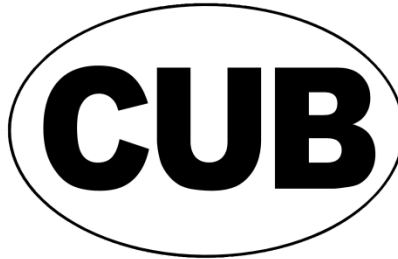


**Richland County Airport Commission
Jim Hamilton – LB Owens Airport (CUB)
Richland County Department of Public Works
Columbia, South Carolina**



**Meeting Minutes
March 21, 2022 – 12:00 Noon**

Commission Members in attendance

John Parrish, Chairman
Mike Kelly, Esquire, Vice Chairman
Prentiss McLaurin, Secretary
Joel McCreary, AIA, Treasurer
Lynn Hutto
Kaela Bailey
Michael Medsker
Lindsey Ott

Richland County Staff in attendance

Allison Terracio, Richland County Liaison
Michael Maloney, PE, Director of Public Works
Patrick Bresnahan, Director of Geographic Information Systems
Chris Eversmann, PE, AAE, Airport General Manager
Ebony Tyler, Administrative Coordinator

Visitors in attendance

Joseph Barkevich, AICP, WK Dickson
Andy Busbee, PE, Michael Baker
Jim Herpst, EAA-242
Jack Mayfield, GMC
Michael McGovern, BPS
Lee Thomas, Eagle Aviation
Melissa Sprouse Browne, Porsche Club of America
Phillip Strobe, PE, ADC
Rock Webb, Porsche Club of America

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

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(2) Richland County Geographic Information System (GIS) ADS-B Mapping

Call to Order and Welcome – **Chairman Parrish** called the meeting to order at 12:01 p.m. and announced a quorum in attendance. He then welcomed everyone. **Commissioner Kelly** delivered the invocation.

Report of Items for Executive Session – **Chairman Parrish** reported that there were items pertaining to future services contracts that required an Executive Session.

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

Approval of Minutes – **Chairman Parrish** presented the minutes of January 10, 2022 Airport Commission meeting for approval. **Commissioner Kelly** made a motion to approve the minutes as presented. **Commissioner Bailey** seconded the motion, and all voted for approval.

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

- ➔ Owens Field Park – There are no updates pertaining to renegotiation of the Owens Field Park land lease.
- ➔ Breakfast Club – The South Carolina Breakfast Club recently met at the Airport and was hosted by EAA-242 Chapter. All are glad for the opportunity to resume in-person gatherings (as well as raising money for the Chapter).
- ➔ Vacant Commission position – There is a Neighborhood Representative vacancy on the Airport Commission. Applications are being received and interviews will commence soon.

Operations & Facilities Committee – **Commissioner McCreary** reported on the following:

- ➔ Document review – A list of guiding documents is being compiled and a plan of action developed. Among those documents is the County Airport Ordinance (Chapter 3). Its review will include the number of Airport neighborhood representatives and the geographic limits from which they may be drawn.
- ➔ **Commissioner McCreary** deferred to the Airport General Manager to provide a report on other Operational and Facilities matters.

Promotional Committee – **Commissioner Medsker** reported on the following:

- ➔ Strategic vision and strategic planning.

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- Dr Carolyn Donelan of The Challenger Learning Center is seeking a statement of support for student group tours of the Airport and EAA for an aerospace program under development.
- There is a wonderful aviation exhibit at the SC State Museum, Edventure forum.
- A Mid-Air Collision Avoidance (MACA) session to be presented by the SC Air National Guard to raise private pilot awareness of military fighter jet traffic in the area while temporarily based out of CAE.

Airport General Manager's Report – **Dr Patrick Bresnahan** provided a presentation on Richland County GIS's support of the Airport over several years on a variety of projects. The most recent (and most ambitious) brings together GIS mapping technology and Automatic Dependent Surveillance-Broadcast (ADS-B) transponder data. Copies of **Dr Bresnahan's** and of **Mr Eversmann's** PowerPoint presentation are contained in the enclosures.

County Liaison's Report – There was no report provided.

Unfinished Business – There was no unfinished business.

Executive Session – An executive session was conducted to discuss future service contract matters. The executive session commenced at 1:09 p.m. and finished at 1:28 p.m. No business was transacted nor votes taken while in executive session.

Adjournment – The meeting adjourned at 1:29 p.m.

Next Meeting – The next meeting of the Airport Commission will occur on Monday, May 9, 2022 at 12:00 Noon.

Airport General Manager's Report

Agenda

Richland County Airport
Commission
Meeting

March 21, 2022



- Meetings, Events, and Visits
- AIP / Project Updates
- Eagle Aviation Update
- Budget & Finance
- Aircraft Complaints
- Other items
- Questions?

Meetings, Events, and Visits

Meetings:

- Jan 11 – Airport Informational Signage
- Jan 14 – Rwy Anti-icing agent application
- Jan 19 – Rwy Anti-icing agent application
- Feb 14 – WK Dickson
- Feb 14 – RC GIS
- Feb 16 – 18 – SCAA Conference
- Feb 22 – Document Review
- Feb 25 – Consultant site visit (Holt)
- Feb 28 – FY23 Budget
- Mar 1 – Airport Informational Signage
- Mar 2 – DPW / RDM
- Mar 3 – Pre-proposal Conf (Zoom)
- Mar 4 – Porsche Car Club CWH event
- Mar 8 – Turf mowing
- Mar 9 – Site recon NaturChem
- Mar 9 – Consultant site visit (ADC)
- Mar 9 – Consultant site visit (Michael Baker)
- Mar 9 – Consultant site visit (WK Dickson)
- Mar 14 – 16 – Hershey Conference



Meetings, Events, and Visits



Children group visits:
→ Feb 25

Adult group visits:
→ None



AIP / Project Updates

→ Various Site / Civil Airport Improvements (Project 2)



AIP / Project Updates

Various Airport Site / Civil Improvements (Project 2)

- 100% Federally Funded (CARES Act Provision)
- Scope – Taxiway A5 rehabilitation / Retaining wall extension / Infield drainage structure rehabilitation
- Final completion / project close out.

