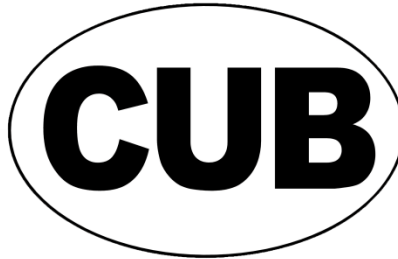


**Richland County Airport Commission
Jim Hamilton – LB Owens Airport (CUB)
Richland County Department of Public Works
Columbia, South Carolina**



**Meeting Minutes
November 14, 2022 – 12:00 Noon**

Commission Members in attendance

John Parrish, Chairman
Mike Kelly, Vice Chairman
Prentiss McLaurin, Secretary
Joel McCreary, AIA, Treasurer
Louis Dessau
Lynn Hutto
Michael Medsker

Richland County Staff in attendance

Michael Maloney, PE, Director of Public Works
Chris Eversmann, PE, AAE, Airport General Manager
Ebony Tyler, Administration & Finance General Manager
Cassandra Cannon, Administrative Coordinator

Visitors in attendance

Jim Herpst, EAA-242
Peggy Roberson, Eagle Aviation
Lee Thomas, Eagle Aviation

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

Call to Order and Welcome – **Chairman Parrish** called the meeting to order at 12:03 p.m. and announced a quorum in attendance. **Vice Chairman Kelly** delivered the invocation.

Report of Items for Executive Session – **Vice Chairman Kelly** reported that there were no items for Executive Session.

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

Approval of Minutes – **Vice Chairman Kelly** presented the minutes of the July 11, 2022 Airport Commission meeting for approval. **Commissioner Medsker** made a motion to approve the minutes as presented. **Commissioner McLaurin** seconded the motion, and all voted for approval.

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

- ➔ Airport rotating beacon tree removal;
- ➔ A discussion on self-service fuel pumps and phase out of 100 Octane low lead fuel (AvGas);
- ➔ Discussion of tenant Insurance requirements;
- ➔ Recent Young Eagles event was another success; 21 children between the ages of seven and 17 participated;
- ➔ Gains have been made at CUB, but lasting progress in a bureaucracy is sometimes slow;
- ➔ Thanked **Commissioner McCreary** for his service as a Commissioner.

Operations & Facilities Committee – **Commissioner McCreary** provided his final Committee report which included the following items:

- ➔ Protection of the airport property and surrounding airspace from area development effects;
- ➔ Ongoing efforts to review and re-write the Airport Chapter of The Richland County Code of Ordinances, the Airport Manual, and Hangar Lease template;
- ➔ Owens Field Park tree removal;
- ➔ Taxilane pavement reconstruction;
- ➔ Airport Master Plan update (it was last updated in 2011);
- ➔ Thanked his fellow Commissioners and Airport stakeholders for their efforts;
- ➔ **Commissioner Dessau** shared information concerning his ongoing research into the placement of an Electric Vehicle (EV) charging station at the Airport as well as opportunities for solar technology.

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

- ➔ Would like to go public with the Airport Vision and Strategic Plan;
- ➔ Emphasize the positive Airport impacts on the community;

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→ **Commissioner Hutto** had conversations with staff from The University of South Carolina and Midlands Technical College.

Airport General Manager's Report – A copy of **Mr Eversmann's** PowerPoint presentation is contained in **enclosure (1)**.

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

Unfinished Business – There was no unfinished business.

Executive Session – There was no executive session.

Adjournment – The meeting adjourned at 1:22 p.m.

Next Meeting – The next meeting of the Airport Commission will occur on Monday, January 9, 2023 at 12:00 Noon.

