



SOUTH CAROLINA AERONAUTICS COMMISSION

ACCOUNTABILITY REPORT

FISCAL YEAR 2009-2010

Agency: South Carolina Aeronautics Commission

Submitted: September 15, 2010

Commission Chairman: Gregg A. Malphrus

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I. EXECUTIVE SUMMARY

Mission & Values

The South Carolina Aeronautics Commission (SCAC) oversees the safety and development of the state's public use airports and provides safe air transportation for state government, legislators, constitutional officers, and business prospects. The Commissioners, leadership, and staff of SCAC are committed to the mission of this agency and believe in striving to enhance the quality of life for all South Carolinians.

Agency Mission Statement

Fostering air commerce by overseeing the safety and development of the state's public use airports and providing safe, reliable air transportation for state government and business prospects!

Executive Summary

SCAC consists of a staff of eleven employees, one contract employee, and a seven-member oversight commission. The Airport Development Section is responsible for the administration of the state aviation fund and the oversight and development of the 60 public use airports. The airport development section and the executive director work closely with the Federal Aviation Administration (FAA) Southern Regional Office, and the FAA Atlanta District Office (ADO) to administer millions of dollars of federal grants each year. The airport development staff enhances its productivity and management efficiency using computerized automated tools and software programs. The product is called the *South Carolina Comprehensive Aviation Information Reporting System (SC-CAIRS)*; which received the 2001 National Association of State Aviation Officials, "Most Innovative State Program Award". Using "off-the-shelf" software, an array of airport development applications, SC-CAIRS can assist airport management in planning and engineering of the state-wide aviation network. SC-CAIRS was greatly enhanced in FY09/10 with addition of new software and interactive programs for sponsors and other users. SCAC also partners with other state agencies using memorandums-of-agreement with the University of South Carolina, State Geodetic Survey Office, Department of Transportation, State Emergency Preparedness Division, State Fire Academy, Department of Corrections, and the Department of Natural Resources to enhance aviation support services in South Carolina. This section provides the airport inspection program, the airport capital improvement programs for state and federal grants, and airport pavement maintenance and airfield marking programs, in addition to fire ant control and weed/grass control programs.

The Flight Section maintains the King Air 350, which is utilized for State of South Carolina business. Aircraft Maintenance provides regular maintenance needs for the King Air 350. They provide maintenance for the Department of Natural Resources' three aircraft and the Medical University of South Carolina's King Air C90.

The administrative office controls the budget and provides administrative support to the Commission, Airport Development, and Flight Sections.

Major Achievements

During the past year SCAC:

- Administered twenty-six (26) capital improvement grants totaling \$16,113,523 in federal and \$597,401 in state funds for a grand total of \$16,710,924. All projects were

administered following Federal Aviation Administration (FAA) Rules and Regulations and state project guidelines as outlined in SCAC State Grant Agreements. All projects for FY09/10 were completed on time.

- SCAC owns and maintains twenty-eight (28) automated weather observations system (AWOS) and fifteen (15) ground communication systems that are under maintenance contracts held by SCAC.
- SCAC made major achievements over the past year in updating the www.scaeronautics.com web site. One of the updates was to add the twenty (20) year State System Plan to the web site. This is a dynamic interactive plan for use by the airport sponsors/owners, the FAA, the South Carolina Aviation Association (SCAA), and other state and national aviation associations.
- Published 2010 Aeronautical Charts and 2010 South Carolina Airport Directory and Pilot's Guides
- Inspected all 54 general aviation airports to insure they maintain state and FAA safety standards.
- Provided professional, convenient, cost effective, and safe air transportation for the Governor's Office, Constitutional Officers, state agencies, and educational institutions, and business prospects.
- Provided vegetation control; crack-sealing of runways and taxiways; airfield pavement rejuvenation; and airfield painting and marking to general aviation airports. These services are provided through four (4) contracts administered by SCAC totaling \$1.15 M.
- Rewrote and updated SC Code of Laws-Title 55 for presentation to 2011 General Assembly.

