

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

---



**Meeting Minutes**  
**March 9, 2020 – 12:00 Noon**

**Commission Members in attendance**

Joel McCreary, AIA, Chairman  
John Parrish, Vice Chairman  
Mike Kelly, Esquire, Secretary  
Michael Medsker  
Jerome Squire

**Richland County Staff in attendance**

Jim Manning, Richland County Liaison  
Allison Terracio, Richland County Liaison  
Chris Eversmann, PE, AAE, Airport General Manager  
Ebony Tyler, Administrative Coordinator

**Visitors in attendance**

Kevin Cockrell, Citizen  
Joseph Barkevich, AICP, WK Dickson  
Jim Herpst, EAA-242  
Frankie Leaphart, WK Dickson  
Peggy Roberson, Eagle Aviation  
Laura Stevens, Parrish and Partners

---

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

**Call to Order and Welcome** – **Chairman McCreary** called the meeting to order at 12:04 p.m. and announced a quorum in attendance. **Commissioner Kelly** 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.

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

---

**Approval of Agenda** – **Chairman McCreary** presented the agenda as distributed. **Commissioner 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 January 13, 2020 Airport Commission meeting for approval. **Commissioner Squire** made a motion to approve the minutes as presented, **Commissioner Medsker** seconded the motion, and all voted for approval.

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

- ➔ Welcomed and congratulated new Airport Commissioners;
- ➔ Acknowledged the Airport’s 90<sup>th</sup> anniversary in April 2020;
- ➔ Reviewed Airport accomplishments in 2019;
- ➔ Stated goals for 2020 which include to protect, maintain, and improve the Airport investment for the County and community; achieve reduced or eliminated City Stormwater Utility fees; and emphasize community outreach.

**Operations & Facilities Committee** – No report.

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

**County Liaison’s Report** – **Council Representative Terracio** reported on the status on land use items. **Council Representative Manning** reported Coronavirus Awareness.

**Unfinished Business** – No unfinished business reported.

**New Business** – New Commissioner self-introductions

**Executive Session** – No executive session was held.

**Adjournment** – The meeting adjourned at 1:02 p.m.

**Next Meeting** – The next meeting of the Airport Commission will occur on Monday, May 11, 2020 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

March 9, 2020



- 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:

- Jan 15 – ADO staff visit
- Jan 22 – Airport orientation (Liaison)
- Jan 29 – A3 Communications
- Feb 3 – A3 Communications
- Feb 3 – Airport orientation (DPW Director)
- Feb 4 – RC IT staff
- Feb 12 – 14 – SCAA Conference, Myrtle Beach
- Feb 24 – Liaison meeting
- Mar 4 – CASA staff
- Mar 5 – WK Dickson



Children group visits:  
→ Feb 21

Adult group visits:  
→ None



## AIP Project Updates



## AIP Project Updates

Various Site / Civil Airport  
Improvements



### Various Site / Civil Airport Improvements

- AIP Grant offered will only cover one phase of construction.
- Additional phases will be requested for construction in the next AIP Grant Cycle.
- Contract awarded to Taylor Brothers.
- Contracts and bonds are executed.
- Awaiting City of Columbia stormwater permit.
- Pre Construction Conference to be scheduled upon receipt of permit.

## Budget and Finance



## Budget and Finance



- Jan Operational Revenue – \$23,736.73 (Jan '19 - \$23,619.34)
- Feb Operational Revenue – \$TBD (Feb '19 - \$22,728.80)
- Feb Operating Budget Status:
  - Personnel \$145,694 96%
  - Operations \$134,660 45%
  - Capital \$161,478 74%
  - Total \$441,832 66%

## Eagle Aviation Update

- Fuel Sales
- Ramp Fees collected
- Hangar occupancy



## Airport Metrics



- Aircraft complaints
- Facilities & Grounds maintenance requests

## Airport Metrics

- **Aircraft complaints:**  
There were no (0) aircraft complaints during the period of Jan 1 – Feb 29, 2020.  
There were no (0) identification / Information letters sent (100%).  
There was one (1) aircraft complaint during the same period in 2019.
- **Facilities & Grounds maintenance requests:**  
There were 47 maintenance requests during the period of Jan 1 – Feb 29, 2020.  
Terminal – 43% / Airside – 57% / Landside – 0%  
Hangar related – 47% / Electrical related – 28%  
There were 27 Facilities & Grounds maintenance requests during the same period in 2019.

## Other Items

- City of Columbia Stormwater Utility Fee Increase / WK Dickson BMP Analysis Report
- ACIP / AIP eligibility update
- Land acquisition discussion
- Car show / land use / Fall 2020
- New DPW Director
- 90<sup>th</sup> Anniversary year
- Terminal area grounds / custodial support



## 90<sup>th</sup> Anniversary year



## Questions?

