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

CUB
90 YEARS

Meeting Minutes
January 13, 2020 – 12:00 Noon

Commission Members in attendance
Joel McCreary, AIA, Chairman
Mike Kelly, Esquire, Secretary
Kaela Bailey
Lindsey Ott
Emerson Smith
Jerome Squire

Richland County Staff in attendance
Allison Terracio, Richland County Liaison
Chris Eversmann, PE, AAE, Airport General Manager
Ebony Tyler, Administrative Coordinator

Visitors in attendance
Joseph Barkevich, AICP, WK Dickson
Tally Casey, Former Commissioner
Jim Herpst, EAA-242
Stuart Hope, Former Commissioner
Jeff LaCount, Eagle Aviation
Frankie Leaphart, WK Dickson
Peggy Roberson, Eagle Aviation

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

Call to Order and Welcome – **Chairman McCreary** called the meeting to order at 12:05 p.m. and announced a quorum in attendance. **Commissioner Kelly** delivered the invocation and welcomed everyone. Guest introductions followed.

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

Approval of Minutes – **Chairman McCreary** presented the minutes of the November 11, 2019 Airport Commission meeting for approval. **Commissioner Smith** made a motion to approve the minutes as presented, **Commissioner Kelly** seconded the motion, and all voted for approval.

Presentation of appreciation plaques and portraits to outgoing Commissioners – **Chairman McCreary** presented plaques in appreciation for Airport Commission Service to **Commissioners Casey** and **Hope**.

Election of Commission Officers for 2020 – The following slate of candidates was previously published by the Nominating Committee:

- ✦ Joel McCreary   Chairman
- ✦ John Parrish   Vice Chairman
- ✦ Mike Kelly   Secretary
- ✦ Tim Mousseau   Treasurer

Chairman McCreary called for any additional nominations from the floor. There were none. **Commissioner Bailey** made a motion for election slate for 2020 officers, **Commissioner Smith** seconded the motion, and all voted for approval.

Chairman's Report / Executive Committee Report – **Chairman McCreary** reported on the following:
- ✦ Welcomed and congratulated new Airport Commissioners;
- ✦ Acknowledged the Airport's 90th anniversary in April 2020;
- ✦ Reviewed Airport accomplishments in 2019;
- ✦ Stated goals for 2020 which included to protect, maintain, and improve investment for the community and airport; reduce Stormwater fees; and emphasize community outreach.

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

County Liaison's Report – Allison Terracio reported on the following:

- ✈ Scheduled County Council Retreat in late January with the focus on leadership development;
- ✈ Continued dialogue with the City Council and Staff on Owens Field Park and the lease agreement;
- ✈ Status update for runway extension.

Unfinished Business – No unfinished business reported.

New Business – New Commissioner self-introductions

Executive Session – No executive session was held.

Adjournment – The meeting adjourned at 12:56 p.m.

Next Meeting – The next meeting of the Airport Commission will occur on Monday, March 9, 2020 at 12:00 Noon in the large conference room of the airport terminal building.

Airport General Manager's Report

Richland County Airport
Commission Meeting

January 13, 2020

CUB
90 YEARS

Overview

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

Meetings, Events, and Visits

Meetings:

- Nov 22 – RDM Sign Staff
- Dec 9 – Airport Orientation (RCAC)
- Dec 11 – Airport Orientation (ATC)
- Dec 13 – Airport Orientation (RCAC)
- Jan 8 – Airport Orientation (RC)

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Meetings, Events, and Visits

Children group visits:
- None

Adult group visits:
- None

AIP Project Updates

Various Site / Civil Airport Improvements

AIP Project Updates

Various Site / Civil Airport Improvements

- AIP Grant offered will only cover one phase of construction.
- Additional phases will be requested for construction in the next AIP Grant Cycle.
- Contract awarded to Taylor Brothers.
- Contracts and bonds are executed.
- Pre Construction Conference scheduled for

Budget and Finance

Budget and Finance

- ✈ Nov Operational Revenue – $24,011.87 (Nov '18 - $22,271.13)
- ✈ Dec Operational Revenue – $TBD (Dec '18 - $22,119.28)

- ✈ Dec Operating Budget Status:
  - ✈ Personnel $151,573   100%
  - ✈ Operations $161,023   54%
  - ✈ Capital $195,016   86%
  - ✈ Total $507,612   75%

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 Nov 1 – Dec 31, 2019.

There were no (0) identification / Information letters sent (100%).
There was one (1) aircraft complaint during the same period in 2018.

✈ **Facilities & Grounds maintenance requests:**
There were 22 maintenance requests during the period of Nov 1 – Dec 31, 2019.
    Terminal – 45% / Airside – 45% / Landside – 10%
    Hangar related – 45% / Electrical related – 18%
There were 26 Facilities & Grounds maintenance requests during the same period in 2018.

Other Items

- ✈ City of Columbia Stormwater Utility Fee increase / WK Dickson BMP Analysis Report
- ✈ Car show / land use
- ✈ New ADO Staff
- ✈ SCAA 2020 Conference
- ✈ 90th Anniversary year
- ✈ Terminal area grounds / custodial support

90th Anniversary year

Questions?