Key Strategic Goals

- Filing revisions and updates of South Carolina Code of Laws-Title 55 to the 2011 General Assembly for passage
- Pursue change to Title 13 to procedurally restructure SCAC under appropriate authority
- Write 2011 SCAC Strategic Plan
- Pursue Memorandums of Understanding with other state agencies for use of SCAC aircraft
- State sponsor of FAA state apportionment funds

II. ORGANIZATIONAL PROFILE

Main Product & Services

SCAC consists of eleven employees and one contract employee in two sections: Flight and Aircraft Maintenance and Administration/Airport Development. These sections report to the executive director and the executive director reports to the Commission. SCAC maintains the state aircraft utilized for State of South Carolina business. The Flight Section provides safe, reliable, and cost effective air transportation with timely response to assist in achieving the mission and those goals by providing air transportation to the Governor, constitutional officers, state agencies, educational institutions, and other state leader users on state business and to business prospects. To date, SCAC has flown over 76 years and approximately 91,000 hours without an accident. In June 2010, the Flight Section received the *76 Year Achievement Award* from the National Business Aviation Association (NBAA) for safe flight operations. SCAC is one of only two organizations in NBAA to receive this award. Both pilots attend flight training annually for recertification. Our chief pilot has fourteen years of experience and 5,400 flight hours. Our second pilot has 37 years of experience with 6,700 flight hours. Both pilots have outstanding safety records and have been nominated for certificates for 4,500 and 6,500 hours, respectfully of safe flight to be issued by the NBAA.

The King Air 350 can comfortably seat up to nine passengers and cruise at 340 miles per hours. All locations in South Carolina can be reached from Columbia in 40 minutes or less. Flights on the King Air provide travel flexibility and mobility, access to locations not served by commercial airlines,

utilization of private airtime to prepare for meetings and hold private conferences, indirect cost savings by efficient use of time and no overnight expenses, hassle free boarding with no long lines and cost savings when three or more persons are traveling. Flights on the King Air 350 are scheduled on a first come/first served basis and the cost is \$1,100 per hour.

Aircraft Maintenance provides regular maintenance as well as any other maintenance needs for the state King Air 350 aircraft. In addition, Aircraft Maintenance provides maintenance for the Department of Natural Resources' three aircraft at a rate of \$55 per hour. The Chief Mechanic holds an FAA Airframe & Powerplant License, FAA Inspectors Authorization, and Beechcraft Master Mechanics Certification. Both mechanics take retraining annually for recertification.

The Airport Development Section provides the airport inspection program, the airport capital improvement programs for state and federal grants, and airport pavement maintenance and airfield marking programs, the fire ant control and weed/grass control programs. The Airport Development staff attends training and conferences offered by the state and the FAA to maintain certifications and expertise on an annual basis.

The administrative office consists of the executive director and the office manager and controls the budget and provides administrative support to the Commission, Airport Development, and Flight sections. The executive director serves at the pleasure of the Commission and works with the Commission and the State Budget & Control Board to establish the budget and control costs for SCAC. The executive director works with the FAA, airport sponsors, customers, legislators, community leaders and regulatory agencies regarding grants; security and development of the state airports system; provides for safe reliable air transportation of state government officials and business prospects and for aircraft maintenance; and oversees the SCAC facility operations.

The office manager provides administrative support to the executive director, the Commission, SCAC airport development and flight section; takes minutes of the Commission meetings as recording secretary and ensures that postings of the Commission meetings are made at least 24 hours prior to the meetings for the media and the public and posts the approved minutes on the SCAC web site following each meeting. These posting are to meet freedom of information requirements. Original minutes of Commission meetings are filed in the office. The office manager trained on the South Carolina Enterprise Information System (SCEIS) for accounts payable, accounts receivable, grants management and human resources, and receives and records all incoming checks for SCAC. The office manager also functions as grants manager.

The Commission was established in 2004 and was originally created within the Department of Commerce to assist the Secretary of Commerce (the Secretary) in the operation of and to oversee Aeronautics and to insure that no purchase or sale of any Aeronautics asset be made without the approval of the Commission and the Secretary. The Commission consists of one commissioner from each of the six congressional districts and one at-large member appointed by the Governor. The at-large member serves as Chairman. The executive director of SCAC is nominated by the Commission, appointed by the Governor, and reports to the Commission.