Airport General Manager's Report

Agenda

Richland County Airport
Commission
Meeting

November 14, 2022



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

Meetings, Events, and Visits

Meetings:

- Jul 20 – Airport Orientation
- Jul 21 – Operational Services
- Jul 22 – National Aviation Week (NAW) Planning
- Jul 25 – Roads & Drainage Maintenance
- Jul 28 – Runway Closure (Shoulder Mowing)
- Aug 3 – Airport Orientation
- Aug 4 – Michael Baker (Andy Busbee)
- Aug 10 – Eagle Aviation
- Aug 18 – NAW Staff Training and Cookout
- Aug 18 – SCAA Board of Directors' Meeting
- Aug 19 – SCAC Executive Director Luncheon
- Aug 23 – FAA FSDO Mtg
- Aug 24 – Runway Closure (Shoulder Mowing)



Meetings, Events, and Visits

Meetings:

- Sep 14 – Runway Closure (Shoulder Mowing)
- Sep 19 – Grants Staff Orientation
- Sep 22 – Webinar (Airport Stormwater Design)
- Sep 27 – Atlanta ADO
- Sep 28 – Michael Baker (Andy Busbee)
- Oct 5 – Project Preconstruction Conference
- Oct 5 – Airport Orientation (RC-PJO Staff)
- Oct 12 – Runway Closure (Shoulder Mowing)
- Oct 13 – OFP Trees (CoC)
- Oct 14 – Airport Maintenance Support
- Oct 19 – A3 Communications
- Oct 26 – Project Final Inspection
- Nov 4 – SCAA Airport Safety & Innovation Fair
- Nov 7 – Commissioner Dessau / SCAC
- Nov 9 – Grounds Maintenance Staff Training



Meetings, Events, and Visits



AIP / Project Updates



- Children group visits:
- School Group, Sep 23
 - School Group, Oct 14
 - Trail Life, Nov 7

- Adult group visits:
- None

- Various Site / Civil Airport Improvements (Project 2)
- Taxilane Pavement Rehabilitation (Design)



Eagle Aviation Update

- Fuel Sales
- Ramp Fees collected
- Hangar occupancy



Budget & Finance



Budget & Finance



- Jul Operational Revenue \$26,091.56 (Jul '21- \$24,519.96)
- Aug Operational Revenue – \$25,932.67 (Aug '21 - \$24,269.99)
- Sep Operational Revenue \$25,789.28 (Sep '21- \$23,437.42)
- Oct Operational Revenue – \$27,173.90 (Oct '21 - \$21,128.17)
- Oct Operating Budget Status:
 - Personnel \$122,464 80%
 - Operations \$211,266 75%
 - Capital \$136,446 92%
 - Total \$470,176 80%

Aircraft Complaints

Aircraft complaints

- There was one (01) aircraft complaints during the period of July 1 – Oct 31, 2022.
- There were no (00) identification / Information letters sent.*
- There was one (01) source for this aircraft complaint.
- * - FAA Notified



Other Items

- Guiding Document comprehensive review
 - Citations (Chapter 3)
 - Minimum Standards
 - Airport Manual (90%)
 - FBO Lease and Agreement
- Runway excursion, October 28, 2022
- Lobby Kiosk
- Hangar Bitfold Door Gasket Replacement, Ph 2
- New Anti-FOD Poster
- OFF Trees – Aerial Survey
- Skytrails Exhibit at SC Military Museum
- CASA Christmas Toy Drive



Runway excursion, October 28, 2022

- Based aircraft
- No fatalities / injuries / explosion / or facility damage
- Came to rest outside of the Runway Safety Area (RSA)
- Removed from airfield on November 8th



Lobby Kiosk



- Features Airport website and associated links
- Includes a "screen saver" slideshow of historic Airport images
- Used FAA Covid Relief Grant funds for purchase.
- Programmed and installed by Richland County Information Technology (IT) and Operational Services Staff

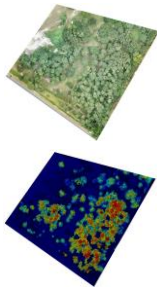
New Anti-FOD Poster

- Renewed effort following Covid Pandemic interruption
- FOD collection, however, was uninterrupted.
- Posted on website and some message boards



OFF Trees

- Partially obscuring the light beam of the rotating beacon
- Aerial Drone Survey performed by Richland County GIS Department (at no cost to the Airport)
- Initial survey results show 61 trees or tree clusters that may obscure and require removal
- Data communicated to City of Columbia Parks & Recreation Staff
- Additionally, some trees are in excess of the 270' AMSL limitation of the lease agreement



Skytrails Exhibit at SC Military Museum



- Six-month exhibit that will highlight SC Airfields (especially those with a military connection)
- Will include many CUB artifacts

CASA Christmas Toy Drive



- Supports Richland County CASA (Court Appointed Special Advocates)
- Have been a collection location previously

Questions?

