

WICOMICO COUNTY AIRPORT COMMISSION

MARCH 12, 2018

Present: Nola Arnold; Bud Church; Gerard DiCairano; April Jackson; Calvin Peacock

Staff: Dawn Veatch; James Harris; Denise Shellaby

Other: Jacqueline Jennings, Piedmont Airlines; Patrick Nelms, Bay Land Aviation

CALL TO ORDER

In the absence of Chairman Hall and Vice-Chairman Creamer, Airport Manager Dawn Veatch called the meeting to order at 3 p.m.

MINUTES

The February 12, 2018 minutes were approved.

MEETINGS

Later this week, Mrs. Veatch will be attending the Volaire Conference in Myrtle Beach, South Carolina to meet with potential airlines. Next week, she will be attending the Unmanned Cargo Summit in Kinston, North Carolina to meet with United Parcel Service. Mrs. Veatch and Mr. Michael Dunn of the Greater Salisbury Committee have another meeting scheduled with Infinity Flight Group. If Infinity does not commit to the community hangar, the hangar will be rented to another tenant. The airport needs steady income for the rental of that hangar.

AUTOMATED PARKING

Mrs. Veatch is working with the parking vendor to convert the pay parking lot to an automated teller system. It will be a covered lot with solar panels on top.

LEASES AND PROPOSALS

Mrs. Veatch and the Legal Department are working on blanket leases for land rental in the industrial park. She wants to forward one blanket lease to the County Council for approval. If there is a deviation from the blanket lease, that lease would be reviewed separately. The leases would be with developers, who in turn, would sub lease the land. Requests for proposals for the fixed base operator and the T/box hangars are going out soon. A restroom has been added to the hangar wash rack proposal. Mrs. Veatch is encouraging public/private partnerships. The new "Fees and Charges Schedule" for existing leases was distributed at the Airport Commission meeting. Based on McCain Appraisers' market analysis, rental rates will increase, and minimum standards will be included. The asphalt, painting, and hangar repairs will be amortized over 10 years. Landing fees only apply to scheduled commercial airline service.

PASSENGER LOUNGE AND RESTROOM RENOVATIONS

The galley is almost finished, and the equipment will be ordered soon. Airport Management is hoping to attract two vendors who can test their business models. Before the lounge is open to the public, the Chamber of Commerce will host a "Business After Hours" event along with a thank you reception for Wings and Wheels participants and volunteers. Mrs. Veatch is attempting to fund the restroom renovations by Passenger Facility Charges. If the renovations are not Passenger Facility Charge funded under the current applications, quick fixes will be made and paid for from the operating account.

Removing the restrooms doors helped with the ventilation. The replacement of the automatic terminal entrance doors are eligible for funding by the Passenger Facility Charges program.

HANGAR REPAIRS

T-Hangar paving should start in the next week or so. When the funding is received, the T-Hangars will be painted in the summer and the corporate hangars in the fall. Mr. DiCairano inquired if scraping of the interior T-Hangar beams were included in the request for proposal for the hangar repairs. Mr. Nelms commented that any flakes falling off of the beams were not causing aircraft damage. If the beams need to be sand blasted, it would cost more money, and the project would need to be pushed back until next year. Other options such as spraying the beams will need to be explored.

LANDSCAPING

Mrs. Veatch would like to promote community service and engage kids by having local youth groups landscape the terminal grounds. Airport Management would pay for the materials and the kids would provide the labor. Airport Management and the civic groups would provide supervisors. Mrs. Arnold and Mr. Peacock suggested contacting local nurseries for donations. Mr. DiCairano suggested utilizing the SBY logo by constructing flower planters into a 3 dimensional SBY shape along Airport Road. Mrs. Jennings leads a Girl Scout troop and would like to plant a butterfly garden. Ms. Jackson could provide volunteers from the Salisbury Advisory Council. Ms. Jackson recommended liriopie be planted because it is hardy and grows from spring to fall. Mrs. Arnold added the scouts and civic groups will need to maintain the plants. Wicomico County Assistant Director of Administration Weston Young is working on getting seed from the exchange so the airport can plant clover next year. It will save \$70,000 a year in mowing.

WINGS AND WHEELS

Wings and Wheels will be held on May 19, which is Armed Forces Day. May is also aviation month. Airport Management expects 4,000 visitors this year. Yesterday, invitations signed by Executive Culver, were mailed out to dignitaries. Last month, Mrs. Veatch and Mr. Harris handed out Fly In information at the Ocean City Business Expo. The Aircraft Owners and Pilots Association will have a booth at the Fly In. Mrs. Jennings complimented the success of the 2017 event.

AIRPORT COMMISSION COMMENTS

Mrs. Arnold inquired as to the status of the VOR. Mrs. Veatch advised a new roof will be installed in the spring, and the VOR should be operational in June. Mr. DiCairano and Mr. Church commended and thanked Mrs. Veatch for her progress. With her skills and creative vision, she is moving many overlooked projects forward. Mrs. Veatch appreciated the compliments and advised the community support she has received has been most helpful.

NEXT MEETING

The next meeting will be held Monday, April 9, 2018.

ADJOURNMENT

The meeting was adjourned at 3:45 p.m.

John Hall, Chairman