



**MINUTES OF THE RICHLAND COUNTY AIRPORT COMMISSION  
March 11, 2024 MEETING**

**Meeting Details:**

Jim Hamilton – L. B. Owens Airport Community/Conference Room  
March 11, 2024, 2:00 PM

**Roll Call:**

Commission Members in attendance:

- Mike Kelly, Esquire, Chairman
- Lynn Hutto, Vice Chairman
- John Parrish, Secretary
- Prentiss McLaurin, Treasurer
- Brianna Barrineau
- Frank Caggiano
- Louis Dessau
- Lindsey Ott

The following persons were absent:

Don Weaver  
Cheryl English  
Allison Terracio  
Kaela Bailey

Richland County Council & Staff in attendance:

- Peter Cevallos, Airport General Manager
- Kathy Hayes, Administrative Coordinator

Guest in attendance:

- Peggy Roberson, Eagle Aviation
- Jim Herpst, EAA Tenant
- Ken Harrill, Tenant
- Jace Hiers, USC
- Ryan Turlak - Aircraft Maintenance Services, Inc
- Joseph Benevides - Aircraft Maintenance Services, Inc
- Aaron Settles, Propel Aviation
- Armani Hope, Propel Aviation
- Toby Ward, Eagle Aviation

**Call to Order**

There was a call to order by Chairman Kelly at 12:00pm and a quorum in attendance announced. Chairman Kelly delivered the invocation.

Guest were invited to introduce themselves.

### **Previous Meetings Minutes**

The minutes of the previous meeting held on January 8, 2024 were presented for approval. The minutes were approved by a unanimous vote.

### **Meeting Agenda Distribution**

A meeting agenda was distributed and presented by Airport General Manager Peter Cevallos. The agenda was unanimously approved.

### **Chairman's Report / Executive Committee Report**

No report provided

### **Operations & Facilities Committee Report**

Commissioner Dessau provided a report on Airport Operations & Facilities.

### **Promotional Committee Report**

Commissioner Hutto led a discussion about the BLAST Program. This is a program that she would like to promote to get school aged children involved in. She would also like to get the FAA involved and perhaps provide some funding for this program.

Commissioner Hutto informed the Commission that WA Perry School is having an Aviation Day event and would like to have someone represent the Airport at that event. She would like to involve the Chamber of Commerce and have them include the airport in promotional campaigns.

### **Airport General Manager's Report**

Mr. Cevallos briefed Airport Operations for the month of January 2024 was 526 take-offs and 542 landings; for February 2024, 778 take-offs and 794 landings; and for the timeframe of August 2023 to February 2024, 4,076 take-offs and 4,161 landings. Mr. Cevallos recognized Ms. Peggy Roberson, with Eagle Aviation, who provided the fixed base operation activity report. Mr. Cevallos shared the Operating Budget Status for the Airport through February 2024: Airport Revenue was at \$198,230.93, with Personnel expenditures \$96,386.18, Operations expenditures \$160,037.06, Capital expenditures \$143,171.40, and Total expenditures \$399,594.64.

Mr. Cevallos briefed the Taxilane Pavement Rehabilitation (Design) project status is the airport consultant is continuing work on the project design, with surveying and pavement coring being recently conducted. For the Rotating Beacon Replacement Project, the beacon tower is on order, with anticipated delivery date for the tower and its installation set for mid-summer (July/August) 2024.

Mr. Cevallos provided follow-up on two items from the January 8 Commission meeting. He shared the Mardi Gras Festival organized by City Roots Farm and held February 10, created an access impact to two airport activities that were simultaneously being conducted at the Airport that same day. He stated that he would look to ensuring better communications and coordination between the events that could occur around and on the airport. Mr. Cevallos briefed that the filming of SCETV educational TV show "The Cool and the Strong," occurred on the Airport on January 18th. He shared that two of the Airport's based tenants participated in the filming, James Clark and John Parrish, who lent their aircraft for the film shoot and provided technical assistance to the episode. He stated filming was conducted in one day and successful, and that the SCETV staff was very appreciative of everyone's contribution. Commissioner Parrish also shared his perspective.

Mr. Cevallos stated that he, along with Airport Commission Chair Kelly, Commissioners Hutto, Dessau, and Barrineau, represented the Airport at the 2024 SC Aviation Association Annual

Conference held February 14-16, 2024 at the Marriott Grande Dunes in Myrtle Beach. The conference was attended by over 350 industry members including the FAA, SC Aeronautic Commission, other state airport representatives, consultants, and industry vendors.

