

RICHLAND-LEXINGTON AIRPORT DISTRICT
Commission Meeting
September 12, 2022 @ 4:00 p.m. Carolina Room
Draft Minutes

Attendance

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

Absent

Anton Gunn

Staff

Mike Gula; Gregg Hornsby; Eddie Martin; Frank Murray; Ryan Kreulen; Kim Crafton; Tamie Head; Lindsay Copelan; Malia Ropel; Cameron Zimmerman (Zoom); Shanda Lucky; Jessica Foster; John Fisher (Airport Attorney); Lynne Douglas (Secretary)

Guests

Lee Thomas (Eagle Aviation); Herbert and Sandra Sims (Carolina Concessions); Timothy Smaha, Adam Hiers, Raquel Zepeder (Red Eye Express); Ron Harvey (Global Core); Courtney Young (Foresight Communications); Patricia Wier (TSA); Johnny Dickerson, Brady Branham (Columbia Aviation); Twana Hudson-Willis (Paradies)

A. Call to Order and Introductions

1. Determination of a Quorum

Chair Fowler called the meeting to order and stated that a quorum was present.

2. Approve Order and Contents of the Overall Agenda

Chair Fowler proposed, if there is no objection, to move Item C, Executive Session, to follow Item D, Committee Reports in the event an Executive Session is needed following the reports. Commissioner Bell made a motion to approve the agenda with that change. Commissioner Smith seconded the motion. Motion carried.

B. Consent Agenda

1. Approval of the August 15, 2022 Board Meeting Minutes

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

C. Committee Reports

1. Finance Committee

a. NAI Land Marketing Packet

Committee Chair Bell put forth the committee's recommendation to extend the NAI contract for an additional year through September 2023. Motion carried.

b. Land Sale 11A and 11C

Commissioner Folsom recused himself from voting on the sale of Site 11C. Committee Chair Bell put forth the committee's recommendation to accept the offer of \$290,000 for the sale of Site 11A. Motion carried.

Committee Chair Bell put forth the committee's recommendation to accept the offer of \$1,156,800 for the sale of Site 11C. Motion carried.

c. Concessionaires

Committee Chair Bell reported that the committee had received a staff recommendation to issue a RFP for new lease agreements when a concessionaire's current agreement expires. No vote was taken at this time.

Chair Fowler explained there are two issues under Concessionaires: (1) whether the Commission will establish a policy going forward, which would apply to all concessionaires, to issue a RFP when a concessionaire's contract is nearing the end of its term, and (2) whether to extend the Carolina Concessions contract in order for them to bring in national brands. No action was taken on either of these two issues in the Finance Committee. Chair Fowler said that in order to continue discussing either of these items, a motion will be necessary.

Commissioner Cooper made a motion to go into Executive Session to discuss contractual issues. Commissioner Bell seconded the motion. Commissioner Folsom suggested, that as a courtesy to guests, the other agenda reports be presented before going into Executive Session. Commissioner Cooper re-stated the motion to move the Executive Session until after the staff reports. Commissioner Bell seconded the motion. Motion carried.

D. Information/Announcements/Staff Reports/Correspondences

1. August 2022 Financial Report

Mr. Hornsby reported a small increase in Days Cash at 576. Enplanements continue to improve and CPE (Cost Per Enplaned Passenger) is consistent with last month and remains well below last year. Parking revenue continues to be over budget and performing strong. Under Expenses, Airport Operations reflects another month with a variety of expenses related to west cargo and McEntire's operations. There were also some maintenance equipment repairs. Enplanements YTD are at 78.59% of 2019's numbers. Our improvements with enplanements began last year; however, this trend may not reflect as large a jump in moving forward as it has been.

2. Commission Chair's Report

Chair Fowler stated she wanted to compliment everyone involved with the airport. She went on to say that she has flown several times recently and has had great experiences each time. She said she has heard complaints regarding TSA in past Commission meetings; however, her experiences have been pleasant. She concluded by saying how much she appreciated having a good airport to travel through.

3. Executive Director's Report

Mr. Gula introduced and welcomed Shanda Lucky as CAE's new HR Manager. He went on to report that the SC Airports Coalition (CAE, Charleston, Greenville, and Myrtle Beach Airports) is hosting a DBE Outreach event on October 20 from 9:30 a.m. – 2:00 p.m. at the Gala Center on Bush River Road. In addition to the airports, presenters will include SCDOT, U.S. Small Business Administration, Small Business Development Center, and S.C.

Commission for Minority Affairs. Mr. Gula referenced Lou Kennedy's recent announcement about the start-up of the Nephron Nitrile line and the product that will be coming over from South Korea. He said this is great news for CAE as they are using the 747-800 series aircraft, which is huge, and reflects that we have international freight coming through. Mr. Gula continued his report by saying that next month will be busy for the Commission and committees. Several committees will meet to include Air Service, Labor and Personnel, and, most likely, a Finance Committee Meeting.

Commissioner Broughton recognized ACDBE vendor Courtney Young, with Foresight Communications, for her support of CAE's recent multi-school tailgate event. Ms. Crafton thanked Ms. Young for her help with the event and reported that six local colleges/universities participated. She said the event went well and positive feedback was received on social media. She also recognized Mr. and Mrs. Sims, Carolina Concessions, for their support.

Mr. Gula concluded his report by announcing the Chili Cook-Off scheduled for October 19 from 11:00 a.m. – 2:00 p.m. in the parking garage. Proceeds will go to Breast Cancer Awareness.

E. Executive Session

Commissioner Cooper made a motion to enter Executive Session to discuss a contractual matter. Commissioner Bell seconded the motion. Motion carried.

Upon coming out of Executive Session, Commissioner Cooper made a motion to move forward with a non-binding agreement to continue good faith negotiations with the Sims/Carolina Concessions. Commissioner Walker seconded the motion. Motion carried.

F. Discussion/Suggestions

1. Comments from the Public

Timothy Smaha and Adam Hiers, owners of Red Eye Express, expressed their interest in going through the RFP process to procure leased space in the terminal. Red Eye Express is part of the COLA Program and currently operates a kiosk in the connector. They stated they have a business plan outlining their ideas. They also support using local vendors for their supplies/products as they do currently. Commissioner Cooper expressed that they would be welcome to present their information at the appropriate time at a future committee meeting.

G. Adjournment

Chair Fowler adjourned the meeting.

Respectfully Submitted,



Lynne Douglas, Commission Secretary