



Meeting Minutes
May 9, 2016 – 12:00 Noon

Commission Members in attendance

James Christopher, Chairman
John Dean, Vice Chairman
Peter Mayers, Secretary
Tally Casey, Esquire
Bruce Cole, CPA
Cecil Hannibal
Mike Kelly, Esquire
Joel McCreary, AIA

Richland County Staff in attendance

Chris Eversmann, PE, AAE, Airport Director
Terry Wise, Administrative Assistant

Visitors in attendance

Joseph Barkevich, AICP, WK Dickson
Paul Bass, Eagle Aviation
Ken Harrill, Hangar Tenant
Melinda Harrill, Hangar Tenant
Jim Herpst, EAA-242
Ryan Hounshell, PE, Holt Consulting
Frankie Lephart, WK Dickson
Eddie Owen, EIT, WK Dickson
Peggy Roberson, Eagle Aviation
Laura Stevens, Parrish & Partners

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

Welcome and Call to Order – **Chairman Christopher** called the meeting to order and announced a quorum in attendance. He welcomed everyone and delivered the invocation.

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

Approval of Minutes – **Chairman Christopher** presented the minutes of the March 14, 2016 Airport Commission meeting for approval. **Commissioner Mayers** made a motion to approve the minutes as presented, **Commissioner Hannibal** seconded the motion, and all voted for approval.

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

Presentation – **Mr Jim Herpst**, President of EAA Chapter 242, Palmetto Sport Aviation, informed the commission that the term of the lease for their meeting space (the “Sport Aviation Center” or SAC which occupies the area equivalent to a single t-hangar and storage area) expires in October 2016. He would like to discuss a possible reduction in the monthly rental rate. He stated that the purpose of EAA today is to promote general aviation, which directly benefits the airport. They conduct Young Eagles orientation flights on the second Saturday of every month. He noted that with the general decrease of the pilot population, membership in the organization has decreased as well to its current 128 members. The EAA is working diligently to increase their membership rolls. A Corporate Membership option and other sponsorship opportunities have been instituted. He suggested that the current monthly rental payment of \$172.00 be reduced to \$100.00 and would be open to signing a ten-year lease. **Chairman Christopher** asked the Operations & Facilities Committee to review the request and look for ways to assist.

Chairman’s Report – **Commissioner Christopher** announced the closing of sale of the Curtiss-Wright Hangar! “*It is SOLD*” and noted there would be an informal celebration at the hangar on Wednesday, May 11th and all are welcome to join in.

Committee Reports

Economic Development Committee – **Commissioner Dean** stated the Committee had met and would be working on Strategic Planning to identify the airport’s role economic development. They plan to meet with others in the economic development community and welcome any referrals. They will also coordinate with the the Operations & Facilities Committee in the planning of airport landscaping improvements.

Operations & Facilities Committee – Commissioner Casey stated the Committee met on April 11th and are reviewing the airport's five-year Capital Improvement Plan (ACIP) and the Airport Improvement Program (AIP) upcoming development grant.

Airport Director's Report – A copy of Mr Eversmann's PowerPoint presentation is contained in enclosure (1). The staff of the airport's consultant firm, WK Dickson, also provided an orientation on airport airspace and imaginary surfaces which is contained in enclosure (2).

County Liaison's Report – There was no report due to Councilman Pearce's absence.

Unfinished Business – There was no unfinished business to be addressed.

New Business – There was no new business offered.

Executive Session – There were no items for discussion in executive session.

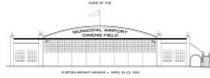
Adjournment – The meeting adjourned at 1:05 p.m.

Next Meeting – The next meeting of the Airport Commission will occur on Monday, July 11, 2016 at 12:00 Noon in the large conference room of the airport terminal building.

