



# **GSP COMMISSION MEETING**

**January 27, 2025**



## **AGENDA**

Greenville-Spartanburg Airport Commission Regular Meeting  
Greenville-Spartanburg International Airport Commission Boardroom  
Monday, January 27, 2024  
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 before the meeting is called to order. Your comments will be heard prior to the Airport Commission's discussion. Individuals and/or Representatives of a single company shall have up to 5 minutes in total to address the Airport Commission. The Airport Commission shall limit public comments to a total of 30 minutes during the meeting. Thank you for your attention.

- I. CALL TO ORDER:
- II. CONSENT AGENDA:
  - A. Approval of the Greenville-Spartanburg Airport November 18, 2024 Regular Meeting Minutes ([document](#))
  - B. Approval of a Multi-Year Agreement with OpenSesame ([document](#))
- III. PRESENTATIONS: None
- IV. OLD BUSINESS: None
- V. NEW BUSINESS:
  - A. Approval of the HVAC Air Handling Unit Replacement Project ([document](#))
  - B. Approval of the Terminal Glass Replacement Project ([document](#))
- VI. PRESIDENT/CEO REPORT:
  - A. Aviation Industry Update
  - B. Federal and State Legislative Update
  - C. 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. November 2024 – Traffic Report ([document](#))
- B. November 2024 – Financial Report ([document](#))
- C. December 2024 – Development/Project Status Report ([document](#))
- D. December 2024 – Communications Status Report & Marketing Event Summary ([document](#))
- E. December 2024 – Commercial Business Report ([document](#))
- F. December 2024 – OSHA Recordable Injury Report ([document](#))
- G. December 2024 – Information Technology Status 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**

**November 18, 2024**

The Greenville-Spartanburg Airport Commission met on November 18, 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, Doug Smith, Hunter Cuthbertson (via teleconference)

**MEMBERS NOT PRESENT:** None

**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; Ryan Clark, Real Estate & Leasing Manager; Tim Juul, Concessions Manager; Tiffany Cherry, Communications Manager; Cody Bauman, Director of Properties, Captain Adam Lawrence, GSP PD

**GUESTS PRESENT:** John McAlmont, Parrish + Partners; Amanda Sheridan, McFarland Johnson; Mark Waller; AVCON; Gianni Iona, Greenville Limo; John Iona, Greenville Limo; Hank Ramella; Justin Powell, SCDOT

**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.** Approval of the Greenville-Spartanburg Airport September 16, 2024 Regular Meeting Minutes
- B.** Approval of the Greenville-Spartanburg Airport November 6, 2024 Audit Committee Meeting Minutes
- C.** Approval of a Multi-Year Marketing Agreement with the Hub City Spartanburgers
- D.** Approval of a Multi-Year Contract Renegotiation with Lumen

## **PRESENTATIONS:**

### **A. South Carolina Department of Transportation Presentation**

Justin Powell, Secretary of Transportation for the South Carolina Department of Transportation, delivered a presentation on the state's transportation infrastructure. He emphasized the critical role of infrastructure in connecting supply chains and facilitating the movement of people, goods, and services across South Carolina.

Mr. Powell highlighted the General Assembly's continued investments in infrastructure and outlined accomplishments under the state's 10-year plan, with a particular focus on interstate modernization and plans to address the replacement of hundreds of aging bridges statewide.

Following the presentation, Mr. Powell answered questions from the Commission.

### **B. Airport Service Quality (ASQ) and Airport Next Survey Program Overview**

Thomas Tyra, VP/Chief Marketing and Communications Officer, delivered a presentation on the ASQ and Airport Next Survey awards received by the District. He explained the criteria used to determine these awards and discussed their significance. Mr. Tyra also outlined future goals and emphasized how these surveys help GSP measure progress toward its mission of advancing the economic prosperity of the region.

## **OLD BUSINESS:**

### **A. Approval of Rates and Charges for Non-Tenant Ground Transportation Providers**

Mr. Deven Judd, VP/Chief Commercial Officer, presented the request to approve rates and charges for non-tenant ground transportation providers.

At the September 16, 2024 meeting of the Greenville-Spartanburg Airport Commission, the Rates and Charges for non-tenant ground transportation providers were presented to the Airport Commission for consideration and approval. Following the presentation and discussion of the item, the Airport Commission decided to table this item so that Staff could address the impact to Ground Transportation providers and their ability to pass on rate increases to hotels/motels under contract.

Mr. Judd presented Option 2 from the previous meeting again and discussed additional survey information as well as a revised implementation plan for the hotel/motel rate.

Mr. Judd then 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 by Commissioner Burch, seconded by Commissioner Cuthbertson and unanimously approved at 10:28 a.m. to go into Executive Session for the purpose of discussing contracts and legal matters.

At 10:44 a.m. Regular Session resumed. Commissioner Beeson made a motion to approve the recommended action. Commissioner Burch seconded the motion and unanimous approval was received.

## **NEW BUSINESS**

### **A. Approval of Revisions to and Readoption of the Greenville-Spartanburg Airport District Rules and Regulations**

Deven Judd, VP, Chief Commercial Officer presented the request for approval of revisions to and readoption of the Greenville-Spartanburg Airport District Rules and Regulations.

Mr. Judd requested approval of changes made to Sections 1.1, 2.3, 3.14, 3.15, 3.16, and 3.17.

Mr. Judd respectfully requested that the Airport Commission resolve to readopt the Greenville-Spartanburg Airport District rules and Regulations with the proposed substantive revisions as outlined in the attached documents.

There was a motion made by Commissioner Beeson to approve the request as outlined above, with the additional requirement to revise the verbiage regarding permanent trade dress. The motion was seconded by Commissioner Burch, and unanimous approval was received.

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

Deven Judd, VP/Chief Commercial Officer, presented the request for approval of revisions to and readoption of the Greenville-Spartanburg Airport District Rules and Regulations, Section 118.

Mr. Judd requested the approval of changes made to Section 118. These changes are to reflect proposed changes as they relate to Non-Tenant Business and Ground Transportation activity.

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

There was a motion made by Commissioner Beeson to approve the request as outlined above, with the additional requirement to revise the verbiage regarding permanent trade

dress. The motion was seconded by Commissioner Burch, and unanimous approval was received.

**C. Approval of Property Acquisition – 3.36 acres and 10,800 SF flex building located at 2429 S. Hwy. 14, Greer, SC 29650**

Deven Judd, VP/Chief Commercial Officer, presented the request to approve a property acquisition of 3.36 acres and a 10,800 SF flex building located at 2429 S. Hwy. 14, Greer, SC 29650.

Mr. Judd shared that Greenville Transportation (dba Thrifty Car Rental), owner of 2429 S. Hwy. 14, indicated that they have an interest in selling their building and property since they will be consolidating operations on the Airport. This property was identified for future acquisition previously as part of the Airport Master Plan.

Mr. Judd then provided information on the uses for the property, its potential fiscal impact, as well as the appraised value of the property. He then respectfully requested that the Airport Commission resolve to (1) authorize Staff to negotiate the purchase of the property located 2429 S. Highway 14 in an amount not to exceed 10% of the appraised value, (2) authorize Staff to conduct required due diligence prior to purchase, and (3) authorize the President/CEO to execute all required documentation for the property purchase.

There was a motion made by Commissioner Miller to approve the recommended action. The motion was seconded by Commissioner Burch, and unanimous approval was received.

**D. Approval of Terms for a Ground Lease Agreement with SB Acquisitions – approximately 65 acres located on Tract A and adjacent to the existing VIA Facility**

Deven Judd, VP/Chief Commercial Officer presented the request to approve the terms for a ground lease agreement with SB Acquisitions for approximately 65 acres located on Tract A and adjacent to the existing VIA Facility.

Mr. Judd provided background on this request, noting that in 2020 the District entered into a ground lease agreement with SB Acquisitions for 35 acres of land for their VIA Facility. This additional request for 65 acres is for the expansion of their VIA Facility operations. Mr. Judd shared the details on how the site will be utilized.

Furthermore, Mr. Judd reviewed the negotiated ground lease terms with the Tenant.

Mr. Judd then respectfully requested that the Airport Commission resolve to (1) approve the terms of a ground lease with SB Acquisitions, LLC for 65 acres of District property located on Tract A and (2) authorize the President/CEO to execute all required documentation for the ground lease.

A motion to approve the recommendation was made by Commissioner Miller, seconded by Commissioner Burch, and unanimously approved.

**E. Approval of a Multi-Year Agreement for Enterprise Asset Management System (EAM)**

Zach Salvato, VP/Chief Information Officer, presented the request to approve a multi-year agreement for an Enterprise Asset Management System (EAM).

Mr. Salvato shared the background of this request, noting that the implementation of an EAM is the final phase of the District's Enterprise Resource Planning (ERP) initiative. This system will replace the current MP2 system which is outdated, lacks scalability, and fails to meet the operational needs and growth demands of the District.

Mr. Salvato shared the fiscal impact to the District for implementing the EAM solution, for implementation and ongoing annual funding. He then respectfully requested that the Airport Commission resolve to (1) approve an amendment to the CIP Budget FY2025 ERP Project – Ongoing, increasing the allocation from \$250,000 to \$350,000 for the Enterprise Asset Management (EAM) project, (2) authorize Staff to negotiate the terms and conditions of a contract with the selected vendor for the new EAM software solution, including licensing, implementation, and support services, and (3) authorize the President/CEO to execute any and all necessary agreements.

Commissioner Burch made a motion to approve the recommended action. The motion was seconded by Commissioner Miller, and unanimous approval was received.

**F. Acceptance of Greenville-Spartanburg Airport District's Financial Audit and Major Federal and Passenger Facility Charge Program Audits for Fiscal Year 2024**

Thomas Brooks, VP/Chief Financial Officer, requested the Commission accept the Greenville-Spartanburg Airport District's Financial Audit and Major Federal and Passenger Facility Charge Program Audits for FY2024.

Mr. Brooks provided background on this request, noting that the Audit Committee met on November 6, 2024 and was presented with the audit findings; all audit opinions were clean and unqualified.

Mr. Brooks respectfully requested that the Airport Commission accept the audit reports as presented. Commissioner Burch made a motion to accept the audit reports as recommended for FY2024. The motion was seconded by Commissioner Miller and unanimous approval was received.



**PRESIDENT/CEO REPORT:**

**A. Aviation Industry Update**

Mr. Edwards provided a brief overview of the aviation industry. He noted that Spirit is expected to file for bankruptcy, during which an acquisition is likely to occur. He also addressed the challenges Southwest Airlines is facing with costs and revenues. Additionally, he shared that Breeze Airways is set to restore all service destinations at GSP with increased frequency by Spring 2025.

**B. Federal and State Legislative Update**

Mr. Edwards provided an update on legislative matters at the federal and state levels.

At the federal level, he noted potential changes in aviation policy stemming from the transition in administration from President Biden to President Trump. He also highlighted Senator Graham's support of the runway rehabilitation project, which includes \$23 million in funding.

At the state level, Mr. Edwards discussed ongoing efforts to secure \$100 million in recurring funding as part of the state budget.

**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.

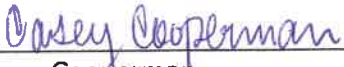
**COMMISSIONER'S REPORT:** None

**EXECUTIVE SESSION:** None

**ADJOURNMENT:**

There being no further business, a motion was made by Commissioner Beeson, seconded by Commissioner Miller and unanimous vote received to adjourn the meeting. The meeting was adjourned at approximately 11:47 a.m. The next meeting regular, non-emergency Commission meeting is scheduled for Monday, January 27, 2025.

**SIGNATURE OF PREPARER:**

  
\_\_\_\_\_  
Casey Cooperman



## **MEMORANDUM**

TO: Members of the Airport Commission

FROM: Kelly Dawsey, VP/Chief Human Resources Officer

DATE: January 27, 2025

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### **ITEM DESCRIPTION – Consent Agenda Item B**

Approval of a Multi-Year Agreement with OpenSesame

### **BACKGROUND**

The Learning Management System (LMS) functionality was fully implemented in 2024 through the UKG Human Resources Information System. As a further advancement of the UKG HRIS LMS capability, the District intends to initiate a five-year agreement with OpenSesame that commences in January 2025 and ends in January 2030 for training and development content delivery to the LMS.

### **ISSUES**

Training & development content is needed in order to fully utilize the UKG Learning Management System.

Vendor system integration with UKG is a requirement as it allows for an electronic seamless transfer of learning content into UKG.

Centralizing the learning & development content for District employees allows for a centralization of training records as well as documentation in the employee personnel file of the completion of the training and in addition it allows for the capability of storing and printing training records for GSP employees.



## **ALTERNATIVES**

An alternative content provider could be selected; however, if an agreement is not implemented, then training & development content is not delivered via UKG LMS.

## **FISCAL IMPACT**

\$100,800 - \$20,160 per year for five years.

## **RECOMMENDED ACTION**

It is respectfully requested that the Airport Commission resolve to approve a multi-year agreement with OpenSesame.



## **MEMORANDUM**

TO: Members of the Airport Commission

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

DATE: January 27, 2025

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

Approval of the HVAC Air Handling Unit Replacement Project

### **BACKGROUND**

In the summer of 2024, the Greenville-Spartanburg Airport District applied for FY2023 Supplemental Discretionary funding for a HVAC Air Handling Unit (AHU) Replacement Project. The project proposed budget was \$2,600,000 and the grant request was \$1,500,000. The FAA has preliminarily notified District Staff of a potential award of up to \$1,500,000 towards the replacement of the existing air handling units servicing the terminal concourse levels.

This equipment was originally installed during the 1980's terminal construction and has far exceeded the average useful life for similar equipment. The new AHU equipment will provide improved energy efficiency and be connected to the existing terminal building automation system.

### **ISSUES**

Grant submission was in the summer of 2024 and notification of the grant selection occurred in the fall of 2024, therefore the AHU project was not included in the FY2025 budget planning last spring.

