



Meeting Minutes
May 8, 2017 – 12:00 Noon

Commission Members in attendance

Stuart Hope, Chairman
Joel McCreary, AIA, Vice Chairman
Cecil Hannibal, Secretary
Tally Casey, Esquire, Treasurer
Emerson Smith
John Parrish
Tim Mousseau
Lindsey Ott

Richland County Staff in attendance

Greg Pearce, Richland County Council
Ismail Ozbek, PE, Director of Public Works
Chris Eversmann, PE, AAE, Airport Manager

Visitors in attendance

Joseph Barkevich, AICP, WK Dickson
Ronald Bracken, Eagle Aviation
Marty Brown, PE, Parrish & Partners
John Dean
Ken Harrill, Hangar Tenant
Melinda Harrill, Hangar Tenant
Jim Herpst, EAA-242
Ken Holt, PE, Holt Consulting Company
Ryan Hounshell, PE, Holt Consulting Company
Francis Murray, Mead & Hunt
Peggy Roberson, Eagle Aviation
Laura Stevens, Parrish & Partners

Encl: (1) Airport Director's Report PowerPoint Presentation

Call to Order and Welcome – **Chairman Hope** called the meeting to order at 12:00 p.m. and announced a quorum in attendance. He also delivered the invocation and welcomed everyone. Guest introductions followed.

Report of Items for Executive Session – **Mr Eversmann** reported that there were no items for discussion in executive session.

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

Approval of Minutes – **Chairman Hope** presented the minutes of the March 13, 2017 Airport Commission meeting for approval. **Commissioner Smith** made a motion to approve the minutes as presented, **Commissioner Hannibal** seconded the motion, and all voted for approval.

Presentation of Appreciation Plaque and Official Portrait – **Chairman Hope** presented former **Commissioner Dean** with an Appreciation Plaque and Official Portrait in thanks for his service to Richland County and the Airport over the past eight years. **Commissioner Dean** expressed his appreciation for the recognition and hopes that relations with area neighborhoods would continue to be favorable. He also thanked the Commission for their efforts to restore the Curtiss-Wright Hangar.

Chairman’s Report / Executive Committee Report – No report.

Committee Reports:

Economic Development Committee – **Commissioner Hannibal** provided a brief update on Richland County Community Day at Columbia College which was being sponsored by Boeing South Carolina. He expressed his long term goal of supporting continued efforts to provide a capable South Carolina workforce in support of our State’s aviation and aerospace industries.

Operations & Facilities Committee – **Vice Chairman McCreary** briefed that a tenant hangar party is scheduled for the late afternoon of Saturday, May 13th at the Sport Aviation Center (SAC). He thanked **Commissioner Parrish** as well as EAA-242 President **Jim Herpst**, and **Ms Peggy Roberson** for their assistance in planning this event.

Airport Director’s Report – A copy of **Mr Eversmann** PowerPoint presentation is contained in enclosure (1).

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

County Liaison's Report – **Councilman Pearce** addressed the issue of the Legal Department staff review of the Airport Hangar Tenant Lease template. The Legal Department staff will report out on their review at the Administration & Finance (A&F) Committee meeting on May 23, 2017 at 6:00 p.m. in County Council Chambers. If passed from Committee, it will be voted on by the full County Council during their June 6th meeting.

Unfinished Business – There was no unfinished business.

New Business – There was no new business.

Adjournment – The meeting adjourned at 12:58 p.m.

Next Meeting – The next meeting of the Airport Commission will occur on Monday, July 10, 2017 at 12:00 Noon in the large conference room of the airport terminal building.

Airport Manager's Report

Richland County Airport
Commission Meeting

May 8, 2017



Overview



- Media coverage (omitted)
- 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 – Heyward Av Prog Steering Comte
- Mar 15 – A3 Communications
- Mar 16 – FAA UAS symposium
- Mar 21 – PAPI flight check
- Mar 21 – Used oil site recon
- Mar 22 – Website coordination
- Mar 23 – Budget Comte
- Mar 28 – 30 – Hershey Conf
- Apr 3 – Budget Comte
- Apr 4 – 30% design review
- Apr 7 – Owens Field Park
- Apr 10 – Ops & Facs Comte
- Apr 11 – RC Legal staff
- Apr 12 – SCAA staff / Mail Chimp
- Apr 17 – NaturChem



Meetings, Events, and Visits

Meetings (cont'd):

- Apr 18 – Mandatory RC trng
- Apr 18 – RC Airport Commissioner orientation brief
- Apr 19 – SCAA BoD
- Apr 19 – UAV
- Apr 20 – DPW / Budget
- Apr 21 – RC Airport Commissioner orientation brief
- Apr 24 – RC Finance Staff (AIP)
- Apr 25 – 60% design review
- Apr 26 – Eagle Aviation staff
- Apr 27 – FAA, ATL ADO staff
- May 1 – WK Dickson staff
- May 4 – Deputy Administrator quarterly mtg



Meetings, Events, and Visits



Children group visits:

- Logan Elementary School, April 20
- South Kilbourne Elementary, May 5

Adult group visits:

- None



AIP Project Updates

LJC Mitigation (Wetlands Mitigation)

Lighted Airfield Signage Design





AIP Project Updates

LJC Mitigation:

- Substantial Completion
- APWA Project of the year nomination
- Project / Grant Closeout

Lighted Airfield Signage Design

- Project 60% design review mtg



Budget and Finance



Budget and Finance



- Mar Operational Revenue – \$21,909.56 (Mar 16 - \$20,972.34)
- Apr Operational Revenue – TBD (Apr 16 - \$20,839.47)
- Apr Operating Budget Status:
 - Category Balance / % Used
 - Personnel (\$6,707.71) / 106%
 - Operations \$78,554.30 / 69%
 - Capital \$238,582.21 / 37%

Eagle Aviation Update

- Fuel Sales
- Ramp Fees collected
- Hangar occupancy



Airport Metrics



- Aircraft complaints
- Facilities & Grounds maintenance requests

Airport Metrics

→ Aircraft complaints:

There were five (5) aircraft complaints during the period of Mar 1 – Apr 30, 2017.

There were two (2) identification / Information letters sent (40%).
There were six (6) aircraft complaint during the same period in 2016.

→ Facilities & Grounds maintenance requests:

There were 20 maintenance requests during the period of Mar 1 – Apr 30, 2017.

Terminal – 15% / Airside – 70% / Landside – 15%

Hangar related – 50% / Electrical related – 40%

There were 15 Facilities & Grounds maintenance requests during the same period in 2016.

Other Items



Other Items



- Deputy Director DPW assignment
- Nighttime IFR Approach NOTAM
- Wildlife nuisance
- CWH Restoration nearing completion
- Windcone replacement complete
- Committee meetings
- Airport newsletter
- Landscaping improvements
- Airfield mowing outsource

Questions?