Mr. Cevallos briefed Richland County Council gave final approval for Chapter 3 of the Richland County ordinance, and the Airport Manual at their February 6 meeting. Chapter 3 gives general definition of the Airport and specification of the Airport Commission's rule and authority; the Airport Manual provides the rules and regulations of the Airport, defining how operations and business will be conducted on the Airport.

Mr. Cevallos, briefed on February 9, a security incident occurred on the Airport where a 15-passenger van owned by the Civil Air Patrol was stolen from the Airport Terminal's parking lot. Once the Civil Air Patrol filed a police report, the vehicle was recovered within days. As a result of this incident, Mr. Cevallos determined to conduct an audit of the Airport's security to assess all security features and processes. Mr. Cevallos stated that he would use the Transportation Security Administration's (TSA) security guidelines for general aviation airports as the measure to conduct the audit, coordinating the audit through the fixed base operator and other appropriate Airport stakeholders.

Mr. Cevallos report a housing development 13 to 14 townhomes is being proposed at 480 S. Pickens Street. Because the development is approximately 0.8 miles from the end of Runway 13, it raises concerns of compatibility with airport operations. Mr. Cevallos stated while the Airport does not have the authority to stop this development, he has taken steps to collaborate with the County's Legal office, City of Columbia Planning Division, and the developer themselves in order to gain better insight to this specific development, and any future growth that could impact the Airport. In a meeting he attended with the City of Columbia's Planning Director and her staff, it was agreed that verbiage would be provided to the developer to incorporate into their lease agreement an acknowledgement of the Airport, its proximity to the development, and a hold harmless to any noise from the Airport's activities.

### **Executive Session**

An Executive Session commenced at 1:00pm to discuss the status of a future contract for Fixed Base Operator (FBO) services. The Executive Session concluded at 2:20pm. No business was conducted nor votes taken while in Executive Session.

### **Other Items**

Commissioner Parrish wishes to promote the airport in the near future as an event that is coming to Columbia in August has the potential to increase air traffic and revenue for the airport. The Premier Soccer League will be playing at Williams Brice Stadium on August 3,2023. This event is on track to be one of the largest events hosted at the stadium.

### **Next Meeting**

The next meeting of the Airport Commission will be on Monday, May 13,2024 at 12:00 noon.

### **Adjournment**

**Meeting has Ended** – Meeting adjourned at 2:25pm.

Jim Hamilton LB Owens Airport Operations & Facilities Report January 6, 2024 – March 8, 2024  
Louis Dessau Chair Operations & Facilities RCAC

- Airport Capital Improvement Plan
  - General Manager Peter Cevallos to update on apron, taxi lane, self-fueling, hangar initiatives
    - Lighting upgrade in some hangars pending
    - Improvements/updating of admin building initiated with USC marketing
- Airport Operations
  - Airport Monitoring system: Discussed with Economist Dr. Von Essen optimizing information
  - Beacon relocation project under way per update from Peter Cevallos
  - Eagle coordinates trash dumpster,, recycling in admin bldg.. requested from county.
  - SCHAF events well attended. February featured representatives of Tuskegee squadron
  - Young Eagles well attended February 10 but cancelled January & March due to weather
  - FBO services contract renewal in process, 5 companies responded to RFP, county managing
  - Flight Instruction Services
    - Propel Aviation of Newberry currently offering flight instruction, 2 aircraft at CUB
    - Established contact with Pipistrel/ Textron US Rep. to explore electric flight instruction
    - Meeting with Prof. Kristen Booth USC College of Engineering & Computing
  - Aircraft maintenance services very busy, lease renewal update in process
  - Attended SCAA conference Myrtle Beach
  - Meeting Richland One promoting resources at CUB ie young eagles, CAP, visits. Feb. 4
- EV Charging
  - Attended USC School of Engineering meeting with SkyDrive eVTOL Feb. 13
  - Attended SCRA & SC Core Zoom meetings February & March 8
- Solar Panels on Hangars
  - Initial meeting with Jamie Hicks -Insulated Roofing Technologies Feb. 16, followed up Feb. 29
    - Colite Technologies analysis electric consumption still pending
  - Follow up meeting with Dr. Adel Nasir of Mc Nair Aerospace March 6
- South Carolina Aviation Association Aviation
  - Presented at annual conference to held Myrtle Beach in February
    - With Citadel, Duke Energy & BETA technologies
    - Provided insight about eVTOL aviation on economic impact for airports
  - Received request from President of EAA 242 to provide summary of conference (attached)
  - Alerted Richland School district One about SC Aviation week April 2024
    - SCHAF to host career signing day at CUB, hope increasing from 2 to 20 +candidates
- Airport visits
  - New York John F Kennedy, New York La Guardia
    - NYPD using electric powered Mustangs
    - Airport using electric shuttle bus

