

**RICHLAND-LEXINGTON AIRPORT DISTRICT**  
**Commission Meeting**  
**February 20, 2023 @ 4:00 p.m. Carolina Room**  
**Draft Minutes**

**Attendance**

Carol Fowler, Chair; Hazel Bennett, Vice Chair (Zoom); Dan Bell; Duane Cooper (Zoom); Breon Walker (Zoom); Pat Smith; Hank Jibaja (Zoom); Jim Wellman; LaJoia Broughton; John Folsom; Anton Gunn

**Absent**

Sarah Johnson

**Staff**

Mike Gula; Gregg Hornsby; Frank Murray; Ryan Kreulen; Kim Crafton; Lindsay Copelan; Cameron Zimmerman; Jessica Foster; John Fisher (Attorney); Lynne Douglas (Secretary)

**Guests**

Dr. Indika Bandara (Carolina Express I, LLC); Ron Harvey (Global Core Solutions); Herbert and Sandra Sims (Carolina Concessions); Terry Macaluso (WK Dickson)

**A. Call to Order and Introductions**

**1. Determination of a Quorum**

Chair Fowler confirmed that a quorum was in attendance.

**2. Approve Order and Contents of the Overall Agenda**

Commissioner Gunn made a motion to approve the agenda. Commissioner Bell seconded the motion. Motion carried.

**B. Consent Agenda**

**1. Approval of the January 23, 2023 Commission Meeting Minutes**

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

**C. Committee Reports**

**1. Finance Committee**

**a. Site 11A Cason Development Group Purchase/Sale Agreement**

Mr. Murray reported that Cason Development Group had made an offer to purchase this site for \$290,000. During their due diligence period, Cason advised staff they were struggling with the numbers and requested that the purchase price be reduced to \$200,000. The cost per acre would decrease from \$180,000 per acre to \$126,000 per acre. Mr. Murray said the plans are to develop a Starbucks on the site which would be a positive addition to this area.

Committee Chair Bell put forth the committee's recommendation to counter the offer at \$245,000 and, if unacceptable, a meeting of the Finance Committee will be scheduled to reconsider. Motion carried.

**D. Information/Announcements/Staff Reports/Correspondence**

**1. January 2023 Financial Report**

Mr. Hornsby reported that the increase in cash was the highlight for the month and was due primarily to the CRSSA reimbursement draw received on January 11. Days cash is at 567. Mr. Hornsby apologized for the error on Line 2 of the Dashboard – the Airline Cost Per Enplaned Passenger should be \$11.63 for YTD 1/31/2022 instead of \$8.65. He continued his report by pointing out the Enplanements graph to say that the starting point for 2023 is slightly up over 2022 and is a positive start to the year.

On the Balance sheet, Line 19, Bonds Payable-Current, reflects the upcoming principal payments within twelve months. The drop from \$4,050,000 to \$655,000 represents the two bonds that remodeled the terminal and part of the passenger apron and they are now gone. Current debt is primarily bonds related to the rental car service facility, which are funded mostly by CFCs. There is a small amount remaining on the parking garage as relates to the rental car ready return section and a GO bond related to parking and the 2021 note for the construction and equipment on the common use project and for the CIBS equipment.

On the Income Statement, Leased Site Rentals was over budget by \$51,185 with half of that unbudgeted rental due to Air Wisconsin still leasing the Doolittle Hangar. Other Revenue includes a \$23,000 settlement payment from the SCANA class-action suit. Under Expenses, Airport Operations includes jet bridge painting. Outside Professional Services includes pesticide water sampling, which occurs annually.

**2. Commission Chair's Report**

Chair Fowler thanked all Commissioners who responded to the survey regarding the Commission retreat. Per those who responded, April 20-21 appear to be the best dates in April. She encouraged everyone to make an effort to attend. The retreat will take place in Greenville and will include meeting with the Greenville-Spartanburg Airport staff. Chair Fowler said she will be working with staff to develop the agenda and subjects for discussion. She said that more details will come prior to the March Commission Meeting and also asked that any suggestions regarding the retreat be sent to her or to Ms. Foster.

Chair Fowler went on to say that Commissioners will receive an email from her this week regarding committee re-appointments. She plans to make some changes on the committees as well as try to honor some requests to serve on specific committees.

