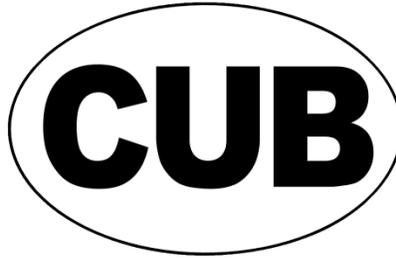


**Richland County Airport Commission
Jim Hamilton – LB Owens Airport (CUB)
Richland County Department of Public Works
Columbia, South Carolina**



**Meeting Minutes
January 11, 2021 – 12:00 Noon
Zoom Virtual Meeting Format**

Commission Members in attendance

Joel McCreary, Chairman
John Parrish, Vice Chairman
Mike Kelly, Esquire, Secretary
Tim Mousseau, Treasurer
Kaela Bailey
Prentiss McLaurin
Michael Medsker
Lindsey Ott

Richland County Staff in attendance

John Thompson, Richland County Assistant County Administrator
Michael Maloney, Department of Public Works Director
Chris Eversmann, PE, AAE, Airport General Manager
Ebony Tyler, Administrative Coordinator

Visitors in attendance

Joseph Barkevich, AICP, WK Dickson
Melinda Harrill, Tenant
Jim Herpst, EAA-242
Peggy Roberson, Eagle Aviation
Lee Thomas, Eagle Aviation
Emerson Smith, Former Commissioner

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 12:01 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 is an item regarding hangar leases that requires an executive session.

Approval of Agenda – **Chairman McCreary** presented the agenda as distributed. **Vice Chairman Parrish** 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 9, 2020 Airport Commission meeting for approval. **Commissioner Medsker** made a motion to approve the minutes as presented, **Vice Chairman Parrish** seconded the motion, and all voted for approval.

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

- ➔ Congratulate **Vice Chairman Parrish** and **Commissioner McLaurin** on their re-appointment / appointment;
- ➔ Appreciation to **County Liaison Jim Manning** years of council service;
- ➔ Rosewood project rezoning letter submitted to City of Columbia.

Chairman McCreary presented the following slate of officer nominations for 2021 Commission Officers:

- ➔ John Parrish – Chairman
- ➔ Mike Kelly – Vice Chairman
- ➔ Kaela Bailey – Secretary
- ➔ Joel McCreary – Treasurer

Commissioner Medsker made a motion to approve the slate of officers by acclamation. **Commissioner Mousseau** seconded the motion, and all voted for approval. **Vice Chairman Parrish** immediately assumed the Chairmanship and continued the meeting.

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

- ➔ Non-availability policy document for hangar tenants;
- ➔ Runway expansion justification study;
- ➔ Taxiway project;
- ➔ CUB mobile app;

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- Paving project;
- Flight instruction

Promotional Committee- Commissioner Kelly reported on the following:

- Consultation with Greenville Downtown Airport (GMU) staff on promotional ideas.

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

County Liaison's Report – There was no report given.

Unfinished Business – There was no unfinished business conducted.

Executive Session – The Airport Commission voted to enter executive session for the purpose of discussing a contractual matter pertaining to Airport Hangar Lease provisions. No business was conducted nor votes taken during the executive session.

Adjournment – The meeting adjourned at 12:52 p.m.

Next Meeting – The next meeting of the Airport Commission will occur on Monday, March 8, 2021 at 12:00 Noon. The Zoom Virtual Meeting venue is anticipated.

Airport General Manager's Report

Agenda

Richland County Airport
Commission
Meeting

January 11, 2021



- Meetings, Events, and Visits
- AIP / Project Updates
- Eagle Aviation Update
- Budget & Finance
- Aircraft Complaints
- Other items
- Questions?

Meetings, Events, and Visits

Meetings, Events, and Visits

Meetings:

- Nov 18 – ACA Thompson
- Dec 7 – Site recon
- Dec 7 – WK Dickson
- Dec 9 – A3 Communications
- Dec 15 – FAA, ATL ADO
- Dec 16 – WK Dickson / Taylor Brothers
- Dec 21 – NaturChem
- Jan 6 – RDM



Children group visits:
→ None

Adult group visits:
→ None



AIP / Project Updates



AIP / Project Updates

- Various Site / Civil Airport Improvements (Project 1)
- Various Site / Civil Airport Improvements (Project 2)
- Runway Expansion Justification Study *



* - Initially locally funded.

Various Airport Site / Civil Improvements (Project 1)

- 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
- Substantially Complete / land disturbance permit closed out / Check dam removal / Final pay application



AIP / Project Updates

Various Airport Site / Civil Improvements (Project 2)

- 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.
- RC Council awarded contracts on July 14th.
- Scope – Taxiway A5 rehabilitation / Retaining wall extension / Infield drainage structure rehabilitation
- AIP Grant accepted.
- Purchase Orders (POs) issued. Contracts being executed.



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
- Letters of support to account for at least 500 annual operations with an expanded runway
- 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 & Finance



Budget & Finance



- Nov Operational Revenue – \$24,395.60 (Nov '19 - \$24,011.87)
- Dec Operational Revenue – \$TBD (Dec '19 - \$23,737.96)
- Dec Operating Budget Status:

→ Personnel	\$132,846	88%
→ Operations	\$186,151	65%
→ Capital	\$ 57,827	31%
→ Total	\$376,825	61%

Aircraft Complaints

Aircraft complaints

- There were no (0) aircraft complaints during the period of Nov 1 – Dec 31, 2020.
- There were no (0) identification / Information letters sent.
- There were no (0) aircraft complaint during the same period in 2019.



Other Items

- Runway excursion / hard landing
- City of Columbia Zoning map adoption / Airport Overlay District (AOD) rezoning limitations
- City of Columbia Stormwater Utility Fee increase (Educational Credits rec'd / 45% reduction)
- Clean / cut back Devil's Ditch
- Airport App – Android available / Apple pending
- Bifold door gasket seal replacement – Hangar Buildings 'B' and 'C'
- SCAA Annual Conference, Hilton Head, Feb 24 – 26, Remote option available
- County transition



Airport App



- Richland County IT Staff
- Airport WX
- WX Radar
- NOTAMs
- Airport Facilities Directory
- Airport Noise Abatement Diagram
- Aviation Fuel
- Contact Us
- "Push" notifications (new)
- 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 available for very limited use (CAP)
- RC Mask Ordinance
- Use of Zoom Meeting format

Questions?