Airport Director's Report

Richland County Airport
Commission Meeting

May 9, 2016



Overview



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

Media Coverage



Meetings, Events, and Visits



- Meetings:
- Mar 15 – CLC Advisory Board
 - Mar 16 – AAAE Accreditation Prep
 - Mar 17 – Mower demo
 - Mar 17 – Proj progress
 - Mar 21 – 23 – Hershey Conf
 - Mar 24 – AAAE Accreditation Prep
 - Mar 31 – Proj progress
 - Apr 4 – Proj recon
 - Apr 6 – Webinar
 - Apr 7 – Lighting recon
 - Apr 7 – Proj progress
 - Apr 8 – DA brief
 - Apr 11 – Econ Dev Comte
 - Apr 11 – Ops & Facs Comte
 - Apr 13 – Fence mtg
 - Apr 14 – AAAE Accreditation Prep
 - Apr 14 – Proj progress
 - Apr 18 – Proj recon

Meetings, Events, and Visits

- Meetings (cont'd):
- Apr 19 – AAAE Accreditation Prep
 - Apr 19 – RC RM & SafetyO visit
 - Apr 19 – Associations +
 - Apr 21 – Proj progress
 - Apr 24 – 25 – 86th anniversary
 - Apr 25 – Webinar
 - Apr 26 – Accreditation mock interview
 - Apr 27 – Website coordination
 - Apr 28 – SCAA BdD
 - Apr 28 – Proj progress
 - Apr 29 – DA brief
 - May 4 – CWH sale closing
 - May 5 – Lift Station repair recon
 - May 5 – Proj progress



Meetings, Events, and Visits



Children's group visits:
→ None

Adult group visits:
→ Apr 21, Richland 101



AIP Project Updates

Property Acquisition

Southeast Airfield Clearing and Grading Improvements

LJC Mitigation (Wetlands Mitigation)



AIP Project Updates

Property Acquisition

- Avigation Easement
- Rwy 13 off-airport properties



AIP Project Updates

Southeast Airfield Clearing and Grading Improvements:

- Exceeded contract duration
- Twy 'D' in use
- Retaining Wall (ChgO 2)
- Privacy Wall
- Clearing complaint

LJC Mitigation:

- Under contract / funded
- Joint effort (Q. Epps, Proj Manager)
- Preconstruction Conf Mar 2nd



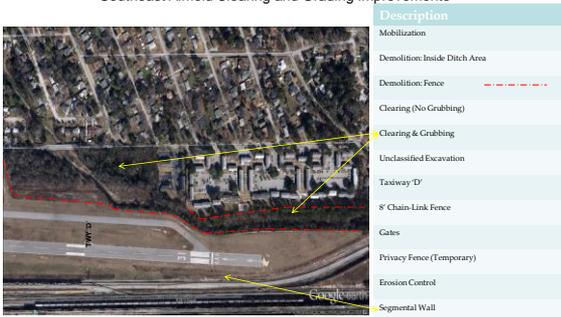
Southeast Airfield Clearing and Grading Improvements

Privacy Wall

Plowden Road Property



Southeast Airfield Clearing and Grading Improvements



Budget and Finance



Budget and Finance



- Mar Operational Revenue – \$20,972.34 (Mar 15 - \$20,308.30)
- Apr Operational Revenue – TBD (Apr 15 - \$20,708.20)
- Apr Operating Budget Status:
 - Category Balance / % Used
 - Personnel \$30,060.13 / 78%
 - Operations \$40,591.21 / 82%
 - Capital \$236,784.61 / 33%

Eagle Aviation Update

- Fuel Sales
- Ramp Fees collected
- Hangar occupancy



Airport Metrics



- Aircraft complaints
- Facilities & Grounds maintenance requests

Airport Metrics

- **Aircraft complaints:**
There were eight (8) aircraft complaint during the period of Mar 1 – Apr 30, 2016.

There were three (3) identification / Information letters sent (38%).
There were no (00) aircraft complaint during the same period in 2015.
- **Facilities & Grounds maintenance requests:**
There were 15 maintenance requests during the period of Mar 1 – Apr 30, 2016.
Terminal – 20% / Airside – 67% / Landside – 13%
Hangar related – 53% / Electrical related – 67%
There were 23 Facilities & Grounds maintenance requests during the same period in 2015.

