

**Richland-Lexington Airport District
Commission Meeting
Draft Minutes
April 19, 2021 @ 4 p.m. Carolina Room**

Commissioner Attendance

Dan Bell, Chair; Carol Fowler, Vice Chair; Hazel Bennett (Zoom); Duane Cooper; Bill Dukes (Zoom); David Jordan; Hank Jibaja; Pat Smith; Breon Walker (Zoom); Jim Wellman

Commissioners Absent

James Whitmire, DJ Carson

Staff Attendance

Mike Gula, Ryan Kreulen, Frank Murray, Gregg Hornsby, Joel Livingston, Kim Jamieson, Chappelle Stevenson, Eddie Martin, Bri Ferguson, Nicole Huffman, Tamie Head (zoom), Cameron Zimmerman (Zoom), John Fisher

Other Attendees

Dave Carpenter (FOTH), John Queen (FOTH), Terry Macaluso (WK Dickson), Robert Moore (Mead & Hunt), Lee Thomas (Eagle Aviation), Mark Waller (Avcon)

1. Invocation

Chairman Bell offered the invocation.

2. Approval of Agenda

Mr. Jordan made the motion to approve the Agenda. Mr. Smith seconded the motion. Motion carried unanimously.

3. Approval of Commission Minutes of March 15, 2021

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

4. Approval of Environmental Engineer

Chairman Bell suggested that this agenda item be delayed, to be discussed during agenda item #9—Executive Session to Discuss Contractual Matters.

Mr. Jordan made the motion to delay the Environmental Engineer discussion until executive session is in order. Mr. Smith seconded the motion. Motion carried unanimously.

5. March Financial Report—Gregg Hornsby, CPA

Mr. Hornsby began his report by stating that the available funds are down by ~\$195K. He explained that this is purely related to timing and AIP funded projects, and that this

would balance out. There are 329 days of cash on hand, which is down from 336. This is expected to increase again due to AIP and CARES.

He also presented a Year-over-Year Enplanement graph, showing that this is the first month where the data shows more enplanements than the previous year. Ms. Jamieson announced that June 5, 2021 is the return of the CAE to MIA flight. It will be offered once a week on a 70-seat aircraft—a strong return.

The latest enplanement projection predicts that CAE will have between 320K-387K passengers in 2021. If we reach 387K, that would be over 50% of the enplanements from 2019. The budget was created based on 235K.

Mr. Hornsby mentioned that there is nothing substantially different on the balance sheet this month. There was one draw on the CBIS bond, and revenues are still down due to COVID-19.

Mr. Hornsby did offer comments on the expenses. Line 19 reflects retirement benefits, which are CAE's portion of the South Carolina Retirement System + the insurance liabilities. This expense was higher than we budgeted for. Airport Operations includes finished airfield marking projects and Outside Professional Services includes groundwater testing expenses.

Mr. Hornsby stated that the number of people parking in the garage and the TSA throughput numbers have increased so far in April. We are hoping to see revenues follow that trend. The military is looking to resume regular travel in June, which will improve our enplanements. Business travel does not seem to be resuming.

Mr. Jordan asked if we were seeing our CARES draws start to decrease. Mr. Hornsby explained that this was not yet the case, because he would like to rely on operations to drive that decision—and waiting until the 6-month mark would be more beneficial to us.

6. Staff Reports

a. Chairman's Report—Commission Chairman Dan Bell

Chairman Bell reported that enplanements are down 44%. GSP is down 41% MYR and Hilton Head are down 8%, and CHS is down 29%. This is indicative of leisure travel and tourism returning, but business travel has not yet returned.

Parking revenues are up, and are 24% above budget. Rental car sales are also up. This is likely related to a lack of ride-sharing during the pandemic. Closing on Site 4 helps our cash on hand.

b. Director's Report—Mike Gula, AAE

Mr. Gula presented that there are 2 additional grants supported through our most recent airport stimulus—one for operations & projects (~\$4 million) and one for concessionaires (~\$175K). He explained that CAE is currently working through FAA guidance on the proper protocols for splitting those funds between the concessionaires. There were various questions about how this would work. Mr. Gula and Mr. Hornsby both explained that the funding would come straight to CAE to draw down on, on behalf of the concessionaires. They further explained that eligible assistance is directly related to the amount of money contributed by the concessionaire during a pre-determined time period.

Mr. Cooper asked if all of the concessionaires have paid rent over the last year. Mr. Hornsby responded that yes, everyone has made their negotiated minimum required payments throughout the pandemic. Mr. Cooper also asked to confirm that the ~\$4M is different from the ~\$175K. Mr. Hornsby did confirm, and explain that these funds are to be used for their intended purposes and that they cannot be co-mingled.

Mr. Gula asked for Ms. Jamieson to provide details about Dinner on the Runway, an event at CAE hosted by the Columbia Food and Wine Festival. Ms. Jamieson presented that this event will occur on May 22, 2021 at 6pm at Eagle Aviation. CAE has two tickets per commissioner. If a commissioner is interested in attending, please reach out to Ms. Jamieson, and she will coordinate the event on your behalf. CAE did provide a sponsorship for this event, in the neighborhood of \$12-13K. This was pre-pandemic, and the event this year is a direct transfer of tickets/sponsorship funds from the previous year.