This project needs to be under contract before summer 2025 to receive the AIP Supplemental Discretionary grant. Commission approval of the project budget and funding is necessary for Staff to proceed with the project.



## **ALTERNATIVES**

Staff is not recommending any alternatives.

## **FISCAL IMPACT**

The proposed AHU Replacement Project budget totals \$2,600,000.

AIP supplemental discretionary funding is planned at \$1,500,000. Staff also plans to apply \$840,000 of available AIG funds towards the AHU project. This equals federal funding of 90% towards the total project budget. The District's share would be \$260,000.

## **RECOMMENDED ACTION**

It is respectfully requested that the Airport Commission resolve to (1) approve the HVAC Air Handling Unit Replacement Project with a budget of \$2,600,000; (2) authorize the CEO and CFO to make the necessary budget amendment(s); and (3) authorize the President/CEO to execute all necessary documents for the project.



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## MEMORANDUM

TO: Members of the Airport Commission

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

DATE: January 27, 2025

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### ITEM DESCRIPTION - New Business Item B

Approval of the Terminal Glass Replacement Project

### BACKGROUND

In the summer of 2024, the Greenville-Spartanburg Airport District responded to the 2024 ATP Notice of Funding Opportunity (NOFO) and submitted a Terminal Sustainability and Energy Efficiency Project for consideration. Proposed project scope included replacement of HVAC air handling unit (AHU) equipment and replacement of the airside terminal glass systems. The project proposed budget was \$12,500,000 and the ATP grant request was \$10,000,000.

The FAA has preliminarily notified District Staff of a potential award of up to \$7,500,000 towards the project. Due to the ATP award amount being less than the original request and the separate award of \$1,500,000 under AIP Supplemental Discretionary towards the AHU replacement project, staff has removed the AHU replacement scope from the Terminal Sustainability and Energy Efficiency Project.

The revised project scope will be limited to glass and glazing system replacement for the older sections of the airside terminal building. These glass systems were originally constructed in the 1980's. Glass technology has much improved and newer glass systems will provide improved energy efficiency and better interior conditions. This project does not include the Grand Hall glass installed during the Wingspan Terminal Program.



## **ISSUES**

Grant submission was in the summer of 2024 and notification of the grant selection occurred in the fall of 2024, therefore this project was not included in the FY2025 budget planning last spring.

This project needs to be under contract before summer 2025 to receive the ATP grant. Commission approval of the project budget and funding is necessary for Staff to proceed with the project.

## **ALTERNATIVES**

Staff is not recommending any alternatives.

## **FISCAL IMPACT**

The proposed Terminal Glass Replacement Project budget totals \$10,000,000.

ATP grant funding is planned at \$7,500,000. Staff also plans to apply approximately \$1,900,000 of available AIG funds towards the glass replacement project. This equals federal funding of 95% for ATP funds and 90% for AIG funds towards the total project budget. The District's share would be approximately \$600,000. Staff intends to include reimbursement of the District's share in a future PFC application.

## **RECOMMENDED ACTION**

It is respectfully requested that the Airport Commission resolve to (1) approve the Terminal Glass Replacement Project with a budget of \$10,000,000; (2) authorize the CEO and CFO to make the necessary budget amendment(s); and (3) authorize the President/CEO to execute all necessary documents for the project.



## MEMORANDUM

TO: Members of the Airport Commission

FROM: David Edwards, President/CEO

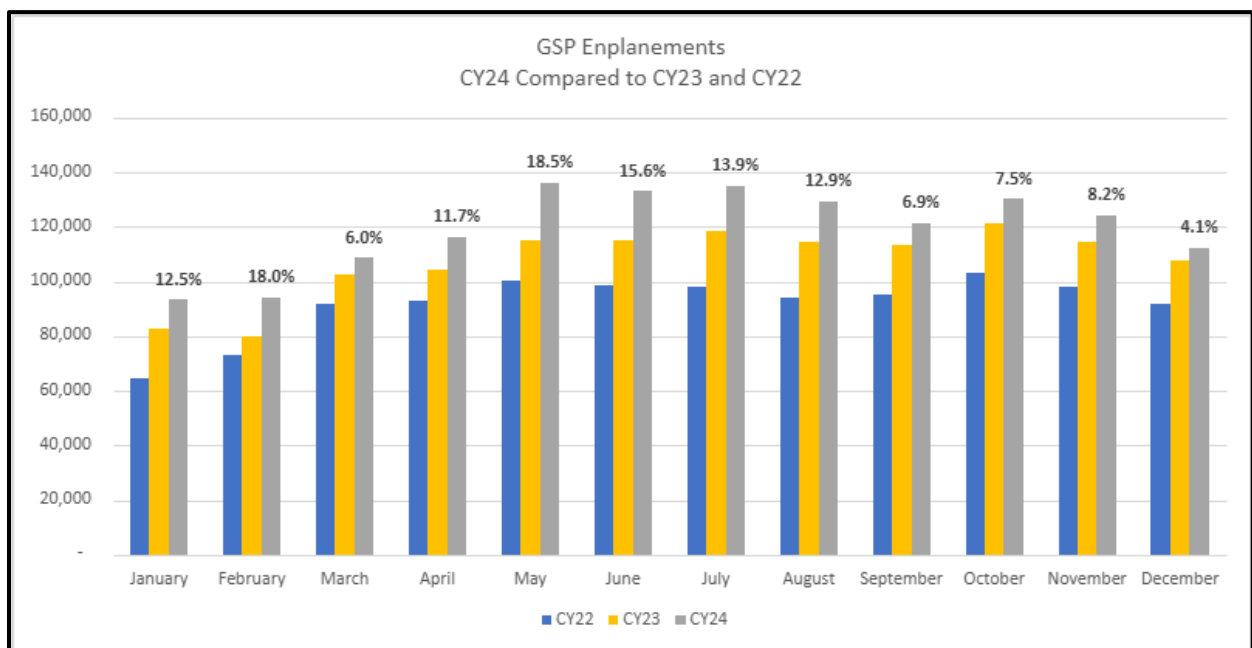
DATE: January 27, 2025

### ITEM DESCRIPTION – Information Section Item A

November 2024 - Traffic Report

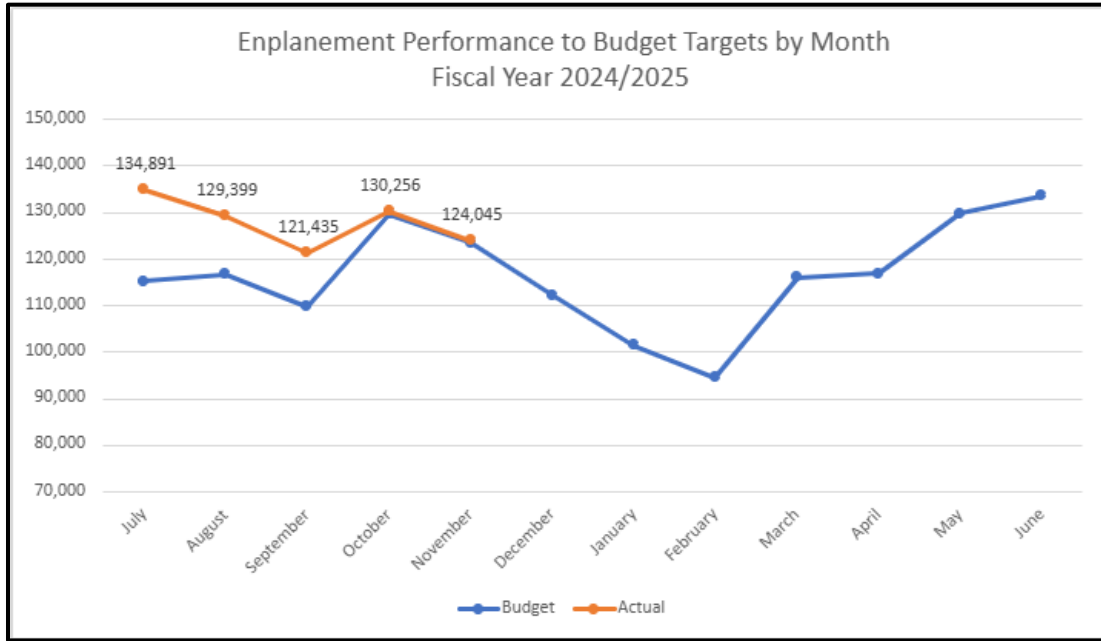
#### SUMMARY

For November 2024, passenger traffic was up **8.1%** and load factors were down **5.3%** at an average of **80.3%** over November 2023. Below is a comparison of our passenger traffic numbers for CY2024 versus CY2023:





Below is a comparison of our actual passenger traffic numbers to the budget for FY2024:



Cargo traffic experienced an decrease of **30.8%** for November 2024 versus November 2023. Our fuel volumes experienced a decrease of **5.7%** for November 2024 versus November 2023.

A comparison of the North America Passenger Traffic Growth Averages for 2024 to GSP's Passenger Traffic Growth is depicted below:

GSP Passenger and Cargo Statistics against the National Averages			
Passenger Traffic			
2024			
Month	GSP	National Average	Difference
Jan	12.40%	4.30%	8.10%
Feb	17.40%	9.20%	8.20%
Mar	4.90%	6.70%	-1.80%
April	12.60%	4.50%	8.10%
May	16.90%	7.10%	9.80%
June	16.80%	6.40%	10.40%
July	14.90%	3.70%	11.20%
August	13.00%	5.18%	7.82%
September	6.90%	2.25%	
October	8.70%	0.50%	
November	8.10%	No Data to Date	
December		No Data to Date	
<b>Average</b>	<b>12.05%</b>	<b>5.99%</b>	<b>6.07%</b>

Note: BTS statistics for total passengers (domestic and international) utilized for national average.



Attached are copies of the detailed traffic report for November 2024.

Providing a look forward into service levels for **February 2025** is a schedule comparison for the month versus 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 15.7%, and seats are up at 12.7%.

Schedule Monthly Summary Report for Passenger (Air - All) flights from GSP for travel February 2025 vs. February 2024									
All flights, seats, and ASMs given are per month.									
Travel Period		Feb 2025		Feb 2024		Diff		Percent Diff	
Mkt AI	Dest	Flights	Seats	Flights	Seats	Flights	Seats	Flights	Seats
3M	MCO	0	0	9	423	(9)	(423)	(100.0%)	(100.0%)
3M	TPA	0	0	9	423	(9)	(423)	(100.0%)	(100.0%)
AA	CLT	262	20,923	246	20,398	16	525	6.5%	2.6%
AA	DCA	70	4,550	78	5,345	(8)	(795)	(10.3%)	(14.9%)
AA	DFW	93	11,762	83	10,006	10	1,756	12.0%	17.5%
AA	LGA	78	5,664	52	3,952	26	1,712	50.0%	43.3%
AA	MIA	56	4,212	29	2,204	27	2,008	93.1%	91.1%
AA	ORD	36	2,362	29	2,138	7	224	24.1%	10.5%
AA	PHL	78	4,868	52	3,744	26	1,124	50.0%	30.0%
DL	ATL	198	28,907	184	24,797	14	4,110	7.6%	16.6%
DL	DTW	50	3,800	21	1,470	29	2,330	138.1%	158.5%
DL	LGA	75	5,394	78	5,460	(3)	(66)	(3.8%)	(1.2%)
G4	FLL	8	1,440	8	1,416	0	24	0.0%	1.7%
G4	PIE	8	1,510	8	1,428	0	82	0.0%	5.7%
G4	SFB	8	1,418	9	1,557	(1)	(139)	(11.1%)	(8.9%)
G4	SRQ	5	900	0	0	5	900		
MX	PVD	8	1,096	0	0	8	1,096		
MX	TPA	8	1,096	0	0	8	1,096		
UA	DEN	28	1,960	29	2,030	(1)	(70)	(3.4%)	(3.4%)
UA	EWR	55	2,750	84	5,976	(29)	(3,226)	(34.5%)	(54.0%)
UA	IAD	52	2,600	0	0	52	2,600		
UA	IAH	42	4,640	29	3,654	13	986	44.8%	27.0%
UA	ORD	56	3,634	58	5,296	(2)	(1,662)	(3.4%)	(31.4%)
WN	ATL	28	4,612	58	8,678	(30)	(4,066)	(51.7%)	(46.9%)
WN	BNA	28	4,260	0	0	28	4,260		
WN	BWI	46	6,578	29	4,531	17	2,047	58.6%	45.2%
WN	HOU	2	286	8	1,272	(6)	(986)	(75.0%)	(77.5%)
XP	HVN	5	745	5	945	0	(200)	0.0%	(21.2%)
	TOTAL	1,383	131,967	1,195	117,143	188	14,824	15.7%	12.7%