July 1, 2009, the SCAC and Division of Aeronautics moved by order of the General Assembly under the State Budget and Control Board.

South Carolina Aeronautics Commission



Chairman, Gregg A. Malphrus
At-Large Appointed by Governor



Robert E. Walker
District 4 Commissioner



Vice-Chairman William M. "Bill" McKown
District 1 Commissioner



Barry G. Avent
District 5 Commissioner



Secretary Raymond E. McKay, Jr., JD, CPA
District 2 Commissioner



Dennis L. Dabney, CPA
District 6 Commissioner



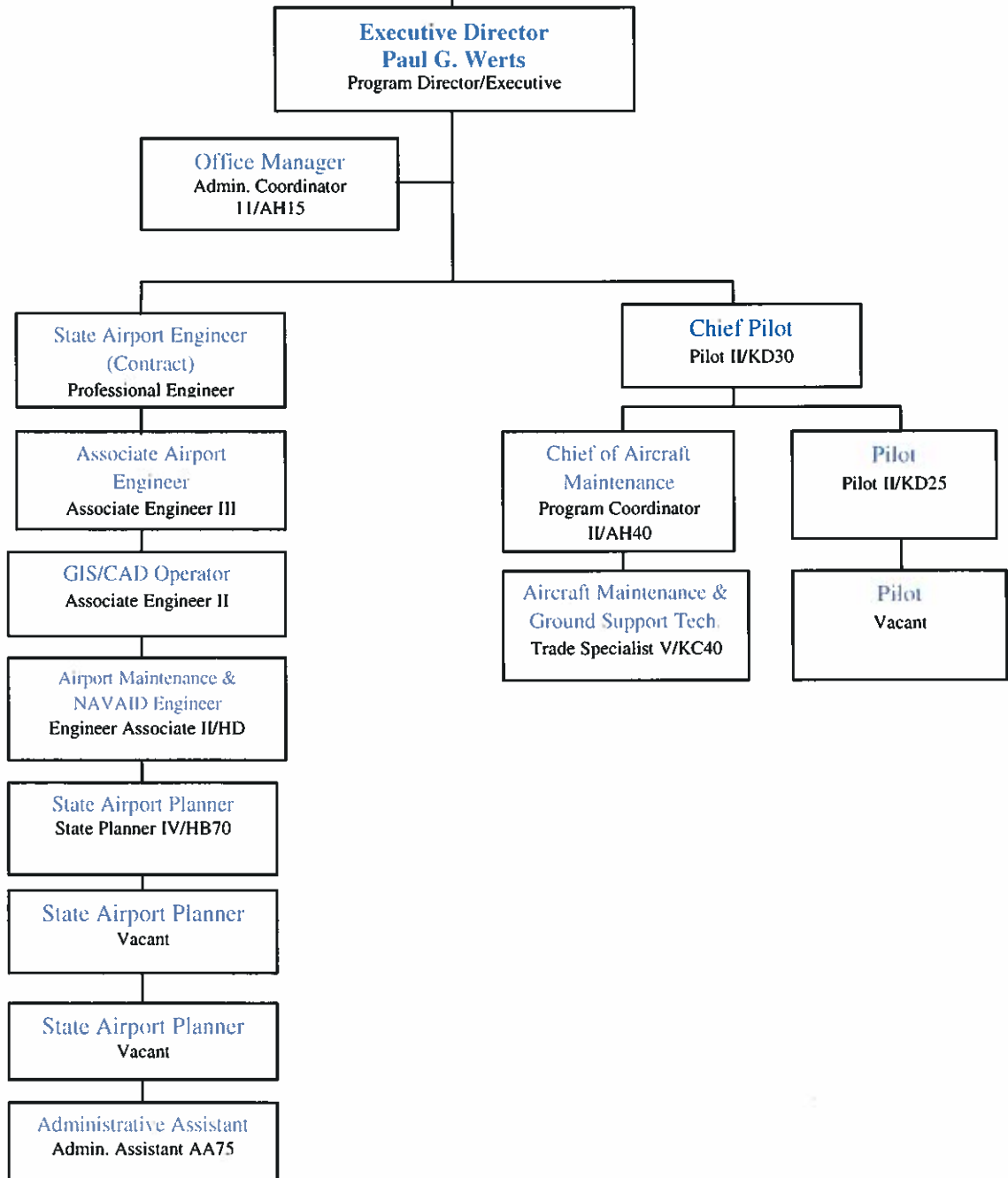
Ira E. "Bud" Coward II
District 3 Commissioner



