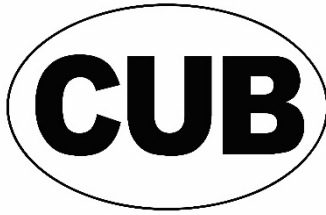


**Richland County Airport Commission
Jim Hamilton – LB Owens Airport (CUB)
Richland County Department of Public Works
Columbia, South Carolina**



**Meeting Minutes
September 9, 2019 – 12:00 Noon**

Commission Members in attendance

Joel McCreary, AIA, Chairman
John Parrish, Vice Chairman
Stuart Hope, Treasurer
Mike Kelly, Esquire, Secretary
Talley Casey, Esquire
Tim Mousseau
Emerson Smith

Richland County Staff in attendance

Allison Terracio, County Liaison
Leonardo Brown, County Administrator
Chris Eversmann, PE, AAE, Airport General Manager
Ebony Tyler, Administrative Coordinator

Visitors in attendance

Joseph Barkevich, AICP, WK Dickson
Ron Bracken, Eagle Aviation
Jim Herpst, EAA-242
Michael Medsker, Visitor
Peggy Roberson, Eagle Aviation
Jill Thackston, WK Dickson

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

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Call to Order and Welcome – **Chairman McCreary** called the meeting to order at 12:00 p.m. and announced a quorum in attendance. **Commissioner Hope** 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. **Vice Chairman Parish** made a motion to approve the agenda as presented. **Commissioner Hope** seconded the motion, and all voted for approval.

Approval of Minutes – **Chairman McCreary** presented the minutes of the July 8, 2019 Airport Commission meeting for approval. **Commissioner Hope** 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** reported the following:

- Welcomed the Richland County Liaison and County Administrator;
- Stormwater fee reduction;
- Aviation community outreach / appreciation event occurring on September 21, 2019.

Operations & Facilities Committee – **Commissioner Parrish** reported the following:

- Balloon festival follow-up;
- Car show, forwarded to County Council;
- Vacant Commission seats;
- Security camera project operational;
- Compass rose complete;
- Hangar door seal bids;
- Runway lighting and visibility;
- Hold harness agreement;
- South Carolina breakfast club;
- Young Eagles.

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

Richland County Airport Commission
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Columbia, South Carolina

County Liaison’s Report – County Liaison reported the following:

- ➔ First County Council meeting scheduled on September 10, 2019, following the August recess;
- ➔ Introduced the new County Administrator, Mr Leonardo Brown. Mr Brown’s comments followed.

Unfinished Business – No unfinished business reported.

Executive Session – No executive session was held.

Adjournment – The meeting adjourned at 1:01 p.m.

Next Meeting – The next meeting of the Airport Commission will occur on Monday, November 18, 2019 at 12:00 Noon in the large conference room of the airport terminal building.

Airport General Manager's Report

Overview

Richland County Airport
Commission Meeting

September 9, 2019



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

Meetings, Events, and Visits

Meetings, Events, and Visits

Meetings:

- Jul 17 – WK Dickson
- Jul 22 – Operational Services
- Jul 23 – Vendor (Pressure washing)
- Jul 31 – Procurement
- Aug 5 – Vendor (Window cleaning)
- Aug 12 – Airfield mowing kickoff
- Aug 14 – Stormwater Utility credits
- Aug 14 – County Attorney
- Aug 28 – Vendor (Carpet cleaning)
- Sep 3 – A3 Communications
- Sep 8 – SC Breakfast Club



Children group visits:
→ None

Adult group visits:
→ None



AIP Project Updates



AIP Project Updates

Various Site / Civil Airport
Improvements



Various Site / Civil Airport Improvements

- Bid opening conducted on June 20, 2019
- Three bids received:
 - AOS Specialty Contractors, Inc \$1,969,211
 - Taylor Brothers Construction, Inc \$2,348,067
 - Lindler's Construction of SC, LLC \$2,522,723
- AIP Grant Application submitted on June 28, 2019
- AIP Grant offered will only cover one phase of construction, so the low bidder for that phase of work will be recommended for the contract award.

Budget and Finance



Budget and Finance



- Jul Operational Revenue – \$22,787.82 (Jul 18 - \$22,521.85)
- Aug Operational Revenue – \$TBD (Aug 18 - \$22,862.67)
- Aug Operating Budget Status:

→ Personnel	\$151,573	100%
→ Operations	\$242,683	86%
→ Capital	\$165,786	100%
→ Total	\$560,023	93%

Eagle Aviation Update

- Fuel Sales
- Ramp Fees collected
- Hangar occupancy



Airport Metrics



- Aircraft complaints
- Facilities & Grounds maintenance requests

Airport Metrics

- **Aircraft complaints:**
There were two (2) aircraft complaints during the period of Jul 1 – Aug 31, 2019.

There were no (0) identification / Information letters sent (100%).
There were three (3) aircraft complaint during the same period in 2018.
- **Facilities & Grounds maintenance requests:**
There were 35 maintenance requests during the period of Jul 1 – Aug 31, 2019.
Terminal – 17% / Airside – 74% / Landside – 9%
Hangar related – 63% / Electrical related – 43%
There were 39 Facilities & Grounds maintenance requests during the same period in 2018.

Other Items



Other Items

- New County Administrator
- Interim Director of Public Works
- Wildlife mitigation
- City of Columbia Stormwater Utility Fee increase / WK Dickson BMP Analysis Report
- Security System replacement / upgrade (with IT Network Server replacement)
- Compass Rose installation
- Airfield mowing outsourcing
- Alabama game!



We HATE FOD!



Questions?

