

GREENVILLE-SPARTANBURG AIRPORT COMMISSION

MINUTES

September 16, 2024

The Greenville-Spartanburg Airport Commission met on September 16, 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, Valerie Miller, Jay Beeson, Hunter Cuthbertson

MEMBERS NOT PRESENT: Doug Smith

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; Cody Bauman, Director of Properties, Captain Adam Lawrence, GSP PD; Kristie Weatherly, Senior Director of Finance; Tim Juul, Concessions Manager

GUESTS PRESENT: John McAlmont, Parrish + Partners; Amanda Sheridan, McFarland Johnson; Mark Waller; AVCON; Matt Jiang, Bank of America Securities; Gianni Iona, Greenville Limo; Representatives from Greenville Limo

CALL TO ORDER: Chair Minor Shaw called the meeting to order at 9:08 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 July 8, 2024 Regular Meeting Minutes
- B.** Approval of the Greenville-Spartanburg Airport Commission Meeting Dates and Times for Calendar Year 2025

PRESENTATIONS: None

OLD BUSINESS: None

NEW BUSINESS

A. Approval of Rates and Fees for Non-Tenant Ground Transportation Providers

Chair Shaw welcomed guest, Gianni Iona of Greenville Limo, who was provided five minutes to speak on behalf of his company. Eric Beatty from Greenville Limo was also provided a minute to speak on behalf of Greenville Limo. They both communicated their displeasure with the proposed change in rates and fees for non-tenant ground transportation providers, citing several reasons.

Deven Judd, VP, Chief Commercial Officer presented the request for approval of rates and fees for non-tenant ground transportation providers.

Staff is proposing a new rate structure consisting of per-trip fees (pick-up and drop-off) and an annual permit fee of \$300.00. Courtesy vehicles would be charged the same trip fee depending on size, and vehicle sizing was aligned to the definition in the SC Code of Laws.

Mr. Judd respectfully requested that the Airport Commission (1) approve the new rates and charges for Non-Tenant Ground Transportation Providers as outlined herein and (2) authorize the President/CEO to execute all required documents.

There was a motion made by Commissioner Beeson to table this item until the next Commission meeting on November 18, 2024. The motion was seconded by Commissioner Miller and unanimously approved.

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

Thomas Brooks, VP/Chief Financial Officer, presented the request to approve the revisions to the Greenville-Spartanburg Administrative Policies and Procedures. He provided background on the purpose of the Administrative Policies and Procedures.

Mr. Brooks presented the request for scrivener changes throughout the entire document, as well as changes to Section 108.00, Investment; Section 111.00, Procurement; and Section 115.00, Travel.

Thomas Tyra, VP/Chief Marketing and Communications Officer, presented the request for changes to Section 117.00, Air Service Partnership Plan.

Deven Judd requested that Section 118.00, Non-Tenant Business be tabled until the next Commission meeting, November 18, 2024.

Mr. Brooks made the final request for changes to Section 119.00, Payment Authorization Procedures.

In conclusion, Mr. Brooks respectfully requested that the Airport Commission resolve to readopt the Greenville-Spartanburg Airport District Administrative Policies and Procedures with the proposed revisions as outlined in the attached documents.

A motion was made by Commissioner Beeson to table the request for revisions to Section 118.00, Non-Tenant Business, until the next Commission meeting on November 18, 2024, and approve scrivener revisions throughout the entire document, and substantive revisions to Sections 108.00, 111.00, 115.00, 117.00 and 119.000. The motion was seconded by Commissioner Miller and unanimously approved.

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

Kelly Dawsey, VP/Chief Human Resources Officer, presented the request to approve revisions to the Greenville-Spartanburg Human Resources Policies and Procedures.

Mrs. Dawsey requested approval of scrivener changes through the entire document, as well as changes to Sections 201.04, 201.11, 206.01, 206.02, 201.1, 201.02, 201.03, 201.04, 201.05, 201.06, 201.08, 201.11, 201.12, 201.14, 202.02, 203.03, 203.04, 203.05, 203.07, 204.00, 205.01, 205.02, 205.03, 205.04, 206.01, 206.02, 206.03, 206.04, 206.05, 206.07, 206.08, 206, 10, 207.02, 207.03, 207.05, and 207.06.

Mrs. Dawsey respectfully requested that the Airport Commission resolve to readopt the Greenville-Spartanburg Airport District Human Resources Policies and Procedures with the proposed substantive and scrivener revisions as outlined in the attached documents.

A motion was made by Commissioner Burch to approve the request as outlined above. The motion was seconded by Commissioner Miller, and unanimous approval was received.

D. Approval of Revisions to the Greenville-Spartanburg Airport District Rules and Regulations

Kevin Howell, Senior Vice President/COO, presented the request to approve revisions to the Greenville-Spartanburg Airport District Rules and Regulations.

Mr. Howell requested approval for changes to Sections 2.50, 3.40, 3.14, 3.15, 3.16, 4.70, 4.10, 7.10, 7.12, 9.12, 9.13, 9.18, and 10.50

Mr. Howell respectfully requested that the Airport Commission resolve to readopt the Greenville-Spartanburg Airport District Rules and Regulations with the proposed revisions as outlines in the attached documents.

A motion was made by Commissioner Beeson to approve the request as outlined above. The motion was seconded by Commissioner Burch, and unanimous approval was received.

OLD BUSINESS: None

PRESIDENT/CEO REPORT:

A. Aviation Industry Update

Mr. Edwards provided a brief update on the aviation industry. Of note, Boeing employees may go on strike which impacts their productions, as well as anticipated changes with Southwest Airlines, and an update on the merger between Alaska and Hawaiian Airlines.

B. Federal and State Legislative Update

Regarding federal legislature, Mr. Edwards reiterated appreciation to Senator Lindsay Graham for his support in earmarking \$23 million to go towards the runway rehabilitation in the appropriations bill on the senate side.

Regarding state legislature, Mr. Edwards spoke to the upcoming Upstate Legislative Luncheon on September 20 in the GSP Conference Center.

C. Financial Update

Thomas Brooks, Vice President/CFO, provided an update on the District's debt issuance in August 2024.

Mr. Brooks then 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:

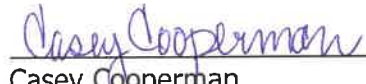
The Commission Chair requested that the Commission go into Executive Session for the purpose of receiving the advice of legal counsel, discussing contracts and certain confidential economic development projects. The motion was made by Commissioner Cuthbertson, seconded by Commissioner Beeson, and approved to go into Executive Session at 11:39 a.m.

At approximately 12:30 p.m. public session resumed with no action being taken in Executive Session.

ADJOURNMENT:

There being no further business, a motion was made by Commissioner Burch, seconded by Commissioner Miller and unanimous vote received to adjourn the meeting. The meeting was adjourned at approximately 12:31 p.m. The next meeting regular, non-emergency Commission meeting is scheduled for Monday, November 18, 2024.

SIGNATURE OF PREPARER:



Casey Cooperman