Paul G. Werts
Commission Executive Director

SOUTH CAROLINA AERONAUTICS COMMISSION ORGANIZATIONAL CHART

(2553 Airport Blvd., West Columbia, SC)



Key Customers

Key External Customers	State Agencies	Governors Office	General Assembly	Local Gov. County/Muni	Gen.Aviation Airports	Comm.Service Airports	Aviation Associations
FLIGHT DEPARTMENT	X	X	X				
Flight Maintenance	X						
AIRPORT DEVELOPMENT							
Safety Inspections					X		
State Sponsored							
FAA Grants					X		
State Capital Improvement Grants					X		X
Airfield Maintenance Programs					X		
Airport Planning & Engineering				X	X	X	
Airport Zoning & Land Use Control				X	X		
SC Aeronautical Charts	X			X	X	X	X
SC Airport Directory & Pilot's Guide	X	X	X	X	X	X	X

Key Suppliers & Partners

- Key partners in aviation are the FAA and the FAA-ADO for grant awards and grant administration with requirements for adherence to all FAA standards and regulations associated with said grants and the FAA Columbia Flight Standards District Offices.
- National aviation associations such as the National Association of State Aviation Officials (NASAO), the National Business Aviation Association (NBAA) and the Aircraft Owners and Pilots Association (AOPA) are organizations we work closely with in regard to national legislation, flight safety and general aviation industry updates and trends.
- State partners in aviation are airport advisory committees, airport commission members, South Carolina Aviation Association (SCAA), the Army National Guard/Adjutant General's Office, the Celebrate Freedom Foundation (CFF), and other aviation program members. SCAC is closely associated with SCAA in that the Commission awards a grant each year to benefit aviation education programs, airport safety and maintenance programs, the Palmetto Aviation Quarterly Newsletter and the SCAA annual conference. The SCAA conference has a regular attendance of approximately 350 persons from around the southeast.
- SCAC has a Memorandum of Agreement with the South Carolina Department of Health and Environmental Control, Region 3 (DHEC). This Agreement is for the purpose of providing facilities for use by the Strategic National Stockpile (SNS) program in South Carolina. A two day event was held in our hangar in April 2010 to simulate a mock event.
- SCAC has a Memorandum of Agreement with Moncrieff Army Community Hospital NDMS Federal Coordinating Center as a patient reception area. The NDMS includes supplemental medical services deployable to a disaster site; a patient evacuation system; and per-identified, volunteer, non-Federal hospitals to provide definitive medical care. SCAC is identified as a

