



MEETING MINUTES
May 12, 2014 – 12:00 Noon

Commission Members in attendance

Don Purcell, Chairman
Bruce Cole, CPA, Secretary
Stuart Hope, Treasurer
Peter Mayers
John Dean
Anne Kelly

Richland County Staff in attendance

Greg Pearce, Richland County Council Liaison
Chris Eversmann, PE, AAE, Airport Director
Sparty Hammett, Assistant County Administrator
Terry Wise, Administrative Assistant

Visitors in attendance

Joe Barkevich, AICP, WK Dickson
Dave Lipski, Eagle Aviation
Paul Bass, Eagle Aviation
Dennis Wiehl, AIA, Mead & Hunt
Ken Harrill, Hangar Tenant
Melinda Harrill, Hangar Tenant

Welcome, Call to Order, and Invocation

Chairman Purcell called the meeting to order and announced a quorum in attendance. He welcomed everyone and called for the invocation. The invocation was delivered by **Commissioner Mayers**

Approval of Minutes

Chairman Purcell presented the minutes of the March 10, 2014 Airport Commission meeting for approval. **Commissioner Dean** made a motion to approve the minutes as presented, **Commissioner Mayers** seconded, and all approved.

Approval of Agenda

Chairman Purcell presented the agenda as circulated. **Commissioner Dean** made a motion to approve the agenda as presented, **Commissioner Mayer** seconded, and all approved.

Report of Items for Executive Session

Mr Eversmann reported that a contractual matter update is needed to be discussed during the executive session scheduled at the end of the meeting.

Officers' Reports

Chairman's Report – No report

Vice Chairman's Report – No report

Secretary's Report – Deferred

Treasurer's Report – No report

Committee Reports

Finance Committee – The Finance Committee is reviewing the airport Hangar Lease document with the intent of updating the template which we use. The lease verbiage has not been updated since the 1980s.

Marketing Committee – **Commissioner Dean** reported that the deadline for closing on the sale of the Curtiss-Wright Hangar is approaching as the second 180-day extension for the CW Hangar Partners, LLC to complete their due diligence and fund raising expires in mid-July 2014.

Operations Committee – No report

Airport Director's Report

Mr Eversmann reported to the Commission on the following items:

Airport News:

“Plane Show at the Columbia Airport is aircraft heaven” *The State*, April 13, 2014

Meetings, Events, and Visits

- Mar 11 – Boeing Factory Tour
- Mar 13 – Mitigation Project Coordination
- Mar 13 – Terminal Design Concept webinar
- Mar 17 – Commerce Drive Synergy Plan
- Mar 19 – D&S Department Heads meeting
- Mar 21 – SCASC Safety Fly-In (GMU)
- Mar 24 – SMS Implementation webinar
- Mar 25 – McNAIR Center Facility requirements
- Mar 26 – Disaster Assistance Program training

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Columbia, South Carolina

- Mar 27 – 90% Design Review meeting with WK Dickson Staff
- Mar 27 – Hangar Lease Review meeting
- Mar 31 – Mitigation Project Coordination/Funding
- Apr 2 – Gills Creek Watershed Association
- Apr 3 – Airport Wildlife Management webinar
- Apr 11 – SCASC Board of Directors
- Apr 14 – Richland County and City of Columbia Planning coordination meeting
- Apr 17 – PAPI Recon
- Apr 23 – Richland County 5K Neighborhood Race planning meeting
- Apr 23 – Emergency Management webinar
- Apr 29 – Operations Committee

Children’s group visits

- Mar 20 – Ft Jackson CDC
- Mar 28 – Ft Jackson CDC
- Apr 4 – Forest Lake Elementary School
- Apr 4 – Conder Elementary School
- Apr 8 – Cub Scout Pack

Adult group visits:

- Mar 24 – Richland 101

AIP Project Updates

Airspace tree penetration removal

- Avigation easements acquisition ongoing
- Meeting with Consultant team to determine progress/current status
- Donation v. purchase of avigation easements

Property Acquisition

- Purchase of 0.26 acre required for extension of Taxiway ‘A’ approved by RC Council
- Apartment Complex possibly being sold.
- Direct contact with current owner.

Taxiway ‘A’ extension and SE airfield grading and drainage improvements

- LOMR
- Permitting
- 90% Design Review
- FAA programmed \$4M in discretionary funds for release this summer
- Mitigation Design underway

Budget and Finance

- Operating Budget status (as of April 30, 2014 – 83% of the FY completed):
- Personnel – 81% expended

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Jim Hamilton – LB Owens Airport (CUB)
Columbia, South Carolina

- Operations – 78% expended
- Capital – 83% expended
- Overall – 80% expended
- March Operational Revenue – \$21,012.05
- April Operational Revenue – \$21,268.44

Eagle Aviation

- Fuel Sales: April 2014 Up 23% compared with April 2013 / March 2014 Up 18% compared with March 2013
- Hangar Occupancy – Full
- Ramp Fees collected – \$660 for March

Airport Metrics

Aircraft Complaints – There were ten (10) Aircraft complaints during the period of March 1 – April 30, 2014.

- Mar – 2 / Apr – 8
- Wed – 1 / Fri – 2 / Sat – 7
- No identification / information letters sent.
- There were six (6) aircraft complaints during the same period in 2013.

Facilities & Grounds Maintenance Requests – There were 21 Maintenance Requests during the period of March 1 – April 30, 2014.

- 67% - airside / 29% - terminal / 4% - landside
- 43% - electrical work / 57% - hangar related
- There were 17 Facilities & Grounds maintenance request during the same period in 2013

Other Items

- Curtiss-Wright Hangar; closing should occur on or before July 12, 2014
- Hamilton – Owens Cup / Earl Yerrick Aircraft Static Display
 - Saturday April 12, 1000-1600
 - 17 aircraft displayed
 - 350 visitors (estimated)
 - Nine aircraft participated in the aerial scavenger hunt
 - \$3,200 donated to the American Cancer Society
- Development of observation area improvements / playground
- Automatic Packet Reporting System (APRS)
- Airside and Landside pavement marking
- VPOTUS visit TFR
- Rwy 13-31 closure tomorrow
- FAA ATL ADO visit early June
- National Aviation Week, August 17-23, 2014

→ Commerce Drive Synergy Plan

County Liaison's Report

Councilman Pearce stated the budget process is well underway and the availability of funds and their flexibility is much more limited than in previous years. The County staff is still awaiting an aviation unit master planning document from the Richland County Sheriff's Department.

Unfinished Business

None

New Business

None

Executive Session

On motion by **Chairman Purcell**, the Commission entered executive session.

Executive session was called to order at 1:13 p.m.

The executive session adjourned at 2:01 p.m.

No votes were taken or action approved during the executive session.

Adjournment – The meeting adjourned at 2:03 p.m.