

Airport Advisory Committee Meeting
Captain Walter Francis Duke Regional Airport
November 28, 2005

Approved Minutes

I. CALL TO ORDER

Mr. Korey Smith, Vice Chairman called the meeting to order at 6:05 pm. Other members present were: Erin Lesko, Joe Mitchell, and Bill McNamara. Recognizing that there was a quorum, Mr. Smith 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 September minutes, Joe Mitchell motioned "to approve the minutes". The motion was seconded by Erin Lesko and passed with a vote of 4-0. Following review of the draft October minutes, Joe Mitchell motioned "to approve the minutes with minor text amendments". The motion was seconded by Bill McNamara and passed with a vote of 4-0. All approved minutes are posted on the website as they are approved by the Committee.

III. VICE CHAIRMAN'S REPORT

Mr. Smith noted that on October 31, 2005, the County Public Informational Office (PIO) advised the Airport Manager that two Committee member's term were due to expire. Mr. John Stober, Jr. has voiced that he did not want to renew his term as a Committee member. Mr. Smith suggested that if Mr. Mitchell was willing, that he be reinstated and continue to serve on the Committee for another term. Mr. McNamara agreed. Mr. Mitchell agreed to another term and the Airport Manager will notify the County PIO. The Committee members present voted unanimously to forward the recommendation as stated. Mr. Korey Smith also advised those in attendance that if they were interested in serving on the Committee, that they contact Ms. Delores Lacey at the PIO for an application. Mr. Erichsen advised that the PIO office can be reached via the County website, by mail, by fax, or by phone at 310-475-4200 ext. 1431.

Mr. Smith opened the floor to the public for open comment and discussion.

IV. PUBLIC COMMENT

Mr. Terry Adair suggested the intensity of the PAPI's (at the runway 11 end) and REIL's be re-evaluated. Perhaps pieces of plywood could be erected on the run-up side. He also suggested the County also consider painting run-up lines from the end of the runway. With respect to the REIL's, if they could be turned off and disabled by pilots, the need for blocking the strobes could be eliminated. Mr. Terry Adair suggested that traffic altitudes be included in the update to the Green Book.

Mr. Ken Studt suggested the Committee and County consider blocking off the lit terminal signage as it could send the wrong message to visiting pilots. With the sign illuminated, it

unintentionally directs pilots to the ramp of an un-open facility where there are no services being provided. Mr. Studt advised that he had taken Mr. Harry Knight of the Department of Land Use and Growth Management on a plane tour of the areas around the County Airport so that his Department could get an appreciation of the surrounding development. Mr. Studt also voiced his opinion that a \$60 security deposit for a tie-down space did not make sense. He also believes that long standing and good paying tie-down customers be granted a grandfathering provision from paying the security deposit. Mr. Mitchell advised Mr. Studt that by signature of the lease, the aircraft owners become obligated and accept the responsibilities contained in the lease irrespective of when the County chooses to accept the lease. Mr. Erichsen advised that at the last meeting, the Committee agreed to accept a proposal from the tenants justifying removal of the security deposit payment language from the standard lease. However, Mr. Erichsen also advised that the justification needed to be substantial in that the security deposit is also intended to act as leverage so that the County can ensure that rent payments stay current.

With respect to encroachment issues, whether they be AICUZ or Airport Environs, Mr. Corey Smith suggested that legislature be drafted to require disclosure by the real estate community to new property purchasers regarding proximity to airports and landing patterns, etc. This could include having noise contours placed on plans and plats. The proposal could be presented to the Board of County Commissioners for their next legislative discussions and it was agreed that Joe Mitchell could take the lead on drafting a proposal for the Committee's consideration. Mr. Erichsen advised that the legislation could be expanded to include language regarding landfills as well.

Mr. Studt also stated that there was a buzzing noise on the AWOS recording to which Mr. Smith stated that he might be able to remove the noise that evening.

