



**MINUTES FOR THE  
RICHLAND COUNTY AIRPORT COMMISSION  
November 10, 2025 MEETING**

**Meeting Details:**

Location: Jim Hamilton – L. B. Owens Airport Community/Conference Room

Time/Date: 11:30 AM, November 10, 2025

**Roll Call:**

Commission Members in attendance:

- Lynn Hutto, Chairman
- Brianna Barrineau, Vice Chairman
- Prentiss McLaurin, Secretary/Treasurer
- Mike Kelly, Esquire, Immediate Past Chair (via Zoom)
- John Brisini
- Ken Harrill
- Taz Little

Commission Members absent:

- *None*

Richland County Council & Staff in attendance:

- Alison Terracio, County Council Liaison
- Don Weaver, County Council Liaison
- Dr. John Thompson, Asst. County Administrator
- Michael Maloney, Department of Public Works Director
- Tanis Manseau, Deputy Director, Department of Public Works
- Peter Cevallos, Airport General Manager

Guest in attendance:

- Lee Thomas, Eagle Aviation
- Tyler Moser, Eagle Aviation
- Peggy Roberson, Eagle Aviation
- Jim Herpst, EAA
- Ryan Turiak, AMS, LLC
- Conrad Gieger, Pilot
- Andy Busbee, Michael Baker Inc.

**Call to Order**

Chair Hutto called the meeting to order at 11: 34 am, welcoming all those in attendance.

### **Adoption of Meeting Agenda**

Chair Hutto called for adoption of the agenda as presented: Commissioner Brisini motioned to approve, seconded by Vice-Chair Barrineau. The motion passed by a unanimous vote.

### **Previous Meetings Minutes**

Chair Hutto called for adoption of minutes for the September 8, 2025. Vice-Chair Barrineau made motioned to approve, it was seconded by Commission McLaurin. The motion passed by a unanimous vote.

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

Mr. Cevallos provided the following brief of airport operations:

#### *Operations/Finance:*

- Total Operations for September 2025: 1,831 (916 take-offs and 915 landings)
- Total Operations for October 2025: 2,099 (1,053 take-offs and 1,046 landings)
- Total Operations for Calendar Year 2025: 18,331 (9,200 take-offs and 9,131 landings)

Mr. Cevallos presented a graph illustrating total Calendar Year 2025 flight operations to date and provided background and explained process used to obtain airport traffic data. He pointed out there were 49 "fly-over" for September, and 46 for October; he explained that a flyover are those aircraft that transition through the Airport's airspace.

Mr. Cevallos recognized Mrs. Peggy Roberson of Eagle Aviation who reported the following fixed base operation activity:

- For retail fuel sales, September 2024, compared to the same period for 2025, an increase of 1%
- For retail fuel sales, October 2024, compared to the same period for 2025, an increase of 23%
- Ramp fees for September 2025 totaled \$1,464
- Ramp fees for October 2025, totaled \$1,867
- 133 based aircraft with 9 aircraft on tie-down

Chair Hutto asked what attributed for the marked increase in fuel sales for October; Mrs. Roberson responded that the University of South Carolina-Alabama football game that was during the month. Mr. Cevallos gave an additional insight on how the aircraft operations data he reviews also shows an increase during that same time period.

Mr. Cevallos shared the airport's operating budget data through October 2025, which he is explained is 33% of budget year:

- Revenue received was \$82,349
- Expenditures was \$184,532, which is 24.6% of budget compared to the budgeted amount of \$735,149
  - Personnel expenditures was \$54,366, compared to the budgeted amount of \$204,008, 26.6% of budget;

- Operations expenditures was \$123,631, compared to the budgeted amount of \$255,652, 49.1% of budget; and,
- Capital expenditures \$6,535, compared to the budgeted amount of \$301,417.

Vice-Chair Barrineau asked Mr. Cevallos make a note in the minutes that the information presented actually reflects through the month of September. Mr. Cevallos clarified that the financial data is through the month of October, it is only the actual revenue numbers that are through September as he published the presented report to the Commission meeting prior to receiving revenue report for October.

*Airport Project Status:*

- AIP/SCAC: Airfield Assessment and Alternative Study: Mr. Cevallos briefed that the consultant is currently assembling and drafting on the Airfield Assessment Report, which includes the airfield alternatives. Once completed, the report will be presented to the Airport for concurrence, then to the FAA for their acceptance; a copy will also be provided to the State Aeronautics Commission for their courtesy. Once agreed, the report will be a guiding document for documenting future project requirements.
- AIP/SCAC: Taxilane Rehabilitation Project: Mr. Cevallos briefed that the County has formally accepted the two FAA grants for this project. Additionally, the required local match to meet FAA funding and to fund those non-federal pavement areas was approved in the Airport's FY2026 budget. Finally, a grant application to receive the State's match for the project has been submitted to the State Aeronautics Commission, with approval anticipated at their November 18, 2025 meeting. Once this funding element is received, the contract will be awarded and a notice to proceed will be issued.

