



MEETING MINUTES
July 13, 2015 – 12:00 Noon

Commission Members in attendance

James Christopher, Chairman
John Dean, Vice Chairman
Peter Mayers, Secretary
Don Purcell
Russell Goude-lock, Esquire
Bruce Cole, CPA
Joel McCreary, AIA

Richland County Staff in attendance

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

Visitors in attendance

Joseph Barkevich, AICP, WK Dickson
Paul Bass, Eagle Aviation
Melinda Harrill, Hangar Tenant
Ken Hawk, PE, WK Dickson
Gary Siegfried, Mead & Hunt

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

Welcome and Call to Order – **Chairman Christopher** called the meeting to order and announced a quorum in attendance. He welcomed everyone, provided guest introductions, and delivered the invocation.

Approval of Minutes – **Chairman Christopher** presented the minutes of the May 11, 2015 Airport Commission meeting for approval. **Commissioner Purcell** made a motion to approve the minutes as presented, **Commissioner Dean** seconded and all approved.

Approval of Agenda – **Chairman Christopher** presented the agenda as distributed. **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** noted that there was an item of a contractual nature to be discussed in Executive Session at the end of the meeting.

Officers' Reports

Chairman's Report – No report

Vice Chairman's Report – No report

Secretary's Report – No report

Treasurer's Report – No report

Committee Reports

Finance Committee – No report

Marketing Committee – **Commissioner Goudelock**, commended **Mr Eversmann** on the set up and operation of the airport website. **Mr Eversmann** expressed his appreciation for the support and assistance of the Richland County GIS staff in bringing the website to fruition.

Operations Committee – **Commissioner Purcell** made a motion to proceed with the purchase of the 0.26 acre property. **Commissioner Mayer** seconded the motion and a vote was taken (*6 in favor and 1 opposed*).

Airport Director's Report – A copy of the Airport Director's report / PowerPoint Presentation is contained in the enclosure.

County Liaison's Report – **Councilman Pearce** introduced **Mr Warren Harley**, Assistant County Administrator and informed the Commission of **Mr Hammett's** pending departure from Richland County.

Unfinished Business – There was no unfinished business to be addressed.

New Business – There was no new business offered.

Executive Session – On a motion from **Chairman Christopher**, the Commission voted to enter Executive Session to discuss a matter contractual in nature. The Executive Session was called to

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

order at 1:15 p.m. The executive session concluded at 2:02 p.m. No votes were taken or business transacted by the Commission while in Executive Session.

Adjournment – The meeting adjourned at 2:04 p.m.

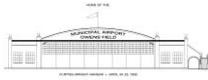
Next Meeting – The next meeting of the Airport Commission will occur on Monday, September 14, 2015 at 12:00 Noon in the large conference room of the airport terminal building.

Airport Director's Report

Overview

Richland County Airport
Commission Meeting

July 13, 2015



- Media coverage (omitted)
- Meetings, Events, and Visits
- AIP Project Updates
- Budget and Finance
- Eagle Aviation Update
- Airport Metrics
- Other items
- Questions



Meetings, Events, and Visits



- Meetings:
- May 12 – RC Council Grants work session
 - May 13 – Challenger Learning Center Advisory Board
 - May 20 – WK Dickson
 - May 21 – Webinar: Airport Risk Management
 - May 26 – WK Dickson
 - May 26 – A&F Comte
 - June 2 – Twy 'A', Ph II Prebid Conference
 - June 3 – GIS Coordination
 - June 4 – City of Columbia Stormwater Fees

Meetings, Events, and Visits

- Meetings:
- June 9 – Port of Charleston tour
 - June 17 – City of Columbia Economic Development staff
 - June 18 – Webinar: Business Planning for irregular operations
 - June 23 – SCAA Board of Directors
 - June 23 – Twy 'A', Ph II Bid opening
 - June 23 – D&S Comte
 - June 24 – Webinar: Extending pavement lifespan
 - June 30 – Twy 'A', Ph II Bid meeting
 - July 7 – RC Council



