NET POSITION

	<u>Current FY 07/31/2022</u>	<u>Prior FY 07/31/2021</u>
Assets		
Cash Accounts	47,006,580.55	30,578,006.00
Investments-Airport	39,716,339.36	40,650,184.95
Accounts Receivable	7,254,321.64	7,710,047.89
Less: Reserve for Doubtful Accounts	(149,500.00)	(149,500.00)
Net Accounts Receivable	<u>7,104,821.64</u>	<u>7,560,547.89</u>
Inventory	868,095.49	474,733.89
Prepaid Insurance	1,073,357.28	848,090.58
Notes Receivable-RAC District Funds	216,124.54	535,764.89
Property, Plant & Equipment (PP&E)	516,014,291.12	485,725,405.83
Less: Accumulated Depreciation	(199,601,663.35)	(186,638,698.52)
Net PP&E	<u>412,397,946.63</u>	<u>379,734,035.51</u>
TOTAL ASSETS	<u>508,383,265.49</u>	<u>460,381,363.71</u>
PLUS: Deferred Outflows of Resources		
Deferred Pension & OPEB	5,100,003.57	6,822,099.00
TOTAL DEFERRED OUTFLOWS OF RESOURCES	<u>5,100,003.57</u>	<u>6,822,099.00</u>
LESS: Liabilities		
Accounts Payable	11,896,163.68	6,597,836.88 (aa)
TD Bank Long Term Debt	31,791,666.52	33,541,666.60
SCRS Pension Liability	18,779,257.00	23,322,892.00
Benefit Liability	4,091,496.56	4,040,338.97
TOTAL LIABILITIES	<u>66,558,583.76</u>	<u>67,502,734.45</u>
LESS: Deferred Inflows of Resources		
Deferred Revenues	4,769,882.54	1,430,462.89
TOTAL DEFERRED INFLOWS OF RESOURCES	<u>4,769,882.54</u>	<u>1,430,462.89</u>
NET POSITION		
Invested in Capital Assets, Net of Related Debt	284,404,836.71	265,009,275.82
Restricted		
Contract Facility Charge	2,813,119.81	2,773,619.51
Passenger Facility Charges	7,007,995.86	2,647,808.63
Total Restricted:	<u>9,821,115.67</u>	<u>5,421,428.14</u>
Unrestricted	51,943,531.52	47,192,233.21
TOTAL NET POSITION	<u>346,169,483.90</u>	<u>317,622,937.17</u>

GREENVILLE SPARTANBURG AIRPORT DISTRICT REVENUES AND EXPENSES TREND GRAPHS



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

<-----FISCAL YEAR TO DATE----->				
	July 31, 2022 Actual	July 31, 2022 Budget	Actual-Budget	% Change
INCOME				
Landing Area:				
Landing Fees	227,362.84	245,548.56	(18,185.72)	(7.40) %
Aircraft Parking Fees	35,939.41	35,583.32	356.09	1.00 %
Subtotal Landing Area	263,302.25	281,131.88	(17,829.63)	(6.34) %
Space and Ground Rentals	1,181,118.73	1,120,890.13	60,228.60	5.37 % (a)
Auto Parking	1,389,783.20	1,301,383.45	88,399.75	6.79 % (b)
Commercial Ground Transportation	36,559.64	39,954.76	(3,395.12)	(8.49) %
Concessions:				
Advertising	35,310.00	48,643.33	(13,333.33)	(27.41) %
Food & Beverage	33,086.03	20,369.57	12,716.46	62.42 %
Rental Car	406,725.89	335,538.39	71,187.50	21.21 % (c)
Retail	52,068.14	39,416.67	12,651.47	32.09 %
Retail - Automated	4,849.67	4,942.00	(92.33)	(1.86) %
Subtotal Concessions	532,039.73	448,909.96	83,129.77	18.51 %
Expense Reimbursements	160,930.21	147,431.71	13,498.50	9.15 %
Other Income	22,386.42	16,007.22	6,379.20	39.85 %
Other-Aviation Services	360,728.75	597,861.24	(237,132.49)	(39.66) % (d)
Gross Profit on Fuel Sales	166,419.25	501,208.09	(334,788.84)	(66.79) % (e)
Gross Profit on Restaurant Sales	194,013.41	342,472.67	(148,459.26)	(43.34) % (f)
Total Operating Income	4,307,281.59	4,797,251.11	(489,969.52)	(10.21) %
EXPENSES				
Salaries & Benefits	1,630,170.89	1,792,971.76	(162,800.87)	(9.07) % (g)
Professional Services	24,620.99	82,721.57	(58,100.58)	(70.23) % (h)
Promotional Activities	19,554.80	67,641.33	(48,086.53)	(71.09) % (i)
Administrative	339,599.63	320,909.09	18,690.54	5.82 %
Insurance	100,041.66	100,041.66	0.00	0.00 %
Contractual Services	543,604.61	723,940.74	(180,336.13)	(24.91) % (j)
Rentals and Leases	38,008.67	40,273.66	(2,264.99)	(5.62) %
Repairs and Maintenance	45,452.00	99,122.91	(53,670.91)	(54.14) % (k)
Supplies and Equipment	121,871.34	216,870.93	(94,999.59)	(43.80) % (l)
Utilities	226,690.11	193,491.81	33,198.30	17.15 %
Total Operating Expenses	3,089,614.70	3,637,985.46	(548,370.76)	(15.07) %
NET OPERATING INCOME	1,217,666.89	1,159,265.65	58,401.24	5.03 %