- Patient Reception Area (PRA) for this function. Mock exercise events have been held at the SCAC facility for the last two years.
- SCAC has a Memorandum of Agreement between the State Budget & Control Board, Office of Research and Statistics Geodetic Survey to provide ARC-GIS Web based imagery in the amount of \$5,000.
 - SCAC has a Service Agreement with the University of South Carolina, University Technology Services for data processing services. This contract pricing is based on a personnel services hourly rate of \$75 per hour not to exceed \$56,000 for information technology programming and web site maintenance.
 - SCAC has an Agreement for Services with the State Budget and Control Board, Division of State Information Technology for network support and desktop support at a cost of approximately \$36,500.
 - SCAC is a partner with the Office of the Governor as a member of the South Carolina Emergency Response Team and other personnel and agencies assembled in the South Carolina Emergency Operations Plan (SCEOP). The SCEOP provides for the deployment of state assets either by a specific state agency in isolated incidents or through the plan's Emergency Support Functions (ESFs) concept of operations. SCAC is in charge of initiating Temporary Flight Restrictions (TFRs) and coordinating the assets under the control of SCAC into the TFR. This key role play in assisting the other members in the SEOC is essential to the success of managing the state's aviation assets in the event of an emergency.
 - SCAC has a month to month Hangar Lease in the amount of \$500 month with the Medical University of South Carolina (MUSC) effective April 2009 for storage of the MUSC King Air C90.
 - SCAC leases a building located on its premises at 2601 Airport Boulevard, West Columbia, South Carolina to the South Carolina Army National Guard and space in its Quonset hangar for their airplane and equipment for a total annual rent of \$65,412 paid in monthly installments.
 - SCAC has an Airport Inspection Services Contract with *Board of Trustees of Southern Illinois University Carbondale (SIUC)*, a body politic and corporation of the State of Illinois. The FAA provided a grant to GCR & Associate (GCR) for the collection of airport safety data for the Airport Master Record and SIUC and GCR entered into a contract in which SIUC agreed to process contract with each individual state and states are required to inspect a certain percentage of its airports each year and SIUC is assisting in dispersing funds for such inspections. South Carolina is one of the states with such a contract that reimburses the state for inspections not to exceed nineteen (19) airports and the state will be reimbursed in the amount of \$550 for each airport inspection. The total contract amount is \$10,500.
 - SCAC has a Vegetation Management Control Contract with NaturChem budgeted in the amount of \$300,000.
 - SCAC has indefinite delivery contracts with three (3) suppliers: Pace Pavement Technologies, Inc.; Applied Polymerics, Inc.; and HASCO. All three of these suppliers were budgeted for \$300,000 each for airfield crack-sealing, painting and marking, and rejuvenating asphalt pavement surfaces.

Regulatory Environment

- SCAC operates under the rules and regulations of the South Carolina Code of Laws, Title 55. SCAC is required to follow rules and regulations/Terms and Conditions as outlined in accepting airport improvement program grants outlined in the FAA grants agreements and FAA orders.
- SCAC issues grants to airport sponsors and each grant award outlines Sponsor Assurances pertaining to airport and aviation operational standards.
- SCAC airport inspections are performed to FAA standards and are documented to the FAA-Atlanta District Office representative.

- Usage and costs are maintained on the King Air 350 and posted on the SCAC website under the Flight Department tab.
- Maintenance records on the King Air 350 are recorded and maintained in the office of the Chief Mechanic for review on request by the FAA Flight Stands District Office.
- SCAC is located on the Columbia Metropolitan Airport (Airport) campus and is subject to all Transportation Security Administration (TSA), Airport, and U.S. Department of Homeland Security rules and regulations governing national airport security.

II EXPENDITURES/APPROPRIATIONS CHART

Base Budget Expenditures and Appropriations

<u>Major Budget Categories</u>	<u>08-09 Actual Expenditures</u>		<u>09-10 Actual Expenditures</u>		<u>10-11 Appropriations Act</u>	
	<u>Total Funds</u>	<u>General Funds</u>	<u>Total Funds</u>	<u>General Funds</u>	<u>Total Funds</u>	<u>General Funds</u>
Personal Services		\$794,454	\$651,527	\$361,357	\$631,894	\$371,894
Other Operating	\$2,058,561	\$236,954	\$2,643,400	\$103,450	\$1,326,928	\$86,521
Special Items	\$0	\$0	\$0	\$0	\$0	\$0
Permanent Improvements	\$0	\$0	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0
Distributions to Subdivisions	\$561,263	\$0	\$929,351	\$0	\$1,951,830	\$0
Fringe Benefits	\$205,950	\$205,950	\$188,723	\$104,798	\$160,250	\$107,849
Non-recurring	\$365,950	\$365,950	\$393,222	\$393,222	\$0	\$0
Total	\$3,191,724	\$1,603,308	\$4,806,223	\$962,827	\$4,070,902	\$566,264

Other Expenditures

<u>Sources of Funds</u>	<u>08-09 Actual Expenditures</u>	<u>09-10 Actual Expenditures</u>
Supplemental Bills	\$1,674,128	\$1,547,873
Capital Reserve Funds	\$0	\$0
Bonds	\$0	\$0

II Major Programs

Program Number & Title	Major Program Area Purpose	FY08-09 Budget Expenditures	FY09-10 Budget Expenditures	Key Cross Reference for Financial Results*
I.				
Aeronautics	To assist state airports	State: 1,603,308.00	State: 962,827.00	
	with development & grants	Federal: 74,751.00	Federal: 1,349,831.00	
	& to support state aircraft	Other: 2,308,119.00	Other: 2,493,565.00	
	maintenance & flight			
	operations	Total: 3,986,178.00	Total: 4,806,223.00	
		% of Total Budget: 100%	% of Total Budget 100%	

Below: List any programs not included above and show the remainder of expenditures by source of funds.

