

**RICHLAND-LEXINGTON AIRPORT DISTRICT**  
**Commission Meeting**  
**Draft Minutes**  
**January 24, 2022 @ 4 p.m. Carolina Room**

**Attendance**

Dan Bell, Chair; Carol Fowler, Vice Chair; James Whitmire (Zoom); Duane Cooper; Breon Walker (Zoom); Pat Smith; Jim Wellman; LaJoia Broughton; Sarah Johnson (Zoom)

**Absent**

Hazel Bennett; David Jordan; Hank Jibaja

**Staff**

Mike Gula; Gregg Hornsby; Eddie Martin; Frank Murray; Ryan Kreulen; Joel Livingston; Cameron Zimmerman (Zoom); John Fisher (Attorney); Lynne Douglas (Secretary)

**Guests**

Ron Harvey (Global Core); Robert Moore (Mead & Hunt); John Dickerson (Columbia Aviation); Michael Medsker (Richland County Airport Commission); Joseph Barkevich (WK Dickson); Herbert and Sandra Sims (Carolina Concessions)

1. **Approval of Agenda**

Mr. Wellman made the motion to approve the agenda. Mr. Smith seconded the motion. Motion carried.

2. **Approval of Commission Minutes of December 6, 2021**

Mr. Smith made the motion to approve the minutes. Mr. Wellman seconded the motion. Motion carried.

3. **December, 2021 Financial Report – Gregg Hornsby, CPA**

Mr. Hornsby reported that cash increased by \$1.1 million and is due to both the CARES funding and the results of operations in December. Days cash on hand is at 573 days. We drew down about \$1.6 million in CARES funding. There is almost \$9400 left to draw down which will be done in January. As reflected on the Income Statement, Parking continues to be well over budget as was Leased Site Rentals. Under Non-Airline Terminal Rents, Carolina Concessions and Paradies were over budget as well as the rental cars. Uber and Lyft combined were over budget, which is usually not the case as they are typically closer to what is budgeted. Mr. Hornsby went on to report that, expense wise, utilities were slightly over budget. Year-to-date expenses were right on budget, only 0.62 over. He referenced a chart at the bottom of the YTD page comparing 2019 Year Actual and 2021 Year Actual and said that we are on track to return to 2019 activity.

Mr. Cooper suggested that the Delegations be provided with an update highlighting how well CAE is doing to include the great financial position and a reminder that CAE is self-sufficient. Mr. Gula handed out copies of CAE's 2021 Annual Report hot off the press and said copies will be provided to the Delegations to include a summary sheet highlighting the financial position of the airport.

#### 4. **Committee Reports**

##### a. **Finance Committee Report – David Jordan**

###### i. **DBE Participation Review**

Committee member Pat Smith reported on behalf of Mr. Jordan. Mr. Smith reported that a Finance Committee meeting will be scheduled in February, prior to the Commission Meeting, to further discuss the DBE Program and additional efforts for the program.

###### ii. **Concessions Agreement Language Change**

Mr. Smith put forth the committee's motion to remove Sections 13.3.1 and 13.3.2 from the Food and Beverage Lease and Concession Agreement. Motion carried.

###### iii. **Introduce the Four Indefinite Delivery Contractors**

Mr. Murray continued the report by saying that he had presented information and background on the Indefinite Delivery Contractors (IDC) program and on the four IDCs that were recently selected. These companies will perform the work on projects that fall under \$250,000. The four selected IDCs are Carbra Construction, Boyer Commercial Construction, Hammer Construction, and Solid Structures. Mr. Murray went on to say that their contracts will be developed for execution prior to the February Commission meeting and they will be invited to attend that meeting.

#### 5. **Staff Reports**

##### a. **Chairman's Report – Commission Chairman Dan Bell**

Chair Bell reported that money is still tight but we are in a much better position than a year ago. He said that part of the commitment made when serving on the Airport Commission is travel to some of the industry's conferences. While travel still needs to be limited, it's important that members stay knowledgeable as to what other airports are doing, to benchmark, and to get new ideas. He encouraged new Commissioners to attend at least one conference this year and that, hopefully, all Commissioners will attend at least one. He continued his report by sharing a list of upcoming conferences:

SC Aviation Conference, Myrtle Beach, February 16-18

ACI-NA/AAAE Washington Legislative Conference, Washington DC, March 3-4

SEC-AAAE Annual Conference, Memphis, April 10-12

ACI-NA/AAAE Airport Board and Commissioners Conference, Louisville, April 24-26

National Airport Economic Development Conference, Minneapolis, April 26-28

AMAC Annual Airport Business Diversity Conference, Chicago, June 20-23

SMART Airports and Regions Conference, Ontario, California, July 18-20

ACI-NA Annual Conference, Minneapolis, September 17-20

##### b. **Director's Report – Mike Gula, AAE**

Mr. Gula reported that the in-line baggage system project is on-going and has about one year until completion. He continued his report by handing out an informational sheet, provided by the South Carolina Aviation Association, entitled Proposed Commercial Service Airport Recovery Fund. He said that South Carolina is one of the few states where the state does not participate with significant funding for commercial service airports. As shown on the handout, he pointed out the amount of funding available in surrounding states such as Florida, North Carolina, and Georgia. Last year each of South Carolina's six

commercial service airports received \$250,000 from the state. Mr. Gula expressed, that while the airports are grateful, this amount does not go very far to assist with construction projects. He reported that there is an effort among all six of the airports, led by the South Carolina Aviation Association, to work with a lobbyist. Hopefully, as a result, there will be more funding available in the near future for the commercial service airports. Mr. Gula concluded his report by saying that the relocation of McEntire's aircraft to CAE as they redo their runway still looks favorable. He hopes to have a signed agreement with McEntire the second week in February.

6. **Discussion & Suggestions**

a. **Comments from Public**

Chair Bell thanked the guests for attending the meeting.

Ms. Broughton asked if any customer complaints or customer service issues had been received regarding Hertz Car Rental. She said that she frequently rents from the rental car companies at CAE, primarily with Hertz. She went on to say that the employees are not the issue but rather the process by which their new ownership has transitioned since bankruptcy. Ms. Broughton said that she has rented at the airport for much of the past ten years and is familiar with the employees and with the rental process. Since the transition to the new ownership, the rental process is outrageous. She shared that she has spent anywhere from 45 minutes to one hour with the rental process at the counter even with a pre-registration. The paperwork process is a problem. Ms. Broughton expressed that this is a negative reflection on the airport. She said that the employees are doing the best they can working through the process but this issue needs to be addressed. Mr. Gula and Mr. Hornsby will follow up with Hertz. Chair Bell thanked Ms. Broughton for reporting this customer service issue.

7. **Next Meeting is February 21, 2022**

8. **Adjournment**

Vice Chair Fowler adjourned the meeting. Mr. Smith seconded the motion. Motion carried.

Respectfully Submitted,



Lynne Douglas, Commission Secretary