Director Maloney was recognized as he explained to the Airport Commission that the County Council did add a caveat to their approval of the local funds: Council set a limit to the expenditure of funds to 20%, as there was uncertainty to the grant funds availability since the federal government was currently in a shut-down. Mr. Maloney went on to explain that Mr. Cevallos gave the Council some assurance that the grant funds were available, and that there were no project expenditures currently being made and it was the anticipation the federal government would be operational once the project started, however staff would abide by that restriction.

*Notes of Interest:*

Mr. Cevallos briefed the Airport Commission on the following items:

- Chapter 3, Airport, of the Code of Ordinance and the Airport Manual were presented to County Council for their approval. The Airport Manual was formally approved at the Nov. 4 County Council meeting, and at that same meeting, first reading of the Ordinance was heard. There will be two more readings for the Ordinance before the update has been formally approved.
- Mr. Cevallos is working with the County's Procurement Office on the following solicitations: The Specialized Aviation Services Operator (SASO) solicitation providing fuel and oil sales (formerly known as FBO services). He is also working

on publishing a solicitation for Hangar Roof and Door Maintenance contract, and the solicitation for airfield mowing. He reminded the Commission any discussion and/or questions on any of the aforementioned solicitations should strictly be directed to the County's Office of Procurement to ensure a fair and equitable process.

- The Airport Administrative Coordinator position has been posted on the County's website, and there is a number of interested candidates. He added that he is working with Cassandra Cannon, Public Works Department Administrative and Finance Manager with the hiring process, that he hopes to have the position filled by the end of next month so the administrative coordinator can start first of the year.
- There are two proposed townhome developments that have been submitted to the City of Columbia for zoning approval: one on Rosewood Dr. and one on Gregg Street (south of Rosewood). Mr. Cevallos shared the zoning application for the proposed development for the one on Rosewood Dr. will be heard on Wednesday, Nov 12 at the City of Columbia Planning Commission Meeting.
- Mr. Cevallos advised the Commission the 2026 SC Aviation Association Annual Conference will be held on February 11 to 13 at the Marriott Grande Dune Hotel and Resort in Myrtle Beach, and added that he will be asking via email those Commissioners who plans to attend so that he can make the conference registrations no later than November 20, 2025.

After Mr. Cevallos concluded his Airport General Manager Report, Chair Hutto recognized the new Airport Commissioner Taz Little, which Commissioner Little provided a short introductory bio.

Chair Hutto recognized Mr. Thomas, a guest in the audience, in which he wanted to address the Commission, and which he was granted. Mr. Thomas made the Commission aware that he was unaware that the Airport Manual was updated, and that he feels the Mr. Cevallos misled County Council when this item was presented at the County's Development and Service Committee meeting. He further elaborated that he did not agree with the updates made to the Airport Manual. He concluded that to successfully operate the fixed base operation at the Airport requires the lease revenue. Chair Hutto addressed Mr. Thomas, stating that someone, or she, would follow-up with Mr. Thomas on his concern.

Councilmember Weaver asked to address the Commission so that he can provide an update on the Property Tax issue. He explained that He and Councilmember Terracio have been working towards raising the matter with the rest of County Council, and to work with the County's Tax Auditors on solutions to lower the tax rate in support of the based airport community. Discussion ensued with background points being made along with the cost and benefit of lowering the property tax and its impact to the Airport. Chair Hutto concluded the discussion, thanking the Council members present for the effort, and to encourage the based community to form a singular coalition to represent themselves so their position could be heard.

### **Capital Improvement Project Listing FY2027 – FY2031**

Mr. Cevallos briefed the Commission the Capital Improvement Project listing for the period FY2027 to FY2031 that will be submitted to the FAA and the SC Aeronautics Commission in December. He explained the importance of this listing, and how its submittal will be utilized by the FAA and the State in determining priority listing of the Airport's planned AIP eligible and justified project needs, with individual costs for each fiscal year from 2027-2031. He concluded his presentation requesting the Airport Commission support the presented Capital Improvement Project Listing for FY2027 – FY2031 for submittal to the FAA and the State for each specific year.

Chair Hutto called for a motion to support submission of the Capital Improvement Project Listing for FY2027 – FY2031. Vice-Chair Barrineau made motioned to approve, it was seconded by Commission McLaurin. The motion passed by a unanimous vote.

### **Executive Session**

Chair Hutto asked that the Commission enter in Executive Session to discuss Commission business. Vice-Chair Barrineau made a motion for the Commission to enter Executive Session at 12:53 pm; motion passed unanimously. Past-Chair Kelly made a motion for the Commission to come out of Executive Session at 1:31 pm, with no business conducted nor votes taken; Vice-Chair Barrineau seconded the motion and was voted unanimously.

### **Adjournment**

Meeting was adjourned at 1:32 pm.

### **Next Meeting**

The next meeting of the Airport Commission will be on Monday, January 12, 2026 at 11:30pm.