

**Richland-Lexington Airport District
Commission Meeting
Draft Minutes
June 21, 2021 @ 4 p.m. Carolina Room**

Commissioner Attendance

Dan Bell, Chairman; Carol Fowler Vice-Chairman; James Whitmire; Hazel Bennett; David Jordan; Duane Cooper; Breon Walker (Zoom); Bill Dukes; Pat Smith (Zoom); Hank Jibaja

Commissioners Absent

DJ Carson, Jim Wellman

Staff Attendance

Mike Gula, Ryan Kreulen, Frank Murray, Joel Livingston, Gregg Hornsby, Kim Jamieson, Chappelle Stevenson, Eddie Martin, Tamie Head (Zoom), Nicole Huffman, Josh Davis, Malia Ropel, Lindsay Copelan, John Fisher

Other Attendees

Mark Oelhafe (City Connect), Lee Thomas (Eagle Aviation), Mark Waller (Avcon), Terry Macaluso (WK Dickson), Ryan Hounshell (Holt), Dave Carpenter (FOTH), Ron Harvey, Johnny Dickerson (Columbia Aviation), Brady Branham (Columbia Aviation), Gigi Garzon (City Connect), Perry Barenowski (AirStat), Frank Schumpert (Aircraft Maintenance Services, Inc)

1. Invocation

Mr. Whitmire offered the invocation.

2. Approval of Agenda

Mr. Whitmire made a motion to remove item #8 ("Consideration of SC Attorney General Opinion Request re: Commissioner's Terms of Service") from the agenda. Ms. Bennett seconded the motion. Ms. Fowler asked if the agenda item is removed at this time, is there any repercussion against bringing it back at another time. Mr. Fisher answered that there would be no repercussions, and that this could be brought back as a future agenda item. Mr. Dukes asked if this agenda could be moved to Executive Session. Mr. Fisher explained that this motion is to remove the item from the agenda, and that any Commissioner is free to bring this up and move into Executive Session, as long as it has a second and majority vote. He commented that if there are enough votes to remove it from the agenda, there would not be enough votes to discuss in Executive Session. Motion was approved in a 6-4 show-of-hands vote. The approving voters were: Mr. Whitmire, Mr. Jordan, Ms. Bennett, Ms. Walker, Mr. Cooper, and Ms. Fowler. The dissenting voters were Mr. Dukes, Mr. Jibaja, Mr. Smith, and Chair Bell.

Mr. Jordan made a motion to approve the agenda as amended. Ms. Bennett seconded the motion. Motion passed unanimously.

3. Approval of Commission Minutes of May 14, 2021

Mr. Jordan made the motion to approve the May 14, 2021 Commission Meeting Minutes. Ms. Bennett seconded the motion. Motion passed unanimously.

4. Site 5 Architectural Review

Mr. Murray expressed that he has reviewed all of the requirements for the development of Site 5. Examples of requests that deviate from the standards are: use of metal siding on building exteriors, and canopies with visible wall hangars. Both of these details are used on the Airport Terminal. Landscaping requirements create a buffer around the entire building. Mr. Murray stated that he sees no reason to object to these deviations from the standard, but that this would ultimately be the decision of the commission.

Mr. Jibaja asked if there would be a façade on one side of the building. Mr. Murray said yes, in a reception corner at the front entrance of the building.

Mr. Jordan made a motion to approve the Site 5 Architectural Review as recommended by staff. Mr. Cooper seconded the motion. Motion passed unanimously.

5. Committee Reports

a. Air Service, Airport Development, and Public Relations Committee

Vice Chair Fowler presented that the Air Service Committee met and has approved the changes to the incentive plan as presented by staff.

Mr. Hornsby gave a brief summary of what the changes to the Airline Incentive Program would entail. Incentives have been increased based on consultant and staff recommendations.

Vice Chair Fowler presented that the Committee did vote to approve these changes, but opened the floor for subsequent discussion before a full commission vote.

Mr. Whitmire asked how much money CAE/RLAD would be leaving on the table through these incentives. Mr. Gula explained that waived fees don't necessarily mean zero revenue, because we still receive indirect revenue through parking/concessions. Mr. Hornsby explained that this would be ~\$150-160K in year 1 for a new route. This puts their cost per enplanement at \$0, which helps give them good footing to be able to establish a new route here.