STATEMENT OF NET POSITION - CURRENT YTD ACTUAL FOOTNOTES - SUMMARY

aa	Accounts Payable Consists of the following: <table style="margin-left: 20px;"> <tr> <td style="text-align: right;">2,166,580.74</td><td>Retainage accrual required until the end of contract</td></tr> <tr> <td style="text-align: right;">6,354,436.13</td><td>Trade A/P, varies monthly, includes year end accruals</td></tr> <tr> <td style="text-align: right;">2,059,040.11</td><td>Year End Payroll, Vacation & Sick Benefits accrual</td></tr> <tr> <td style="text-align: right;">567,978.06</td><td>Security Deposits</td></tr> <tr> <td style="text-align: right;">379,677.77</td><td>RAC True-up</td></tr> <tr> <td style="text-align: right;">367,776.95</td><td>Food & Beverage</td></tr> <tr> <td style="text-align: right;">674</td><td>Other</td></tr> <tr> <td style="text-align: right; border-top: 1px solid black;">11,896,164</td><td></td></tr> </table>	2,166,580.74	Retainage accrual required until the end of contract	6,354,436.13	Trade A/P, varies monthly, includes year end accruals	2,059,040.11	Year End Payroll, Vacation & Sick Benefits accrual	567,978.06	Security Deposits	379,677.77	RAC True-up	367,776.95	Food & Beverage	674	Other	11,896,164	
2,166,580.74	Retainage accrual required until the end of contract																
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567,978.06	Security Deposits																
379,677.77	RAC True-up																
367,776.95	Food & Beverage																
674	Other																
11,896,164																	

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

(a)

Space & Ground Rentals

Space & Ground Rentals is over budget due to the following:

- Airline Terminal Space actual is higher than budget

- Airline Per Turn actual is higher than budget

- Rental Car Non Terminal Space actual is higher than budget

- Senator not budgeted for Per Turn Fees

(b)

Auto Parking

Auto Parking is over budget due to the following:

- Increase in valet utilization

- The pre-book system upsells to the Garage from Economy

(c)

Rental Car

Rental Car is over budget due to the following:

- AVIS, Budget, Enterprise and National over budget while Hertz and GA are under

	Actual YTD	Budget YTD	Diff
AVIS	78,177	58,692	19,485
Budget	70,639	62,324	8,315
Enterprise	82,163	61,894	20,268
Hertz	56,821	58,505	(1,685)
National	118,926	93,789	25,138
GA	-	334	(334)
TOTAL	406,726	335,538	71,188

(d)

Other-Aviation Services

Other-Aviation Services is under budget due to the following:

- Ground A/C Handling Cargo 59K under budget

- Warehouse Fees 171K under budget

(e)

Gross Profit on Fuel Sales

Fuel Sales is under budget due to the following:

