

Airport Advisory Committee Meeting

Captain Walter Francis Duke Regional Airport

May 23, 2005

Approved Minutes

I. CALL TO ORDER

Mr. Ned Clarke, Chairman, called the meeting to order at 6:03 p.m. Other members present were: Korey Smith, Bill McNamara, and Erin Lesko. Recognizing that there was a quorum, Mr. Clarke noted that the official business could be conducted.

Reminder: According to the Committee Bylaws, "during a period when any unfilled vacancy or vacancies exist on the Committee, the required quorum shall be reduced to one-half of the remaining members rounded to the next highest number."

Others in attendance are reflected on the Sign-In Sheet.

II. MINUTES

Following review of the draft March and April minutes, Korey Smith motioned "to approve the minutes as presented". The motion was seconded by Ms. Lesko and passed with a vote of 4-0. Mr. Erichsen pointed out that all approved minutes are posted on the website as they are approved by the Committee.

III. CHAIRMAN'S REPORT

Mr. Clarke noted that the airport revenues between the periods of July 1, 2004 and April 30, 2005 were \$53,369.

Mr. Clarke advised that the Committees Annual Inspection would be conducted on June 11, 2005 at 9:00 AM with a follow-up to be provided at the next meeting.

Mr. Ned Clarke acknowledged Mr. Ken Studt's AOPA Volunteer Report forwarded by email to the Airport Manager on March 2, 2005. The four items regarding: AWOS gate access, pavement cracking on the ramp areas, the need for transient parking signage; and lower ramp parking availability were discussed. Mr. Mark Dayton advised that there were only two twin engine planes adjacent to the lower ramp fence-line and that they did not conduct high power turns.

As a follow-up to the April 25, 2005 Committee meeting, Mr. Clarke requested that Committee members provide comment on the draft Amendment To the Operating Agreement between the Board of County Commissioners and Airtec, Inc. The following comments were noted: Page 1-paragraph 4 should be revised as the document is not a contract, but rather an operating lease modification; Page 2-paragraph 2 should state "during normal business hours"; Page 3- paragraph 17 should remove the period from mid sentence; the certified gross weights shown on Exhibit A should reflect small turbine aircraft as < 12,500 pounds and large turbine as >= 12,500 pounds. Motion was made by Mr. Korey Smith "to approve the operating agreement addendum as noted and for staff to present the recommendations to the Board of County Commissioners." The motion was seconded by Mr. McNamara and passed with a vote of 3-0, with Ms. Lesko abstaining. Mr. Erichsen advised that there may be changes to the amendment as a result of further review, but if the changes we not substantive that he would not bring it back to the Committee for review, but would provide them a final copy if approved. There was no objection voiced.

With respect to Page 2-paragraph 2, Mr. Erichsen stated that in response to Mr. McNamara's comments from the prior meeting that there are approximately 84 paved tie-downs with less than 10 vacancies. Typically 5-6 vacancies are reported at any given time. Mr. Erichsen also reminded the Committee that there are 13 paved tie-down not in use due to the existing sublease with the Maryland State Police for Medevac unit Trooper 7.

Mr. Clarke reminded the audience that on May 24-27, 2005 the Blue Angels Air Demonstration would be conducted at the Naval Air Academy. The respective NOTAMs would be of no significant impact to the St. Mary's County airspace.

Mr. Clarke indicated that he had once again brought up the issue of the naming of the County Airport to the Board of County Commissioners during the February 2005 update. The Committee agreed prior that the airport and the terminal should be separately named. Mr. Smith concurred and suggested that perhaps there could be a special dedication of the terminal as the Captain Walter F. Duke Aviation Center or Terminal. In addition, the airport could be named St. Mary's County Memorial or Regional Airport and dedicated to all war heroes and military veterans. Mr. Clarke advised that he had read in the Baltimore Sun that BWI was being renamed "Baltimore Washington International Thurgood Marshall Airport", but that the primary identification would be unchanged as BWI. This could be a viable alternative to removing Captain Duke from the name of the airport and attaching it to the terminal building. As Commissioner Mattingly agreed to be the lead contact individual for the Board of County Commissioners, Mr. Clarke agreed to follow-up. Mr. Erichsen advised that this issue would be reflected in the draft Annual Report that would be presented at the next Committee Meeting.

Ms. Erin Lesko added that the Governmental Affairs Committee held their last meeting in the terminal building and were impressed by the facility. Finally, Mr.

Clarke requested that the Committee members review the County Airport website to ensure the content and accuracy of the information.

IV. PUBLIC COMMENT

Mr. Bob Hanson requested an update to the implementation of the proximity card reader system. Mr. Erichsen said that the County is now awaiting the completion of paving at the new hangars which should be completed in the next 30 days. The implementation plan will be coordinated with the Airtec operating agreement addendum. Updated insurance information is still needed by the County, but the expected timing for activation remains August 2005 and the formal date will be providing in writing.

Mr. Jacque LaValle asked as to whether or not the new Wildwood development had been evaluated for airspace encroachment. Mr. Erichsen advised that there was no vertical encroachment and that the approach minimums would not be affected.

Mr. Ken Studt asked whether or not the new owners in the Wildwood developments are aware that they are in the flight pattern for the airport. He further asked if the County needed a disclosure. Mr. Erichsen advised that the Comprehensive Zoning Ordinance references the airport Noise Level Contours, contains specific site development standards, and graphically show all the Part 77 surfaces as a part of the airport environs text similar to how the AICUZ is handled through the development review process.