Eagle Aviation Update

- Fuel Sales
- Ramp Fees collected
- Hangar occupancy



Budget & Finance



Budget & Finance

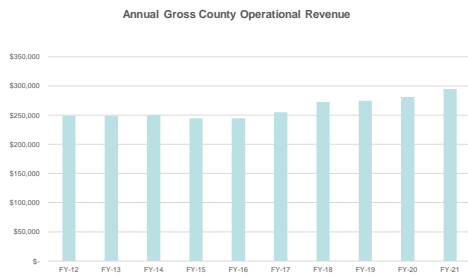


- Jan Operational Revenue
\$24,688.81 (Jan '21 - \$24,226.08)
- Feb Operational Revenue –
\$24,677.32 (Feb '21 - \$24,370.72)
- Feb Operating Budget Status:
 - Personnel \$ 83,022 55%
 - Operations \$152,620 49%
 - Capital \$ 11,213 1%
 - Total \$246,855 43%

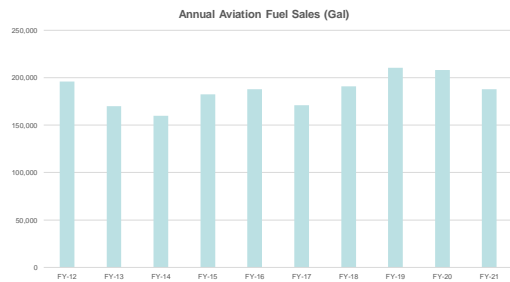
County Revenue / Activity Trends

Line #	FY	Gross County Operational Revenue (\$)	AvGas Volume (Gal)	JetA Volume (Gal)	Total
1	FY-12	\$ 248,995	64,911	130,931	195,842
2	FY-13	\$ 248,302	53,701	116,291	169,992
3	FY-14	\$ 249,676	55,742	104,096	159,838
4	FY-15	\$ 244,426	53,967	128,519	182,486
5	FY-16	\$ 244,628	58,087	129,818	187,905
6	FY-17	\$ 254,718	58,932	111,940	170,872
7	FY-18	\$ 272,160	62,596	128,301	190,897
8	FY-19	\$ 274,629	42,763	167,511	210,274
9	FY-20	\$ 281,038	49,447	158,762	208,209
10	FY-21	\$ 294,788	46,097	141,856	187,953
		\$ 2,613,360	546,243	1,318,025	1,864,268

County Revenue / Activity Trends



County Revenue / Activity Trends



Aircraft Complaints

Aircraft complaints


- There were no (00) aircraft complaints during the period of Jan 1 – Feb 28, 2022.
- There were no (00) identification / Information letters sent.
- There were no (00) sources for these aircraft complaints.



Other Items


- Informational Signage, Phase 1
- Fuel Farm Repairs – Complete
- Fuel Farm Perimeter Hardening Project – ACIP
- Planning & Engineering Consultant RFQ
- Long-term project – Guiding Document comprehensive review
- Conference Room A/V system upgrade
- Lobby Kiosk
- Bi-partisan Infrastructure Law (BIL) distribution – \$295,000 / year (in addition to Non-Primary entitlement) / ACIP
- MACA Lunch (Mar 28th)
- Car Club Event at Curtiss-Wright Hangar (Apr 24th)
- Warbirds at CUB (Sep 24th)
- Richland One, MSAP grant, K – 12 Aerospace Magnet Program
- SCAA Board of Directors
- Runway excursion / stranded aircraft
- 12,000 Gallon, above ground, self-service tank, turnkey cost (2018) - \$411,888






SCHAF / B-25 Restoration

The South Carolina Historic Aviation Foundation (SCHAF) was founded in 2008 for the purpose of preserving "this State's valuable contributions to aviation - from its very beginnings." Their landmark project is the restoration of a B-25C that was recovered after a crash into Lake Marion on D-Day during a training flight and spent nearly 40-years underwater. Their hangar is opened to the general public for visits on a monthly basis.







Guiding Document Comprehensive Review

- Task – To complete a thorough review and update to significant Airport Guiding Documents by stakeholders in order to ensure currency, accuracy, completeness, and correctness.
- Sponsor (Owner) Stakeholders:
 - Richland County Council
 - Richland County Airport Commission
 - Richland County Government Staff (Administration / Legal / Public Works / et al)
 - Jim Hamilton – LB Owens Airport Staff
- Other (Consultation) Stakeholders:
 - Regulators (FAA / SCAC)
 - FBO
 - SASO
 - EAA-242

Guiding Document Comprehensive Review

- Guiding Documents (Primary / Upper Tier):
 - Richland County Code of Ordinances, Chapter 3 (*)
 - Richland County Code of Ordinances, Chapter 26, Section 104 (Airport Overlay District)
 - Airport Operations Manual (*)
 - Airport Minimum Standards (*)
 - FBO Services Agreement / Lease (*)
 - SASO Services Agreement / Lease (*)
 - FBO Services Documents (*)
 - ESF 22 – Air Operations Plan
 - Annex H – Aircraft Accident Annex
- (*) – Directly related to FBO Services procurement.
- Guiding Documents (Secondary / Lower Tier):
 - Hangar Lease Agreement
 - Tie Down Lease Agreement
 - EAA Club House Lease Agreement
 - Terminal Office Lease Agreement
 - Hangar Storage Area Lease Agreement

Questions?