- COGS is over budget due to the sale of higher priced beginning inventory and the reduction of per gallon cost at the end of the month

(f)

Gross Profit on Restaurant Sales

Restaurant Sales is under budget due to the following:

- Thomas Creek to reopen in August

- 5 days of revenue booked back to prior year as a year end adjustment

(g)

Salary & Benefits

Salary & Benefits is under budget due to the following:

- Less employees (206) than budgeted (251)

(h)

Professional Services

Professional Services is under budget due to the following:

- Consulting fees 21K under budget

- Audit 33K under budget; timing of billings

(i)

Promotional Activities

Promotional Activities is under budget due to the following:

- Advertising expense 34K under budget

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

- (j) **Contractual Services** Contractual Services is under budget due to the following:
- Both the employee lot and second economy lot shuttle are included in the budget, but not operating yet.
 - Service Agreements 23K under budget
 - Miscellaneous 25K under budget
 - Reimbursement Service Program 32K under budget on Customs Border Portal services (billable)
- (k) **Repairs & Maintenance** Repair & Maintenance is under budget due to the following:
- Boarding Bridges 4K under budget
 - Building 8K under budget
 - Equipment 16K under budget
 - Project Unanticipated 5K under budget
- (l) **Supplies & Equipment** Supplies & Equipment is under budget due to the following:
- Computer-Equip/Supplies 12K over budget
 - Equipment 16K under budget
 - Fuel-Vehicles 8K under budget
 - Office Supplies 19K under budget
 - First Aid & Safety 6K under budget
 - Tools & Hardware 11K under budget
 - Cargo Dunnage 5K under budget

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

GREENVILLE SPARTANBURG AIRPORT DISTRICT
Other Operating and Maintenance Reserve Funds

	<u>FY \$ Amount Authorized</u>	<u>Estimated Cost</u>
Emergency Repair/Replacement/Operations Fund	\$ 500,000	
		<u>\$ -</u>
Uncommitted Balance	\$ 500,000	
Business Development Obligations/Incentives	\$ 500,000	
		<u>\$ -</u>
Uncommitted Balance	\$ 500,000	
Contingency Fund (Operational & Capital)	\$ 1,000,000	
		<u>\$ -</u>
Uncommitted Balance	\$ 1,000,000	

