



MEETING MINUTES
January 12, 2015 – 12:00 Noon

Commission Members in attendance

Jim Christopher, Chairman
John Dean, Vice Chairman
Stuart Hope, Treasurer
Peter Mayers, Secretary
Bruce Cole, CPA
Russell Goudelock, Esquire
Anne Kelly
Joel McCreary, AIA
Don Purcell

Richland County Staff in attendance

Sparty Hammett, Assistant County Administrator
Chris Eversmann, PE, AAE, Airport Director
Terry Wise, Administrative Assistant

Visitors in attendance

Joe Barkevich, AICP, WK Dickson
Paul Bass, Eagle Aviation
Pat Gilmartin, HRH Neighborhood
Richard Leaphart, SCANA
Ken Harrill, Hangar Tenant
Melissa Harrill, Hangar Tenant
Ken Hawk, PE, WK Dickson
Dave Lipski, Eagle Aviation
Frank Schumpert, Aircraft Maintenance Services

Encl: (1) Airport Director's Report PowerPoint Presentation

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

Welcome and Call to Order

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 Christopher**. He also welcomed **Commissioner McCreary** as the newest member of the Airport Commission.

Election of Officers

Commissioner Dean reported on the activities of the Nominating Committee for 2015 which recommended the following slate:

- Jim Christopher, Chairman
- John Dean, Vice Chairman
- Stuart Hope, Treasurer
- Peter Mayers, Secretary

There were no other nominations from the floor and the slate was approved unanimously. **Vice Chairman Dean** offered a statement of appreciation on behalf of the entire Commission for the outstanding leadership of **Commissioner Purcell** during his tenure as Chairman.

Approval of Minutes

Chairman Christopher presented the minutes of the November 17, 2014 Airport Commission meeting for approval. **Commissioner Dean** made a motion to approve the minutes as presented, **Commissioner Goudelock** seconded, and all approved.

Approval of Agenda

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

Report of Items for Executive Session

Mr Eversmann reported that there was an item of a contractual nature to be discussed in Executive Session.

Presentation

Mr Richard Leaphart with SCANA provided a presentation regarding a request of a 15 foot utility easement to be granted. The goal of the project, for which this easement is being requested, is to tie two existing circuits together and convert the older circuit from 8 KVA to 23 KVA. **Commissioner Mayers** asked about placement of lines underground and he noted that the preference of the neighborhood would be a underground conversion. **Commissioner Mayers** requested that the President of SCANA speak to the issue based on previous discussion in years prior. **Commissioner Dean** expressed concern of the placement of two poles near the Curtiss-

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Wright Hangar. **Commissioner Hope** spoke to the visual effect of the utility poles which are currently in place along Jim Hamilton Boulevard.

Mr Leaphart stated the poles would be standard wood material, but was unsure if any transformers would be affixed to them. **Commissioner Dean** asked about the project schedule and if there was time to look at other alternatives and gather more information. It was noted that this request for the granting of an easement will go directly to County Council from the Airport Commission.

Commissioner Dean suggested that a rendering be prepared and submitted to the Commission prior to making a decision. **Commissioner Goudelock** stated he believed the project would be beneficial to both the Airport and the community. **Commissioner McCreary** asked for more information and **Commissioner Cole** wanted to know if cost for underground conversion is feasible, or not? **Mr Leaphart** stated that the underground conversion is costly and most efficient in new neighborhood developments.

Commissioner Dean noted his concerns for the aesthetics of the project. **Commissioner Goudelock** stated that the underground conversion is really too large to tackle at the present time and asked that the Commission focus on addressing the immediate needs and the request before them. **Chairman Christopher** acknowledged that the issue of underground conversion was larger than the Commission was prepared to address. **Commissioner Goudelock** made a motion to defer this issue, and requested a rendering of the project. **Commissioner Dean** seconded the motion and all were in favor.

Officers' Reports

Chairman's Report – **Commissioner Purcell** (*immediate past Chairman*) discussed the upcoming SC Aviation Association Annual Conference (February 11th – 13th at the Wild Dunes Resort). Additionally, the SC Legislative Breakfast is upcoming and will address the issue of eliminating the collection of State sales tax on aircraft parts.

Vice Chairman's Report – No report

Secretary's Report – **Commissioner Cole** (*immediate past Secretary*) as Faculty advisor for the USC Flying Club, he would like to involve students in some of the Airport Commission and CUB events.

Treasurer's Report – **Commissioner Hope** stated that we were on target with the budget.

Committee Reports

Finance Committee – No report

Marketing Committee – No report

Operations Committee – No report

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Airport Director's Report

A copy of **Mr Eversmann's** presentation is contained in the enclosure.

County Liaison's Report

No report

Unfinished Business

None

New Business

None

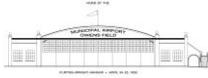
Executive Session – The executive session was called to order at 1:22 p.m. The executive session concluded at 1:50 p.m. No votes were taken by the Commission while in executive session.

Adjournment – The meeting adjourned at 1:52 p.m.

