

GREENVILLE-SPARTANBURG AIRPORT COMMISSION

MINUTES

January 22, 2024

The Greenville-Spartanburg Airport Commission met on January 22, 2024, 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, Leland Burch, Jay Beeson, Doug Smith, Hunter Cuthbertson

MEMBERS NOT PRESENT: Valerie Miller

STAFF AND LEGAL COUNSEL PRESENT: David Edwards, President/CEO; Betty O. Temple, WBD; Kevin Howell, Senior Vice President/COO; Thomas Brooks, Vice President/CFO; Kelly Dawsey, Vice President/CHRO; Deven Judd, Vice President/CCO; Zach Salvato, Vice President/CIO; Tom Tyra, Vice President/CMCO; Jeff Clifton, Director of Design & Construction; Ryan Clark, Real Estate & Leasing Manager; Tiffany Cherry, Communications Manager; Casey Cooperman, Executive Assistant/Recording Secretary

GUESTS PRESENT: Jon McCalmont, Parrish & Partners; Amanda Sheridan, McFarland Johnson; John Mafera, McFarland Johnson; Danielle Cuthbertson, SAI; Emmy Cuthbertson, SAI; Pamela Dunna, SAI; Steve Van Beek, Steer Group; Matt Bower, Bank of America; Matt Jiang, Bank of America; Braden Busold, Messer Construction; Emily Garcia, Post and Courier

CALL TO ORDER: Chair Minor Shaw called the meeting to order at 9:01 a.m.

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

- A.** The Greenville-Spartanburg Airport Commission November 13, 2023 Regular Meeting Minutes.

PRESENTATIONS: None

OLD BUSINESS: None

NEW BUSINESS

A. Approval of Final Rankings for On-Call Topographical/Underground Utility Surveying Professional Consultant Services and On-Call Geotechnical/Quality Assurance Testing Professional Consulting Services

Jeff Clifton, Director of Design and Construction, presented a request to the Commission to approve the final rankings for On-Call Topographical/Underground Utility Surveying Professional Consulting Services and On-Call Geotechnical/Quality Assurance Testing Professional Consulting Services.

Mr. Clifton provided background information on these items and the Request for Qualifications process.

The Selection Committee's final ranking for On-Call Topographical/Underground Utility Surveying professional services is 1. CES, 2. JMT, 3. McKim & Creed, and 4. Stewart.

The Selection Committee's final ranking for On-Call Geotechnical/Quality Assurance Testing professional services is 1. S&ME, 2. Terracon Consultants, Inc., and 3. ECS Southeast, LLP.

Upon a motion duly made and seconded, the Commission unanimously resolved to (1) approve the final rankings for On-Call Professional Consulting Services as presented above; (2) authorize staff to negotiate and finalize agreements with the highest ranked firms for Topographical/Underground Utility Surveying and Geotechnical firm/teams (if an acceptable agreement cannot be reached with the highest ranked firms/teams, negotiations will be formally terminated and will then proceed with the next ranked firm/team); and (3) authorize the President/CEO to execute all necessary documents.

B. Approval of a Project Budget for the Passenger Boarding Bridge Project

Jeff Clifton, Director of Design and Construction, provided an overview of the request to approve a budget amendment for the Passenger Boarding Bridge Project.

Mr. Clifton requested approval for the Passenger Boarding Bridge Project with a budget of \$5,300,000.

Following a discussion and questions and answers regarding the project budget and use of PFC funds, a motion was duly made and seconded. The Commission unanimously resolved to (1) approve the Passenger Boarding Bridge Project with a construction budget of \$5,300,000; and (2) authorize the President/CEO to execute all necessary documents.

C. Approval of Revised Program Budget and Guaranteed Maximum Price (GMP) for Parking Garage C & Consolidated Rental Car Facility

Kevin Howell, Senior Vice President/Chief Operating Officer, presented a request to approve the revised program budget and GMP for Parking Garage C & Consolidated Rental Car Facility.

Mr. Howell provided background information on the previously approved project which had an approved budget of \$109,500,000. He then presented a newly revised summary of costs, which reduces the GMP and budget to \$97,000,000, requiring Commission approval for this revision.

Conversation ensued about possible financing structures and soft costs.

Upon a motion duly made and seconded, the Commission unanimously resolved to (1) approve the revised Program Budget of \$97,000,000 for the Parking Garage C and Consolidated Rental Car Facility as presented; (2) authorize Staff to negotiate and finalize agreements with all firms; (3) authorize Staff to engage with all necessary consultants, advisors, and professional service firms to produce a final financing arrangement for the Parking Garage C and CONRAC project. The final financing arrangement will be subject to GSP Commission approval, and (4) authorize the President/CEO to execute all necessary documents.

D. Approval of Automated Shuttle Airport Project

David Edwards, President/CEO, presented the request to approve the Automated Shuttle Airport Project.

Mr. Edwards provided background information on this item as well as a summary of costs for each implementation option, alternatives identified by Staff, and the general fiscal impact for the project.

In the conversation that ensued, Staff provided answers related to the project's fiscal impact, timing, and specifics about the shuttle's maintenance and reliability.

Commissioner Burch moved to table this item until the March 4, 2024 Commission meeting. Commissioner Beeson seconded the motion and the Commission unanimously approved for this business item to be laid on the table.

PRESIDENT/CEO REPORT:

A. Aviation Industry Update

Mr. Edwards provided a brief update on air service pricing, Boeing's 737 MAX 9 issues, and various airline mergers.

B. Federal and State Legislative Update

Mr. Edwards updated the Commission with the status of the federal budget and noted that currently at the state level there is \$50 million in the Governor's budget for commercial service airports.

C. Financial Update

Thomas Brooks, Vice President/CFO, provided a brief District financial report to the Commission, including FYTD Operating Revenues, Operating Expenses, Gross Margin, Cost Per Enplanement, Airline Revenues, Investment Balance, Fund Balance, and Debt Balance. He also provided a brief update on the capital improvement programs.

COMMISSIONER'S REPORT: None

EXECUTIVE SESSION:

The Commission Chair requested that the Commission go into Executive Session for the purpose of discussing economic development and impact. The motion was made by Commissioner Beeson, seconded by Commissioner Burch, and approved to go into Executive Session at 10:49 a.m.

At approximately 11:40 a.m. public session resumed with no action being taken in Executive Session. A motion was made by Commissioner Burch, seconded by Commissioner Beeson and unanimous approval was received.

ADJOURNMENT:

There being no further business, a motion was made by Commissioner Beeson, seconded by Commissioner Smith and unanimous vote received to adjourn the meeting. The meeting was adjourned at approximately 11:41 a.m. The next meeting regular, non-emergency Commission meeting is scheduled for Monday, March 4, 2024.

SIGNATURE OF PREPARER:



Casey Cooperman