Attachments

# Monthly Traffic Report (Combined)

## Greenville-Spartanburg International Airport

November 2024



Category	Nov 2024	Nov 2023	Percentage Change	*CYTD-2024	*CYTD-2023	Percentage Change	*MOV12-2024	*MOV12-2023	Percentage Change
<b>Passenger Traffic</b>									
Enplaned	124,045	114,674	8.2%	1,321,479	1,181,465	11.9%	1,429,299	1,273,038	12.3%
Deplaned	<u>123,076</u>	<u>113,990</u>	8.0%	<u>1,310,945</u>	<u>1,170,302</u>	12.0%	<u>1,415,211</u>	<u>1,257,428</u>	12.5%
<b>Total</b>	<b>247,121</b>	<b>228,664</b>	<b>8.1%</b>	<b>2,632,424</b>	<b>2,351,767</b>	<b>11.9%</b>	<b>2,844,510</b>	<b>2,530,466</b>	<b>12.4%</b>
<b>Cargo Traffic (Pounds)</b>									
<b>Express and Mail</b>									
Enplaned	727,048	698,083	4.1%	7,889,491	7,738,070	2.0%	8,586,949	8,570,030	0.2%
Deplaned	<u>922,589</u>	<u>954,589</u>	-3.4%	<u>10,335,264</u>	<u>10,718,997</u>	-3.6%	<u>11,397,005</u>	<u>11,901,990</u>	-4.2%
<b>Subtotal</b>	<b>1,649,637</b>	<b>1,652,672</b>	<b>-0.2%</b>	<b>18,224,755</b>	<b>18,457,067</b>	<b>-1.3%</b>	<b>19,983,954</b>	<b>20,472,020</b>	<b>-2.4%</b>
<b>Freight</b>									
Enplaned	3,250,373	4,752,197	-31.6%	36,754,781	40,334,591	-8.9%	40,477,645	43,156,962	-6.2%
Deplaned	<u>5,670,429</u>	<u>8,869,625</u>	-36.1%	<u>58,915,317</u>	<u>85,315,585</u>	-30.9%	<u>66,757,438</u>	<u>93,705,832</u>	-28.8%
<b>Subtotal</b>	<b>8,920,802</b>	<b>13,621,822</b>	<b>-34.5%</b>	<b>95,670,098</b>	<b>125,650,176</b>	<b>-23.9%</b>	<b>107,235,083</b>	<b>136,862,794</b>	<b>-21.6%</b>
<b>Total</b>	<b>10,570,439</b>	<b>15,274,494</b>	<b>-30.8%</b>	<b>113,894,853</b>	<b>144,107,243</b>	<b>-21.0%</b>	<b>127,219,037</b>	<b>157,334,814</b>	<b>-19.1%</b>

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

Category	Nov 2024	Nov 2023	Percentage Change	*CYTD-2024	*CYTD-2023	Percentage Change	*MOV12-2024	*MOV12-2023	Percentage Change
<b>Aircraft Operations</b>									
Airlines	3,067	2,667	15.0%	32,664	27,207	20.1%	35,243	29,368	20.0%
Commuter/Air Taxi	<u>687</u>	<u>469</u>	46.5%	<u>5,427</u>	<u>5,347</u>	1.5%	<u>5,891</u>	<u>5,889</u>	0.0%
<b>Subtotal</b>	<b>3,754</b>	<b>3,136</b>	<b>19.7%</b>	<b>38,091</b>	<b>32,554</b>	<b>17.0%</b>	<b>41,134</b>	<b>35,257</b>	<b>16.7%</b>
General Av.	1,087	1,329	-18.2%	13,473	14,013	-3.9%	14,546	15,011	-3.1%
Military	<u>219</u>	<u>250</u>	-12.4%	<u>3,197</u>	<u>2,825</u>	13.2%	<u>3,295</u>	<u>2,971</u>	10.9%
<b>Subtotal</b>	<b>1,306</b>	<b>1,579</b>	<b>-17.3%</b>	<b>16,670</b>	<b>16,838</b>	<b>-1.0%</b>	<b>17,841</b>	<b>17,982</b>	<b>-0.8%</b>
<b>Total</b>	<b>5,060</b>	<b>4,715</b>	<b>7.3%</b>	<b>54,761</b>	<b>49,392</b>	<b>10.9%</b>	<b>58,975</b>	<b>53,239</b>	<b>10.8%</b>
<b>Fuel Gallons</b>									
<b>General Aviation</b>									
100LL	1,936	2,395	-19.2%	25,300	29,653	-14.7%	27,055	31,521	-14.2%
Jet A Retail	96,525	75,232	28.3%	958,414	912,367	5.0%	1,036,097	1,011,687	2.4%
Jet A Contract	54,481	67,398	-19.2%	654,927	628,403	4.2%	701,099	671,838	4.4%
Jet A Gov.	<u>11,239</u>	<u>8,529</u>	31.8%	<u>370,368</u>	<u>239,421</u>	54.7%	<u>374,747</u>	<u>249,895</u>	50.0%
<b>Subtotal</b>	<b>164,181</b>	<b>153,554</b>	<b>6.9%</b>	<b>2,009,009</b>	<b>1,809,844</b>	<b>11.0%</b>	<b>2,138,998</b>	<b>1,964,941</b>	<b>8.9%</b>
<b>Commercial Aviation</b>									
Jet A Scheduled	1,281,012	1,109,174	15.5%	13,565,191	11,275,402	20.3%	14,589,801	12,115,474	20.4%
Jet A Program Charter	403,976	714,671	-43.5%	5,251,943	8,349,568	-37.1%	5,840,884	9,177,756	-36.4%
Jet A Ad Hoc Charter	<u>36,478</u>	<u>22,057</u>	65.4%	<u>142,205</u>	<u>237,677</u>	-40.2%	<u>151,463</u>	<u>309,276</u>	-51.0%
<b>Subtotal</b>	<b>1,721,466</b>	<b>1,845,902</b>	<b>-6.7%</b>	<b>18,959,339</b>	<b>19,862,647</b>	<b>-4.5%</b>	<b>20,582,148</b>	<b>21,602,506</b>	<b>-4.7%</b>
<b>Total</b>	<b>1,885,647</b>	<b>1,999,456</b>	<b>-5.7%</b>	<b>20,968,348</b>	<b>21,672,491</b>	<b>-3.2%</b>	<b>22,721,146</b>	<b>23,567,447</b>	<b>-3.6%</b>

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

**Scheduled Airline Enplanements, Seats, and Load Factors (Combined)**  
**Greenville-Spartanburg International Airport**  
**November 2024**



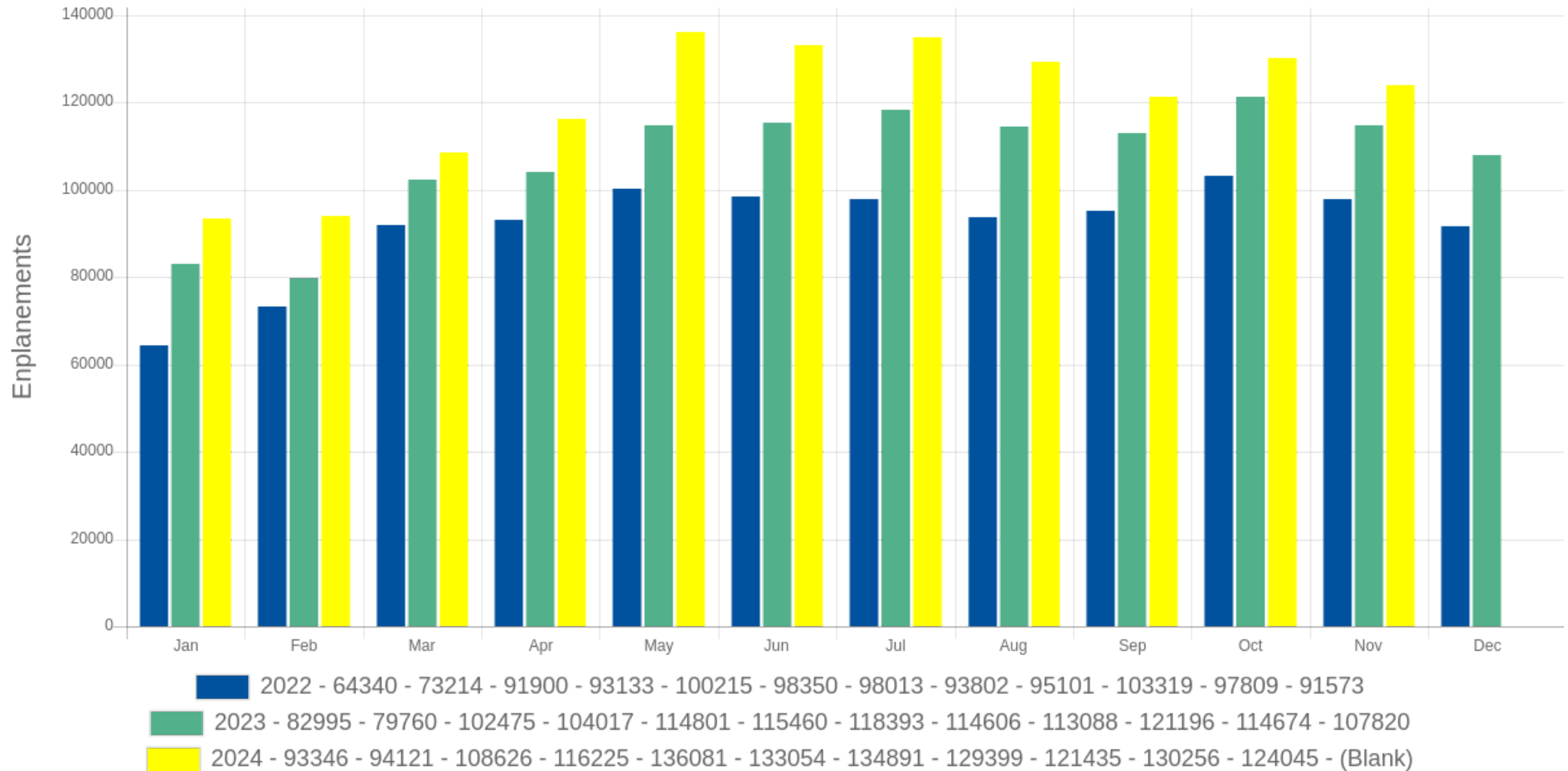
	Nov 2024	Nov 2023	Percentage Change	*CYTD-2024	*CYTD-2023	Percentage Change
<b>Allegiant Air</b>						
Enplanements	3,566	3,415	4.4%	40,648	38,333	6.0%
Seats	4,347	4,050	7.3%	50,491	45,315	11.4%
Load Factor	82.0%	84.3%	-2.7%	80.5%	84.6%	-4.8%
<b>American Airlines</b>						
Enplanements	47,338	41,780	13.3%	509,101	425,509	19.6%
Seats	59,837	49,810	20.1%	662,544	531,407	24.7%
Load Factor	79.1%	83.9%	-5.7%	76.8%	80.1%	-4.0%
<b>Avelo</b>						
Enplanements	1,819	1,014	79.4%	30,382	14,432	110.5%
Seats	2,205	1,176	87.5%	43,848	18,774	133.6%
Load Factor	82.5%	86.2%	-4.3%	69.3%	76.9%	-9.9%
<b>Breeze Airways</b>						
Enplanements	1,615	0	-	17,011	317	5266.2%
Seats	2,466	0	-	26,715	0	-
Load Factor	65.5%	-	-	63.7%	-	-
<b>Delta Air Lines</b>						
Enplanements	35,896	34,935	2.8%	386,188	368,924	4.7%
Seats	41,470	40,190	3.2%	442,695	413,896	7.0%
Load Factor	86.6%	86.9%	-0.4%	87.2%	89.1%	-2.1%

	Nov 2024	Nov 2023	Percentage Change	*CYTD-2024	*CYTD-2023	Percentage Change
<b>Southwest Airlines</b>						
Enplanements	13,488	14,520	-7.1%	142,609	130,987	8.9%
Seats	17,689	18,444	-4.1%	209,692	184,739	13.5%
Load Factor	76.3%	78.7%	-3.1%	68.0%	70.9%	-4.1%
<b>United Airlines</b>						
Enplanements	19,152	17,460	9.7%	190,046	187,936	1.1%
Seats	24,990	19,703	26.8%	225,910	220,186	2.6%
Load Factor	76.6%	88.6%	-13.5%	84.1%	85.4%	-1.4%
<b>Totals</b>						
Enplanements	122,874	113,124	8.6%	1,315,985	1,166,438	12.8%
Seats	153,004	133,373	14.7%	1,661,895	1,414,317	17.5%
Load Factor	80.3%	84.8%	-5.3%	79.2%	82.5%	-4.0%

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

# Monthly Enplanements By Year (Combined) Greenville-Spartanburg International Airport

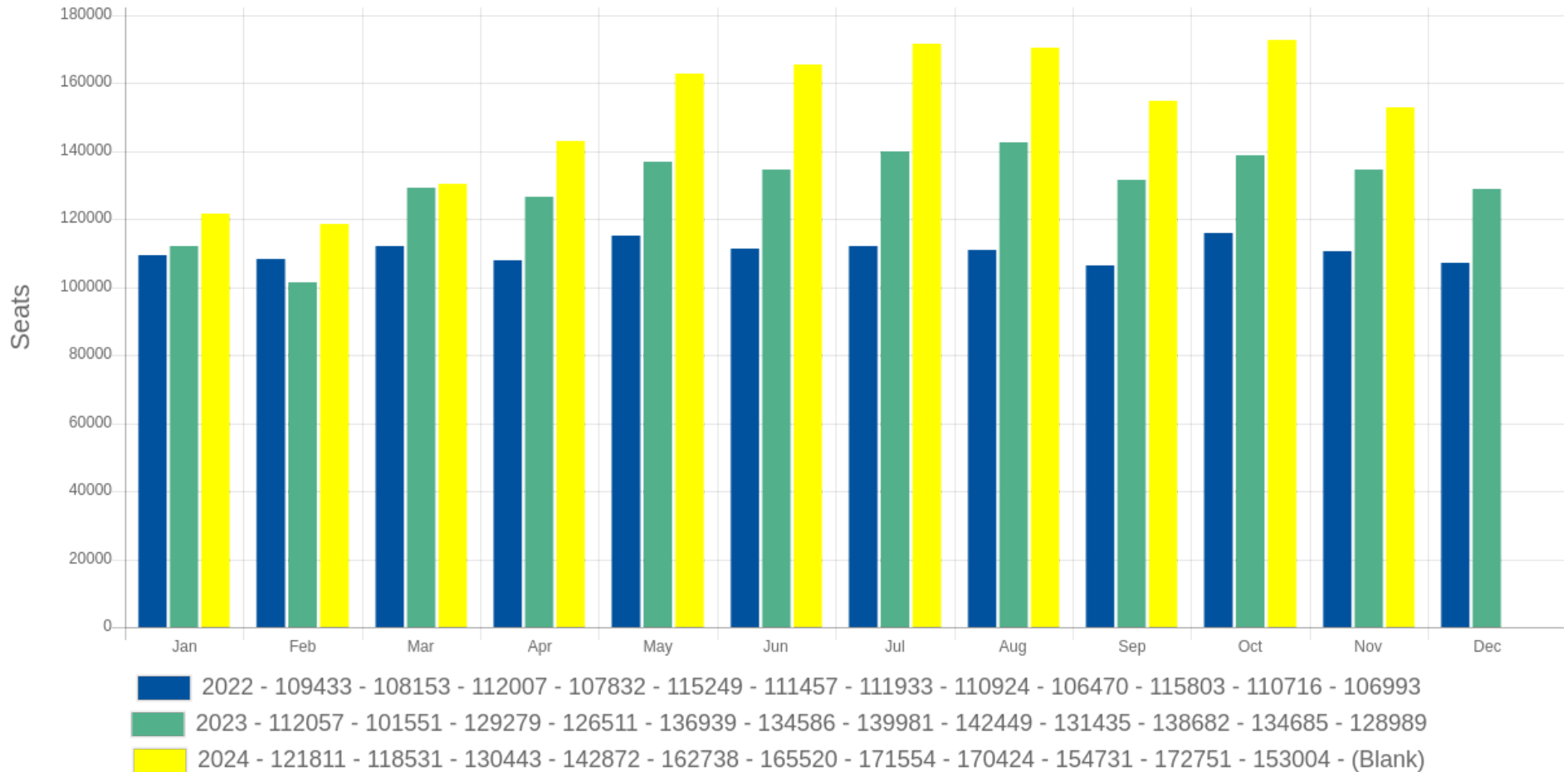
Report Period From January 2022 Through November 2024