Remainder of Expenditures:	State:	0.00	State:	0.00
	Federal:	0.00	Federal:	0.00
	Other:	0.00	Other:	0.00
	Total:	0.00	Total:	0.00
		% of Total Budget: 100%	% of Total Budget	100%

*Key Cross-References are link to the Category 7 – Business Results. These references provide a Chart Number that is included in the 7th section of this document

Airport Inspection Program

- Promotes and encourages airport safety through direct contact with airport management and through application of methods and techniques to improve safety conditions at airports.
- Accurately reports conditions at airports, bringing attention to unsafe conditions and motivating the airport management to correct deficiencies.
- Maintains a comprehensive agency airport data repository.
- Ensures that data are promulgated with a degree of accuracy and frequency consistent with the exercise of SCAC responsibilities as outlined in FAA Regulations and Title 55.
- Eliminates redundant collection and dissemination processes.
- Provides an efficient means for producing both recurring and one-time reports needed for management direction, program planning, and statistical analysis.
- Provides airport information to the public to satisfy their specific needs through aeronautical charts, airport directories, and the SCAC web site.
- Airports are inspected annually and findings will be provided to the airport sponsor and entered into the SC CAIRS web system.

In all cases, airports are evaluated by the criteria set forth in FAA advisory circulars, which are maintained by the personnel of the Airport Development Section. The specific guidelines for airport inspections are contained in FAA Order 5010.4, "Airport Safety Data Program," January 27, 1987 or any subsequent changes or revisions to this order.

Airport Plan Development and Approval Program

This program is designed to provide airport sponsors with insight, recommendations and approval in their efforts to develop planning, enhance safety, and to promote the growth of aviation, as well as to provide facilities with speedy and efficient movement of people and goods, and to promote the economic development for the well being and quality of life of citizens and visitors to their communities and South Carolina.

Category of Airports

- Public:** Any airport owned by a city, county, town, or municipality and is open for use by the general public. This airport is eligible for state funds and must conform to design standards as stated in FAA Advisory Circular 150/5300-13 and applicable requirements set forth by SCAC.
- Private/Public:** Any airport owned by an individual or individuals, an estate, association, partnership, or corporation and is open for public use. This airport is not eligible for state funds; however, it is advised to conform to design standards as stated in FAA Advisory Circular 150/5300-13 and applicable requirements set forth by SCAC.
- Private/Private:** Any airport owned by an individual or individuals, an estate, association, partnership, or corporation and is not eligible for state funds. This airport is restricted to the owners use and their invited guests. Prior permission is needed to use this facility. It is advised that this airport conform to design standards as stated in FAA Advisory Circular 150/5300-13 and applicable requirements set forth by SCAC. While not immune to inspection and continued design approval of the SCAC, this type of airport is considered to be of low priority in SCAC's area of responsibility.

Airport Zoning and Land Use Compatibility

All land surrounding public-owned airports in South Carolina, which are funded partially or wholly by the state, should be zoned by appropriate county, municipal, or regional authorities so as to conform with pertinent regulations of the FAA FAR Part 77, Objects Affecting Navigable Airspace, FAR Part 150, Airport Noise Compatibility Planning, and Advisory Circular 150/5300-13, Airport Design (Change 11). These regulations limit the height of objects around airports, land use within the 65 decimal noise level of the noise contour, and land uses in the runway protective zone, runway safety area, and runway object free area.

Airport Plan and Specification Submittal Process

Airport sponsors or their designee(s) submit accurate and detailed plans and specifications that have been produced or sponsored by a Professional Registered Engineer or Architect as required by the scope of the proposed airport improvement project. These plans and specifications should include an airport layout plan that will be approved and kept on file but submittal does not constitute any financial obligation by the state or SCAC.