	Initial Purchase	Maturity Date	Interest Rate	Cost Basis or BOY FMV	Par	EOM FMV
U.S. Treasury Securities:						
Note	3/22/2021	8/31/2022	0.125%	1,200,600.00	1,200,000.00	1,197,936.00
Note	3/22/2021	9/30/2022	0.125%	1,200,456.12	1,200,000.00	1,195,896.00
Note	4/16/2021	12/31/2022	2.125%	827,352.54	800,000.00	797,688.00
Note	6/30/2021	1/31/2023	0.125%	999,759.69	1,000,000.00	986,410.00
Note	4/16/2021	2/28/2023	1.500%	820,472.00	800,000.00	793,528.00
Note	6/29/2021	3/31/2023	1.500%	818,740.28	800,000.00	990,390.00
Note	7/00/2021	3/31/2023	1.500%	204,668.00	200,000.00	
Note	4/16/2021	4/30/2023	2.750%	842,296.00	800,000.00	798,504.00
Note	6/29/2021	5/31/2023	1.625%	1,027,459.69	1,000,000.00	988,950.00
Note	4/16/2021	6/30/2023	1.375%	821,388.85	800,000.00	788,528.00
Note	6/29/2021	7/31/2023	2.750%	1,052,615.76	1,000,000.00	997,730.00
Note	4/6/2022	8/31/2023	1.375%	395,883.12	400,000.00	393,252.00
Note	4/16/2021	8/31/2023	2.750%	848,617.50	800,000.00	798,248.00
Note	6/8/2021	9/30/2023	1.375%	976,516.29	950,000.00	932,710.00
Note	4/16/2021	10/31/2023	1.625%	1,224,841.13	1,200,000.00	1,180,740.00
Note	6/8/2021	11/30/2023	2.125%	1,048,025.62	1,000,000.00	989,340.00
Note	4/16/2021	12/31/2023	2.250%	1,045,987.00	1,000,000.00	990,040.00
Note	6/8/2021	1/31/2024	2.500%	1,060,259.38	1,000,000.00	993,200.00
Note	4/16/2021	2/29/2024	2.375%	1,051,398.00	1,000,000.00	991,090.00
Note	6/8/2021	3/31/2024	2.125%	1,502,990.00	1,000,000.00	986,450.00
Note	4/16/2021	4/15/2024	0.375%	801,705.50	800,000.00	765,936.00
Note	2/11/22	4/30/2024	2.250%	202,965.25	200,000.00	197,680.00
Note	6/8/2021	5/31/2024	2.000%	1,050,243.40	1,000,000.00	983,710.00
Note	6/29/2021	6/30/2024	1.750%	1,039,913.13	1,000,000.00	978,790.00
Note	6/29/2021	7/31/2024	2.125%	1,051,670.00	1,000,000.00	984,880.00
Note	9/23/2021	8/31/2024	1.250%	1,534,770.00	1,500,000.00	1,450,020.00
Note	9/23/2021	9/15/2024	0.375%	1,495,644.67	1,500,000.00	1,422,300.00
Note	1/6/2022	10/31/2024	1.500%	1,266,112.50	1,250,000.00	1,212,837.50
Note	1/6/2022	11/30/2024	2.125%	1,288,112.50	1,250,000.00	1,228,512.50
Note	1/6/2022	12/31/2024	2.250%	1,293,395.70	1,250,000.00	1,231,837.50
Note	1/6/2022	1/31/2025	1.375%	1,260,675.00	1,250,000.00	1,204,975.00
Note	2/11/2022	2/28/2025	2.750%	1,287,869.52	1,250,000.00	1,246,237.50
Note	4/6/2022	3/31/2025	2.625%	1,199,235.74	1,200,000.00	1,193,016.00
Note	6/10/2022	4/30/2025	2.875%	992,854.38	1,000,000.00	1,000,120.00
Note	6/10/2022	5/31/2025	2.875%	992,746.25	1,000,000.00	1,000,350.00
Note	6/10/2022	6/30/2025	2.750%	988,585.62	1,000,000.00	997,810.00
U.S. Government Bonds:						
Note	3/22/2021	10/13/2022	1.600%	1,084,287.35	1,200,000.00	1,197,432.00
Note	3/22/2021	11/23/2022	0.125%	1,084,287.35	1,200,000.00	1,190,652.00
Subtotal-UST				38,885,400.83	37,800,000.00	\$ 37,277,726.00
Money Market Fund Balance (matured UST)						\$ 2,495,907.46
Total Investment Balance						\$ 39,773,633.46

Weighted blended
yield = **1.705%**

Company Name: Greenville–Spartanburg Airport District
Report Name: Procurement / Capital Acquisitions
Created On: 8/30/2022

Project Type	Project name	Vendor Name	Date	Amount
	Cargo Building Expansion (50,000 s.f.):			
Capital Improvement	Construction Administration	Wk Dickson	7/31/2022	12,250.25
Capital Improvement	GA Expansion Phase 1a - Site Prep (Constr)	Mcmillan Pazdan Smith	7/31/2022	58,780.00
	Terminal Landside Roadway Improvements:			
Capital Improvement	Design	Kimley- Horn And Associates	7/31/2022	183,285.92
Capital Improvement	Fuel Farm Expansion-2021: Construction	Attaway Services Carolina, Inc.	7/31/2022	794,002.88
Sum Total				1,048,319.05



MEMORANDUM

TO: Members of the Airport Commission

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

DATE: September 12, 2022

ITEM DESCRIPTION – Information Section Item C

August 2022 – Development/Project Status Report

SUMMARY

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, 2020 Commission meeting. The start of this project was delayed until other projects could be finalized. Staff is working with the IDIQ contractor pool to advance this project.

Fuel Farm Expansion Project:

Status – Construction Phase
Project Budget - \$6,000,000
Estimated Completion Date – September 2022

This project includes design and construction of two new vertical fuel tanks and a small fueling administration building at the existing fuel farm site. This project will approximately double the days of fuel on hand at GSP. Attaway Services was selected as the Design/Build Contractor. The Project is underway and is expected to be

substantially complete in September.