Ms. Jamieson also announced that the Art in the Airport Reception for Ija Charles will be held on Thursday April 22, 2021 at 4pm. This event will be in the airport connector and commissioners are invited to attend.

Mr. Gula explained that he went to a conference in Savannah, and partnered with a colleague from GSP to give a presentation on Air Cargo. There were 140-150 people in attendance, and it was refreshing to see a hint of normalcy. Mr. Gula and Ms. Jamieson will be attending an upcoming Airline Roundtable event in Savannah as well. Mr. Gula mentioned that CAE will need to get more competitive to get a low-cost carrier at our airport. He will be sharing more details about a plan for that soon.

7. Discussion and Suggestions

Chairman Bell offered words of welcome, and thanked the public for their attendance.

Mr. Jordan announced that he and his spouse flew on Silver Airlines to Orlando recently. He stated that they provided excellent service and that he would highly recommend

flying with them. Mr. Cooper expressed some concerns about Silver, because he has heard that their customer service was lacking during a storm in Florida over the last few weeks. CAE has no knowledge or has not fielded any complaints about service-related problems with Silver.

Chairman Bell reminded the commission that the Commission Retreat will be on May 14. The agenda for the event is upcoming, but it is planned to begin by 11-11:30, and will end with the May Commission Meeting at 4pm. He highly encourages all commissioners to attend in-person, given that there will be a staff/commissioner networking opportunity.

Ms. Bennett offered a reminder to the Labor/Personnel Committee—there will be a committee meeting on May 3, at 4:15pm in the Carolina Room.

The public did not have any comments or concerns.

8. Executive Session to Discuss Contractual Matters

Mr. Jordan made the motion to move into Executive Session to discuss some contractual matters. Mr. Cooper seconded the motion. Motion was approved unanimously.

After executive session, Mr. Wellman made the motion to approve the Environmental Engineering Services as presented in both the commission packet (see attached document), and executive session. Mr. Jordan seconded the motion. Motion was approved unanimously.

9. Next Meeting is May 14, 2021 @ 4 p.m.

10. Adjournment

Chairman Bell adjourned the meeting.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Brianna Ferguson".

Brianna Ferguson, Commission Secretary



ENGINEERING CONSULTANTS, INC.

1300 12th Street, Suite A • P.O. Box 2299 • Cayce, SC 29171 • (803) 791-1400 • FAX: (803) 791-8110

PROJECT SITE: Fire Fighting Training Area at Columbia Metropolitan Airport

PROJECT UNDERSTANDING: The American Engineering Consultants, Inc. (AEC) Team understands the project site was utilized as a fire fighting training area where aqueous fire fighting foam (AFFF) was deployed. The volume, frequency, location, and duration of AFFF used are unknown at this time. Also unknown at this time are the physical characteristics of the site where AFFF was used, such as size of area(s), topography, vegetation, soil lithology, and groundwater-related data. The AEC Team is proposing to conduct testing at the site for per- and polyfluoroalkyl substances (PFAS) constituents commonly associated with AFFF. Our proposed scope of services is presented below.

SCOPE OF SERVICES:

Task 1 – Desktop Review

The AEC Team will conduct a site visit to obtain data on fire fighting activities and perform an inspection of areas utilized for the activities. The data gathered will assist in forming a sampling plan to identify the specific number of samples and types of samples that are recommended for collection. The AEC Team will need to meet with the Airport staff member(s) most familiar with the fire fighting operations and most knowledgeable of the history of fire fighting / training operations. The site visit will be conducted during normal business hours and is anticipated to last only one day.

Task 2 – Soil and Surface Water Sample Collection

The AEC Team will collect soil and surface water samples from the subject site in accordance with the sampling plan developed in Task 1. It is anticipated the field work will be completed in approximately 1-2 days, during normal operating hours. Sample collection will not disrupt normal operations of the site. No heavy equipment is required for this task. Only a few team members are required, who will arrive in a pickup truck and use non-mechanical equipment. Quality Assurance/Quality Control Protocols will be followed and adhered to during sampling activities.

Task 3 – Sample Analysis

Samples collected will be shipped to a certified PFAS laboratory analyses. Samples will be analyzed for PFAS and results will be transmitted to AEC for further evaluation. An interpretation of the findings and recommendations will be provided by the AEC Team.

Task4 (If Needed) – Groundwater Sample Collection and Analysis

Groundwater sampling will only be recommended if surface water sampling is not feasible due to site conditions or proximity. If groundwater sampling is needed, a drill rig will be required in order to install temporary groundwater monitoring wells and collect the groundwater samples for PFAS analysis. The timeline for completion will be dependent upon the number of wells that need to be installed. Installation of the wells will occur during normal business hours and every effort will be made to ensure normal site operations are not impacted.