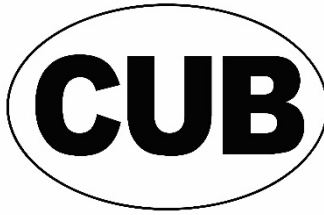


**Richland County Airport Commission
Jim Hamilton – LB Owens Airport (CUB)
Richland County Department of Public Works
Columbia, South Carolina**



**Meeting Minutes
May 13, 2019 – 12:00 Noon**

Commission Members in attendance

Joel McCreary, AIA, Chairman
John Parrish, Vice Chairman
Tally Casey, Esquire
Stuart Hope, Treasurer
Mike Kelly, Secretary
Tim Mousseau, Esquire

Richland County Staff in attendance

Allison Terracio, Richland County Liaison
Ismail Ozbek, PE, Director of Public Works
Chris Eversmann, PE, AAE, Airport General Manager
Ebony Tyler, Administrative Coordinator

Visitors in attendance

Joseph Barkevich, AICP, WK Dickson
Ron Bracken, Eagle Aviation
David Coste, FAA
Ken Harrill, Hangar Tenant
Michael Keese, FAA
Jeremy Kwaterski, NWG Hot Air Balloon
Dave Lipski, Eagle Aviation
Peggy Roberson, Eagle Aviation
Lee Thomas, Eagle Aviation
Matt Trimble, FAA / NATCA

Encl: (1) Airport General Manager's Report PowerPoint Presentation

Richland County Airport Commission
Jim Hamilton – LB Owens Airport (CUB)
Richland County Department of Public Works
Columbia, South Carolina

Call to Order and Welcome – **Chairman McCreary** called the meeting to order at 12:02 p.m. and announced a quorum in attendance. **Commissioner Hope** delivered the invocation and welcomed everyone. Guest introductions followed. Included in the guest introductions was the new President of Eagle Aviation, **Mr Lee Thomas**. He will replace **Mr Dave Lipski** following his retirement on May 31, 2019. Members of the Airport Commission expressed their congratulations and thanks to Dave for his service to the Jim Hamilton – LB Owens Airport.

Report of Items for Executive Session – **Mr Eversmann** reported that there are no items that require an executive session.

Approval of Agenda – **Chairman McCreary** presented the agenda as distributed. **Commissioner Hope** made a motion to approve the agenda as presented. **Vice Chairman Parrish** seconded the motion, and all voted for approval.

Approval of Minutes – **Chairman McCreary** presented the minutes of the January 14, 2019 Airport Commission meeting for approval due to no quorum being present for the March 11, 2019 meeting. **Commissioner Kelly** made a motion to approve the minutes as presented, **Commissioner Hope** seconded the motion, and all voted for approval.

Chairman’s Report / Executive Committee Report – **Chairman McCreary** reported the following:

- ➔ Airport Commission Meeting Attendance and the importance of an RSVP;
- ➔ Vacant commission seat;
- ➔ Protection of traffic pattern airspace from a proposed ETV antenna.

Operations & Facilities Committee – **Commissioner Parrish** reported the following:

- ➔ Security camera installation project scheduled to commence on May 25, 2019;
- ➔ Compass rose installation is delayed due to contractor availability;
- ➔ Bifold hangar door seal replacements have been advertised for bid;
- ➔ Beacon visibility;
- ➔ Bird Strike occurrence.

Airport General Manager’s Report – A copy of **Mr Eversmann’s** PowerPoint presentation is contained in the enclosure.

Richland County Airport Commission
Jim Hamilton – LB Owens Airport (CUB)
Richland County Department of Public Works
Columbia, South Carolina

County Liaison's Report – **County Liaison** reported the status of hiring the new County Administrator and the Airport Commission vacancy.

Unfinished Business – There was no unfinished business.

Executive Session – No executive session was held.

Adjournment – The meeting adjourned at 1:34 p.m.

Next Meeting – The next meeting of the Airport Commission will occur on Monday, July 8, 2019 at 12:00 Noon in the large conference room of the airport terminal building.

Airport General Manager's Report

Overview

Richland County Airport
Commission Meeting

May 13, 2019



- Meetings, Events, and Visits
- AIP Project Updates
- Budget and Finance
- Eagle Aviation Update
- Airport Metrics
- Other items
- Questions

Meetings, Events, and Visits

Meetings:

- Mar 14 – Fuel Farm
- Mar 20 – WK Dickson, Project design review
- Mar 27 – 29 – Hershey Conference
- Apr 1 – A3 Communications
- Apr 3 – Hangar inspection coordination
- Apr 8 – BMP Analysis kickoff
- Apr 8 – FY 20 / 21 Budget
- Apr 10 – A3 Communications
- Apr 23 – A&F Committee
- May 6 – Operations & Facilities Comte
- May 7 – RC Council



Meetings, Events, and Visits



Children group visits:
→ None

Adult group visits:
→ Engage Richland, Apr 11



AIP Project Updates

Various Site / Civil Airport
Improvements



AIP Project Updates

Various Site / Civil Airport Improvements

- Compass Rose
- Perimeter road / Fuel Farm access road
- Airside paved road mill and overlay
- Various airside and landside vehicle access lanes
- Aircraft wash down area rigid pavement installation
- Selected perimeter fence replacement
- Swing gate paved aprons
- Airfield drainage system remedial inspection and repairs
- Retaining wall extension
- Culvert improvements
- Taxiway A5 mill and overlay

Budget and Finance



Budget and Finance



- Mar Operational Revenue – \$23,130.39 (Mar 18 - \$22,640.22)
- Apr Operational Revenue – \$TBD (Apr 18 - \$22,576.09)
- Apr Operating Budget Status:
 - Personnel \$118,446 78%
 - Operations \$ 56,440 24%
 - Capital \$100,786 36%
 - Total \$275,671 41%

Eagle Aviation Update

- Fuel Sales
- Ramp Fees collected
- Hangar occupancy



Airport Metrics



- Aircraft complaints
- Facilities & Grounds maintenance requests

Airport Metrics

- **Aircraft complaints:**
There were no (0) aircraft complaints during the period of Mar 1 – Apr 30, 2019.
There were no (0) identification / Information letters sent (100%).
There were four (4) aircraft complaint during the same period in 2018.
- **Facilities & Grounds maintenance requests:**
There were 22 maintenance requests during the period of Mar 1 – Apr 30, 2019.
Terminal – 36% / Airside – 50% / Landside – 14%
Hangar related – 32% / Electrical related – 36%
There were 23 Facilities & Grounds maintenance requests during the same period in 2018.

Other Items



Other Items

- Acting County Administrator assignment
- Bird strike
- Office of Risk Management (ORM) facilities inspection
- City of Columbia Stormwater Fee increase
- WK Dickson BMP Analysis
- Proposed Balloon Festival Event
- Security System replacement / upgrade (with IT Network Server replacement)
- Compass Rose installation
- Hangar Door gasket advertisement
- Development of Airport Camping policy



Questions?