General Aviation Hangar Site 1 Infrastructure Project:

Status – Road and Utilities in Construction Phase; Apron in Pre-Procurement

Project Budget - \$2,900,000

Estimated Completion Date – Infrastructure in Summer '22; Apron Paving in Fall '22

The GA Hangar Site 1 Infrastructure Project includes certain infrastructure necessary for the development of the new hangar sites. Work includes taxiway, apron, road, utilities, and other related site work. WK Dickson is the engineer of record for this project. The utility, roadway and retaining wall work for the project was competed amongst the IDIQ contractor pool and Mavin Construction was selected for this work. The apron paving portion of the hangar project will be bid with the cargo apron phase 2 work to improve overall pricing for both components. Mavin is substantially complete with their scope of work.

Access Control/VMS Upgrade Project:

Status – Construction Phase

Project Budget - \$2,000,000

Estimated Completion Date – September 2022

The Access Control & VMS Upgrade Project includes replacement of the primary airport security and CCTV systems. A competitive RFQ and RFP process was held, and the project was awarded to A3. The project is expected to be substantially complete in September.

Campus Signage Replacement Program - Phase II:

Status – Close Out Phase (campus signage); Design Phase (entry signage)

Project Budget - \$750,000

Estimated Completion Date – Substantially Complete (campus signage); Spring '23 (entry signage)

This project includes the completion of the remaining campus signage and wayfinding. The project also includes the design and construction of an entry monument sign on Aviation Parkway based on the Signage Masterplan. McMillan Pazdan Smith will be assisting with final construction documents for the entry monument sign and Mavin Construction will be handling the construction work for the balance of campus signage

and the entry sign. The Phase II directional and wayfinding signage is substantially complete. Design for the new entry sign is underway and construction is expected to start in early 2023 and be completed by June.

Landside Roadway Improvements Project:

Status – Design Phase

Project Budget - \$4,000,000

Estimated Completion Date – Design in Summer 2022, Construction in December 2024

This project includes the design and construction of the initial roadway improvements in the Terminal Complex per the Airport Masterplan and Terminal Planning Study. Design is underway and 35% documents were recently submitted for Staff review. Turner was selected to serve as the construction manager for this project. The first phase of work is scheduled to start January 2, 2023.

FBO Expansion Project:

Status – Design Phase

Project Budget – \$500,000 (Design Phase); \$7,300,000 (Construction Phase)

Estimated Completion Date – Design in Summer 2022; Construction in Spring 2024

Design is underway and is led by McMillan Pazdan Smith. Turner was selected as the construction manager for this project. Construction is expected to start in early 2023 and expected to take approximately 12 months.

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.

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.



MEMORANDUM

TO: Members of the Airport Commission

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

DATE: September 12, 2022

ITEM DESCRIPTION – Information Section Item D

August 1-August 30, 2022 – Communications Status Report

SUMMARY

News Stories ~ Broadcast, Print and Online 8/1/22 through 8/30/22:

Summer Travel

Mountain Xpress: [Asheville Regional Airport feels nationwide delay, cancellation trends](#)
MSN: [10 pedestrian-friendly US destinations worth exploring](#) (GSP highlighted)

New CHRO

TIACA: [GSP Airport District Names New CHRO](#)
Who's On The Move: [GSP Airport District Names New CHRO](#)
Airport Improvement Magazine: [GSP Names New Chief Human Resources Officer](#)

Cargo Expansion/SCAA

Airport Improvement Magazine: [GSP Airport Celebrates SC Aviation Week](#)
Aviation Pros: [GSP Celebrates SC Aviation Week with Cargo Expansion Ribbon Cutting](#)
Greenville Journal: [GSP Airport District celebrates cargo facility expansion](#)
Upstate Business Journal: [GSP Airport District celebrates cargo facility expansion](#)
WSPA: [GSP International Airport unveils expanded air freight terminal](#)
Post & Courier: [Upstate airport CEO calls for recurring state funds, unveils cargo expansion](#)
FreightWaves: [Maersk developing South Korea-South Carolina cargo route](#)

