

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



**Meeting Minutes
July 13, 2020 – 12:00 Noon
Zoom Virtual Meeting Format**

Commission Members in attendance

Joel McCreary, AIA, Chairman
John Parrish, Vice Chairman
Mike Kelly, Esquire, Secretary
Tim Mousseau, Treasurer
Kaela Bailey
Michael Medsker
Lindsey Ott
Emerson Smith
Jerome Squire

Richland County Staff in attendance

Jim Manning, Richland County Liaison
Allison Terracio, Richland County Liaison
Chris Eversmann, PE, AAE, Airport General Manager
Ebony Tyler, Administrative Coordinator

Visitors in attendance

Joseph Barkevich, AICP, WK Dickson
David Brandes, EL Robinson Engineering
Robert Felder, Stratus Development
Melinda Harrill, Tenant
Jim Herpst, EAA-242
Jeff Koon, Stratus Development
Frankie Leaphart, WK Dickson
Peggy Roberson, Eagle Aviation
Blake Underwood, Stratus Development

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

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Call to Order and Welcome – **Chairman McCreary** called the Zoom Virtual Meeting to order at 12:03 p.m. and announced a quorum in attendance. **Mr Eversmann** delivered the invocation and welcomed everyone.

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 Squire** made a motion to approve the agenda as presented. **Commissioner Mousseau** seconded the motion, and all voted for approval.

Approval of Minutes – **Chairman McCreary** presented the minutes of the March 9, 2020 Airport Commission meeting for approval. **Commissioner Kelly** made a motion to approve the minutes as presented, **Commissioner Medsker** seconded the motion, and all voted for approval.

Chairman’s Report / Executive Committee Report – **Chairman McCreary** reported a proposal to rezone a parcel of property beneath the Runway 13 Approach Surface to a multifamily, residential use. Representatives from Stratus Development and their project engineer and legal counsel were present in the virtual meeting and presented information concerning their planned development. Questions and answers about the project and general discussion regarding its proximity to the Airport followed. A motion was offered by **Commissioner Smith** to recommend disapproval of this rezoning request and direct **Chairman McCreary** to formally communicate this to the City of Columbia Planning Commission and staff. **Vice Chairman Parrish** seconded the motion and the vote to recommend disapproval was unanimous.

Chairman McCreary also reported on the following:

- Developing a policy regarding Airport facilities use and access during airport construction activities; and
- An update on City of Columbia Stormwater Fees.

Operations & Facilities Committee – **Vice Chairman Parrish** reported on the following:

- Taxiway, Runway, and Apron pavement markings;
- Security Camera System;
- Terminal HVAC replacement;
- Bifold Hangar Door seal replacement rebid;
- Runway extension;

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→ Upcoming pavement project.

Promotional Committee- Commissioner Kelly reported on the following:

- Airport economic impacts;
- Relationship with City of Columbia;
- Ownership of Owens Field Park;
- Coordination with Richland County PIO staff to promote airport through education of media personnel;
- Marketing strategy.

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

County Liaison's Report – There were no County Council Liaison reports.

Unfinished Business – There was no unfinished business reported.

Executive Session – No executive session was conducted.

Adjournment – The meeting adjourned at 1:30 p.m.

Next Meeting – The next meeting of the Airport Commission will occur on Monday, September 14, 2020 at 12:00 Noon.

Airport General Manager's Report

Overview

Richland County Airport
Commission
Meeting



July 13, 2020



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

Meetings, Events, and Visits

Meetings, Events, and Visits

- Meetings:
- May 14 – Project Pre-Construction Mtg
 - May 20 – A3 Communications
 - May 21 – A&F Comte
 - May 27 – A3 Communications
 - May 27 – FBO
 - Jun 1 – WKD / FBO
 - Jun 2 – RC Council
 - Jun 12 – Project Progress Meeting
 - Jun 19 – Project Progress Meeting
 - Jun 23 – A&F Comte
 - Jun 24 – Promotional Comte
 - Jun 26 – Project Progress Meeting
 - Jun 30 – A&F Comte (Special Called)
 - Jul 1 – Executive Comte
 - Jul 2 – Executive Comte
 - Jul 6 – Project Progress Meeting
 - Jul 10 – Project Progress Meeting