**3. Executive Director's Report**

Mr. Gula reported that the CIBS (Checked Baggage Inspection System) Project went live last week. The last major work in that area will be to re-do the flooring. He asked Ms. Crafton to share an air service update. She went on to report that American Airlines (AA) will begin daily nonstop service to Chicago on July 6 providing us with two flights to Chicago as United also provides this service; AA will return seasonal service to Miami for June to August and, on May 5, they will begin nonstop service to New York/LaGuardia (LGA). Delta has also announced adding a second daily nonstop to LGA. AA will upgrade their service to Dallas, in May, from an A319 to an A320 with 150 seats.

Mr. Murray provided an update on SkyDrive, a Japanese manufacturer of an electric Vertical Take Off and Landing vehicle (flying vehicles), a technology of the future expected to arrive around 2030-2035. Manufacturing has not yet begun on a large scale, but Mr. Murray went on to say that CAE is trying to engage early on as the company begins looking for locations to grow their business. They have expressed interest in coming to South Carolina. Mr. Murray attended their recent symposium in Arizona. He said that staff is partnering with SkyDrive on some simulations and modeling on how a city could receive and handle these technologies in the future.

Mr. Gula continued his report by advising that a Quarterly State of the Airport will be rolling out soon to update staff on CAE's past accomplishments and future plans/goals. This will provide a source of good communication throughout the organization.

McEntire has, for the most part, completed their time at CAE. Five alert mission planes are still on site while renovations are completed to their housing quarters. Mr. Gula, Mr. Murray, and Mr. Kreulen received the opportunity to fly in an F-16 while McEntire was on site. Mr. Gula shared a video, by Splash Omnimedia, of their experience.

Commissioner Broughton asked if there is an employee recognition program. She went on to say that on a recent trip from CAE, Matt Norris with Delta went above and beyond to assist her with a suitcase zipper issue as she was checking in for her flight. She said he was superior in his efforts to assist her and she wanted to have him recognized. Mr. Gula said there is an internal employee recognition program for CAE staff. He went on to say that if we are made aware of helpful actions by our tenant employees, we're happy to recognize them.

Commissioner Broughton referenced a news article and asked about the \$700 million ask by Charleston and Greenville-Spartanburg Airports and if there is a course of action for CAE in the ask that is beyond the \$100 million ask for the state's six commercial air service airports. Mr. Murray said he had spoken with a representative with the Greenville-Spartanburg Airport at the recent SC Aviation Association (SCAA) Conference who advised the \$700 million was the sum of projects that both airports have coming up and they had been asked to speak about that thus the news article. Representative Heather Crawford requested that the airports submit their needs to the House Transportation subcommittee. CAE has submitted a list to Melanie Friscoe, with SCAA. There is an understanding that the needs for all of the airports is greater than the \$50 million funding and not just for Charleston and Greenville. Following additional discussion, Commissioner Gunn suggested that we put together a list of equipment and projects needed and provide to the delegations at the beginning of the legislative session to include costs and also brief them on these needs. He suggested that the list be updated each year and to brief the delegation members prior to the start of the budget process.

## E. Discussion/Suggestions

### 1. **Comments from the Public**

Chair Fowler recognized Dr. Indika Bandara with ground transportation company, Carolina Express I, LLC. Dr. Bandara shared some concerns she has with the ground transportation operation and also asked the Commission to consider reducing the annual ground transportation fee of \$1,000 and to also review fee comparisons with other airports. Chair

Fowler thanked her for speaking with the Commission and advised they were unable to take action today. She went on to say that Chief Martin will be asked to brief the Operations Committee on the ground transportation issues that Dr. Bandara raised. These issues were addressed last year and included a report from Chief Martin. Chair Fowler said it would be helpful to hear from Chief Martin again regarding ground transportation and to review if any changes are needed.

Mrs. Sims, with Carolina Concessions, thanked Chair Fowler for signing their contract and also thanked staff. She expressed that she and Mr. Sims are excited and ready to move forward with construction. She said they are meeting with Mr. Murray and Ms. Copelan on Thursday to review the color scheme and, to hopefully, receive their approval.

F. **Adjournment**

Chair Fowler adjourned the meeting.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Lynne Douglas".

Lynne Douglas, Commission Secretary