

**RICHLAND-LEXINGTON AIRPORT DISTRICT**  
**Finances, Contracts & Planning Committee Meeting**  
**November 6, 2023 @ 2:00 PM**  
**Carolina Room**  
**Draft Minutes**

**Attendance**

Jim Wellman; Chair; Dan Bell (Zoom); Pat Smith; LaJoia Broughton (Zoom); John Folsom; Carol Fowler; Chappelle Stevenson; Tripp Jones

**Staff**

Mike Gula; Gregg Hornsby; Ryan Kreulen; Lindsay Copelan; Malia Ropel; Jessica Foster; Lynne Douglas (Secretary)

1. **Welcome, Introductions, and Call to Order**

Chair Wellman called the meeting to order.

2. **Determination of a Quorum**

Chair Wellman confirmed that a quorum was in attendance.

3. **Approval of the September 18, 2023 Meeting Minutes**

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

4. **Draft FY 2024 Budget Proposal**

Mr. Hornsby presented the draft 2024 budget (copy included in Finance Committee packet) to include reviewing several key points and answering some questions. Mr. Hornsby also recognized Malia Ropel, Accounting Manager, and expressed his appreciation for her work in assisting him with the budget.

Commissioner Folsom made a motion to approve the budget as presented. Commissioner Smith seconded the motion. Motion carried.

5. **Airline Agreements**

Mr. Hornsby reviewed the changes to the Airport-Airline Use Agreement (1-page summary of the changes along with the agreement were included in the Finance Committee packet). The agreement was sent to the airlines on November 5. All five airlines have advised they can execute their agreements by December 31, 2023. Mr. Hornsby recognized and thanked Lindsay Copelan for her assistance with the agreement.

Commissioner Folsom made a motion to approve the Airport-Airline Use Agreement as presented. Commissioner Bell seconded the motion. Motion carried.

6. **Parking Rate Increase**

Mr. Gula said that a \$2.00 parking increase was implemented for the garage a little over two years ago. He went on to say that there is great parking demand in the garage and that our parking rates are below the rates of our peer airports. He put forth a request to increase the parking garage rate from \$14.00 per day to \$16.00 per day. Mr. Gula and Mr. Hornsby

recounted the recent improvements that have been made to the parking operation. Discussion followed to include increasing the rate by \$3.00 for a daily rate of \$17.00 instead of the requested rate increase of \$2.00.

Commissioner Smith made a motion to amend staff's request and to increase the daily parking rate in the garage by \$3.00 for a daily rate of \$17.00. Commissioner Folsom seconded the motion. Motion carried. For presentation at the November Commission meeting, Mr. Hornsby will amend the budget to reflect the parking increase.

7. **Enterprise Lease**

The Enterprise Lease was not available as discussions are continuing between Mr. Fisher and Enterprise corporate.

8. **Old/New Business**

Commission Chair Fowler said that invitations to the CAE-hosted oyster roast have been sent to the two Delegations and to the Columbia City Council. The RSVP deadline is Wednesday, November 8. The response so far has been very low. There was discussion regarding possibly cancelling and rescheduling the event to a date in January or February if a low response continues. Commission Chair Fowler, Mr. Gula, and Ms. Foster will review this issue on Wednesday and make a decision whether to keep the original event date or to reschedule.

9. **Discussion/Suggestions**

There was no additional discussion.

10. **Adjournment**

Chair Wellman adjourned the meeting.

Respectfully Submitted,

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

Lynne Douglas, Commission Secretary