

**St. Mary's County Regional Airport
Airport Advisory Committee Meeting
28 March 2016 Minutes**



I. CALL TO ORDER - Mr. Anderson called the meeting to order at 1800. The following committee members were also present; Mr. Olmeda, Mr. Klapka, Ms. Sawyer, Mr. Adair, and Mr. Barthelme. Mr. LaValle, Mr. Willard and Mr. Lowry were excused. Mr. Whipple and Mr. Carlton, St Mary's County Staff Advisors, were also present.

Public in attendance included: Mr. Bildman, Mr. Reed and others as indicated on the Sign-In Sheet.

II. February's draft Minutes were unanimously approved as amended.

III. CHAIRMAN'S REPORT

The 2015 Annual Report was finalized with the committee reviewing the economic impact section of the report to ensure that induced and indirect benefits of the airport are properly addressed. After discussion, the final report was unanimously adopted.

The Airport Rules and Minimum Standards were reported to still be in the County Attorney's office pending a public hearing to adopt changes by ordinance. A public hearing will be scheduled after presentation to the Commissioners.

The Committee reviewed the schedule of meetings for the spring/summer 2016 and unanimously determined the schedule to be the following;

23 MAY regular meeting	—————>	04 JUN airport annual inspection
27 JUN regular meeting	—————>	JULY scheduled summer recess
22 AUG regular meeting		

The Committee reviewed the 10 MAR 2016 letter from the Navy Annapolis Flight Center to the Commissioners and discussed the benefits of the lease between the NAFC and the County, expanding aeronautical services and aviation training opportunities at the airport. It was noted that NAFC membership is open to all. The Committee unanimously voted to favorably endorse the lease.

IV. Public Comments

Those in attendance noted that the AWOS transmission of signal was restored. Mr. Whipple reported that the VHF radio had to be replaced by the maintenance contractor.

V. Department of Public Works & Transportation Report

The draft FY2017 Airport Capital Improvement Plan worksheet was reviewed by the Committee as briefed by Mr. Whipple. Upcoming projects include Lawrence Hayden Road relocation and design of Taxiway 'A' relocation. The Committee requested

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consideration of a Master Plan update to provide a parallel grass taxiway in conjunction with the extension of R/W 11. The County will take into consideration.

Utility relocation work is under way with road relocation to follow shortly thereafter. Clearing is complete, and the County and the Contractor are coordinating with SMECO and Washington Gas for the next steps on relocating utilities.

Construction of the two off-site wetland mitigation areas should start in late April/early May to complete that work before the expiration of the grant in June. The current mitigation areas provide enough mitigation for the relocation of Lawrence Hayden Road.

The County is completing the final design of Lawrence Hayden Road relocation and is expecting to bid the construction shortly.

The Maryland Aviation Administration's annual safety inspection is scheduled for 07 APR 2016 for the renewal of the operating license. The MAA also reported that the first quarter CY2016 acoustical sampling was complete. The data will be used to update the annual operations estimate, with the annual estimate for CY2016 due in the Spring of 2017.

The FAA issued a Determination of No Hazard to Aviation for the METCOM water tank construction on MD 235 up near Hollywood Road. Construction to begin shortly, and the temporary crane will be marked and lighted.

VI. FBO and Leaseholder Report

The land donation process for the new commercial hangars, Bldgs 2 and 3, is underway. For the new T-hangars, hangars W and X are being combined.

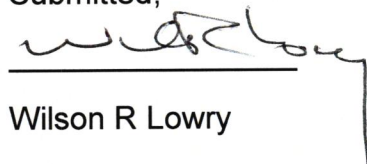
VII. New Business

Fuel consumption will be reported on a monthly basis as a gauge of economic activity.

VIII. Next Meeting –The next regular meeting is scheduled for 25 April 2016 at 6:00 pm; Walter F Duke Terminal Building conference room.

IX. ADJOURNMENT- The meeting was adjourned at 1945.

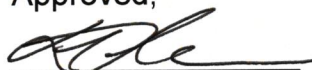
Submitted,

A handwritten signature in black ink, appearing to read "Wilson R Lowry", is written over a horizontal line. A vertical line extends downwards from the right side of the signature.

Wilson R Lowry

Secretary

Approved,

A handwritten signature in black ink, appearing to read "Erik Anderson", is written over a horizontal line.

Erik Anderson

Chairman