- Children group visits:
→ None
- Adult group visits:
→ None



AIP Project Updates



AIP Project Updates

- Various Site / Civil Airport Improvements (First Phase)
- Various Site / Civil Airport Improvements (Second Phase)
- Runway Expansion Justification Study *



* - Initially locally funded.

Various Site / Civil Airport Improvements (First Phase)

- Contract awarded to Taylor Brothers.
- Contracts and bonds are executed.
- City of Columbia stormwater permit issued.
- Pre Construction Conference conducted on May 14th.
- Scope – Taxilane Culvert Replacements / Forebay construction / Fuel Farm paved access road / Perimeter Fence ditch crossing / Perimeter Driveway apron installation
- 70% Complete



AIP Project Updates

Various Site / Civil Airport Improvements (Second Phase)

- 100% Federally Funded (CARES Act Provision)
- Because of accelerated grant application deadlines imposed by the FAA, we are authorized to award the construction contract based on bids received last summer to AOS Specialty Contractors.
- We anticipate RC Council award on July 14th.
- Scope – Taxiway A5 rehabilitation / Retaining wall extension / Infield drainage structure rehabilitation



AIP Project Updates

Runway Expansion Justification Study

- Initially funded locally
- If approved, FAA will reimburse and fund
- Data collection / Outreach
- B-II before / B-II after
- Safer landing in marginal WX
- Greater range / full fuel loads
- Survey / Design / Environmental Assessment (EA) / Land acquisition / Demolition / Site – Civil preparation / Localizer relocation / Construction

Eagle Aviation Update

- Fuel Sales
- Ramp Fees collected
- Hangar occupancy



Budget and Finance



Budget and Finance



- May Operational Revenue – \$23,850.32 (May '19 - \$22,729.82)
- Jun Operational Revenue – \$TBD (Jun '19 - \$22,443.73)
- Jun Operating Budget Status:

→ Personnel	\$133,692	88%
→ Operations	\$ 78,700	25%
→ Capital	\$ 75,432	43%
→ Total	\$287,825	45%

Airport Metrics



- Aircraft complaints
- Facilities & Grounds maintenance requests

Airport Metrics

→ Aircraft complaints:

There were four (4) aircraft complaints during the period of May 1 – Jun 30, 2020.

There were no (0) identification / Information letters sent (100%).

There were no (0) aircraft complaint during the same period in 2019.

State Senator inquiry.

→ Facilities & Grounds maintenance requests:

There were 22 maintenance requests during the period of May 1 – Jun 30, 2020.

Terminal – 36% / Airside – 64% / Landside – 00%

Hangar related – 55% / Electrical related – 9%

Other Items

- City of Columbia Stormwater Utility Fee increase
- AIP Grant pending
- Car show / land use approved
- Airport App – Android available / Apple pending
- Airfield mowing resumed
- Pavement remarking complete
- Brush clearing complete
- Apron elevated light poles
- CARES Grant
- 10% Operating Budget cut possible
- Marketing Plan



Airport App



- Richland County IT Staff
- Airport WX
- WX Radar
- NOTAMs
- Airport Facilities Directory
- Airport Noise Abatement Diagram
- Aviation Fuel
- Contact Us
- Available for Android devices; iOS to follow
- Additional pages under development

Public Health Emergency

- County facilities closure / reduced Operational Services Support
- Social Distancing CDC guidelines
- Diligent disinfecting surfaces in common areas by FBO Staff
- Terminal Building Use
- Conference Rooms unavailable for public use
- Limited custodial and grounds maintenance support
- RC Mask Ordinance
- Use of Zoom Meeting format

Questions?