Other Items



Other Items



- www.facebook.com/FlyKCUB
(142 'Likes')
- **CWH Sold!**
- AIP Development Fee proposed (\$6.50 / hangar / month) for local match funds, July 1, 2016
- June Committee meetings
- Added UAV information web links to Airport website

Questions?



FAA Regulated Airspace Surface Surrounding Airports

FAA Part 77 Imaginary Surfaces

Protected airspace around the airport is made up of five principle imaginary surfaces:

- **Primary Surface:** A 500 or 1,000 foot wide surface that is longitudinally centered on the runway, extending 200 feet beyond the threshold in each direction, and coincides with the centerline runway elevation.
- **Approach Surface:** An inclined trapezoidal plane centered on the runway centerline varying in size and slope, extending out from each end of the primary surface and beginning with the same elevation as the runway end.
 - Typically starts at the end of primary surface and is either 500 or 1,000 feet wide to and goes out in the shape of a trapezoid for between 10,000 feet and 50,000 feet and has slopes that are either 20:1, 34:1, 40:1 or 50:1.
- **Transitional Surface:** An inclined plane with a slope of 7:1 extending outward and upward from the edge of the primary and approach surfaces, terminating at the horizontal surface where the planes meet.
- **Horizontal Surface:** A horizontal flat plane 150 feet above the established airport elevation. The dimension of the horizontal surface is set by where the transitional surface ends and the Conical Surface begins, both being the same elevation.
- **Conical Surface:** An inclined plane at a slope of 20:1 extending outward and upward from the periphery of the horizontal surface for a horizontal distance of 4,000 feet and a vertical distance of 200'.

TERPS Imaginary Surfaces

Beyond these five principal Part 77 surfaces, the FAA also requires the Inner Approach Surface Plans to show Terminal Instrument Procedures (TERPS) Surfaces. These surfaces are similar to approach surfaces, however they vary in size and slope and are utilized by the FAA Flight Procedures Office (FPO) to develop and protect the instrument approaches for each runway end. As such, the FAA evaluates them for impacts to approach minimums.

- **TERPS Surface:** An inclined trapezoidal plane centered on the runway centerline varying in size and slope, extending out from each end of the primary surface and beginning with the same elevation as the runway end.
 - Typically starts 0 or 200 feet from the end of approach threshold and is either 400 or 800 feet wide to and goes out in the shape of a trapezoid for between 2,250 and 10,000 feet and has slopes that are either 20:1 or 34:1.

