

**RICHLAND-LEXINGTON AIRPORT DISTRICT**  
**Operations, Facilities, & Construction Committee Meeting**  
**December 9, 2024 @ 3:00 PM**  
**Carolina Room**  
**Draft Minutes**

**Attendance**

Tripp Jones, Chair; Pat Smith; Chappelle Broome-Stevenson; Breon Offord (Zoom); Anton Gunn; Carol Fowler; Dan Bell; Jim Wellman (Zoom); LaJoia Broughton (Zoom); John Folsom

**Absent**

Hank Jibaja

**Staff**

Gregg Hornsby; Frank Murray; Ryan Kreulen; Joel Livingston; Lynne Douglas (Secretary)

**Guests**

Cynthia O'Sullivan (Republic Parking System)

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

Chair Jones called the meeting to order and welcomed all.

**2. Determination of a Quorum**

Chair Jones confirmed that a quorum was in attendance.

**3. Approval of August 2023 Meeting Minutes**

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

**4. Parking RFP**

Chair Jones reported that Mr. Hornsby and Mr. Murray had done much work on this item. Mr. Hornsby went on to say that the current contract with Republic Parking is on a month to month basis as their agreement expired August 31, 2024. A Parking Management RFP was issued in September. Mr. Hornsby shared the desired goals as a result of this process.

Mr. Murray reported that nine companies responded. Staff devised a rating matrix (included in the committee packet of information) and selected the top three companies to interview. Following the completion of this process, staff recommended awarding the parking management agreement to LAZ Parking.

After some additional conversation, Commissioner Smith made a motion for staff to proceed with negotiations for a parking management agreement with LAZ Parking. Commissioner Stevenson seconded the motion. Motion carried.

**5. Old/New Business**

There was no additional business.

**6. Discussion/Suggestions**

Commissioner Stevenson inquired as to the follow-up on an email sent by Commissioner Broughton regarding a customer service issue with a passenger and an American Airlines representative. Mr. Hornsby responded with the staff action that has taken place so far and advised that staff will continue to follow-up regarding this situation.

**7. Adjournment**

Commissioner Smith made a motion to adjourn. Commissioner Stevenson seconded the motion. Motion carried.

Respectfully Submitted,

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

Lynne Douglas, Commission Secretary