

WICOMICO COUNTY AIRPORT COMMISSION
Monday September 9 , 2019 @ 3:00
SBY Regional Airport
Passenger Lounge Conference Room
AGENDA

1. APPROVAL OF MINUTES

Chair- Calvin Peacock

2. Kristen Goller - Wicomico county Tourism Manager

3. AIRPORT MANAGER 'S REPORT

1. Restrooms! Complete - Please take a look!

2. Wings and Wheels -

Sending out letters to all Sponsors- Wing and Wheels will be in 2021 after we get a new FBO

3. Senator Carozza Meeting - OCT 3 with Paul Ellington-

Met with Senator and Ellington to discuss the 2020 Strategy for tackling the GA MX Tax Relief. As stated for the past 5 years, this is a JOBS Bill. We have a strategy in place:

1. Garner AOPA President support to meet with Sen Young to discuss strategy.
2. To present a by-partisan bill for ALL Maryland instead of just Wicomico County.
3. Introduce bills from New Lead-

4. Airport Hangar Painting Complete -

- a. Major issues with final product - Internal discussions on how to resolve the lack of Painter's ability to correct the damage.

5. Master Plan and ALP -

September 19, 2019 sent FAA ADO our Master Plan and ALP for review. We addressed all comments from the FAA's previous review. FAA has 30 days to return with comments. Expect comments by end of OCT. Meeting Schedule with ADO manager, Wayne, John Longnaker and myself On OCT 24, 2019

6. **Harris Corp Status Report-** ADS-B Feasibility Study Attached.
7. **ADS-B for OC Airport**
8. **Revised Minimum Standards** -Another review and revision to the Minimum Standards is under way- Please provide any comments by the end of September. **Did anyone send comments? I did not receive any except from Calvin dated July 8, 2019 @ 11:57am**
9. **Met with Barb Pivec today-** Verizon and/or ATT support company. Needs antenna location on Airport- See sample product to hide head-end equipment. **See Attached Proposal -Omitted last meeting**
10. **Prep for FY21 CIP** is under way- ARFF and SBY Maintenance/ Snow Removal Building is a major priority as well as new equipment.
11. **RFP for FBO** - Held Pre- **Bid Meeting for the FBO RFP on Wed last week** - There are two interested parties participated. Bid closes at the end of the month. <https://www.wicomocounty.org/DocumentCenter/View/8251/Proposal-Documents---Fixed-Based-Operator-SBY-Airport?bidId=699>
12. **Bay Land Hearing** rescheduled for MAR 2020.
13. **Water Main/Sewer** - MDE approved awarding the project to Bramble last month. Construction should start in the very near term. An under estimation of the installation cost of \$127,000 - May go into the Airport Budget for FY21.

During a UAS pre-construction meeting, we determined the Sewer in the industrial park is not though out. Will be included in Public Works CIP FY21.

14. **Project and Contract Status Update**

- a. **New Fuel Farm** - Site prep should begin in the next 2 weeks; concession agreement is being reviewed by legal pending comments and suggested changes. Requested Exemption -Still pending with MDE.
- b. **Taxiway A and Air Carrier Apron rehab** construction likely to be deferred until Spring 2020 due to the delay in MAA Grant Acceptance Letter.
- c. **Rosenfeld's new Concession Agreement** - signed and Liquor License has been applied for- **Meeting scheduled** next week to discuss delays
- d. **UAS Hangar construction date** - End of Oct/first of Nov. Ribbon cutting ceremony in Nov. Reviewing design/construction drawing over the next few weeks. Interior design is done-RFP for interior construction should be out by November. Did not know that the sewer in the Industrial park is not completely installed.
- e. **Site Ready prep** for the new FBO is underway. Should have concrete and steel rails all removed shortly.
- f. **Marketing Plan is being reviewed for FY21 budget- Attached.**

g. Bud Church- Offered -

- **The Chamber of Commerce** . -Member and already Advertise
- **The Hotel Motel Association** . - Met with Susan Jones 6/10/19
Discussed Bed Tax for Airport
- **County Commissioners** . Mayor and City Council -Please schedule

15. FEMA/MEMA assessment is scheduled for OCT 29-31. The assessment is to designate SBY as a FEMA/MEMA staging area and to identify our total capabilities and capacities. All tenants will be contacted by FEMA for a series of Q&A. Please respond.

16. Interviewed with Jacobs and Daniels consultant firm. they were contracted by MAA/BWI/Martin State to develop a strategic Plan. As part of that project they are interviewing SBY and HGR airport managers. Question stemmed around the Grant process, communications, budgets, and conflict of interest.

17. Attended the CTP And Presented the Priority items to MDOT Transportation.

18. County Council Agenda- OCT 15 CFC- See CFC Example

19. Recommendation for Airport Commission

- a. CAP Building Project-** Recommend the Airport Commission take that on. CAP trailer is being removed next week and Tower.
- b. STEM with Kilroy** - Spoke to Donna Altvater at Henson Foundation and their plate is full. We need a partner with funding to support a robust STEM program for our Youth. We need an Aviation /Youth Center built in the industrial site- Scouts, Boys and Girls Club, school programs.... When the UAS Center for Innovation is opened and we get our first MFG, this will be a perfect time to have the programs running for our youth. (about 12-18 months)

4. CHAIRMAN'S REPORT

Calvin Peacock

5. PUBLIC COMMENTS:

6. AIRPORT COMMISSION COMMENTS:

7. NEXT MEETING - Monday, October 14, 2019

8. ADJOURNMENT