The plans and specifications are submitted to SCAC to the attention of the executive director for review. If all documentation is accurate and appropriate, the director will present the funding request to the Commission for approval.

Process of Review and Acceptance of Construction Plans

All construction plans are to be reviewed for compliance with appropriate FAA design criteria. Any deviations or variations, if not previously approved are to be noted and cleared prior to acceptance. Acceptance of the plans does not imply that the same is complete and accurate. Errors and/or omissions by the preparer of the plans are not the responsibility of SCAC.

Review of Specifications

Specifications shall be reviewed with respect to the following requirements:

- Adequacy of contract time
- Specification of non-standard or items not approved by the FAA
- Inclusion of all item specifications as compared to the bid items
- Affidavit of Non-Collusion
- Liquidated Damages to be assessed for contract time overruns resulting through the action(s) or inaction of the contractor
- Completeness of contract documents and adequacy of Bid Sheet

Acceptance of Plans and Specifications

After review, the sponsor shall be informed that either the plans or specifications have been accepted as adequate or will be accepted pending the resolution of exceptions and comments of SCAC and/or the FAA. Such exceptions and comments shall be in writing in sufficient detail for full understanding of the corrective measures needed.

Provide Technical Assistance as Requested

SCAC will provide third party geotechnical testing services, and third party surveying assistance as requested by airport sponsors.

Senior Leadership, Governance, and Social Responsibility

The SCAC executive director has an open door policy and encourages two-way communication throughout the organization and with customers.

- All phone calls and emails are responded to within 24 hours of receipt.
- Staff members turn in weekly reports and time sheets on their activities for the week; a weekly report is created for submittal to the Commission Chairman and Commissioners every Monday afternoon and sent to them outlining the prior week's activities.
- Commission meetings are held monthly and the meeting date and time are announced to the public and media at least 24 hours prior to the meeting. The executive director presents financial and budget reports to the Commissioners along with airport projects for approval for FAA and/or state grants – other items presented include the minutes of the prior meeting for approval, the Open Grants Report, Flight Operations Report and other reports deemed appropriate.
- The executive director sends weekly or daily emails if activities require an update to the Chairman and Commissioners on activities at SCAC.

SCAC is very cognizant of governance issues and follows all rules and regulations outlined in the FAA rules and regulations as presented with all grant acceptances as previously outlined. SCAC is required to follow the laws as outlined in South Carolina Code of Laws as outlined in Title 55.

SCAC was part of the Legislative Audit Council Review of State Air Travel: A Review of the Use of State Aircraft and the Purchase of Commercial Airline Tickets completed in February 2010. This audit included the Division of Aeronautics, the South Carolina Law Enforcement Division (SLED), and the Department of Natural Resources (DNR). The audit findings were:

- *Are Appropriate Policies and Procedures in Place at the Division of Aeronautics?* Aeronautics was the only agency with flight logs and manifest forms (with sworn statements regarding the nature of trips and how the trips were official business), as required by law.
- *Does the Current Proviso Regarding the Use of State Aircraft Ensure Accountability and Transparency of the use of State Aircraft?* The proviso addressing the use of state aircraft could be improved by requiring manifest forms for passenger flights be maintained and posted online – excepting strictly law enforcement flights. SCAC is now posting all manifests on our website on a monthly basis.
- *Have the Required Flight Logs and Documentation Been Completed for flights on State-Owned Aircraft?* The Division of Aeronautics maintains flight logs and manifests for all flights on the state airplane.
- *Have the State-Owned Aircraft Been Used properly?* We (LAC) reviewed approximately 1,600 flight logs of the Division of Aeronautics, SLED, and DNR. We (LAC) determined that, overall; there were no significant problems with the use of state aircraft.