Airport Director's Report

Richland County Airport
Commission Meeting

January 12, 2015



Overview

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



Meetings, Events, and Visits

- Meetings:
- Nov 20 – SCANA
 - Nov 20 – Rwy Safety webinar
 - Nov 21 – SCAA BdD
 - Nov 24 – AIP Review
 - Nov 25 – RC Council ROAs
 - Dec 4 – Brennan Group
 - Dec 5 – Rosewood Mardi Gras Race
 - Dec 5 – CWH Tour
 - Dec 9 – GIS / Website Development
 - Dec 9 – Finance Department
 - Dec 10 – D&S Department Heads
 - Dec 11 – Abandoned Aircraft
 - Dec 11 – Stormwater Manager
 - Dec 16 – GA Business Planning webinar
 - Dec 16 – Brennan Group
 - Dec 17 – Procurement / Stormwater Coord
 - Dec 18 – Stormwater staff
 - Jan 8 – FAAST / SCASC



Meetings, Events, and Visits



- Children's group visits:
→ None
- Adult group visits:
→ None



AIP Project Updates

Airspace Tree Penetration
Removal

Property Acquisition

Taxiway 'A' extension and
SE airfield grading and
drainage improvements

Wetlands Mitigation



AIP Project Updates

Airspace Tree Penetration Removal:

- Avigation easements acquisition ongoing
- Renewed FAA priority on mitigating 20:1 approach surface airspace penetrations.
- Meeting with consultant team to determine progress / current status
- Donation v. purchase of avigation easements



AIP Project Updates

Property Acquisition:

- Purchase of 0.26 acre required for extension of Taxiway 'A' approved by RC Council
- Apartment complex being sold.
- Have met with new Owner.
- Closing in February 2015.



AIP Project Updates

- Taxiway 'A' extension and SE airfield grading and drainage improvements (Phases I and II)
- Wetlands and Stream mitigation

Re-Bid Project – Phase One

Description
Mobilization
Demolition: Inside Ditch Area
Demolition: Fence
Clearing (No Grubbing)
Clearing & Grubbing
Unclassified Excavation
Taxiway 'D'
8' Chain-Link Fence
Gates
Privacy Fence (Temporary)
Erosion Control
Segmental Wall

CUB Projects Proposed Bid Schedule

Phase I – Initial Clearing & Stub Taxiway 'D'

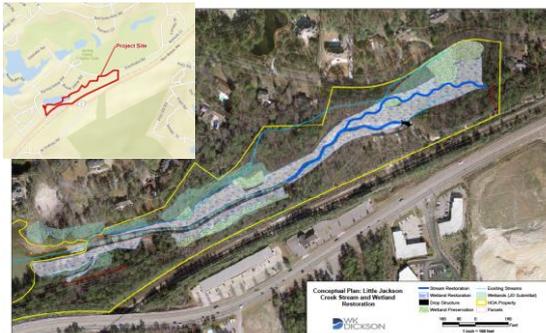
(Clearing ~ 15 acres, Stub Taxiway 'D' Construction, Marking & Lighting)

- Advertise Bid – Early March 2015
- Open Bid – Early April 2015
- Construction Start – Early May 2015

Phase II – Stormwater Pipe & Taxiway Extension

(Erosion Control, 21 ft. Stormwater Pipe, Taxiway Extension Construction/Old Taxiway Demolition)

- Advertise Bid – Mid May 2015
- Open Bid – Mid June 2015
- Construction Start – Mid August 2015 (Dependent on FAA Funding Schedule)



CUB Projects Proposed Schedule – continued

Little Jackson Creek Mitigation – Offsite from CUB

(Restoring a portion of a stream for mitigation credits needed for CUB taxiway development)

- Advertised Bid – October 2014
- Opened Bid – November 2014
- Contract Awarded to Shamrock Intl. Corp. by County – December 2014
- Construction Expected to Start – March 2015



Budget and Finance



Budget and Finance



- Nov Operational Revenue - \$20,280.88 (Nov 13 - \$21,250.11)
- Dec Operating Budget Status:
 - Personnel \$61,056.37 / 45%
 - Operations \$104,113.16 / 49%
 - Capital \$5,374.44 / 1%

Budget and Finance



Grant Closeout Packages:

- AIP-016
- AIP-017
- AIP-018
- AIP-019
- SCAC 10-016
- SCAC 11-017
- SCAC 13-001
- SCAC 13-020

Eagle Aviation Update

- Fuel Sales
- Ramp Fees collected
- Hangar occupancy



Airport Metrics



- Aircraft complaints
- Facilities & Grounds maintenance requests

Airport Metrics

- Aircraft complaints:
 - There were two (2) aircraft complaint during the period of Nov 1 – Dec 31, 2014.
 - Nov – 0 / Dec – 2
 - Mon – 1 / Wed – 1
 - There were no identification / Information letters sent (0%).
 - There were four (4) aircraft complaint during the same period in 2013.
- Facilities & Grounds maintenance requests:
 - There were 14 maintenance requests during the period of Nov 1 – Dec 31, 2014.
 - Terminal – 25% / Airside – 69% / Landside – 6%
 - Hangar related – 69% / Electrical related – 25%
 - There were 27 Facilities & Grounds maintenance requests during the same period in 2013.

Other Items



Other Items

Hangar Lease Agreement Update:

- Used existing lease as base template
- Environmental
- Aircraft maintenance
- Security
- Modifications
- Insurance
- Nondiscrimination
- Information sheet



Other Items



- FY-16 Master Rate Schedule
- SCAA Legislator's Breakfast, Jan 14, 2015, 8:00 a.m. – 10:00 a.m.
- SCAA Conference, Feb 11 – 13, 2015
- 85th airport anniversary on Apr 24, 2015
- National Aviation Week, August 16 – 22, 2015 (Luncheon on Aug 19th)
- Development of observation area improvements / playground
- Commerce Drive Synergy Plan
- Comm Tower Request

Commerce Drive Synergy Plan



Questions?

