



## MEETING MINUTES

### NOVEMBER 13, 2023 MEETING

#### **Meeting Details:**

Jim Hamilton - L. B. Owens Airport Community/Conference Room  
November 13, 2023  
12:00 PM

#### **Roll Call:**

Commission Members in attendance:

- Mike Kelly, Esquire, Chairman
- Lynn Hutto, Vice Chairman
- John Parrish, Secretary
- Louis Dessau
- Brianna Barrineau
- Frank Caggiano

Richland County Council & Staff in attendance:

- Peter Cevallos, Airport General Manager
- Michael Maloney, PE, Director, DPW
- Cassandra Cannon, Administrative Coordinator
- Ebony Tyler, General Mgr. Administration & Finance
- Kathy Hayes, Administrative Coordinator

Guest in attendance:

- Peggy Roberson, Eagle Aviation
- Ryan Turlak-Aircraft Maintenance Services, Inc
- Joseph Benevides-Aircraft Maintenance Services, Inc.
- Ken Harrell, Tenant
- Jim Hamilton, Visitor
- Jim Henry, EM
- George Bacigalupo, Eagle Aviation
- Kenneth Gilliam, Double V Aero
- Gigi Garzon, City Connect Air
- Andy Busbee, MBI
- Mark Oelhanfo, City Connect Air
- Alan Lott, Tenant
- Taj Troy, Propel Aviation



Encl: (1) Operations & Facilities Committee Report  
(2) Airport General Manager's Report

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**Call to Order, Welcome, and Invocation**

There was a call to order by Chairman Kelly at 12:00pm and a quorum in attendance announced. Chairman Kelly delivered the invocation.

Mr. Cevallos introduced himself as the new General Manager of the Airport and shared his credentials as well as his thoughts for the future success of the airport.

Guest were invited to introduce themselves.

**Report of Items for Executive Session**

Chairman Kelly made a motion to convene into Executive Session following the general meeting to discuss the status of a future contract for Fixed base Operator (FBO) services. Approval for Executive Session was reached by unanimous vote.

**Approval of Agenda**

A meeting agenda was distributed and presented by Airport General Manager Peter Cevallos. The agenda was unanimously approved.

**Approval of Minutes**

The minutes of the previous meeting held on September 11, 2023 were presented for approval. The minutes were approved by a unanimous vote.

**Chairman's Report / Executive Committee Report**

No report provided.

**Operations & Facilities Committee Report**

**Commissioner Dessau** provided a report on Airport Operations & Facilities.

**Commissioner Hutto** expressed interest in school programs that focus on grades K-12 that will promote the airport as well as create a learning experience for the students in Richland County schools.

**Promotional Committee**-No Report.

**Airport General Manager's Report**- A copy of Mr. Cevallos's report is enclosed.

**County Liaison's Report**-No report provided.

**Unfinished Business**-There was no unfinished business.



**Executive Session**

An Executive Session commenced at 1:31pm to discuss the status of a future contract for Fixed Base Operator (FBO) services. The Executive Session concluded at 2:13pm. No business was conducted nor votes taken while in Executive Session.

**Other Items**

Guest participation- Aircraft Maintenance Services owners expressed an interest in expanding their presence at the airport.

**Adjournment**

Meeting has Ended - Meeting adjourned at 2:13pm.

**Next Meeting**

The next meeting of the Airport Commission will be on Monday, January 08, 2024 at 12:00 noon.



## Airport General Manager's Report Richland County Airport Commission Meeting, November 13, 2023

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The following information was presented and discussed at the November 13, 2023 Richland County Airport Commission meeting:

### + Meetings, Events, and Visits

#### + AIP / Project Updates

- + **AIP:** Taxilane Pavement Rehabilitation (Design): SCAC considering CUB grant application for project design & bidding at Nov 14 SCAC meeting; provided FAA with request for AIP funds to complete project construction phase

- + **AIP:** FAA FY2025-2029 Capital Improvement Program Project listing

#### + Eagle Aviation Update

- + Fuel Sales

- + Ramp Fees collected

- + Hangar occupancy

#### + Airport Budget & Finance

- + Sep Operational Revenue: \$24,285.32 (Sep '22- \$22,893.75)

- + Oct Operational Revenue: \$27,629.49 (Oct '22 - \$22,981.50)

- + Aug Operating Budget Status:

  - Personnel \$ 57,199.34 (36% of budget)

  - Operations \$57,815.41 (41% of budget)

  - Capital \$143,171.16 (51% of budget)

  - Total \$202,708.33 (44% of budget)**

#### + Aircraft Complaints

- + No (00) aircraft complaints during period of Sep 1- Oct 31, 2023.