Mr. Jim Dayton asked if he was done with assisting the County with the UNICOM. Mr. Clarke stated that it would be transitioned to Airtec through the proposed operating agreement addendum and that he would be notified. Terry Adair requested an AWOS update at the next meeting and suggested the GCO and AWOS frequencies be posted with signage. Also, Mr. Adair suggested transient parking signs be erected. The AWOS paperwork needed from Mr. Rusty Lowry stated that there have been 550 glider operations over the [past few years and that the glider symbol needed to be placed on the appropriate aeronautical charts. Mr. Clarke pointed out that there are several items that need to be updated on the charts to include a possible name change to the airport, and that his recommendation would be to consolidate the changes and present them to the Federal Aviation Administration in a single request. Mr. Lowry also discussed the possibility of adding a run-up area or turn-out to the taxiway to avoid delays in take-off. Mr. Erichsen suggested that the best time to approach this as a capital project would be after the Environmental Assessment is completed and during the formulation of the next budget which should be in the Fall of 2005.

Mr. Mark Dayton reported minor vandalism at the fueling area. Apparently someone stole the ground wire which was already repaired.

V. DIRECTOR OF PUBLIC WORKS & TRANSPORTATION REPORTS

Mr. Erichsen advised that Mr. Pucciarella, President of AeroChoice Unlimited, Inc. was present and would like an opportunity to discuss the status of his current lease in the terminal building. Mr. Pucciarella indicated that he had sold his interest in the AutoPILOT Magazine and would like to sublease a portion of the space to P.F. Summers, Inc.(PFS). PFS is a land developer who has approximately four engineers he needs to house prior to completion of an office building that would house his staff. The sublease would be for a period of approximately twelve months. Mr. Pucciarella also shared the May 17, 2005 correspondence he forwarded to the Board of County Commissioners and stated that he would be reducing his involvement in the magazine over the next two years.

After a detailed discussion, concerns were raised regarding: Mr. Pucciarella's working relationship with P.F. Summers, Inc.; the type of business proposed to temporarily occupy the current leased space; the non-aviation related nature of the proposal; the lack of competition for the space; the status of Aero Choice Unlimited, Inc. as the lessee while under an employment contract with a land development entity; and that pursuing same could be a public perception issue or even a conflict of interest. Korey Smith presented a motion which was seconded by Committee Member Erin Lesko. The following motion passed with a vote of 4-0: "The Airport Advisory Committee has no objection to subleases in general as there exists provisions in most leases to allow approval with prior written consent of the Landlord. However, the Committee recommends that any use of the airport terminal building be utilized primarily for longer term aviation-related organizations and businesses. Any other subleases should be short-term (i.e. one year maximum) and should be pursued only in conjunction with an Expression of Interest to ensure the space was made available for all responsive and responsible entities". The Committee requested the Airport Manager draft and forward the recommendation as soon as practical. Mr. Erichsen advised that it may be prudent to offer a rent reduction during the Auto Pilot Magazine transition to reflect the reduced square footage needed by Mr. Pucciarella. Alternatively, the County could concurrently approve the issuance of an Expression of Interest for the space.

Mr. Erichsen advised that the Maryland Aviation Administration (MAA) is conducting an update to the Statewide Economic Impact Study. Martin Associates will be conducting interviews with each airport and the project is expected to be completed by December 2005. Mr. Erichsen also advised that he would forward the County's recently completed economic impact study, currently posted on the County website, to the MAA to supplement their efforts.

The Special Maryland Aviation Administration grant for the replacement of tie-downs, crack sealing, and REIL replacement is underway. Mr. Erichsen advised that the REIL's should be replaced in June, crack-sealing performed in July, and tie-downs in August. A letter to tenants would be forwarded indicating that temporary relocation of planes would need to be performed to accommodate the tie-down replacement program. In addition, the existing FBO at Airtec would be assisting in the temporary relocations.

The MAA completed their annual airport operations inspection on April 19, 2005. Mr. Erichsen further stated that the Operating License was approved thru April 30, 2006.

VI. FBO AND LEASEHOLDER REPORTS

Mr. Pat Weaver provided an update of the new hangar construction and indicated that the paving should be completed within the next thirty days.

VII. NEW/OLD BUSINESS

After discussion of the main agenda items, it was agreed that the June meeting would be skipped and subsequent meetings through the summer scheduled based on need. Mr. Erichsen reminded the Committee that there were posting obligations when meetings are postponed or deferred as all meeting times and dates are posted in advance. No additional comments were noted. Mr. Clarke agreed to follow-up with the update of the Letter of Authorization with the Pax River NAS as discussed during the April 25, 2005 Committee meeting.

VIII. ADJOURNMENT

Having heard no additional comments, Mr. Smith recommended the meeting be adjourned and the motion was seconded by Ms. Lesko and passed with a vote of 4-0. The meeting ended at approximately 7:43 p.m. The next meeting will be held on July 25, 2005 at 6:00 p.m., at the County Airport in the Terminal Building Conference Room. The meetings are normally held on the 4th Monday of the month.

Respectfully submitted, Approved,

George A. Erichsen, P.E. Ned Clarke

Recording Secretary Chairman