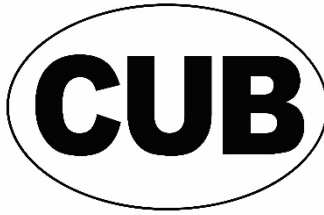


**Richland County Airport Commission
Jim Hamilton – LB Owens Airport (CUB)
Richland County Department of Public Works
Columbia, South Carolina**



**Meeting Minutes
January 14, 2019 – 12:00 Noon**

Commission Members in attendance

Stuart Hope, Chairman
Joel McCreary, AIA, Vice Chairman
John Parrish, Treasurer
Tally Casey, Esquire
Mike Kelly, Esquire
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
Koty Brown, PE, WK Dickson
Ken Harrill, Hangar Tenant
Melinda Harrill, Hangar Tenant
Jim Herpst, EAA-242
Mark James, Cypress Development Partners, LLC
Peggy Roberson, Eagle Aviation
Tom Roberts, Hangar Tenant

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

Call to Order and Welcome –**Chairman Hope** called the meeting to order at 12:03 p.m. and announced a quorum in attendance. **Chairman Hope** delivered the invocation and welcomed everyone. Guest introductions followed.

Richland County Airport Commission
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Report of Items for Executive Session – **Mr Eversmann** reported that there will be one item to be discussed in executive session of a contractual nature pertaining to potential land acquisition.

Approval of Agenda – **Chairman Hope** presented the agenda as distributed. **Commissioner Parrish** made a motion to approve the agenda as presented. **Commissioner McCreary** seconded the motion, and all voted for approval.

Approval of Minutes – **Chairman Hope** presented the minutes of the November 19, 2018 Airport Commission meeting for approval. **Commissioner Casey** made a motion to approve the minutes as presented, **Commissioner Parrish** seconded the motion, and all voted for approval.

Chairman’s Report / Executive Committee Report – **Chairman Hope** presented the following slate of officer nominations for 2019:

- Joel McCreary – Chairman
- John Parrish – Vice Chairman
- Mike Kelly – Secretary
- Stuart Hope – Treasurer

Chairman Hope asked for any additional nominations from the floor. There were none. **Commissioner Casey** made a motion to approve the slate of officers by acclamation. **Commissioner Ott** seconded the motion, and all voted for approval. **Vice Chairman McCreary** immediately assumed the Chairmanship and continued the meeting.

Operations & Facilities Committee – **Commissioner Parrish** reported that ongoing project updates would be covered by the Airport General Manager in his report.

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

County Liaison’s Report – The new Liaison appointment has not yet been made, so there was no report.

Unfinished Business – There was no unfinished business.

Richland County Airport Commission
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Executive Session – Executive session was held. It commenced at 12:43 p.m. and concluded at 1:23 p.m. No business was transacted or votes taken while in executive session.

Following the executive session, the following motion was made by **Commissioner Hope**,

“That the Richland County Airport Commission recommends to Richland County Council the acquisition of property parcels and easements adjacent to or in close proximity to the Jim Hamilton – LB Owens Airport for the purposes of:

- Current and future Runway Protection Zone (RPZ) clearance and improvements;
- Current and future Runway Safety Area (RSA) clearance and improvements;
- Current and future Part 77 Airspace protection; and
- Discouragement of development incompatible with the airport and its uses.”

The motion was seconded by **Commissioner Kelly** and was unanimously passed.

Adjournment – The meeting adjourned at 1:31 p.m.

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

January 14, 2019



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

Meetings, Events, and Visits

Meetings:

- Nov 21 – LED Fixture installation coordination meeting
- Dec 5 – Farewell luncheon IHO Greg Pearce
- Dec 12 – A3 Communications recon / scoping meeting
- Dec 17 – Mark James
- Jan 3 – Electrical closet recon
- Jan 3 – Final magnetometer survey
- Jan 7 – Civil Air Patrol (CAP)
- Jan 11 – Fire Service orientation



Meetings, Events, and Visits



Children group visits:
→ None

Adult group visits:
→ None



AIP Project Updates

Various Site / Civil Airport
Improvements



AIP Project Updates

Various Site / Civil Airport Improvements

- Compass Rose
- Perimeter road / Fuel Farm access road
- Airside paved road mill and overlay
- Various airside and landside vehicle access lanes
- Aircraft wash down area rigid pavement installation
- Selected perimeter fence replacement
- Swing gate paved aprons
- Airfield drainage system remedial inspection and repairs
- Retaining wall extension
- Culvert improvements
- Taxiway A5 mill and overlay

Budget and Finance



Budget and Finance



- Nov Operational Revenue – \$22,271.13 (Nov 17 - \$22,943.26)
- Dec Operational Revenue – \$TBD (Dec 17 - \$22,217.43)
- Dec Operating Budget Status:

→ Personnel	\$132,580	87%
→ Operations	\$135,853	58%
→ Capital	\$209,968	77%
→ Total	\$478,422	73%

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 Nov 1 – Dec 31, 2018.

There were no (0) identification / Information letters sent (100%).
There were two (2) aircraft complaint during the same period in 2017.
- **Facilities & Grounds maintenance requests:**
There were 26 maintenance requests during the period of Nov 1 – Dec 30, 2018.
Terminal – 35% / Airside – 62% / Landside – 3%
Hangar related – 42% / Electrical related – 68%
There were 19 Facilities & Grounds maintenance requests during the same period in 2017.

Other Items



Other Items

- City of Columbia Stormwater Fee increase
- UniCom / CTAF Frequency Change
- USC / NASA Research Project radio wave measurement
- 2019 Engage Richland events
- Inbound aircraft fire alarm
- 2019 SCAA Conference
- Aeronautical uses notice
- Partial Government shutdown



Questions?