- + No (00) identification/ Information letters sent.

- + No (00) sources of aircraft complaints.

#### + Other items

Jim Hamilton LB Owens Airport Operations & Facilities Report September 8 - November 13, 2023  
Louis Dessau Chair Operations & Facilities RCAC

- Airport Capital Improvement Plan
  - o Meeting Peter Cevallos status of projects: apron, taxi lane, self-fueling, hangars 31 Oct.
    - Met with Michael Baker discussed ev charging
    - Will explore lighting in hangars & meet with tenants
    - Will relocate his office to 1<sup>st</sup> floor
    - Relocation of trash for hangar tenants
- Beacon & tree height issue
  - o No update given transition taking place with county airport management, issue still pending.
- Airport Operations
  - o Eagle Aviation new hours of operation implemented now close 7:00pm during daylight saving
  - o Inquiry about Airport Fun Run inquiry pending more information
  - o Attended Young Eagles September 9 (poor weather resulted in cancelation Oct. & Nov)
  - o Meeting with James Clark-tenant (re hangar fees, maintain general aviation status) Sep 28
  - o Meeting - Ken Berry, S.C.H.A.F. expressed interest in moving B-25 to dedicated building. Sep.9
  - o Meeting -Dr. Tracy Dunn Benedict College to inquiry about aircraft observation area Oct.20
  - o Meeting at Mc Nair Aerospace with & Faculty of USC with research presentations Nov. 1
    - EV charging BETA installed at Augusta with Georgia Power, Mc Nair & JOBY)
    - Drones (invited & participating in Drone round table monthly meetings at CUB)
    - Jet Fuels (provided introduction to former SR 71 navigator/engineer residing Columbia)
    - Communications (collaboration with South Carolina Wing of Civil Air Patrol) o
  - o FBO services contract renewal
    - Process pending, Peter Cevallos to update
    - County Council aware
  - o Flight Instruction Services
    - Hosted USC chapter of AIAA visit to CUB with John Parrish/James Clark Sep. 27
    - Propel Aviation of Newberry currently offering flight instruction
    - Moore School students carrying out feasibility study for electric flight school
      - Aircraft to be used is Pipistrel - division of Textron, in use on West Coast
      - Obtained utility price information from Dominion Oct. 9
    - EAA Scholarships application period Nov. 2, 2023 to March 1, 2024
  - o Outreach to city and county to establish recycling at CUB Oct. 27
  - o Meeting Richland One promoting resources at CUB ie young eagles, CAP, visits. Nov. 7
- EV Charging
  - o Provided USC School of Engineering introduction to BETA Technologies
  - o Meeting with Sky Drive to discuss EV Charging & their e-VTOL aircraft projects Nov. 4
  - o Meeting with Frank Murray CAE to get update on ev charging & eVTOL initiatives
  - o Zoom meeting with BETA Technologies re CUBE introduction to Dominion Oct.9
  - o Peter Cevallos following up with Michael Baker
- Solar Panels on Hangars
  - o Meeting with Peter Cevallos to brief
    - Colite Technologies analysis electric consumption pending
- South Carolina Aviation Association Aviation
  - o Nomination of aviator to hall of fame, propose larger session about eVTOL at 2024 conference
  - o Coordinating promotion of eVTOL with SC Aerospace, SC Dept. of Commerce and Citadel
- Celebrate Freedom
  - o Meeting with President Jack Lovelady explore collaboration education & flight museum Nov.7
    - Extensive Drone education program - outreach to 30,000 students
- Airport visits
  - o Orangeburg -Civil Air Patrol took over defunct EM chapter bldg., self-service fueling Oct.21