

Airport Advisory Committee Meeting
St. Mary's County Regional Airport
January 28, 2008

Approved Minutes

I. CALL TO ORDER

Mr. Joe Mitchell, Vice Chairman, called the meeting to order at 6:00 PM. Committee members Ned Clarke, Rich Richardson, Skip Shephard, Jim Davis and Randy Willis were also present. Recognizing a quorum, Mr. Mitchell noted that official business could be conducted. Others in attendance are reflected on the Sign-In Sheet.

II. MINUTES

The Committee reviewed the draft December 17, 2007 minutes. Ned Clarke moved to accept the minutes as drafted. Rich Richardson seconded the motion which passed by a vote of 6-0. The approved minutes for October 2007 have been posted to the County website.

III. CHAIRMAN'S REPORT

Mr. Mitchell welcomed the committee to the first meeting of the calendar year and introduced the new committee members for calendar year 2008, Mr. Jim Davis and Mr. Randy Willis. Mr. Davis noted that he is a fifteen-year resident of St. Mary's County, a part-time professor with the College of Southern Maryland in the Construction Management and Engineering Department, has extensive experience in the engineering consultant field, to include airport design, and loves aviation. Mr. Willis is a retired senior chief petty officer with 23 years of naval service, most recently serving for five years as the Air Traffic Control Manager for NAS Patuxent River. He currently applies his experience and knowledge as an ATC systems analyst with BAE Systems and looks forward to volunteering his talents to the committee.

Mr. Mitchell then opened the floor to the committee to discuss the election of officers for calendar year 2008. After discussion among the committee, Mr. Davis agreed to accept the nomination as Chairman. Mr. Mitchell and Mr. Clarke agreed to accept the nomination as Vice-Chairmen. Mr. Richardson so moved, which was seconded by Mr. Clarke, and the motion passed by a vote of 6-0.

Mr. Mitchell then noted that the draft 2007 Annual Report was included in the meeting package for the committee members to review and provide comment back to Mr. Whipple at or before the February meeting. The committee's goal is to finalize the Annual Report and submit it to the Board of County Commissioners by April.

IV. PUBLIC COMMENT

Mr. Mitchell then opened the floor to public comment. Mr. Jacques La Valle introduced himself to the new committee members and noted that he has been a long-time advocate of the airport with over 15 years of experience as a certified flight instructor. Mr. La Valle expressed his concern about the airport's perceived image as indicated by recent comments posted on the Aircraft Owner's and Pilots Association (AOPA) website. As compared to other airports in the region, comments were posted that indicate the airport is not as user-friendly for transient customers. The committee agreed that one immediate step to be taken to rectify this perception is to install the temporary sign package that has been under development and procurement. Mr. Whipple indicated that the shipping date for the signs was expected from the sign vendor before the next meeting. Mr. Bildman, as the main Fixed Base Operator (FBO), noted that cab and car rental service is available for transients, who can call ahead to make such arrangements.

V. DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION REPORT

Mr. Gary Whipple represented the Department of Public Works and Transportation. He stated that the Department will be awarding the first two phases of the work for the wetlands mitigation (land surveying, preliminary design, and Phase II permitting).

Mr. Whipple reported that the sign vendor for the transient sign package had submitted shop drawings for review, and that the vendor will provide the delivery date of the signs before the next meeting. The installation of the sign bases will be managed under a separate procurement, and the County has already contacted its construction vendors for quotes.

Mr. Whipple stated that the Consultant Services contract was advertised with proposals due January 18, 2008. Six proposals were received, and Mr. Whipple requested volunteers from the committee to prepare a short list for interviews. Mr. Davis and Mr. Richardson volunteered to review the proposals.

Mr. Whipple also reported on the development review cycle for December 2007, noting that three proposed developments were within the Airport Environs (A/E) zoning overlay. The proposed developments do not have an impact on the airport or its planned development.

The committee and the public present notified Mr. Whipple that the AWOS was not operating at full capacity. Its signal could only be picked up within the immediate vicinity of the airport. Mr. Whipple promised to contact the AWOS vendor and report back at the next meeting.

VI. FBO AND LEASEHOLDER REPORTS

Mr. Steve Bildman reported that the operator of the Harrier aircraft was interested in constructing the concrete pad required for vertical take-offs and landings. Mr. Whipple noted that this would have to be coordinated with the Airport Capital Improvement Program (ACIP). Mr. Bildman also noted the various services that are available to transient aircraft operators, to include the 24/7 pilot's lounge, the self-fueling facilities, and call-ahead taxi/car rental service. Mr. Bildman also inquired as to the St. Mary's Transit System (STS) routes. Mr. Whipple agreed to check up on the STS routes and report back at the next meeting. Mr. Bildman also noted that aviation insurance was also available through Airtec, Inc.

VII. NEW/OLD BUSINESS

The next meeting is scheduled for Monday, February 25, 2008 beginning at 6:00 PM in the Walter F. Duke Terminal Building Conference Room.

VIII. ADJOURNMENT

Having heard no additional comments, Mr. Mitchell entertained a motion to adjourn the meeting, which was so moved by Rich Richardson. Ned Clarke seconded the motion, which passed by a vote of 6-0. The meeting was adjourned at approximately 7:30 PM.

Respectfully submitted,

Approved,

Gary B. Whipple, P.E.
Recording Secretary

Jim Davis,
Chairman