# Monthly Seats By Year (Combined)

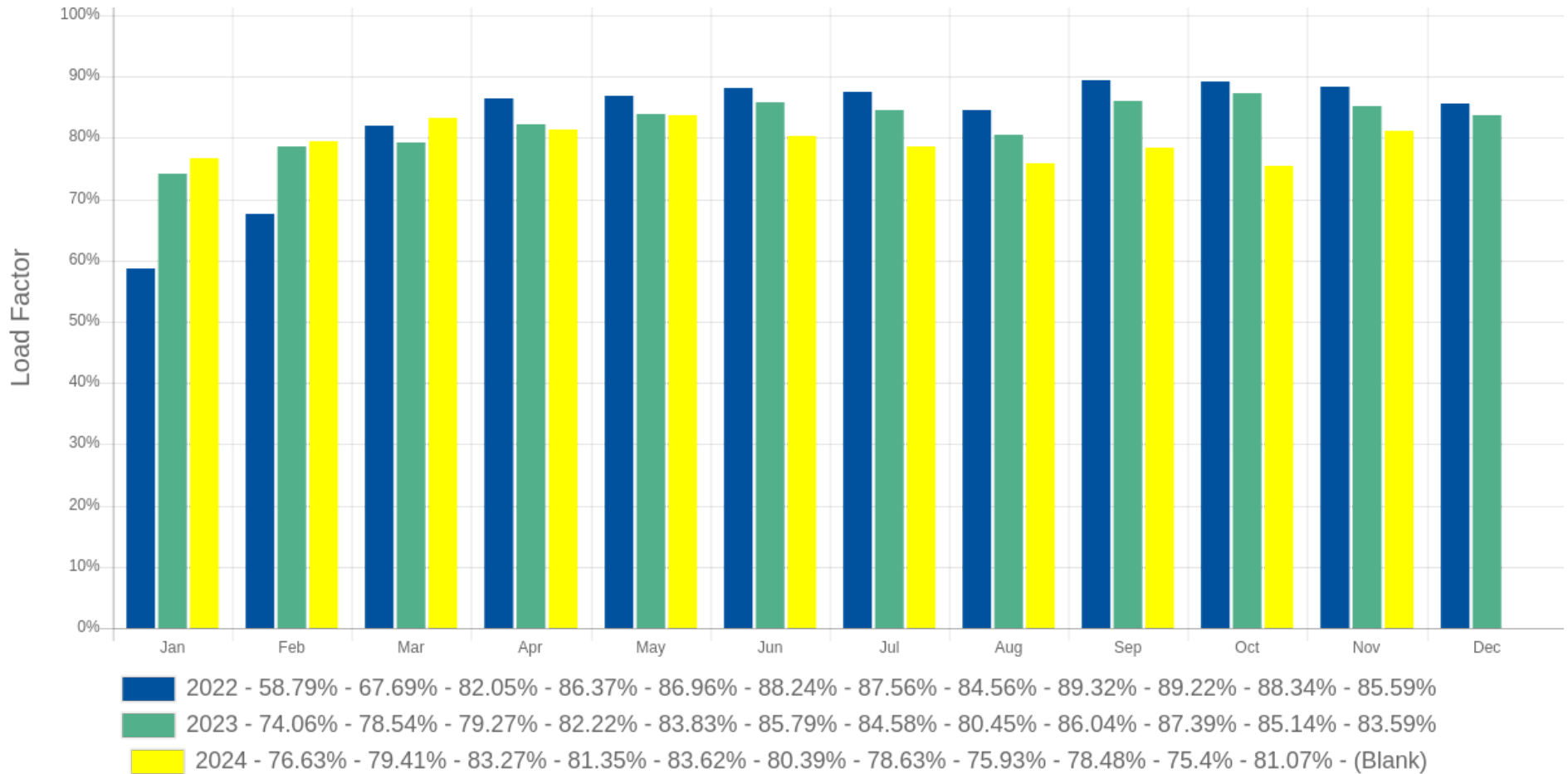
## Greenville-Spartanburg International Airport

Report Period From January 2022 Through November 2024



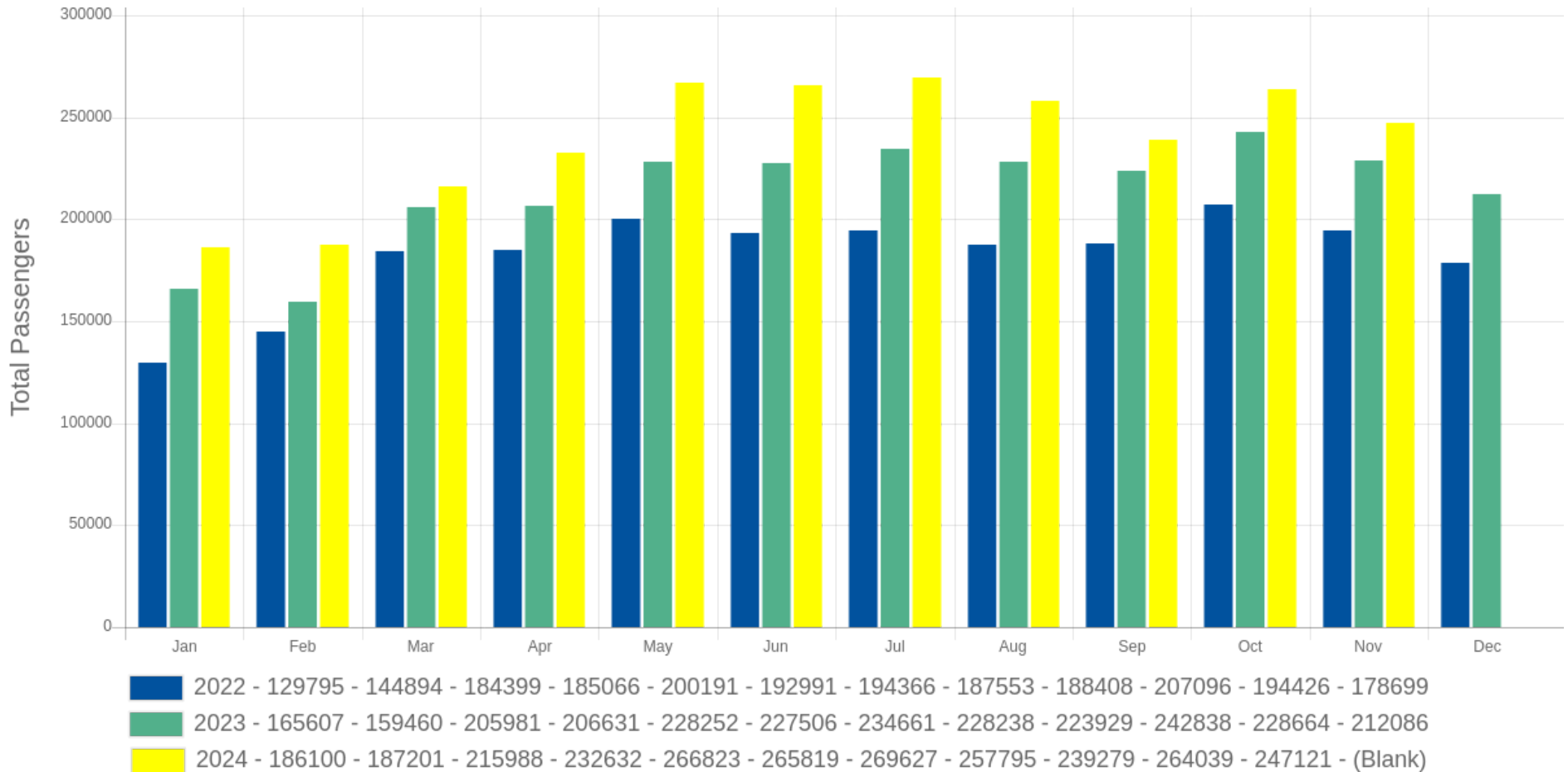


**Monthly Load Factors By Year (Combined)**  
**Greenville-Spartanburg International Airport**  
**Report Period From January 2022 Through November 2024**



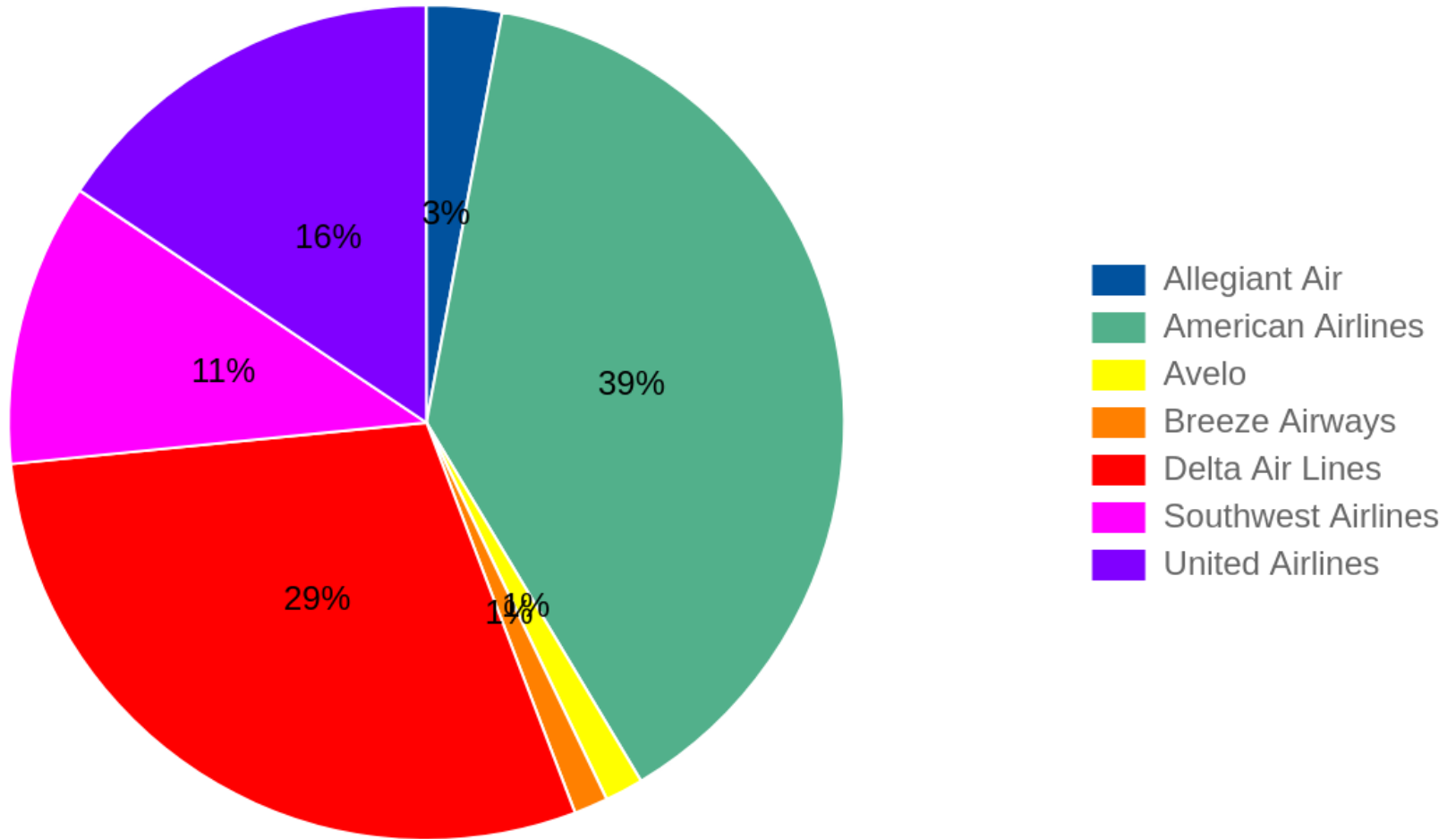
# Total Monthly Passengers By Year (Combined) Greenville-Spartanburg International Airport

