Commission Members in attendance
Mike Kelly, Esquire, Chairman
Lynn Hutto, Vice Chairman
Frank Caggiano
Louis Dessau
John Parrish

Richland County Council & Staff in attendance
Allison Terracio, Richland County Liaison
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
Ken Harrill, Hangar Tenant

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

Call to Order, Welcome, and Invocation — Vice Chairman Hutto called the meeting to order at 11:02 a.m. Commissioner Dessau delivered the invocation. Introduction of guests followed. Chairman Kelly arrived soon thereafter and presided over the balance of the meeting.

Airport General Manager’s Presentation — A copy of Mr Eversmann’s PowerPoint presentation is contained in enclosure (1).
Work Session Purpose – To review the DRAFT Richland County Code of Ordinances, Chapter 3, Airport as well as the DRAFT Tenant Hangar Lease update in detail with the Airport Commission and other stakeholders in order to:

- Ensure thorough, detailed understanding by each Commissioner,
- Answer questions,
- Make corrections and edits, and
- Promote a transparent process,

in anticipation of presentation to County Council for consideration and passage (single vote).

Airport Manual review – The Airport Ordinance was reviewed in detail, Article-by-Article and Section-by-Section. Mr Eversmann facilitated this review and answered questions and comments offered by the assembled group. Ms Tyler and Ms Cannon acted as scribes for the work session by taking notes and highlighting copies of the DRAFT documents distributed on August 18th. Special emphasis was placed on the following items:

- Airworthiness of Aircraft / Lease Time limit
- Hangar-Aircraft size compatibility
- General Manager enforcement authority
- Commission Size, Composition / Neighborhood Representatives
- Commission Duties

The DRAFT Airport Ordinance is organized and was reviewed as follows:

- Article I – Administration (4 Sections)
- Article II – Richland County Airport Commission (3 Sections)
- Article II – Finance (8 Sections)
- Article IV – Services (7 Sections)
- Article V – Airport Operations (11 Sections)
- Article VI – Facilities (6 Sections)
- Article VII – Tenants (5 Sections)
- Article VIII – Enforcement (1 Section)

Numbers in parentheses following article titles indicate the number of Sections contained therein.

In the course of the discussion, the floor was yielded to Mr Harrill who expressed concern about the provision of limiting the number of hangar lease renewals for tenants engaged in “kit-built” aircraft assembly or restoration. It was suggested that the policy would reflect two, three-year lease terms and that any additional renewals would require approval by the Airport Commission.
Hangar Lease review – The Hangar Lease update was not reviewed in detail following a lengthy discussion on Hangar-Aircraft size compatibility.

No votes were taken during the work session.

Adjournment – The meeting adjourned at 2:35 p.m.
OVERVIEW

- Purpose of Work Session
- Process
- "Full Disclosure"
- Airport Ordinance (DRAFT) Review
- Hangar Lease Agreement (DRAFT) Review
To review the DRAFT Airport Ordinance and Hangar Lease in detail with the Airport Commission in order to:

- Ensure thorough, detailed understanding by each Commissioner,
- Answer questions,
- Make corrections and edits, and
- Promote a transparent process, in anticipation of presentation to County Council for consideration and passage.

**PROCESS**

- Research / Drafting
- Distribution / Review
- Work Session
- RCAC Approval (September 11th)
- County Council Approval
- Implementation and use
AIRPORT ORDINANCE (DRAFT)

- Eight Articles (Currently Three)
- First Draft distributed to RCAC on August 18th
- Complete re-write of current ordinance

AIRPORT ORDINANCE (DRAFT)

- Article I – Administration (4 Sections)
- Article II – Richland County Airport Commission (3 Sections)
- Article III – Finance (8 Sections)
- Article IV – Services (7 Sections)
- Article V – Airport Operations (11 Sections)
- Article VI – Facilities (6 Sections)
- Article VII – Tenants (5 Sections)
- Article VIII – Enforcement (1 Section)

AIRPORT MANUAL (DRAFT)

Airport Commission Considerations:
- Size – Currently Nine members (Larger than State Aeronautics Commission and GMU Airport Commission)
- Composition – Currently Two Neighborhood Representatives
- Currently limited to the Neighborhoods of: Rosewood, Shandon, or Hollywood-Rose Hill-Wales Garden
Commission Duties:

- Pre-dated the Airport General Manager position
- 20 Duties Listed
- Pre-dated current County Organization

Section 3-39 – ARFF Support
Section 3-40 – Motor Vehicle Operation
Section 3-55 – Enforcement by the Airport General Manager
HANGAR LEASE AGREEMENT

Summary of Changes:
- FBO Legal Name
- Hangar - Aircraft Size Compatibility
- Flight Instruction
- Airport General Manager title
- Airport Development paragraph
- Hold Harmless to include "Airport Staff"
- Tenant’s Premises Liability Insurance Coverage requirement ($500,000)
- Aircraft Status information

Richland County Government

Contact information:
Christopher Eversmann, PE, AAE
Airport General Manager
eversmann.chris@richlandcountysc.gov
(803) 767-1789
www.FlyKCUB.com

THANK YOU!