Senator Graham Press Conference/Proposal

NPR: [Changing pilots' retirement age is being looked at as a way to fix staffing issues](#)
WLRN: [Proposals would ease standards, raise retirement age to address pilot shortage](#)



KPBS: [Proposals would ease standards, raise retirement age to address pilot shortage](#)
40 additional articles and radio spots in August

Rosylin Weston Funeral

Greenville Journal: [Remembering former GSP spokesperson Rosylin Rena Weston](#)

Guns through checkpoint

SC Biz News: [With guns on the rise, TSA reminds travelers about travel rules](#)

Columbia Regional Business Report: [TSA reminds travelers about travel rules](#)

Reach of GSP Media Appearing on National Social Networks

Twitter: 727,030 Facebook: 409,230

Airport Digital and Social Media 8/1/22-8/30/22:

Website

Sessions –68,660

New Users –48,686

Page Views –134,448

Engagement Rate—1.96

Facebook

Total followers –15,348

New followers –123

Page Views –10,693

Reach —401,833

Post Engagements –56,982

Instagram

Total Reach –1,985

Total Impressions –14,500

Followers –3,252

New followers –62

Twitter

Impressions –4,577

Visits –2,079

Followers –6,610

New followers –9
Mentions –42

Top Performing Social Media Posts



Greenville-Spartanburg International Airport

1d · 🌐

New CT scanners are being installed at the TSA security checkpoint over the next few weeks. During the installation time period, the checkpoint will be down from four lanes to three. Travelers are encourage to arrive at least two hours prior to their scheduled departure times.



Top Tweet earned 1,653 impressions

We marked **#aviationweek** with a ribbon-cutting ceremony to celebrate our new cargo facility expansion.

In 2021, GSP was ranked number 22 of all US airports for volume of international freight The \$5 million facility expansion will allow cargo operations to reach new heights.
pic.twitter.com/0jvscBs85T



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gspairport New CT scanners are being installed at the TSA security checkpoint over the next few weeks. During the installation time period, the checkpoint will be down from four lanes to three. Travelers are encourage to arrive at least two hours prior to their scheduled departure times.

Yesterday

MARKETING EVENT SUMMARY

Airport History Book Project:

Status – Research and interviews are nearing completion. Editing of the manuscript is currently underway. **Project Budget** – \$40,000

Estimated Completion Date – October 1, 2022

The Airport District is under contract with Slant Media to author a new history book to capture events from 2009 to present.

GSP Ambassadors Program Launch (Volunteer Program):

Status – Volunteer manual has been finalized and breakroom area completed. Recruitment of volunteers will begin in August 2022.

Project Budget - \$1,000

Estimated Completion Date – October 1, 2022.

GSP Ambassador volunteers will help passengers with wayfinding, provide assistance to passengers and conduct escorts for the Airport District's art and music programs, and participate in special events in the terminal building. The program will start with 4-6 volunteers and build in response to passenger volume and demand.

Greer Chamber – Arts & Eats Festival:

Status – Booth location selected.

Event Budget – \$3,000

Completion Date – October 1, 2022

The Arts and Eats Festival is an annual community event in downtown Greer. The Airport District is a sponsor and will have a tent set up near City Hall to help educate attendees on the airport as well as give out some GSP branded swag. This year's event runs from September 30-October 1, 2022.

Ten at the Top Blues, Brews and BBQ

Status – Booth location selected

Event Budget – Included in Ten at the Top Sponsorship

Completion Date – September 12, 2022

Ten at the Top will host its large annual gathering at Greer City Park on September 12, 2022, from 4pm to 7pm. GSP will host a booth to promote fall travel and conduct a drawing for an airline gift certificate.



City of Greenville – Fall for Greenville:

Status – Booth location selected.

Event Budget – \$5,000

Completion Date – October 16, 2022

Fall for Greenville is an annual community event in downtown Greenville. The Airport District is a sponsor and will have a tent set up in front of City Hall on Main Street to help educate attendees on the airport as well as give out some GSP branded swag. This year's event runs from October 14-16, 2022.