Report Period From January 2022 Through November 2024



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

Report Period From January 2022 Through November 2024



**Airline Flight Completions (Combined)  
Greenville-Spartanburg International Airport  
November 2024**



Airline	Scheduled Flights	Field	Cancellations Due To			Total Cancellations	Completed Flights (%)
			Mechanical	Weather	Other		
Air Atlanta Icelandic	17	0	0	0	0	0	100.0%
Allegiant Air	25	0	0	0	0	0	100.0%
Allegiant Charter	3	0	0	0	0	0	100.0%
Alpine Air Express	3	0	0	0	0	0	100.0%
American Airlines	724	1	0	0	0	1	99.9%
Ameriflight	1	0	0	0	0	0	100.0%
Ameristar Jet Charter	3	0	0	0	0	0	100.0%
Avelo	13	0	0	0	0	0	100.0%
Breeze Airways	21	0	0	0	0	0	100.0%
Delta Air Lines	360	0	0	1	0	1	99.7%
Delta Air Lines Charter	6	0	1	0	0	1	83.3%
Everts Air Cargo	9	0	0	0	0	0	100.0%
Federal Express	21	0	0	0	0	0	100.0%
Freight Runners Express	2	0	0	0	0	0	100.0%
IFL Group	14	0	0	0	0	0	100.0%
InterJet West	1	0	0	0	0	0	100.0%
Kalitta Charters II	12	0	0	0	0	0	100.0%
Kolo Canyons Air Service	1	0	0	0	0	0	100.0%
Mountain Air Car	16	0	0	0	0	0	100.0%
Royal Air Freight	5	0	0	0	0	0	100.0%
Southwest Airlines	119	0	0	0	0	0	100.0%
Sun Country Airlines	5	0	0	0	0	0	100.0%
United Airlines	325	0	0	0	0	0	100.0%
UPS	32	0	0	0	0	0	100.0%

Airline	Scheduled Flights	Field	Cancellations Due To			Total Cancellations	Completed Flights (%)
			Mechanical	Weather	Other		
USA Jet	1	0	0	0	0	100.0%	
<b>Total</b>	<b>1,739</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>99.8%</b>	



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## MEMORANDUM

TO: Members of the Airport Commission

FROM: Thomas Brooks, Vice President/CFO

DATE: January 27, 2025

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### ITEM DESCRIPTION – Information Section Item B

November 2024 – Monthly Financial Report

### SUMMARY

Attached is a copy of the detailed financial report for November 2024.

Operating Revenue was up by **0.5%** when compared to the budget for November 2024. Operating Expense was down by **12.0%** when compared to the budgeted amount for the same period. Net operating income was up by **32.4%** when compared to the November 2024 budget. For the period ending November 2024, which represents five (5) months of the fiscal year, a total of **\$11,442,816** has been returned to the bottom line in operating income.

Please recognize that this is a preliminary report, unaudited, and only represents *five months* of activity.

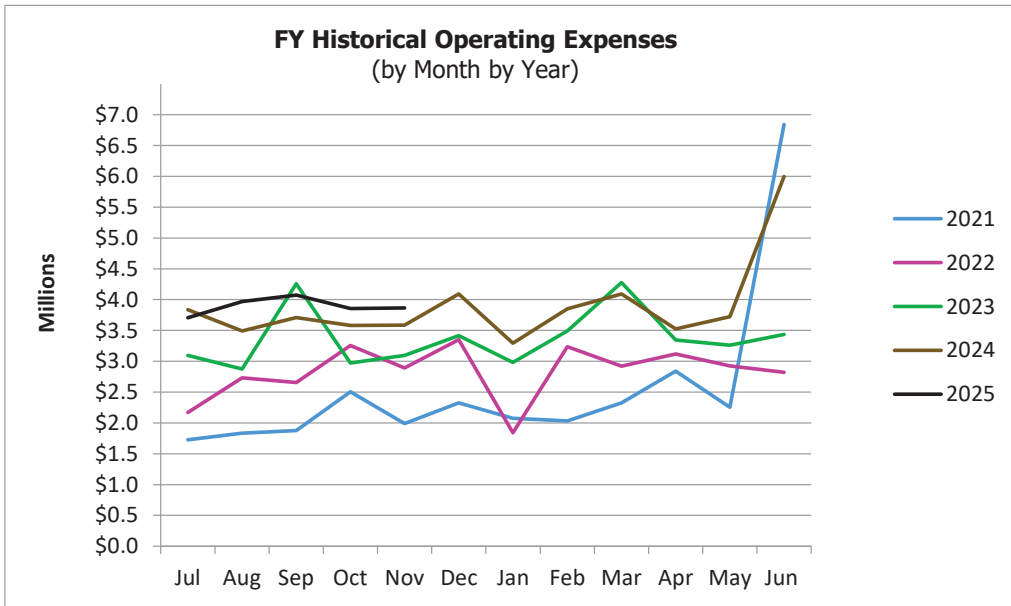
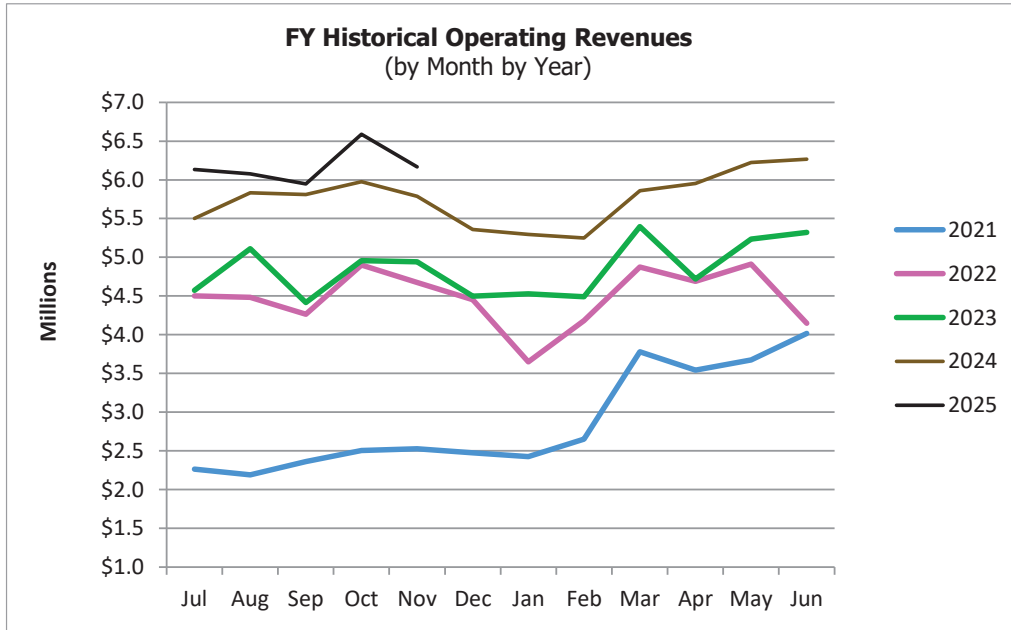
**November 30, 2024 FINANCIAL STATEMENT PACKAGE**

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

	<b>Current FY 11/30/2024</b>	<b>Prior FY 11/30/2023</b>	
<b>Assets</b>			
Cash Accounts - Unrestricted	22,684,841	9,674,841	
Cash Accounts - Restricted (Bonds)	21,267,138	17,241,238	(aa)
Investments-Airport - Unrestricted	53,332,039	57,115,890	
Investments-Airport - Restricted (Bonds)	78,020,799	-	(aa)
Bond Trustee Assets	9,447,133	-	(aa)
Accounts Receivable	13,722,788	8,963,695	(bb)
Less: Reserve for Doubtful Accounts	(149,500)	(149,500)	
Net Accounts Receivable	<b>13,573,288</b>	<b>8,814,195</b>	
Leases Receivable	33,738,723	34,658,779	(cc)
Inventory	159,864	301,623	
Prepaid Insurance	685,811	788,430	
Lease Assets	1,714,909	1,606,198	
Less: Accumulated Amortization	(949,817)	(616,388)	
Net Lease Assets	<b>765,091</b>	<b>989,810</b>	(cc)
Property, Plant & Equipment (PP&E)	618,341,136	566,177,139	(dd)
Less: Accumulated Depreciation	(233,591,589)	(215,772,179)	
Net PP&E	<b>384,749,548</b>	<b>350,404,960</b>	
<b>TOTAL ASSETS</b>	<b>618,424,276</b>	<b>479,989,765</b>	
<b>PLUS: Deferred Outflows of Resources</b>			
Deferred Pension, OPEB & Leases	8,349,484	6,379,431	
<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>	<b>8,349,484</b>	<b>6,379,431</b>	
<b>LESS: Liabilities</b>			
Accounts Payable	7,925,021	8,136,987	(ee)
Long Term Debt	133,987,467	29,458,333	(aa)
SCRS Pension Liability	26,890,255	23,778,825	
Benefit Liability	4,330,466	4,289,364	
Lease Liabilities	763,448	1,009,173	(cc)
<b>TOTAL LIABILITIES</b>	<b>173,896,656</b>	<b>66,672,682</b>	
<b>LESS: Deferred Inflows of Resources</b>			
Deferred Revenues	32,402,669	34,647,333	
<b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>	<b>32,402,669</b>	<b>34,647,333</b>	
<b>NET POSITION</b>			
Invested in Capital Assets, Net of Related Debt	250,763,725	320,927,264	
Restricted			
Held By Trustee	9,447,133	-	(aa)
Contract Facility Charge	11,578,168	6,519,009	
Passenger Facility Charges	2,940,169	11,111,942	
Restricted for Capital Improvement	86,768,482	-	(aa)
Total Restricted:	110,733,952	17,630,951	
Unrestricted	58,976,758	46,490,967	
<b>TOTAL NET POSITION</b>	<b>420,474,435</b>	<b>385,049,182</b>	



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



Note: The historical spike in June operating expenses is largely attributable to year-end adjustments, Pension Expense being the most significant item.

## Greenville–Spartanburg Airport District GSP P&L Simplified for Monthly Financials

	←-----FISCAL YEAR TO DATE----->				
	November 30, 2024 Actual	November 30, 2024 Budget	Actual-Budget	% Change	
<b>Operating Revenue</b>					
Landing Area:					
Landing Fees	1,902,492	1,837,619	64,874	3.5 %	1,681,997 (a)
Aircraft Parking Fees	183,915	276,690	(92,775)	(33.5) %	261,490 (b)
Subtotal Landing Area	<u>2,086,407</u>	<u>2,114,308</u>	<u>(27,901)</u>	<u>(1.3) %</u>	<u>1,943,487</u>
Space and Ground Rentals	7,244,361	6,961,807	282,554	4.1 %	6,504,678 (c)
Auto Parking	9,587,775	9,773,837	(186,062)	(1.9) %	9,181,810 (d)
Commercial Ground Transportation	504,659	520,282	(15,623)	(3.0) %	420,542
Concessions:					
Advertising	282,232	210,000	72,232	34.4 %	185,151 (e)
Food & Beverage	151,028	144,197	6,831	4.7 %	130,096
Rental Car	2,372,397	2,127,697	244,699	11.5 %	2,084,262 (f)
Retail	347,843	327,440	20,403	6.2 %	288,306 (g)
Retail - Automated	57,729	48,493	9,236	19.0 %	48,472
Subtotal Concessions	<u>3,211,229</u>	<u>2,857,827</u>	<u>353,402</u>	<u>12.4 %</u>	<u>2,736,287</u>
Expense Reimbursements	1,162,152	1,187,689	(25,538)	(2.2) %	941,736
Other Income	157,630	125,650	31,980	25.5 %	146,004
Other-Aviation Services	1,653,656	2,600,380	(946,724)	(36.4) %	2,547,962 (h)
Gross Profit on Fuel Sales	3,009,437	2,645,890	363,547	13.7 %	2,584,249 (i)
Gross Profit on Restaurant Sales	2,297,593	1,985,066	312,527	15.7 %	1,898,196 (j)
<b>Total Operating Revenue</b>	<b><u>30,914,899</u></b>	<b><u>30,772,738</u></b>	<b><u>142,161</u></b>	<b><u>0.5 %</u></b>	<b><u>28,904,951</u></b>
<b>Operating Expenses</b>					
Salaries & Benefits	9,950,670	11,105,307	(1,154,637)	(10.4) %	9,805,463 (k)
Professional Services	201,366	541,513	(340,147)	(62.8) %	290,812 (l)
Promotional Activities	394,978	570,297	(175,318)	(30.7) %	302,016 (m)
Administrative	1,170,336	1,547,698	(377,362)	(24.4) %	1,044,294 (n)
Insurance	502,203	501,875	327	0.1 %	464,722
Contractual Services	4,875,691	4,756,637	119,054	2.5 %	3,812,875 (o)
Rentals and Leases	152,546	161,001	(8,456)	(5.3) %	162,401
Repairs and Maintenance	455,051	661,597	(206,546)	(31.2) %	546,407 (p)
Supplies and Equipment	784,955	1,210,667	(425,713)	(35.2) %	803,618 (q)
Utilities	984,288	1,076,487	(92,199)	(8.6) %	973,118 (r)
<b>Total Operating Expenses</b>	<b><u>19,472,083</u></b>	<b><u>22,133,080</u></b>	<b><u>(2,660,997)</u></b>	<b><u>(12.02) %</u></b>	<b><u>18,205,726</u></b>
<b>NET OPERATING INCOME</b>	<b><u>11,442,816</u></b>	<b><u>8,639,658</u></b>	<b><u>2,803,158</u></b>	<b><u>32.4 %</u></b>	<b><u>10,699,225</u></b>

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

(aa) **Bond Issuance - related adjustments** Bonds in the amount of \$105 million were closed on 8/29/2024 with net proceeds of \$98 million and the establishment of a \$7 million debt reserve account.

