

**Open Work Session
Airport Commission Update
April 19, 2016**

Mr. John Hall said since the Airport Commission reorganized in 2015, the airport became a department of County government under the County Executive. The Airport Commission became an advisory body to the County Executive. In addition to twice monthly meetings held at the airport in the former restaurant space in the terminal building, the commission has held two half-day strategic planning work sessions. After the appointments, the commission members took a familiarization tour of the entire airport with County Executive Culver, Director of Administration Strausburg and Airport Director Bryant. The Airport Commission did a SWOT Analysis that shows the strengths, weaknesses, opportunities and threats with airport employees and tenants, and that provided a wealth of information. In addition, the Airport Commission set priority goals based on information from the planning session. The priority goals are as follows: (1) Maintain and enhance scheduled passenger airline service. (2) Improve facilities and infrastructure to attract business development and public usage. (3) Improve airport marketing and business relationship. (4) Capitalize on the airport's strategic advantages and opportunities to attract additional transient air traffic, military and civilian. (5) Develop a robust, competitive fixed based operations construct. This is the operator who pumps gas and does maintenance at the airport. (6) Develop a hanger facilities improvements and expansion plan, and (7) Evaluate and recommend airport staffing needs. Mr. Hall said the Airport Commission formed subcommittees to work on each of the priority goals reaching out to resources within the communities and with vital assistance from other county departments with critical expertise needed. He said the immediate next steps identified for facilities and marketing are as follows: (1) Prioritize and address terminal improvements list considering national priorities of the Federal Aviation Administration and state priorities of the Maryland Aviation Administration, the airports primary funding sources, other than Wicomico County, for project funding. (2) Complete monument sign improvements. (3) Landscaping plan for Airport Road campus. (4) Landscaping slats for chain link fencing for part of Airport Road campus. (5) Evaluate locational alternative for Civil Air Patrol and collaborate to enhance CAP airport presence. (6) Continue campus and stormwater facilities improvements with assistance from the County Department of Public Works using the Watershed Implementation Plan program. (7) Advocate for extension of public water supply to airport to facilitate business development, benefit existing airport tenants, improve fire protection. Mr. Hall said in regards to marketing, they are going to collaborate with Piedmont Airlines/American Airlines. They are in the process of updating the airport's website, which should, hopefully, be completed by the end of the month. They are also working on developing a Comprehensive Marketing Plan. The Airport Commission is developing immediate and long range plans for general aviation and fixed base operations as well as for aircraft hangers, including renovation, replacement and expansion. They are encouraging more military traffic into the area. In addition, they are working on airport staffing organizational structure and gaps and aircraft emergency response team long term solution alternatives. Mr. Hall said on behalf of other members of the Airport Commission, he would like to thank County Executive, Bob Culver; Wayne Strausburg, who serves as Secretary to the Airport Commission and is a vital link to the county administration and other departments; Airport Director, Bob

Bryant and Denise Shelby, who is not only Bob Bryant's right hand person, she has taken over doing the minutes of the Airport Commission and is doing a wonderful job. He would also like to thank members of the Airport Commission, Nola Arnold, Bud Church, Matt Creamer and the new members of the commission, April Jackson, Calvin Peacock, Jerry De Cairano and Jamie Brooke. He said everyone is devoting a lot of time and energy to the airport. Mr. Hall said they are an advisory committee, but they have all assumed responsibilities in making the airport better and countless hours have been put into the committee. Mr. Hall said the County has a \$52 million dollar asset. The budget runs \$1,200,000. Mr. Joe Holloway asked if they will be able to keep the grass cut this summer, to which Mr. Hall responded said that is one of their challenges, and he thinks they have addressed that. Mr. Matt Holloway asked if the fence has been fixed, to which Mr. Hall responded, yes. Mr. Matt Holloway then asked if the Comprehensive Marketing Plan was outsourced or if it is being done in-house. Mr. Hall said they only have a budget of \$1,200,000, so outsourcing the marketing plan is not even a consideration at this time. This advisory committee is a hands-on committee, so they are taking whatever they can find within the County itself and utilizing those for marketing. Mr. Matt Holloway said with some of the new appointments there is a lot of general aviation background, and he thinks that is a good direction for the airport. If you look at the Cambridge Airport and some of the things they are doing with the fly-ins and the nice restaurants, there are some opportunities. Mr. Hall said if you look at the income that has been generated by the airport, over 70% is attributed to the commercial airlines, Piedmont and American Airlines. Mr. Joe Holloway said the biggest revenue is from the parking lot. Mr. Joe Holloway then asked, in the future, if they will be working towards the t-hangers and some more of the private aviation, to which Mr. Hall responded, yes. Mr. Hall said the biggest direct influx of funds comes from the parking lot, however, there are close to 400 hundred employees with above average incomes, so this is a big asset to the County. Mr. Dodd asked what is going on with in-house fire protection. Mr. Strausburg came before Council. He said fire protection at the airport falls under FAA requirements, which has been handled by Piedmont's mechanics. He said you have a three-minute response time to get to an onsite aircraft accident. Mr. Strausburg explained that Piedmont mechanics are trained in fire response. They are onsite during the time that schedule airlines services are operating, which has been effective. He said Piedmont would like to gravitate away from that and they would like the County to come up with a different construct for fire response. He said they will discuss this matter in the fire service agreement discussion. They need to take a look at what other communities are doing at their airports, but it will be somewhat costly. They did not have the answer yet, but they fully intend to have a new construct within the next 12 months. Mr. Dodd said this has been an issue for a while as it has been on the backburner. He said with a three-minute response time, there is not a fire station close enough that could do that without have someone at the facility. He wonders if the County is going toward BWI's response. Mr. Strausburg said they are going to have to have something onsite. He said they have the equipment in the Piedmont hanger, but they will have to house it elsewhere if they are going to have a fire response team onsite. Then they have to work through what occupies that fire response team during times when the planes are not coming in and going out. It is not going to be simple, but they are tasked with coming up with a solution and they will. Mr. Dodd clarified that if the County wants to have an airport, we have to do something to have someone available for the three-minute response time.

Mr. Strausburg explained that it is a FAA requirement. He said if we are going to have scheduled airline service that three-minute response time is their requirement, and they have to be appropriately trained in responding. Responding to an aircraft incident is somewhat different from other fire responses; it is very specialized training. Mr. Joe Holloway said he knows that Salisbury backed out in responding to the airport, but Parsonsburg picked it up. He then asked if that is still the situation. Mr. Strausburg said Parsonsburg is still the primary response team. Mr. Dodd asked Mr. Strausburg if the County still owns the boot camp property. Mr. Strausburg said the County does still own it and it is being utilized. Mr. Matt Holloway said they can discuss that property at a different time. Mr. Dodd said at one time there was an issue with the extension of the runway and that property. Mr. Strausburg said that is not an issue and how the property is being utilized should be a conversation for a closed session.

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John T. Cannon, President



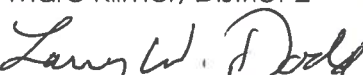
Matt Holloway, Vice President



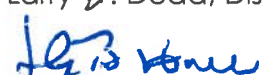
Ernest F. Davis, District 1




Marc Kilmer, District 2




Larry W. Dodd, District 3



John B. Hall, District 4



Joe Holloway, District 5



Matthew E. Creamer, Council Administrator