



**Greenville Airport Commission**  
Greenville Downtown Airport

MEMORANDUM

TO: Greenville Airport Commission

FROM: James D. Stephens, C.M.  
Airport Director

DATE: September 9, 2024

RE: September Commission Meeting

I have attached your Agenda Packet for the upcoming Airport Commission meeting scheduled for 11:00 a.m. on Monday, September 16, 2024.

Prior to this regularly scheduled Airport Commission meeting, we will meet at 8:30 a.m. in the GAC conference room for a planning session to discuss future possibilities for GMU.

Included in your Agenda Packet, you will see that we've got normal business along with our annual audit.

Apart from these items, I would like to get your approval to closeout FAA Grant #035-2022 (RSA Improvements & Environmental Assessment). If you recall, there was an \$11,850.63 overage in this project that we were going to seek an amendment in the southern end EMAS grant for coverage. Due to the amount and the fact that we have higher costs than expected in the southern end EMAS project, I'd like to get your approval to closeout with our absorption of the overage. We didn't have any costs related to this project since it was a 100% grant, so we've definitely not lost any additional funds compared to the normal grant matching requirement. I will be asking for a vote on this in the meeting.

We do need to have an Executive Session discussion with SSC to obtain an update on their planning, and in order for them to begin formal discussions with us about the terms of a new lease that would accompany their construction.

Lunch will be provided from Jason's Deli, and per Kim's email, you will order as directed.

If you have questions concerning any agenda item, please call, email, or text.