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



### Meeting Minutes March 9, 2020 - 12:00 Noon

#### **Commission Members in attendance**

Joel McCreary, AIA, Chairman John Parrish, Vice Chairman Mike Kelly, Esquire, Secretary Michael Medsker Jerome Squire

#### Richland County Staff in attendance

Jim Manning, Richland County Liaison Allison Terracio, Richland County Liaison Chris Eversmann, PE, AAE, Airport General Manager Ebony Tyler, Administrative Coordinator

#### Visitors in attendance

Kevin Cockrell, Citizen Joseph Barkevich, AICP, WK Dickson Jim Herpst, EAA-242 Frankie Leaphart, WK Dickson Peggy Roberson, Eagle Aviation Laura Stevens, Parrish and Partners

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

<u>Call to Order and Welcome</u> – Chairman McCreary called the meeting to order at 12:04 p.m. and announced a quorum in attendance. **Commissioner Kelly** 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.

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<u>Approval of Agenda</u> – Chairman McCreary presented the agenda as distributed. Commissioner Parrish made a motion to approve the agenda as presented. Commissioner Kelly seconded the motion, and all voted for approval.

<u>Approval of Minutes</u> – Chairman McCreary presented the minutes of the January 13, 2020 Airport Commission meeting for approval. Commissioner Squire made a motion to approve the minutes as presented, Commissioner Medsker seconded the motion, and all voted for approval.

<u>Chairman's Report / Executive Committee Report</u> – Chairman McCreary reported on the following:

- → Welcomed and congratulated new Airport Commissioners;
- → Acknowledged the Airport's 90<sup>th</sup> anniversary in April 2020;
- → Reviewed Airport accomplishments in 2019;
- → Stated goals for 2020 which include to protect, maintain, and improve the Airport investment for the County and community; achieve reduced or eliminated City Stormwater Utility fees; and emphasize community outreach.

Operations & Facilities Committee – No report.

<u>Airport General Manager's Report</u> – A copy of **Mr Eversmann's** PowerPoint presentation is contained in the enclosure.

<u>County Liaison's Report</u> – <u>Council Representative Terracio</u> reported on the status on land use items. <u>Council Representative Manning</u> reported Coronavirus Awareness.

**Unfinished Business** – No unfinished business reported.

**New Business** – New Commissioner self-introductions

**Executive Session** – No executive session was held.

**Adjournment** – The meeting adjourned at 1:02 p.m.

**Next Meeting** – The next meeting of the Airport Commission will occur on Monday, May 11, 2020 at 12:00 Noon in the large conference room of the Airport Terminal building.

#### Airport General Manager's Report

Richland County Airport **Commission Meeting** 

March 9, 2020



#### Overview



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

#### Meetings, Events, and Visits

- Jan 15 ADO staff visit
- Jan 22 Airport orientation (Liaison) Jan 29 A3 Communications Feb 3 A3 Communications
- Feb 3 Airport orientation (DPW Director)
  Feb 4 RC IT staff
  Feb 12 14 SCAA Conference, Myrtle Beach

- → Feb 24 Lianum
   → Mar 4 CASA staff
   → Mar 5 WK Dickson Feb 24 – Liaison meeting Mar 4 – CASA staff



#### Meetings, Events, and Visits

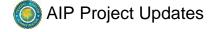


Children group visits:

→ Feb 21

Adult group visits:

→ None



Various Site / Civil Airport Improvements





#### Various Site / Civil Airport Improvements

- → AIP Grant offered will only cover one phase of construction.
- → Additional phases will be requested for construction in the next AIP Grant Cycle.
- → Contract awarded to Taylor Brothers.
- > Contracts and bonds are executed.
- → Awaiting City of Columbia stormwater permit.
- → Pre Construction Conference to be scheduled upon receipt of

#### **Budget and Finance**



#### **Budget and Finance**



- Jan Operational Revenue \$23,736.73 (Jan '19 \$23,619.34) Feb Operational Revenue – \$TBD (Feb '19 - \$22,728.80)
- Feb Operating Budget Status:

  + Personnel \$145,694 96%

  + Operations \$134,660 45%

   Capital \$161,478 74%

  + Total \$441,832 66%

#### **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 Jan 1 – Feb 29, 2020.

There were no (0) identification / Information letters sent (100%). There was one (1) aircraft complaint during the same period in 2019.

## + Facilities & Grounds maintenance requests: There were 47 maintenance requests during the period of Jan 1 – Feb 29, 2020.

Terminal – 43% / Airside – 57% / Landside – 0% Hangar related – 47% / Electrical related – 28% There were 27 Facilities & Grounds maintenance requests during the same period in 2019.

#### Other Items

- City of Columbia Stormwater Utility Fee increase / WK Dickson BMP Analysis Report ACIP / AIP eligibility update
- Land acquisition discussion → Car show / land use / Fall 2020→ New DPW Director
- → 90<sup>th</sup> Anniversary year
   → Terminal area grounds / custodial



### 90th Anniversary year



#### Questions?

