



**MINUTES OF THE RICHLAND COUNTY AIRPORT COMMISSION  
May 13, 2024 MEETING**

**Meeting Details:**

Jim Hamilton – L. B. Owens Airport Community/Conference Room  
May 13, 2024  
11:30 AM

**Roll Call:**

Commission Members in attendance:

- Mike Kelly, Esquire, Chairman
- Lynn Hutto, Vice Chairman
- John Parrish, Secretary
- Louis Dessau
- Brianna Barrineau
- Prentiss McLaurin, Treasurer
- Frank Caggiano
- Lindsey Ott
- Cheryl English
- Don Weaver
- Allison Terracio

The following persons were absent:  
NONE

Richland County Council & Staff in attendance:

- Peter Cevallos, Airport General Manager
- Kathy Hayes, Administrative Coordinator
- John Thompson, Asst County Administrator
- Michael Maloney, DPW Director

Guest in attendance:

- Lee Thomas, Eagle Aviation
- George Bacigalupo, Eagle Aviation
- Andy Busbee, MBI
- Taj Troy, Propel Aviation
- Armani Hope, Propel Aviation
- Toby Ward, Eagle Aviation

**Call to Order**

There was a call to order by Chairman Kelly at 11:30pm and a quorum in attendance announced. Chairman Kelly delivered the invocation.

Guest were invited to introduce themselves.



## **RICHLAND COUNTY AIRPORT COMMISSION**

Jim Hamilton - LB Owens Airport  
1400 Jim Hamilton Blvd  
Columbia, SC 29205

### **Previous Meetings Minutes**

The minutes of the previous meeting held on March 13, 2024 were presented for approval. The minutes were approved by a unanimous vote.

### **Meeting Agenda Distribution**

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

\*See attached agenda/report\*

The agenda was unanimously approved.

### **Airport General Manager's Report**

- *Operations/Finance Report:* Mr. Cevallos briefed Airport Operations for the month of March 2024 was 759 take-offs and 741 landings; for April 2024, 904 take-offs and 891 landings; and for the timeframe of August 2023 to April 2024, 5,739 take-offs and 5,793 landings. Mr. Cevallos recognized Eagle Aviation who provided the fixed base operation activity report. Mr. Cevallos shared the Operating Budget Status for the Airport through April 2024: Airport Revenue was at \$251,829, with Personnel expenditures \$104,602, Operations expenditures \$172,962, Capital expenditures \$143,171.40, and Total expenditures \$420,735.
- *Projects Status Report:* Mr. Cevallos briefed the Taxilane Pavement Rehabilitation (Design) project status is the airport consultant is continuing work on the project design, with surveying and pavement coring being recently conducted. He also explained the consultant is developing a scope of work and budget for a Standards Assessment Project, at the request of the FAA. This project would to identify and remedy existing airfield layout and/or design issues associated with the runway environs and the approaches. The project is slated for funding in FY 2025. Mr. Cevallos concluded that for the rotating beacon replacement project, the anticipated delivery date of the new beacon tower is expected mid-May 2024, with the construction/installation of new tower to begin around that time; completion set for approximately end of June 2024.
- *Other Items:*
  - a. *FBO RFP Update:* Mr. Cevallos briefed the County is still conducting the RFP process, and when able, a public announcement will be made as to the final selection.
  - b. *Update to Ordinance, Chap. 3 and Airport Manual:* Mr. Cevallos briefed Staff is seeking Airport Commission approval for the recommended updates to the Richland County Code of Ordinance, Chapter 3 – Airport and the Airport Manual. He explained these changes serve multiple needs: first, to clarify the role of the Airport General Manager; and to recommended changes to the Airport's guiding documents to better define the rules, level of services, and requirements for Airport services. These changes are being sent to County Council for their approval. Mr. Cevallos presented the specific changes, addressing what would be modified, along with the new verbiage.

- c. *Airport Commission Goal Update: Establish Comprehensive Airport Development Plan:* Mr. Cevallos provided a presentation identifying the undeveloped areas within the Airport's terminal area, so that the property usage could be defined. He explained that this effort supports the Commission's goal to establish comprehensive airport development plan. He added that Airport Commissioner Barrineau volunteered to assist the him in conducting this airfield assessment.

### **Promotion and Marketing Committee Report**

Commissioner Hutto shared information regarding the success of the BLAST event. She is currently working with several schools to promote the aviation career field.

Frank Caggiano shared has interest in getting scholarship applications for aviation studies out to the school districts.

### **Operations & Facilities Committee Report**

Commissioner Dessau provided a report on Airport Operations & Facilities (See attached agenda/report). Commissioner Dessau also announced that he will stepping down from his position on the committee effective September 15, 2024. He will be moving to France.

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

No report provided. Chairman Kelly announced and invited the Commissioners to join in an FAA Master Pilot Award presentation on June 5<sup>th</sup>, 2024 at 1:00pm at the Aviation Hall of Fame.

### **Executive Session**

No executive session was held

### **Next Meeting**

The next meeting of the Airport Commission will be on Monday, July 8,2024 at 11:30pm.

### **Adjournment**

**Meeting has Ended** – Meeting adjourned at 12:45pm.

- **Airport Capital Improvement Plan**
  - General Manager Peter Cevallos to update on apron, taxi lane, self-fueling, hangar initiatives
    - Lighting upgrade in some hangars pending
    - Improvements/updating of admin building initiated with USC marketing still pending
    - Meeting with SCHAF to explore establishment of museum for SC aviation history at CUB
    - Michael Baker Consultants following up July 2021 runway extension evaluation for FAA
    - No update received in regard to updating lighting in hangars
    - No update received in regard to updating WiFi beyond admin bldg. to hangars
    - No update received regarding self serve fueling
    - No response received to request from USC regarding Fuel Testing facility
- **Airport Operations**
  - Beacon relocation project under way per update from Peter Cevallos
  - Dumpster lock removed, no progress noted regarding recycling in admin bldg..
  - SCHAF open house well attended March, April hosted SCAA career signing 28 students
  - Young Eagles well attended April and contingent on good weather for May.
  - FBO services contract renewal in process being managed by county purchasing department
    - Complete disregard for role and experience of commission.
  - Flight Instruction Services
    - Propel Aviation of Newberry currently offering flight instruction, 2 aircraft at CUB
    - Meeting with Propel & Agape English exploring bringing students from Colombia 2025
  - Aircraft maintenance services very busy, lease renewal update in process
  - Attended SC Competes Tech Talk Conference in Charleston & first meeting of SC AAM Task Force
  - Report received of water entering hangars during heavy rain fall.
  - Security audit pursuant to Civil Air Patrol van theft still pending, to be ready July
- **EV Charging**
  - Attended USC School of Engineering meeting with CAE exploring microgrid & energy savings
  - Attended SCRA & SC Core Zoom meetings April & May
  - No action taken by county, no revenue being generated in CUB parking lot.
- **Solar Panels on Hangars**
  - No update received pursuant to Insulated Roofing Technologies Feb. 16.
  - No follow up to Colite Technologies request for electric consumption still pending
- **South Carolina Aviation Association Aviation**
  - Alerted Richland School district One about SC Aviation week April 2024
  - Followed up with Lexington District 5 School district
    - SCHAF & CUB hosted career signing day at CUB,(increase from 2 to 26 +candidates!)
- **Airport visits**
  - Camden airport during CAP training mission (also county owned, met commissioner)
    - Self Serv Fuel facility works well
    - Combination lock on gate access to airfield from admin building
  - Florence airport, virtual visit participating with CITADEL Capstone project. for Vertiport