Meetings, Events, and Visits



- Children's group visits:
- May 20
 - June 3
 - June 18 (2)
- Adult group visits:
- None



AIP Project Updates

Property Acquisition

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

Wetlands Mitigation





AIP Project Updates

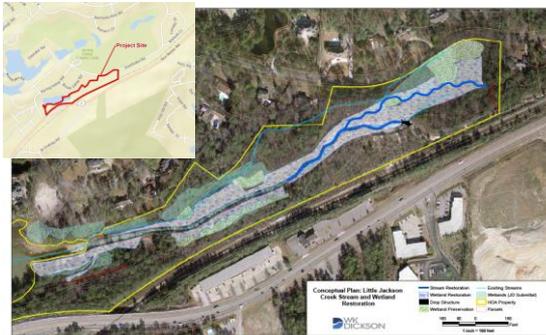
Taxiway 'A' Extension:

- Phase I – Under contract / funded
- LJC Mitigation – Under contract / funded
- Phase II – Two bids rec'd / significantly exceed budget / FAA will not fund
- Negates need of 0.26 acre property acquisition
- Seeking to expand scope of Phase I through change order (primarily to build up 5.71 acres)

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



Budget and Finance



Budget and Finance



- May Operational Revenue – \$20,620.04 (May 14 - \$19,968.88)
- June Operational Revenue – \$19,880.22 (June 14 - \$20,116.68)
- Jun Operating Budget Status:
 - Category Balance / % Used
 - Personnel \$6,190.39 / 95%
 - Operations \$24,884.96 / 93%
 - Capital \$142,376.85 / 22%

Eagle Aviation Update

- Fuel Sales
- Ramp Fees collected
- Hangar occupancy



Airport Metrics



- Aircraft complaints
- Facilities & Grounds maintenance requests
- Security deposits

Airport Metrics

→ Aircraft complaints:
There were three (3) aircraft complaint during the period of May 1 – Jun 30, 2015.

May – 1 / Jun – 2
Sat – 3

There were no (0) identification / Information letters sent (00%).
There were six (6) aircraft complaint during the same period in 2014.

→ Facilities & Grounds maintenance requests:
There were 23 maintenance requests during the period of May 1 – Jun 30, 2015.

Terminal – 30% / Airside – 61% / Landside – 9%

Hangar related – 48% / Electrical related – 22%

There were 19 Facilities & Grounds maintenance requests during the same period in 2014.

→ There have been seven (07) hangar security deposits received.

Other Items



Other Items



- GIS Development / Turf Management
- LED Transition
- CoC Stormwater Fees
- National Aviation Week, August 16 – 22, 2015 (Luncheon on Aug 19th)
- Development of observation area improvements / playground
- Commerce Drive Synergy Plan
- www.FlyKCUB.com
- www.facebook.com/FlyKCUB (111 'Likes')
- Tasty Tomato Festival

Other Items

- GIS Development – Airport Turf
- Airside – 56.78 ac
- Landside – 4.85 ac
- Develop effective maintenance strategy
- Prioritize



Other Items

- LED Transition:
- Overhead terminal lights (complete)
- Overhead hangar lights (underway)
- 3.84% monthly cost reduction
- 6.08% monthly use reduction (KWh)



CoC Stormwater Fees



- Recent audit by CoC Stormwater Staff
- Previous monthly rate **\$3,950.80**
- New monthly rate **\$4,902.80**
- Annual Fee of **\$58,833 (23.5%** of annual revenue)
- Ensure that we are receiving every stormwater education credit for which we are eligible
- Ensure that we are receiving every stormwater retention credit for which we are eligible
- Seek to amend Section 23-206 (c) which provides exemptions for public roads and railroads, but does not address airport runways, taxiways, or taxi lanes

Commerce Drive Synergy Plan



Questions?