2022 National Business Aviation Association (NBAA) Conference:

Status – The lottery to select our booth location will take place July 6, 2022.

Business Development Budget – \$25,000

Completion Date – October 21, 2022

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 18-20, 2022.

2022 Air Cargo Forum Miami & Transport Logistic Americas Conference:

Status – Booth location selected.

Business Development Budget – \$20,000

Completion Date – November 11, 2022

Air Cargo Forum 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 November 8-10, 2022.

2023 MRO Americas Conference:

Status – Booth location selected.

Business Development Budget – \$15,000

Completion Date – April 21, 2023

MRO Americas is a business development and exhibiting opportunity for the Airport District to showcase our GSP360 land development program as well as target MRO development on the airport like PSA Airlines. Next year's conference is in Atlanta, GA and runs from April 18-20, 2023.



MEMORANDUM

TO: Members of the Airport Commission

FROM: David Edwards, President/CEO

DATE: September 12, 2022

ITEM DESCRIPTION – Information Section Item E

August 2022 – Commercial Business Report

Airport Mailers Kiosk:

Status – Concessions agreement under review by their owner for signature.

Project Budget – All costs are being covered by Airport Mailers.

Estimated Completion Date – Project on Hold

Airport Mailers provides shipping services to passengers that have prohibited items which aren't allowed through the TSA security checkpoint. Instead of surrendering the item to TSA or taking it back to their vehicle, they can ship the item to their home or office. This is a service that has been requested by the traveling public, as many people don't want to leave behind something of significant monetary or personal value.

SB Acquisitions – Tract A Development Site:

Status – Construction is estimated to be completed by mid-September. District staff will inspect construction mid-September to ensure the project is complete and bond is released.

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

Estimated Completion Date – September 15, 2022

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 vehicle modifications as well as vehicle parking.

Palmetto Sites Program:

Status – Staff is working with our consultant on some challenges related to a recent policy change related to the U.S. Army Corp of Engineers no longer providing Jurisdictional Wetland Determinations (JWD) if a permit is not being requested for a construction project. JWD's are a requirement of the Palmetto Sites Program.

Project Budget – All Phase I costs are being covered by SC Department of Commerce. All Phase II costs are being covered by the Airport District for Tracts A, C, F/H, and G.

Estimated Completion Date – September 30, 2022

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. The Airport District has moved forward with Phase II on Tracts A, C, F/H. and G.

Land Development Design Standards Manual Project:

Status – On Hold.

Project Budget – \$50,000

Estimated Completion Date – TBD

The Airport District has 2,500 acres of land within the GSP360 Beyond the Runway land development program. The design standards manual will provide a guide for developers to use as they plan and develop construction documents for future development sites on Airport District property. In addition, it will address tenant improvement projects once facilities are completed.

Stevens Road Closure Project:

Status – Obtained court approval to close the road. Planned road closure implementation is in the November/December 2022 timeframe.

Project Budget – \$10,000

Estimated Completion Date – December 1, 2022

To properly plan for future development in accordance with the Airport District's FAA approved master plan, Stevens Road will need to be closed to transitory traffic. This is the first step in that process, to ensure that the Airport District has clear ownership of the roadway itself as well as the associated right-of-way, as there are not clear ownership records on file.

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

Status – Drafting a new lease agreement for T-Mobile that will replace the current Sprint site. The Sprint site with 3G and LTE networks will be decommissioned in summer of 2022.

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

Estimated Completion Date – TBD

T-Mobile has received customer service complaints regarding the 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 signal strength and data transfer speeds around the airport campus.

FedEx Cargo Facility Agreement:

Status – In progress.

Project Budget – Not Applicable.

Estimated Completion Date – December 31, 2022.

The District is in correspondence with FedEx on renewing the Cargo Facility agreement.



MEMORANDUM

TO: Members of the Airport Commission

FROM: Kelly Dawsey, Vice President/CHRO

DATE: September 12, 2022

ITEM DESCRIPTION – Information Section Item F

August – OSHA Recordable Injury Report

SUMMARY

Monthly Activity August 29, 2022

- 0 OSHA Recordable Injuries

2022 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
2021	206	378,484	12	2	53
2020	205	362,821	12	1	290