Chair Bell made a motion to approve the changes to the Airline Incentive Program as presented by staff. Vice Chair Fowler seconded the motion. Motion passed unanimously.

b. Finance Committee Report—David Jordan

Mr. Jordan presented the Site 6 Land Sale contract, and explained that this has been approved by the Finance Committee. Mr. Jordan made the motion to approve the Site 6 Land Sale Contract, and Chair Bell seconded. Motion passed unanimously.

Mr. Jordan explained that Richardson Construction and Mr. Murray gave a presentation related to the Site 3 Borrow Pit Project. He states that this project is still in limbo, awaiting more information from Mr. Murray.

Mr. Jordan explained that staff and Reef Parking are preparing a recommendation to change the parking rates on site. More information will be funneled through the committee before being voted upon and presented to the full Commission. Mr. Gula gave a brief summary of the potential to raise in parking rates.

6. May 2021 Financial Report—Gregg Hornsby, CPA

Mr. Hornsby presented that enplanements will continue to look favorable compared to 2020. Enplanements at CAE are up 11% compared to the consultant estimates.

Revenues related to parking and rental cars have increased. We are 81% over budget on parking revenues for May 2021.

Expenses that exceed budget are travel & education with the beginning of some conference travel (AAAE Roundtable) and AAAE Federal Affairs membership, audit fees and expenses associated with the preparation of the borrow pit (line 24).

Mr. Hornsby says that the CARE's Act strategy for our airport is to stretch out the funding for as long as we can. Vice Chair Fowler asked when that money has to be used by, and Mr. Hornsby explained that we have CARE's funding available for 4 years (~3 years left). CRRSA funding is also available to us (~\$3.9M).

Mr. Jordan thanks the Finance Department (Malia) for adding years to the enplanement graph.

7. Staff Reports

a. Chairman's Report—Commission Chairman Dan Bell

Chair Bell states that travel is returning—up 19% from April. We have seen the highest number of people come through the checkpoint since 2019. Service to NY should begin soon. Mr. Gula also mentioned that Silver Airways has removed the Fort Lauderdale flight from service.

Chair Bell presented that the Mask Mandate is still in place, and is being reviewed by the CDC and the FAA. Ms. Jamieson is meeting with 8 airlines at the

Routes Conference. Mr. Gula mentioned that a call with an ultra-low-cost carrier has been had and went positively.

International travel is beginning to return, with various COVID testing policies depending on the destination.

b. Director's Report—Mike Gula, AAE

Mr. Gula mentioned that Project Horizon is still in process. Mr. Jibaja expressed excitement.

Mr. Cooper asked if there are any updates for our airport from the Infrastructure Bill. Mr. Gula is to look into the specifics of the bill and the potential impacts on CAE.

8. Consideration of SC Attorney General Opinion Request re: Commissioner's Terms of Service

This agenda item was removed by majority vote during Agenda Item #2 (Approval of Agenda).

9. Discussion and Suggestions

a. Comments from Commissioners

There were no additional comments from the Commission.

b. Comments from Public

The representatives from City Connect Air Center introduced themselves and mentioned that in June of 2020, they sent Mr. Gula and Mr. Hornsby a letter outlining their business plan. Chair Bell mentioned that the letter was received and would be going to Committee for further discussion. He did invite them to take couple of minutes to summarize their comments.

City Connect expressed that they have sent magazine articles written favorably about their company to shed light on their mission and operations. They expressed that they thought that their business plan had been approved, and would expressly like approval for: selling fuel to the airport's tenants, and a 30 year lease. Furthermore, if they cannot, for whatever reason, be established as an SASO, City Connect wishes to petition the Commission to grant them full FBO status.

10. Next Meeting is July 19, 2021 @ 4 p.m.

11. Adjournment

Chairman Bell adjourned the meeting.

Respectfully Submitted,

A handwritten signature in black ink that reads "Brianna Ferguson". The signature is written in a cursive style with a large, prominent initial 'B'.

Brianna Ferguson, Commission Secretary