(bb) **Accounts Receivable** Consists of the following:

2,894,544	Trade A/R
634,377	AIP 67 FAA grant, pending approval
1,668,007	SCAC grant
5,791,658	TRIP grant
414,812	Investment
67,130	Lease Interest
420,516	Bond Interest
892,026	PFC, monthly accruals due to delay of receipt
686,340	CFC
253,377	Other
<u>13,722,788</u>	

(cc) **All noted accounts** GASB 87 for lease accounting was adopted in fiscal year 2022. This standard requires the District to record lease assets and liabilities for applicable long-term lease agreements. Under the standard, the District also records interest revenue and expenses associated with these regulated leases. The overall impact to the income statement is that a portion of lease revenues and lease payments are reclassified as interest and large offsetting assets and liabilities are reflected on the statement of net position.

(dd) **Property, Plant & Equip (PP&E)** Some of the more significant construction costs in fiscal year 2024 were related to the Terminal Landside Improvement Project, the Cargo Apron and Parking Garage C.

(ee) **Accounts Payable** Consists of the following:

2,016,511	Trade A/P and year end accruals that will remain until year end
2,917,541	Year End Payroll, Vacation & Sick Benefits accrual that will remain until year end
446,703	Security Deposits
467,755	RAC True-up
634,787	Food & Beverage
1,435,399	Note Payable Interest Expense Accrued
6,325	Other
<u>7,925,021</u>	

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION -YTD ACTUAL VS YTD BUDGET FOOTNOTES**

(a) **Landing Fees** Landing Area is favorable to budget due to the following:  
- American Airlines utilizing larger aircraft and added additional flights

(b) **Aircraft Parking Fees** Aircraft Parking Fees is unfavorable to budget due to the following:  
- Cargo parking 91K unfavorable to budget with loss of Amerijet and Magma

(c) **Space & Ground Rentals** Space & Ground Rentals favorable to budget due to the following:  
- American, Southwest and United Airlines had more turns than budgeted, mostly due to added flights  
- Delta Airline had less turns than budgeted, primarily due to the CrowdStrike issue and upgraded aircraft  
- Hangar Rent \$20K unfavorable to budget  
- Non-Term Bldg./Space Rental \$25K favorable to budget  
- Ground Rent \$22K unfavorable to budget

(d) **Auto Parking** Auto Parking is unfavorable to budget due to the following:  
- Occupancy was down, particularly in the garages, for July-September  
- November revenue exceeded budget by \$102k

(e) **Advertising** - Advertisement is trending higher than anticipated: continued growth is increasing interest in advertising space

(f) **Rental Car** Rental Car is favorable to budget due to the following:  
- Almost all rental car concessions companies are favorable compared to budget

	<u>Actual YTD</u>	<u>Budget YTD</u>	<u>Diff</u>
AVIS	\$ 437,450	\$ 398,552	\$ 38,898
Budget	\$ 287,571	\$ 290,087	\$ (2,516)
Enterprise	\$ 524,196	\$ 460,745	\$ 63,451
Hertz	\$ 324,792	\$ 225,142	\$ 99,649
National	\$ 797,326	\$ 751,420	\$ 45,906
GA	\$ 1,062	\$ 1,750	\$ (688)
<b>TOTAL</b>	<u>\$ 2,372,397</u>	<u>\$ 2,127,697</u>	<u>\$ 244,699</u>

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION -YTD ACTUAL VS YTD BUDGET FOOTNOTES**

(g) **Concessions - Retail** - Retail \$30K favorable to budget as traffic has increased at a higher rate than the 3% budgeted increase in retail sales

(h) **Other-Aviation Services** Other-Aviation Services is unfavorably impacted by the reduction of Magma flights and the loss of Amerijet operations, particularly in Warehouse and Ground  
 - Ground A/C Handling Cargo \$391K unfavorable to budget

(i) **Gross Profit on Fuel Sales** Fuel Sales favorable to budget due to the following:  
 - Jet A Into-Plane 258k favorable to budget  
 - DOD Into-Plane Fees 45K favorable to budget  
 - Retail fuel sales are \$338k unfavorable to budget due to the decrease in Cargo activity  
 - Retail AvGas Sales 9K unfavorable to budget  
 - Throughput Fees 16K favorable to budget  
 - COGS Jet A-GA 372K favorable to budget with reduced sales  
 - COGS AvGas-GA favorable to budget 8K

(j) **Gross Profit on Restaurant Sales** Restaurant Sales favorable to budget due to the following:  
 - All concepts are outperforming budgeted net sales

	Actual YTD	Budget YTD	Diff
Chick-fil-A	\$ 974,328	\$ 901,124	\$ 73,204
Wolfgang Puck	873,700	736,375	137,325
RJ Rockers	150,210	96,428	53,782
Triumph Tap Room	299,355	251,139	48,216
<b>TOTAL</b>	<b>\$ 2,297,593</b>	<b>\$ 1,985,066</b>	<b>\$ 312,527</b>

(k) **Salary & Benefits** Salaries and Benefits are favorable to budget due to the following:  
 - 34 less positions currently employed than budgeted (224 vs 258)

(l) **Professional Services** Professional Services is favorable to budget due to timing:  
 - Consulting fees \$264K favorable to budget: CB \$105k timing of land appraisals, IT \$73k, Finance \$35k  
 - Legal fees \$42K favorable to budget  
 - Audit \$39K unfavorable to budget (budgeted in December)  
 - Engineering and Design \$78K favorable to budget

(m) **Promotional Activities** Promotional Activities is favorable to budget due to timing:  
 - Advertising expense \$135K favorable to budget  
 - General marketing expenses \$18K favorable to budget  
 - Hospitality \$13K unfavorable to budget  
 - Special events \$20K favorable to budget  
 - Sponsorships \$15K favorable to budget

(n) **Administrative** Administrative is favorable to budget due to the following:  
 - Independent contractor - \$167k favorable to budget with reduced curb traffic costs and cargo contractors  
 - Credit Card Processing \$51K unfavorable to budget impacted by increased sales  
 - Corporate functions \$21k favorable to budget  
 - Travel/Training \$204K favorable to budget  
 - Uniforms \$36K favorable to budget

(o) **Contractual Services** Contractual Services is unfavorable due to the following:  
 - Janitorial Services \$53K favorable to budget  
 - Computer-annual contracts \$124K favorable to budget (IT) - timing of FY24 invoice  
 - Automatic Doors \$18K favorable to budget  
 - Fire Alarm \$17K favorable to budget  
 - Heating & Air \$15K favorable to budget  
 - Management Agreement Expenses \$441k unfavorable to budget due to increased food prices, parking lot storm damage repairs, timing of prior year invoices and vehicle maintenance  
 - Telephone Equipment \$48k favorable to budet  
 - Reimbursement Service Program \$24K favorable to budget on CBP services (billable)

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION -YTD ACTUAL VS YTD BUDGET FOOTNOTES**

- (p)                   **Repairs & Maintenance** Repair & Maintenance is favorable to budget with a reduction in necessary reapears
- Boarding Bridges \$12K favorable to budget
  - Building \$47K favorable to budget
  - Electrical/Lighting \$16K favorable to budget
  - Equipment \$19K unfavorable to budget
  - Environmental Compliance \$12K favorable to budget
  - Fuel Farm \$9K favorable to budget
  - Heating & Air \$43K favorable to budget
  - Runways/Taxiways/Ramps \$15K favorable to budget
  - Street & Roads \$24K favorable to budget
- (q)                   **Supplies & Equipment** Supplies & Equipment is favorable to budget primarily due to timing:
- Ammunition \$15K favorable to budget due to inventory stock
  - Computer-Equip/Supplies \$69K favorable with paper stock. Expected to level out by year end
  - De-Ice Fluid \$16K favorable to budget
  - Equipment \$13K favorable to budget
  - Fire extinguisher \$18K favorable to budget
  - First Aid/Safety \$25K favorable to budget
  - Fuel-Vehicles \$92K favorable to budget, trued up at year-end
  - Lamps \$17K favorable to budget
  - Office Supplies \$19K favorable to budget
  - Painting \$27K favorable to budget
  - Paper \$12K favorable to budget
  - Snow Removal \$37K favorable to budget
  - Tires \$22K favorable to budget
  - Tools & Hardware \$20K favorable to budget
- (r)                   **Utilities** Utilities is favorable to budget due to the following:
- Elec \$31K favorable to budget
  - Gas \$79K favorable to budget - will level out in Q2 & Q3 with temperature changes
  - Water \$14K unfavorable to budget

**GREENVILLE SPARTANBURG AIRPORT DISTRICT  
Other Operating and Maintenance Reserve Funds**

	<b>FY \$ Amount Authorized</b>	<b>Estimated Cost</b>
		<hr/>
<b>Emergency Repair/Replacement/Operations Fund</b>	<b>\$ 500,000</b>	
Logistics Park headwall		\$ 350,000
Deicer truck		\$ 70,000
		<hr/>
		<b>\$ 420,000</b>
	<hr/>	
<b>Uncommitted Balance</b>	<b>\$ 80,000</b>	
<b>Business Development Obligations/Incentives</b>	<b>\$ 500,000</b>	
		<hr/>
		<b>\$ -</b>
	<hr/>	
<b>Uncommitted Balance</b>	<b>\$ 500,000</b>	
<b>Contingency Fund (Operational &amp; Capital)</b>	<b>\$ 1,000,000</b>	
Admin offices		\$ 170,000
Recruiting and Relocation		\$ 60,000
		<hr/>
		<b>\$ 230,000</b>
	<hr/>	
<b>Uncommitted Balance</b>	<b>\$ 770,000</b>	

## GREENVILLE SPARTANBURG AIRPORT DISTRICT

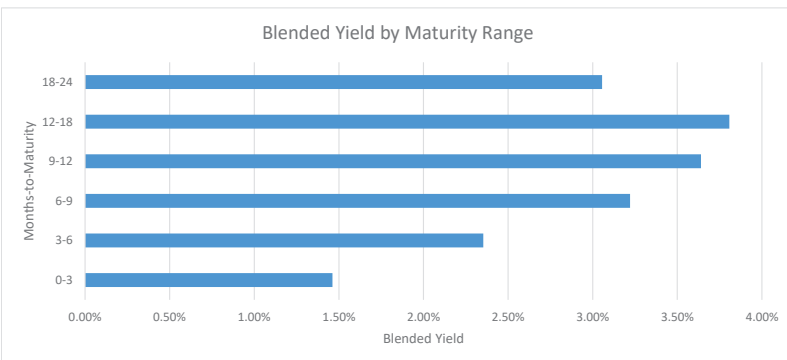
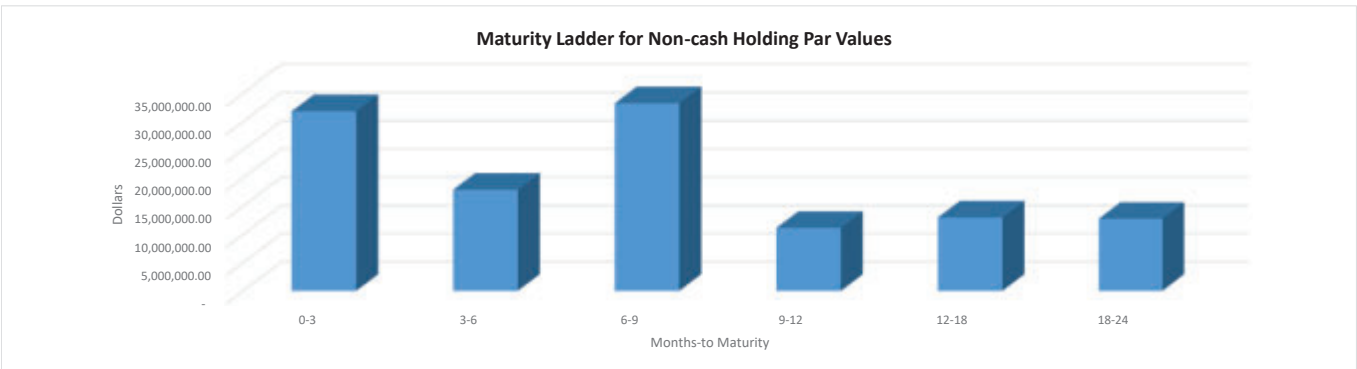
### Investment Holdings Summary

The Greenville-Spartanburg Airport District maintains an investment portfolio comprised of debt securities, money market funds, and other securities as permitted by District policy and South Carolina law. All investments are held to maturity. The primary goal of the District's investment policy is the preservation of capital, while maximizing portfolio yield. The maturity of the investments is laddered to help ensure that funds are available for planned capital projects, debt service, and operational needs. Please contact Thomas Brooks, CFO, with any questions about the investment portfolio or strategy.

	Cost Basis	Par Value <sup>(1)</sup>	Fair Market Value <sup>(1)</sup>
Treasury Securities	\$ 52,926,654	\$ 53,870,000	\$ 53,332,039
Government Bonds	\$ -	\$ -	\$ -
<b>Total Investments</b>	<b>\$ 52,926,654</b>	<b>\$ 53,870,000</b>	<b>\$ 53,332,039</b>
Money Market Funds	\$ 6,614,205	\$ 6,614,205	\$ 6,614,205
<b>Total Unrestricted Investments + MMFs</b>	<b>\$ 59,540,859</b>	<b>\$ 60,484,205</b>	<b>\$ 59,946,244</b>
Restricted Bond Proceeds - Investments	\$ 77,748,456	\$ 78,404,035	\$ 78,020,799
Restricted Bond Proceeds - MM	\$ 7,675,839	\$ 7,675,839	\$ 7,675,839
<b>Total Restricted Bond Investments + MMFs <sup>(2)</sup></b>	<b>\$ 85,424,295</b>	<b>\$ 86,079,874</b>	<b>\$ 85,696,638</b>
<b>Total Investments + MMFs</b>	<b>\$ 144,965,154</b>	<b>\$ 146,564,079</b>	<b>\$ 145,642,882</b>

(1) GSP anticipates that all investments will be held to maturity. Therefore, any difference between fair market value and par value for a given security is only a non-cash variance, and GSP will realize the full PAR value of bonds as they mature. The fair market value reflects the amount that would be realized if GSP liquidated a security as of the report date.