- **A Glimpse into the 2024 SCAA Annual Conference**
- The 2024 SCAA Annual Conference, held at the Marriott Myrtle Beach Resort and Spa at Grande Dunes from February 14-16, was a resounding success with a diverse range of activities and informative sessions. Thank you to all those who attended, including sponsors, exhibitors, and speakers.
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- **Wednesday, February 14:**
- A reception with exhibitors provided a networking opportunity for attendees. Attended dinner hosted by Andy Busbee/ Michael Baker.
- **Thursday, February 15:**
- A breakfast with exhibitors, sponsored by WK Dickson, kicked off the day.
- The sessions were sponsored by Michael Baker International.
- The day included updates from the FAA and SC Aeronautics Commission, as well as a Spouse Program.
- A session on "Leveraging Data Sources for Every Airport" highlighted the importance of using various data available to you.
- Lunch, sponsored by WK Dickson, was followed by presentations on growth and development at Florence Regional Airport, an airport development update, advanced air mobility, and an open discussion for airport managers and directors. Participated in Florence Regional Airport presentation with Citadel, Duke Energy, BETA Technologies.
- The evening featured a lively game night dinner and entertainment, sponsored by Talbert & Bright, followed by a hospitality suite sponsored by Holt Consulting Company.
- **Friday, February 16:**
- The final morning began with a breakfast with exhibitors sponsored by Parrish & Partners.
- The sessions were sponsored by Goodwyn, Mills and Cawood, Inc. included FAA awards, a 2024 economic outlook, and an airport project showcase featuring Fairfield County Airport.
- The conference concluded with closing remarks and giveaways sponsored by ADC Engineering.
- The event provided a platform for learning, networking, and collaboration thanks to the support of sponsors and the active participation of attendees.
- **Silent Auction:**  
Silent Auction sponsored by, Bolton & Menk, raised an impressive \$4,200 for scholarships.  
The SCAA Scholarship Program provides assistance for South Carolina residents pursuing careers in the aviation industry.
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## Airport General Manager’s Report Richland County Airport Commission Meeting, March 11, 2024

The following information was presented and discussed at the March 11, 2024 Richland County Airport Commission meeting:

→ **Operations Information:**

- Aircraft Operations for January 2024 → 526 Take-Offs / 542 Landings
- Aircraft Operations for February 2024 → 778 Take-Offs / 794 Landings
- Aircraft Operations for FY2024 → **4,076 Take-Offs / 4,161 Landings**  
(Aug 2023 to Feb 2024)

→ **Eagle Aviation Update**

→ **Airport Budget & Finance**

- Operating Budget Status – *through February 2024 (67% of budget year):*

	<b>YTD BUDGET</b>	<b>YTD ACTUAL/ ENCUMBRANCE</b>	<b>YTD PERCENT</b>
<i>Revenue</i>	\$296,871.13	\$221,212.49	<b>74%</b>
<i>Personnel</i>	\$159,455.00	\$ 96,386.18	<b>60%</b>
<i>Operations</i>	\$306,753.00	\$160,037.06	<b>52%</b>
<i>Capital</i>	<u>\$276,507.55</u>	<u>\$143,171.40</u>	<b>52%</b>
<b>Total Expenditures</b>	<b>\$742,715.55</b>	<b>\$399,594.64</b>	<b>54%</b>

→ **AIP / Project Updates**

- **AIP:** Taxilane Pavement Rehabilitation (Design): Consultant is working on project design; project is slated for funding in FY 2025
- **SCAC:** Rotating Beacon Replacement Project: work will be performed by State authorized contractor under contract with the SC Aeronautics Commission, in accordance with the State maintenance program (Cost breakdown is 75% State, 25% County). Anticipated timeline is approximately 22 weeks from mid-December 2023.

→ **Other Items**

- Follow-up: Items from January 8 Meeting
- 2024 SC Aviation Association Annual Conference
- Passing of Ordinance, Chap. 3 and Airport Manual
- Security Incident/Audit
- Townhome development – 480 S. Pickens Street