V. DIRECTOR OF PUBLIC WORKS & TRANSPORTATION REPORTS

Mr. Erichsen advised that the Airport Access Card distribution was proceeding on accordance with the Committee's recommendations and in accordance with the memorandum to AirTec dated October 28, 2005. In short, cards would begin being distributed on October 31, 2005 and the gates activated on December 1, 2005. All tenants would be approaching AirTec representative Steve Bildman to ensure all requirements are satisfied by each tenant prior to distribution. The keys will also be de-activated thirty days after the individual aircraft insurance policies end to provide sufficient grace period to submit an updated binder / policy.

A copy of the Maryland Aviation Administration's November 7, 2005 concurrence with the second amendment to the original Grant MAA-GR-98-016 and the Airport Manager's November 15, 2005 response was presented to the Advisory Committee. Mr. Erichsen noted that the amendment addressed the major runway cracking, installing airport signage, and painting designated tie-down spaces which will facilitate the management of the ramp areas. As this was discussed at several of the prior meetings, Mr. Smith noted that the Committee members had no additional comments.

Mr. Erichsen provided the Committee with a November 1, 2005 correspondence to the Federal Aviation Administration's National Flight Data Center regarding the posting of the glider symbol, GCO frequency, AWOS information etc. which needs to be placed on the Facilities Directory and Sectional Charts. Mr. Erichsen also advised that the estimated glider operations used in the request was twenty (20) per week.

Mr. Erichsen advised that as a follow-up to the security deposit discussions, that the draft lease has contained similar language since at least November 25, 2002. Mr. Erichsen advised that during the early stages of the draft standard lease, there were provisions to require a security deposit equal to two months rent. Nonetheless, on July 17, 2003, the

Committee voted to accept the revised lease, as drafted by the County Attorney, and recommend it be forwarded to the Board of County Commissioners for final approval. If there is sufficient reason to not require such a security deposit, it would have to be submitted to the Committee for recommendation to the Board of County Commissioners.

Mr. Erichsen reported that on November 15, 2005, that the Chamber of Commerce and the Airport Manager agreed that the Experimental Aircraft Association could periodically meet in the vacated AutoPilot Magazine space as it was acoustically more conducive to meeting space than the main lobby of the terminal. Mr. Erichsen advised that a permanent change to the Exhibit of the EAA Lease would need to be prepared for a longer term arrangement. According to Mr. Erichsen, the USDA Department of Natural Resources has rescheduled their site visit to perform a wildlife assessment, in particular to address the Committee's geese population mitigation concerns. The site visit has been rescheduled for October 28, 2005.

VI. FBO AND LEASEHOLDER REPORTS

Mr. Bildman advised that the price for Low Lead fuel was coming down from \$3.49 to \$3.29 per gallon. Key distribution will be on-going 7 days per week and that he would be available to address any comments or concerns. If all required information was submitted, AirTec would forward same to the Department of Public Works & Transportation for final review and key card activation.

Mr. Weaver reported that the three unit t-hangar building is scheduled for delivery on December 1, 2005. It is hoped that use and occupancy can be obtained as soon as January 2006.

VII. NEW/OLD BUSINESS

After discussion of the main agenda items, Mr. Smith noted the following:

The USDA wildlife assessment report should be finalized for distribution at the next meeting.

The original Letter Of Authorization with Pax River regarding airspace has been updated by Mr. Clarke and includes modified altitudes on turbine aircraft, but is awaiting further review by Pax River NAS personnel. The amended document will need to be signed by the Board of County Commissioners as the Committee has no signatory authority at this time.

VIII. ADJOURNMENT

Having heard no additional comments, Mr. Mitchell recommended the meeting be adjourned and the motion was seconded by Ms. Erin Lesko and passed with a vote of 4-0. The meeting ended at approximately 7:51 p.m. Due to the holidays, the next meeting will be held on December 19, 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.
Recording Secretary

Korey Smith
Vice Chairman