(2) Restricted investments resulted from the issuance of Series 2024 Bonds in August 2024. The majority of these funds are invested in Treasury securities and money market funds.



**Company name:** Greenville-Spartanburg Airport District  
**Report name:** Procurement / Capital Acquisitions  
**Created on:** 12/18/2024

Project type	Project name	Vendor Name	Date	Amount
Capital Improvements	FY2025 GA Apron Reconstruction and Apron Edge Taxilane Widening Project Design - Phase 1: Design	Avcon, Inc.	11/13/2024	19,964.00
Capital Improvements	FY2025 PGC & Consolidated Rental Car Facility - Construction Phase: Construction	S&Me, Inc	11/19/2024	23,301.50
Capital Improvements	FY2025 PGC & Consolidated Rental Car Facility - Construction Phase: Construction	LCK, LLC	11/13/2024	57,884.33
Capital Improvements	FY2025 Fedex Renovation	Rogers Group, Inc.	11/26/2024	96,180.00
Capital Improvements	FY2025 Passenger Terminal Expansion Program - PDP Phase: Topographical and Utility Survey	CES Group Engineers, LLP	11/26/2024	125,627.00
Carryforward	FY2025 GSP Drive connection to Aviation Parkway Round-a-Bout - D & C: Design	Parrish and Partners, LLC	11/26/2024	19,166.50
Carryforward	FY2025 Terminal Roadway Improvement Project: Construction Administration	Kimley- Horn And Associates	11/13/2024	25,346.10
Carryforward	FY2025 Passenger Boarding Bridge Project: Design	Avcon, Inc.	11/13/2024	25,452.25
Carryforward	FY2025 FBO Terminal Expansion Project - Construction Phase: Construction Administration	Mcmillan Pazdan Smith	11/26/2024	25,576.14
Carryforward	FY2025 Fedex Renovation	Rogers Group, Inc.	11/26/2024	96,351.75
Carryforward	FY2025 Fedex Renovation	Rogers Group, Inc.	11/26/2024	98,241.00
Carryforward	FY2025 Fedex Renovation	Rogers Group, Inc.	11/26/2024	98,928.00
Carryforward	FY2025 Fedex Renovation	Rogers Group, Inc.	11/26/2024	99,615.00
Carryforward	FY2025 Fedex Renovation	Rogers Group, Inc.	11/26/2024	99,615.00
Carryforward	FY2025 Fedex Renovation	Rogers Group, Inc.	11/26/2024	99,639.75
Carryforward	FY2025 Fedex Renovation	Bonitz, Inc.	11/20/2024	107,825.00
Carryforward	FY2025 Passenger Boarding Bridge Project: Design	Avcon, Inc.	11/6/2024	135,507.27
Carryforward	FY2025 GSP Drive connection to Aviation Parkway Round-a-Bout - D & C: Design	Arrowhead Farms, LLC	11/25/2024	159,862.50
Carryforward	FY2025 FBO Terminal Expansion Project - Construction Phase: Construction	Harper General Contractor's Inc.	11/26/2024	607,139.65
Contingency Fund	2 New Administrative Offices: Construction	Cely Construction Company	11/6/2024	118,841.00
Emergency Fund	FY2025 Emergency Headwall Renovation at Logistics Park	Parrish and Partners, LLC	11/30/2024	14,255.00
Renewal & Replacement	FY2025 Replace Canopies - A1 & A5 Boarding Bridges	Hubner Manufacturing Corp.	11/20/2024	12,558.00
Renewal & Replacement	FY2025 Fire Alarm Panel Upgrade	Pye Barker Fire & Safety, LLC	11/30/2024	13,476.00
Renewal & Replacement	FY2025 Airfield Lighting Computer System Upgrade	Cooper Crouse-Hinds Llc	11/13/2024	15,750.00
Renewal & Replacement	FY2025 A/F Pavement Rehab - Extending Life	Rogers Group, Inc.	11/20/2024	16,000.00
Renewal & Replacement	FY2025 A/F Pavement Rehab - Extending Life	Rogers Group, Inc.	11/26/2024	22,750.00
Renewal & Replacement	FY2025 A/F Pavement Rehab - Extending Life	Rogers Group, Inc.	11/20/2024	24,000.00
Renewal & Replacement	FY2025 A/F Pavement Rehab - Extending Life	Rogers Group, Inc.	11/26/2024	25,750.00
Renewal & Replacement	FY2025 Replace Canopies - A1 & A5 Boarding Bridges	Hubner Manufacturing Corp.	11/20/2024	49,722.00
Renewal & Replacement	FY2025 Fire Alarm System Replacement RCSC	Pye Barker Fire & Safety, LLC	11/30/2024	49,760.00
Renewal & Replacement	FY2025 Fire Alarm System Replacement RCSC	Pye Barker Fire & Safety, LLC	11/30/2024	83,165.00
Renewal & Replacement	FY2025 C/A Aircraft Deicer	Oshkosh AeroTech, LLC	11/20/2024	368,951.00
Sum Total				2,836,200.74





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## MEMORANDUM

TO: Members of the Airport Commission

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

DATE: January 27, 2025

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### ITEM DESCRIPTION – Information Section Item C

December 2024 – Development Project Status Report

### SUMMARY

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

**Status** – Construction Phase  
**Project Budget** – \$1,675,000  
**Estimated Completion Date** – February 2025

This project includes the renovation of the hangar located at 2102 GSP Drive adjacent to the FBO Terminal. The scope includes interior finishes, restroom improvements, exterior paint, and door hardware. GSP IDIQ contractor, Cely Construction, was awarded the construction contract. Work commenced in May 2024. Construction in Phase 2 is wrapping up. Work will commence in January to renovate the two large remaining rooms on the second floor to complete the project.

#### **Terminal Roadway Improvements Program (TRIP):**

**Status** – Construction Phase  
**Project Budget** - \$18,600,000  
**Estimated Completion Date** – February 2025

TRIP includes the design and construction of the initial roadway improvements in the Terminal Complex per the Airport Masterplan and Terminal Planning Study. Components include front curb reconfiguration to 4 inside lanes and 2 outside lanes, traffic

circulation improvements on GSP Drive and Terminal Parkway with terminal curb front traffic ultimately routed to the north of the future Garage C site and 2 new roundabouts on GSP Drive for improved traffic flow per the GSP Master Plan. Kimley-Horn is the designer / engineer of record for the project. Turner is the construction manager for this project. Phases 1, 2 and sub-phase 3a are complete. Construction on Phase 3b and 3C is wrapping up which included two (2) new roundabouts and associated concrete islands. Final landscaping to follow immediately. Anticipate work to conclude in February 2025.

### **FBO Expansion Project:**

**Status** – Construction Phase

**Project Budget** – \$14,300,000

**Estimated Completion Date** – May 2025

Design is complete and was led by McMillan Pazdan Smith. Project budget was adjusted in the FY24 capital budget. Harper General Contractors was selected as the Construction Manager for the Project. Construction is progressing on schedule. The project is expected to be completed in May 2025.

### **Parking Garage C & CONRAC Facility:**

**Status** – Construction Phase

**Project Budget** – \$97,000,000

**Estimated Completion Date** – March 2026

This project includes the construction of a new combined public parking and rental car ready/return garage. The design was led by LS3P. LCK provides program management and support services for the project. Brasfield & Gorrie (B&G) is the Construction Manager for the project. Construction is progressing on schedule.

### **Facilities Expansion Project Phase 1 (Construction Phase):**

**Status** – Pre-Construction Phase

**Project Budget** – \$8,870,000

**Estimated Completion Date** – Construction Early 2026

Facilities Expansion Project Phase 1 includes an expansion of the existing shop and storage building to provide 2 new large equipment maintenance bays, the addition of a new drive-in service bay door to the existing building, relocation of incinerator equipment and relocation / installation of a new triturator system. This project will provide much needed maintenance space for large equipment such as fuel trucks, fire equipment and other large vehicles as well as prepare the facility for the additional future expansion projects. Design was led by WK Dickson with DP3 as their architectural partner. Mavin Construction will construct the facility. Construction will begin in late January 2025 driven by long lead items.

### **Landscape Lighting Project:**

**Status** – Design Phase

**Project Budget** – \$550,000

**Estimated Completion Date** – TBD

This project includes improvements to the landscape lighting along Aviation Parkway to the Terminal Complex and Terminal Parkway to the P1 and P2 Economy Parking Lots. Staff is currently reviewing recommendations for lighting. Street lighting is being evaluated.

### **GSP Drive Connector to Aviation Parkway Roundabout:**

**Status** – Procurement Phase

**Project Budget** - \$5,500,000

**Estimated Completion Date:** Construction Phase - January 2026

This project reroutes GSP Drive near the National Weather Service station to the existing roundabout on Aviation Parkway to further advance the 2020 Wingspan Master Plan. A new roadway will be constructed to support facilities and the south cargo area. A curb cut will be provided for a future entrance into P3 on the southeast corner. McFarland Johnson completed a planning study providing a scope, schedule and budget for the new routing. Parrish & Partners is the engineer for the design phase of the project. Anticipate construction start in early 2025.

### **Passenger Boarding Bridge Project:**

**Status** – Procurement Phase

**Project Budget** - \$6,830,000

**Estimated Completion Date** – Construction June 2025

Two new boarding bridges are being added to Concourse A and Concourse B to accommodate projected growth and enable the airport to delay planned expansion of the B concourse for a few more years. One passenger boarding bridge (PBB) will be added at A.0 and one PBB will be added at B5. Avcon was selected to provide the engineering services. Design is complete. Construction consists of two segments. The first segment is the enabling work including foundations for the passenger boarding bridges, amendments to the terminal to receive the fixed tunnels, and interior modifications. Mavin Construction has been awarded the enabling work for the project. The second phase of construction is the installation of the passenger boarding bridges and ground service equipment. It is anticipated that the project will be completed in June 2025.

### **Terminal Expansion PDP & Design Criteria Package:**

**Status** – Planning Phase

**Project Budget** - \$4,000,000

**Estimated Completion Date** – February 2026

This project will further develop and detail the phased implementation of the terminal expansion program outlined in the 2021 Terminal Area Expansion Study and 2019 Airport Master Plan and provide necessary detailed planning and bridging documents for future procurement of design and construction services to widen the apron edge taxilane and expand the commercial apron, add the north baggage claim area, expand the GSP administration offices, expand and/or relocate the outbound BHS, expand concourse B from gate B4 to gate B10 and the Federal Inspection Station (FIS) and international arrivals curb front, and expand the site utilities to support the terminal. McFarland Johnson is leading the planning for this project. Initial planning is underway. The team is collecting and reviewing data. Meetings are scheduled for February for McFarland Johnson to present forecasts and initial basis of design for the expansion. The planning phase will be completed by February 2026.



## **GA Apron Reconstruction & Apron Edge Taxilane Widening Project – Phase 1:**

**Status** – Design Phase

**Project Budget** - \$1,000,000

**Estimated Completion Date** – May 2025

This project will provide the design services to reconstruct the general aviation apron from L6 to hangar 2102 and construct an apron edge taxilane to accommodate aircraft movements up to Aircraft Design Group (ADG) 3. The taxilane will be widened from L6 to north of L4. New taxilane edge lighting will be provided as part of the design effort. Avcon, one of GSP's on-call consulting firms, was selected to lead the design effort for this project. Design is approximately 30% complete. The design effort is anticipated to be completed in May 2025.

## **Parking Garage A and B Relife and Repurpose Project:**

**Status** – Planning Phase

**Project Budget** - \$650,000

**Estimated Completion** – June 2025

The parking Garage A and B Relife and Repurpose planning effort will determine the upgrades and enhancements needed to extend each garage use for an additional twenty years. Assessment will also evaluate repurposing the existing facilities anticipating the rental car companies will relocate to Parking Garage C. Elements from Parking Garage C design will be introduced to parking garage A and B to bring continuity across all three garages. McFarland Johnson will lead the planning effort. The kick-off meeting with internal stakeholders was conducted. Site visits and data collection are underway. It is anticipated the planning effort will conclude in June 2025.



