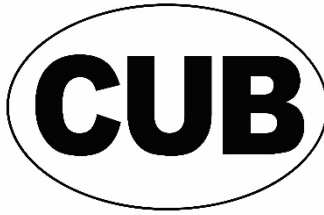


**Richland County Airport Commission
Jim Hamilton – LB Owens Airport (CUB)
Richland County Department of Public Works
Columbia, South Carolina**



**Meeting Minutes
July 8, 2019 – 12:00 Noon**

Commission Members in attendance

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

Richland County Staff in attendance

Ismail Ozbek, PE, Director of Public Works
Chris Eversmann, PE, AAE, Airport General Manager
Ebony Tyler, Administrative Coordinator

Visitors in attendance

Joseph Barkevich, AICP, WK Dickson
Ron Bracken, Eagle Aviation
Ken Harrill, Hangar Tenant
Jim Herpst, EAA-242
Frankie Leaphart, WK Dickson
Michael Medsker, Visitor
Peggy Roberson, Eagle Aviation
Lee Thomas, Eagle Aviation

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. **Commissioner Kelly** made a motion to approve the agenda as presented. **Commissioner Mousseau** seconded the motion, and all voted for approval.

Approval of Minutes – **Chairman McCreary** presented the minutes of the May 13, 2019 Airport Commission meeting for approval. **Vice Chairman Parrish** made a motion to approve the minutes as presented, **Commissioner Kelly** seconded the motion, and all voted for approval.

Chairman’s Report / Executive Committee Report – **Chairman McCreary** reported meeting with the Operations Committee regarding a pending request for a fund-raising Car Show event at the Airport. **Commissioner Kelly** made a motion to recommend approval by County Council, **Vice Chairman Parrish** seconded the motion, and all voted for approval.

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

- Security camera project;
- Compass rose installation is delayed due to contractor availability;
- Beacon visibility;
- Runway lighting.

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

County Liaison’s Report – No report.

Unfinished Business – **Commissioner Smith** reported on a program to raise awareness of the flying public of illegal charter flights.

Executive Session – No executive session was held.

Richland County Airport Commission
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Adjournment – The meeting adjourned at 1:12 p.m.

Next Meeting – The next meeting of the Airport Commission will occur on Monday, September 9, 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

July 8, 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:

- May 14 – SWPPP Training
- May 15 – Bifold Door Gasket site visit
- May 29 – Door Contractor meeting
- May 30 – Bifold Door Gasket bid opening
- June 6 – AIP Project Pre-bid conference
- June 12 – Bird strike mitigation meeting with CAE Staff
- June 17 – Ops & Facs Comte meeting
- June 19 – Compass Rose Contractor meeting
- June 19 – Airfield Mowing Pre-bid meeting
- June 20 – AIP Project bid opening
- June 21 – Single Audit Planning meeting
- July 3 – Airfield mowing bid opening



Children group visits:
→ None

Adult group visits:
→ None



AIP Project Updates



AIP Project Updates

Various Site / Civil Airport
Improvements



Various Site / Civil Airport Improvements

- Pre-bid Conference conducted on June 6, 2019
- 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

Budget and Finance



Budget and Finance



- May Operational Revenue – \$23,130.39 (May 18 - \$21,880.32)
- Jun Operational Revenue – \$TBD (Jun 18 - \$22,576.09)
- Jun Operating Budget Status:
 - Personnel \$113,646 75%
 - Operations \$ 34,100 13%
 - Capital \$ 95,086 38%
 - Total \$242,831 36%

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 May 1 – Jun 30, 2019.

There were no (0) identification / Information letters sent (100%).
There were two (2) aircraft complaint during the same period in 2018.
- **Facilities & Grounds maintenance requests:**
There were 25 maintenance requests during the period of May 1 – Jun 30, 2019.
Terminal – 36% / Airside – 56% / Landside – 8%
Hangar related – 36% / Electrical related – 16%
There were 25 Facilities & Grounds maintenance requests during the same period in 2018.

Other Items



Other Items

- Director of Public Works' retirement
- Interim Director of Public Works assignment
- Bird strike
- City of Columbia Stormwater Fee increase
- WK Dickson BMP Analysis Report
- Proposed Balloon Festival Event
- Security System replacement / upgrade (with IT Network Server replacement)
- Compass Rose installation
- Hangar Door gasket advertisement
- Airfield mowing outsourcing



Questions?

