

RICHLAND-LEXINGTON AIRPORT DISTRICT
Commission Meeting
Draft Minutes
March 21, 2022 @ 4 p.m. Carolina Room

Attendance

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

Absent

Hank Jibaja

Staff

Mike Gula; Gregg Hornsby; Frank Murray; Ryan Kreulen; Joel Livingston; Kim Crafton; Tom Victa; Nicole Huffman; John Fisher (Attorney); Lynne Douglas (Secretary)

Guests

Ron Harvey (GCS); Dave McMahon, Rich Rzucidlo, Sylvia Hagan (Zoom) (TSA); Dave Carpenter (Foth); Michael Medsker (Jim Hamilton-LB Owens Airport); Lee Thomas (Eagle Aviation); Sandra Sims (Carolina Concessions)

Chair Fowler called the meeting to order and asked Mr. Whitmire to offer an Invocation.

1. **Approval of Agenda**

Mr. Jordan made the motion to approve the agenda. Mr. Bell seconded the motion. Motion carried.

2. **Approval of Commission Minutes of February 21, 2022**

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

3. **TSA 2021 Review and Upcoming Projects in 2022 – Dave McMahon, Federal Security Director; Rich Rzucidlo, Assistant Federal Security Director; and Sylvia Hagan, Transportation Security Manager**

Mr. McMahon, who has TSA oversight for the state's six commercial service airports and oversees all modes of transportation in South Carolina, gave a recap of TSA over the past year and plans for 2022. He said that passenger numbers through the checkpoint reflect that customers are returning and he is hopeful this trend will continue through the year. From a staffing perspective, TSA at CAE is doing very well. He went on to say that in 2021, TSA began engaging more technology and looking at ways to improve efficiency. Mr. McMahon reported that one of the biggest improvements at CAE, in 2021, was the installation of a CT X-Ray machine which provides improved technology, more efficiency, and a better security level. He also reported that TSA has a program in place called Insider Threat to monitor employees that may be approached by individuals to bring in items that are prohibited on the sterile side of the airport. Assigned TSA officers will randomly go to various access points and will check an incoming employee's ID and bag.

Mr. McMahon continued by saying there are no compliance issues at CAE. Prior to the Commission meeting, Frank Murray and Dave Carpenter provided him a walk-through of the progress on the in-line baggage system project. He commended the project and said it will take CAE to the next level of having a more efficient and higher level of security screening. He reported that TSA is working on new technology known as a Credential Authentication Technology Tool which is similar to touchless technology. This tool would allow them to use driver licenses only to authenticate passengers thus eliminating the need to see boarding passes at the checkpoint. If this technology becomes available for CAE, it would most likely not be activated until 4Q2022. He has asked their headquarters team to place CAE on the list for potential marketing of introducing this new technology tool. He went on to say that he and Ms. Crafton discussed the possibility of bringing in a TSA Precheck mobile team to offer Precheck enrollments at the airport. He said that if the Precheck numbers increase at CAE, they will be able to re-open the checkpoint's Precheck lane.

Mr. McMahon concluded his report by saying that the current TSA Administrator will rotate out in September as Administrators serve five-year terms as mandated by Congress. The current Administrator has been working on an effort to increase pay for TSA officers and to classify them to the GS pay scale. Mr. McMahon commended Mr. Gula and his staff for their support and collaboration in working with TSA.

4. **February 2022 Financial Report – Gregg Hornsby, CPA**

Mr. Hornsby reported an increase in cash of \$1,055,201 which was mostly due to land sale to the 803 Park developer. Days cash on hand is at 594. Enplanements were just under 65,000 YTD through the end of February, which is 85% over same time last year. Compared to 2019, enplanements are about 70% of where they were in that same time frame. Mr. Hornsby went on to report that we are comparing very favorably to the projections received from Ailevon, our air service consultants. Parking is leading the way in revenues and is over budget. Total revenues were exceeded for the month by \$200,000. Mr. Hornsby said expenses were exceeded this month, which is unusual. There were a variety of factors that contributed to include a retirement, which includes benefits paid to the retiree such as annual leave. Salaries and Benefits as well as Supplies were over budget due to snow and de-icing operations that were necessary during the month. Airport Operations expenditures were up to include some equipment repairs. Leased Sites expenses were up due to preparations at West Cargo for the relocation of McEntire's 169th Fighter Wing. Mr. Hornsby concluded his remarks by reporting that the auditors are on board and working on site this year.

5. **Staff Reports**

a. **Chairman's Report – Commission Chairwoman, Carol Fowler**

Chair Fowler reported that she had attended today's event welcoming McEntire's 169th Fighter Wing to CAE. She commended staff on a job well done in organizing the event. She said this opportunity is good for CAE and good for the community.

Chair Fowler went on to explain that one of the duties of the incoming Chair is to assign committee chairs and members. She said she hoped everyone had received the email regarding the committee assignments and that she tried to place Commissioners on their requested committees as much as possible. She said that it is unfair to members to have committee meetings on short notice unless it is an emergency so she asked Committee Chairs and staff to work together to provide at least one week's notice for committee meetings. Chair Fowler stated that at the last Commission meeting, the discussion

regarding DBEs and a definition for DBE was referred back to the Finance Committee. A Finance Committee meeting has been scheduled for Monday, March 28 at 4:00 p.m. to continue this discussion. If a Commissioner has particular information he or she would like to have provided at that meeting, Chair Fowler asked that Finance Committee Chair Jordan or she be advised so the information can be available. She welcomed Commissioners, who are not members of that committee, to attend if they so choose.

Chair Fowler concluded by expressing her appreciation for the cooperation she has received from staff and fellow Commissioners in the past month. She encouraged Commissioners to contact her with any questions or thoughts.

b. Director's Report – Mike Gula, AAE

Mr. Gula thanked staff for the great coordination of the McEntire event and he thanked Commissioners for attending. He went on to report that the purchase of three mobile homes is to support the McEntire operation. One will be for an office and the other two will serve as sleeping quarters as they will continue to be on 24/7 alert while staging four aircraft at CAE. Once this operation ends after six months, the mobile homes will be sold.

Mr. Gula said that at last month's meeting, he talked about the \$65 million that State Aeronautics is working to push through to the state's budget. He reported that it has recently passed through the House sub-committee. He and Mr. Murray will be at the State House on Wednesday as it will be going before the Senate sub-committee.

Regarding 803 Industrial Park, Mr. Gula said they are waiting on the final DHEC permits and hope to break ground possibly in April.

Mr. Gula referenced the emails over the past weekend regarding some of the airport's sponsorships. He would like that discussion to take place at the next Air Service and Marketing Committee meeting. At that meeting, he would also like to have Rhett Morgan, CAE's Air Service consultant with Ailevon, provide an air service update.

6. Discussion & Suggestions

a. Comments from Public

Vice Chair Bennett asked if a representative with S.C. State University could be invited to attend the Air Service and Marketing Committee meeting to present their marketing proposal. Mr. Gula said that staff will make that request to S.C. State.

7. Next Meeting is April 18, 2022

8. Adjournment

Chair Fowler adjourned the meeting.

Respectfully Submitted,



Lynne Douglas, Commission Secretary