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## MEMORANDUM

TO: Members of the Airport Commission

FROM: Tom Tyra, VP, Chief Marketing & Communications Officer

DATE: January 27, 2025

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### ITEM DESCRIPTION – Information Section Item D

December 2024 – Communications Status Report

### SUMMARY

#### **News Stories ~ Broadcast, Print and Online 12/1/24 through 12/31/24:**

##### **Top Stories for November 2024**

American Airlines Has Temporary Ground Stop; Delays Five Flights at GSP  
GSP Celebrates Record-Breaking Year  
Holiday Travel Tips for GSP  
Clemson Fans Head Out for Football Playoffs  
Maersk Air Cargo Readjusts China-North America Network

#### **Airport Digital and Social Media 12/1/24-12/31/24:**

##### **Website**

Sessions – 105,289  
New Users –78,412  
Page Views – 555,422

##### **Facebook**

Total followers –19,052  
New followers –43  
Engagement –66,502  
Reach –511,555

### Instagram

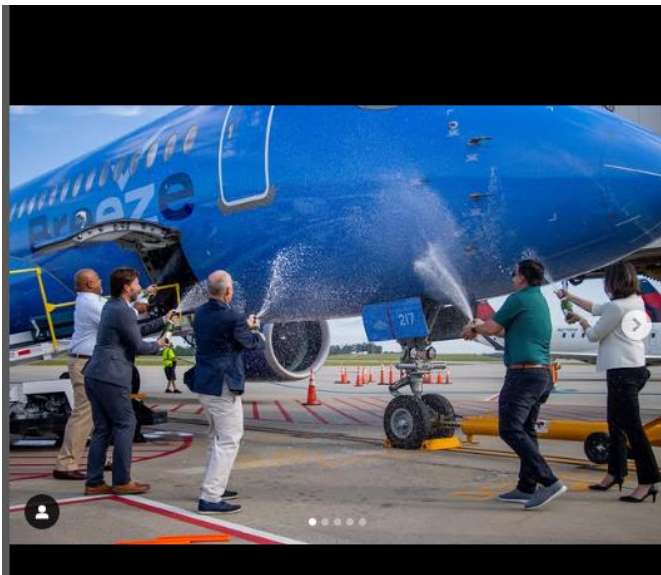
Total Reach –12,018  
Followers –5,519  
New followers –86


### X (formerly known as Twitter)


Impressions 743  
Followers –7,016  
New followers –38  
Mentions –19

### Top Performing Social Media Posts

#### Top Instagram Post



 gspairport • Follow

 gspairport 2024 took us to new heights! 🚀

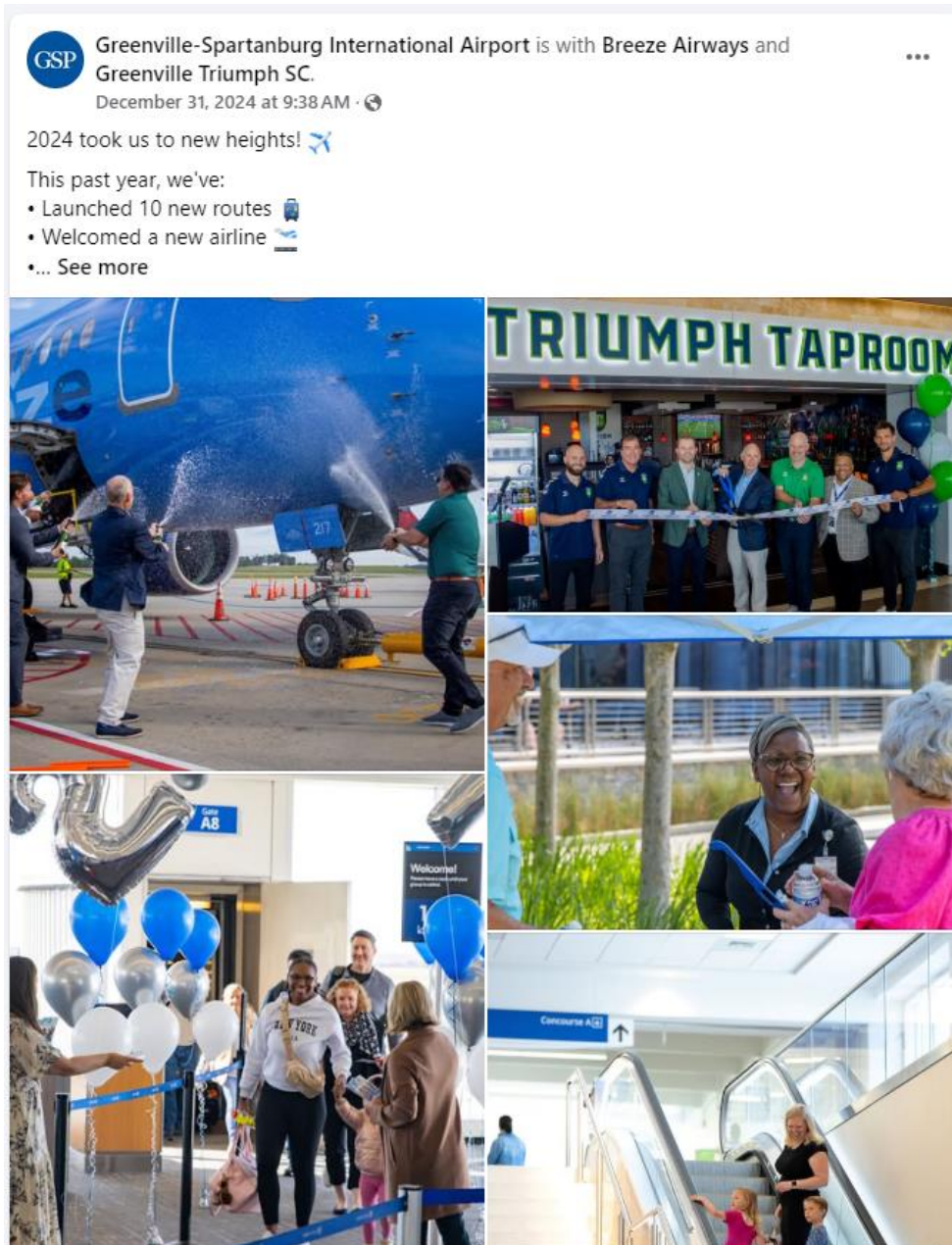
This past year, we've:

- Launched 10 new routes 🛫
- Welcomed a new airline 🇺🇸
- Started our FIRST west coast service 🌎
- Set a new passenger record with over 2.8M passengers 🎉
- Celebrated the grand opening of the Triumph Taproom 🍷
- Voted Best Airport in North America & Best Place to Work in South Carolina 🌟

A huge thank you to our team, partners, and passengers for making this year unforgettable. Here's to another year of soaring success! ❤️

Liked by sftbl128 and others  
December 31, 2024

### Top Facebook Post:







## **Marketing Event Summar**

### **Greenville Triumph Soccer**

**Status** – Will begin in April 2025

**Communications Budget** – \$25,000

**Completion Date** – 2025 Season

GSP will host promotions with the Greenville Triumph during the 2025 season at Paladin Stadium. The sponsorship includes season-long exposure through signage, social media exposure and on-field promotions.

### **Greenville Drive Baseball**

**Status** – Will begin in April 2025

**Communications Budget** – \$50,000

**Completion Date** – 2025 Season

GSP will host promotions with the Greenville Drive during the 2025 season at Fluor Field. The sponsorship includes season-long exposure through signage, social media exposure and on-field promotions.

### **Hub City Spartanburgers Baseball**

**Status** – Will begin in April 2025

**Communications Budget** – \$50,000

**Completion Date** – 2025 Season

GSP will host promotions with the Spartanburgers during the 2025 season at Fifth Third Bank. The sponsorship includes season-long exposure through signage, social media exposure and on-field promotions.

## **Air Service Event Summary**

### **Routes Americas 2025**

**Status** – Registered to Attend

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

**Completion Date** – February 10-12, 2025

Staff will attend this airline speed-dating event held in early 2025 in Nassau, the Bahamas. The event will be attended by over 100 airlines representing the U.S., South America, and Europe.



### **Air Cargo Europe 2025**

**Status** – Registered to Attend

**Communications Budget** - \$12,000

Completion Date – June 5-9, 2025

Staff will attend the industry's largest show dedicated to air cargo held every other year in Munich, Germany. During the event, staff will arrange meetings with current and prospective air cargo customers. In addition, staff will follow up the meeting with visits to four European cargo airports in hopes of establishing marketing agreements to direct prospects and business to each other.

### **Jumpstart 2025**

**Status** – Registered to Attend

**Communications Budget** - \$3,000

Completion Date – June 9-12, 2025

Staff will attend this airline speed-dating event held in Indianapolis, IN in June 2025. The event will be attended by over 50 airlines representing the U.S. and Canada.



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## MEMORANDUM

TO: Members of the Airport Commission

FROM: Deven Judd, VP/Chief Commercial Officer

DATE: January 27, 2025

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### ITEM DESCRIPTION – Information Section Item E

December 2024 – Commercial Business Report

#### 1. Palmetto Sites Program:

**Status** – No change in status from previous report. We have reached out to Site Selection Group (SSG) and the Department of Commerce to gather the status of our decision.

**Project Budget** – \$100,000

**Estimated Completion Date** – Staff has revised the certification completion date to first quarter of 2025 due to SSG’s current workload on other projects throughout the state of SC.

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.

#### 2. Children’s Play Area:

**Status** – The Children's Play Area has been completed

**Project Budget** – \$15,000

**Estimated Completion Date** – Completed the week of December 11<sup>th</sup>.

There are a number of airports in the U.S. with children play areas and even more with entertainment options for young travelers. Airports with play areas tend to rank

higher in customer service rankings because they are perceived to offer activities to help children stay engaged and occupied while traveling. Additionally, this will give children and families the opportunity to create lifelong memories traveling through GSP.



### **3. Small Market Rental Car Operator Request for Proposals:**

**Status** – Proposals were due on December 18. The District received one proposal which was evaluated for responsiveness and capability. The evaluation committee determined the proposal was not responsive to scope of services. The Team will resolicit the Request for Proposals to improve the competitive evaluation. The consequence of not awarding the contract in January may be not having a small operator ready for operation when the Consolidated Rental Car Facility opens in the first quarter 2026.

**Projected Budget** – None

**Estimated Completion Date** – Execute agreement in second quarter of 2025.

During the negotiations of the new rental car agreement, the rental car companies unanimously agreed to have a small rental car company offer services in the new facility. This will give the District to seek and small rental car operator such as American-Rent-A-Car, Sixt, Advantage, and others to compete for the contract and give our customers another option for rental car services.

### **4. Food & Beverage Concessions Openings:**

**Status** – No change in previous status from previous report. The team continues to meet with companies about the opportunities.

**Project Budget** – Estimated not to exceed \$120,000 for branding, kitchen equipment, and other associated expenses.

**Estimated Completion** – First/Second quarter of 2025 for the former Qdoba location. First quarter of 2026 for the former Vino Volo location.

GSP's Concessions Management approach requires Staff to be sensitive to the customer experience and financial performance of the program which has a direct impact to the financial performance of the District. The District has projected 1.4 million enplanements for fiscal year 2025 and the need to offer passengers variety and other food & beverage options is important to the overall passenger experience. The former Vino Volo and Qdoba locations have been closed since February 2021 and January 2023 respectively. As passenger traffic has increased, District Staff have been begun to determine the overall project scope, business terms, and the types of concepts that would complement the concessions program.

## **5. Retail Concessions Planning:**

**Status** – Staff has completed the first draft of the Retail Concessions Analysis and is in the process of reviewing internally with the Executive Team. Once reviewed and approved, the next step is to begin developing the plan to execute on the recommendations from the analysis.

**Project Budget** – Not applicable

**Estimated Completion** – January 2025 (Analysis)

The Agreement for Hudson expires in October 2026. Staff is currently evaluating existing conditions and performance of the program and benchmarking the industry to determine future retail concessions mix.

## **6. Property Acquisition of 2429 S. Highway 14, Greer, SC 29650:**

**Status** – Upon the authorization from the Commission to conduct required due diligence prior to purchase, the Team procured A Phase I Environmental Assessment which found the potential for contamination. The Team recommended a Phase II Environmental Assessment which is estimated to take an additional 3-6 weeks for completion.

**Project Budget** – \$15,000

**Estimated Completion** – February 2025 (Phase II Site Assessment)

During discussions earlier this year regarding the Rental Car Agreement, Greenville Transportation Inc. (dba Thrifty Car Rental), owner of 2429 S. Highway 14, indicated to staff that they would have an interest in selling their building since they were consolidating operations onto the Airport. The property consists of a 3.36-acre parcel with a 10,800 SF flex building with office and warehouse space. The District met with Greenville Transportation to tour the building and discussed their desire to sell. An appraisal was completed in August of 2024 and discussions about the potential purchase have been ongoing. 2429 S. Highway 14 sits adjacent and contiguous to airport property and was identified for future acquisition by the Airport Master Plan. The acquisition of 2429 S. Highway 14 would potentially provide an additional future revenue stream and aid the District's ability to responsibly develop airport owned properties along the Highway 14 corridor.



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## MEMORANDUM

TO: Members of the Airport Commission

FROM: Kelly Dawsey, VP/Chief Human Resources Officer

DATE: January 27, 2025

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### ITEM DESCRIPTION – Information Section Item F

**December** – OSHA Recordable Injury Report

#### SUMMARY

Monthly Activity December 31, 2024

- 0 OSHA Recordable Injuries

2024 Calendar Year-to-Date

- 3 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
2023	223	467,747	5	0	142
2022	213	382,757	9	1	46

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## MEMORANDUM

TO: Members of the Airport Commission

FROM: Zach Salvato, VP/Chief Information Officer

DATE: January 27, 2025

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### ITEM DESCRIPTION – Information Section Item G

December 2024 – Information Technology Status Report

### SUMMARY

#### Information Kiosk Replacement

**Status** – Complete

**Project Budget** - \$15k

Replacement of digital information kiosks in the baggage claim area. These kiosks are designed to enhance the passenger experience by providing wayfinding assistance, and essential information in an intuitive and user-friendly format.





## **Arrival Baggage Information Display Enhancement**

We are excited to announce the successful upgrade of the Flight Information Display System (FIDS), specifically enhancing the Arrival Baggage Claim information. The upgraded system introduces new layouts that now separate live data from historical data to provide more detailed and real-time updates for passengers:

- Live Data:
  - Statuses Shown:
    - *At Gate*: Displays when the flight status receives its on-blocks time.
    - *At Claim*: Displays when Ramp Agents arrive at the belt and press the "First Bag" button on the Baggage Information Control (BIC) unit.
    - *Baggage Arrived*: Displays once Ramp Agents press the "Last Bag" button on the BIC unit. This status remains visible for 10 minutes before transitioning to the Historical Data section.
- Historical Data:
  - This section displays the same data as before but now includes the time the "Last Bag" button was pressed. Information remains in this section for 30 minutes before rolling off.

This upgrade is part of our ongoing efforts to improve operational efficiency and enhance the passenger experience by providing more precise and transparent baggage claim updates.



GSP INTERNATIONAL AIRPORT ROGER MILLIKEN FIELD						
2	CLAIM		AIRLINE	ORIGIN	FLIGHT	STATUS
	American Airlines		Charlotte	5339	Baggage Arrived	
HISTORICAL DATA		AIRLINE	ORIGIN	FLIGHT	LAST BAG	
American Airlines		Washington - DCA	5267	10:39 AM		
Thu 10:50 AM						