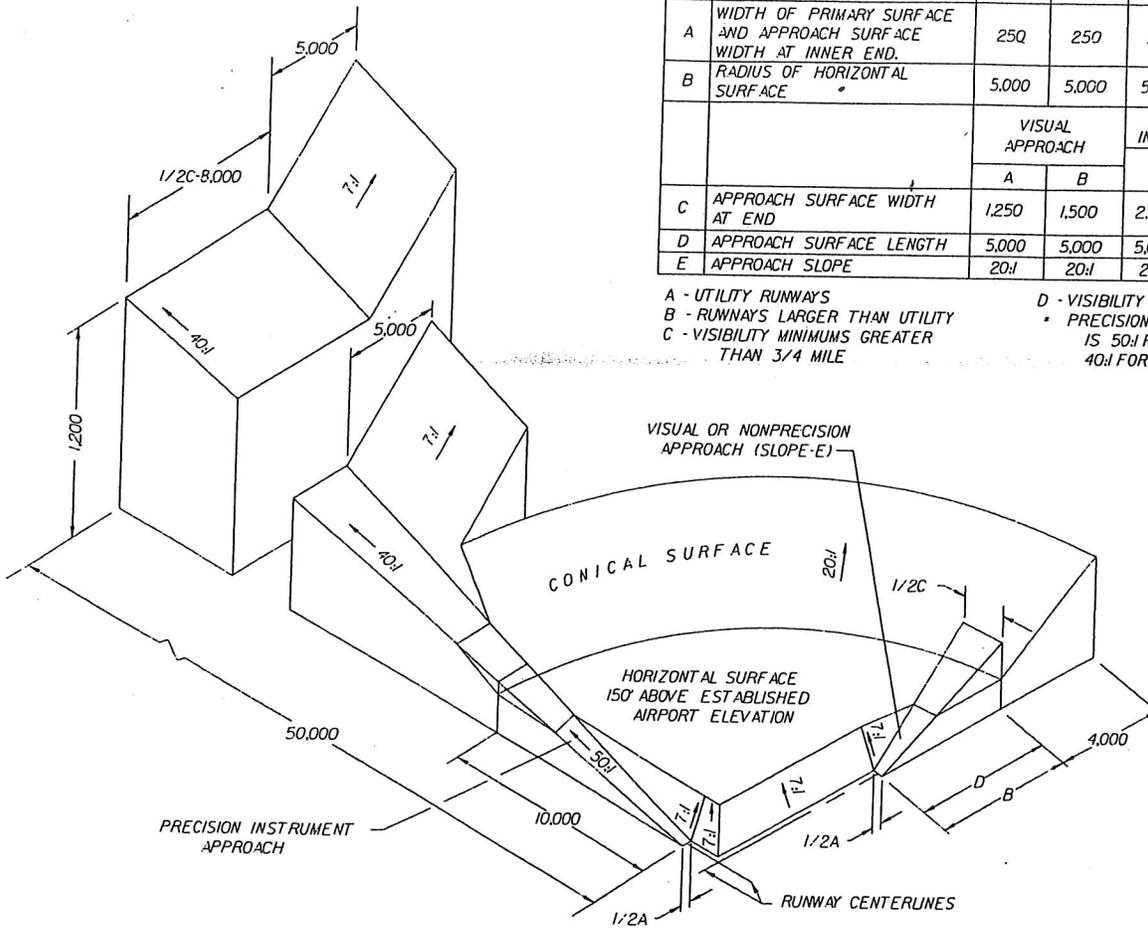
Additionally, the FAA requires Airport Layout Plans to create a Runway Departure Surface Plan that outlines any potential obstructions to the departure end of any instrument runway. The surface therein is described as:

- **Departure Surface:** An inclined 40:1 trapezoidal plane, centered on the runway centerline that begins at the end of the departure end of the runway at the same elevation as the runway threshold 1,000 feet wide to start and proceeds out from the end of the runway for 10,200 feet.

DIM	ITEM	DIMENSIONAL STANDARDS (FEET)					
		VISUAL RUNWAY		NONPRECISION INSTRUMENT RUNWAY			PRECISION INSTRUMENT RUNWAY
		A	B	A	B		
			C	D			
A	WIDTH OF PRIMARY SURFACE AND APPROACH SURFACE WIDTH AT INNER END.	250	250	500	500	1,000	1,000
B	RADIUS OF HORIZONTAL SURFACE	5,000	5,000	5,000	10,000	10,000	10,000
		VISUAL APPROACH		NONPRECISION INSTRUMENT APPROACH			PRECISION INSTRUMENT RUNWAY
		A	B	A	B		
C	APPROACH SURFACE WIDTH AT END	1,250	1,500	2,000	3,500	4,000	16,000
D	APPROACH SURFACE LENGTH	5,000	5,000	5,000	10,000	10,000	
E	APPROACH SLOPE	20:1	20:1	20:1	34:1	34:1	

A - UTILITY RUNWAYS
 B - RUNWAYS LARGER THAN UTILITY
 C - VISIBILITY MINIMUMS GREATER THAN 3/4 MILE

D - VISIBILITY MINIMUMS AS LOW AS 3/4 MILE
 * PRECISION INSTRUMENT APPROACH SLOPE IS 50:1 FOR INNER 10,000 FEET AND 40:1 FOR AND ADDITIONAL 40,000 FEET.



ISOMETRIC VIEW OF AIRPORT IMAGINARY SURFACES