In order to meet Freedom of Information Act requirements, SCAC posts the following items on its web site www.scaeronautics.com on a monthly and/or continuing basis:

- Proviso 89.125 Revenue Data
- Advertisements and Awards (when appropriate)
- Meeting Dates for Upcoming Commission Meetings with Time and Location (also postings are placed on the B&CB site for meeting notices)
- Listing of South Carolina Aeronautics Commission Members with Contact Information
- SCAC Minutes of Meetings
- Flight Logs and Flight Manifests

- GIS Interactive Data Bases
- Airport Imagery
- Flight Usage and Costs Records
- 2010 Airports System Plan (Dynamic/interactive)
- South Carolina Airport Investment Financial Model
- South Carolina Enplanements and Deplanements for the Six (6) Commercial Service Airports (Passengers, Mail, and Freight)
- Operations Data for Major Hub Airports
- FAA Grant History
- Airfield Physical Characteristics and Strategic Data

Social Responsibility

- Partnered with South Carolina Aviation Association in providing financial grant assistance of \$61,000 to promote aviation education and aviation safety programs by way of seminars and written publications.
- Financial support for the South Carolina Aviation Hall of Fame with a \$5,000 grant.
- March 2009, SCAC participated with CFF, and Colonial Life as a sponsor for the 67th Doolittle Raiders Reunion. This event included a School Education Day moderated by the Superintendent of Education at the SCAC facility with the Doolittle Raiders and was broadcast into school classrooms around the state. Several hundred school children and teachers from schools in the Columbia and West Columbia area attended the event.
- April 2010, SCAC participated with CFF to honoring Vietnam Veterans and the USO. CFF and the USO held an event at the SCAC facility for approximately 350 veterans.
- May 2010, SCAC held the Aircraft Maintenance Technicians Day event at its facility. Aircraft maintenance technicians from across South Carolina came to SCAC on May 24th, the day set aside by the General Assembly to honor Charles Taylor, the first Aircraft Maintenance Technician by way of a Concurrent Resolution. The event at SCAC was broadcast to Greenville Technical College, who held a similar simultaneous event. The FAA awarded the *Charles Taylor Master Technician Award* to two gentlemen at each event. Plans are to repeat the events each year on May 24th to celebrate Charles Taylor and our Aircraft Maintenance Technicians in South Carolina. Approximately 200 persons attended this event.
- June 2010, the SEOC/SC Emergency Management Division held Palmetto Eagle 2010 at SCAC. The exercise simulated a hurricane making landfall in South Carolina and later in the week a terrorist attack. SCAC was in charge of initiating Temporary Flight Restrictions (TFR's) and coordinating the assets under the control of SCAC into the TFR. These exercises were deemed to have been very successful by all participants.
- The SCAC hangar is designated by the Columbia Metropolitan Airport Aircraft to be used for the Diversion and Pandemic Operation Plan. The plan calls for the SCAC facility to be used as a last resort for passengers if a pandemic diversion incident should become necessary. Columbia Metropolitan Airport would need to disembark all passengers and then screen them before they could be boarded on flights to depart the area after a diversion.
- SCAC provides at no charge, the *South Carolina Aeronautical Chart* and the *South Carolina Airport Directory and Pilot's Guide* on an annual basis to airports, sponsors, pilots, state and national aviation organizations, and other state aviation agencies.
- Provides efficient and effective air transportation to state leaders both in an executive capacity and for emergencies.

Strategic Planning

The South Carolina Airports System Plan (SCASP) was instituted to gain knowledge and understanding of the needs and requirements of South Carolina airports. The purpose of the twenty (20) year plan is to incorporate traditional aviation planning techniques that identify future air traffic demands and the facilities required to meet those demands. The strategic planning elements in the plan allow SCAC to respond to changing aviation and economic trends including emerging technologies, projected funding shortfalls, and shifting priorities. The SCASP provides a framework for investigating issues such as networking, economic impact of airports in their local communities and the state, and development of long-range strategies to meet the future aviation needs of South Carolinians.

The goal of the SCASP is to provide guidelines for future system development and to satisfy aviation demands in a cost-effective feasible manner, while resolving aviation, environmental, and socio-economic issues of the state. The specific goals and objectives are:

- Inventory of the existing public use airport system
- Identification of each public use airport's role within the system
- Establish a system of project ranking in order of priority to support the allocation of limited state and federal funding
- Identification of system deficiencies
- Estimates of costs to implement the system
- Establishment of an easily updated plan

The SCASP has been added to the SCAC web site – www.scaeronautics.com – as a dynamic/interactive site for customers to access - airport sponsors, the FAA, county and local officials, airport advisory committee members, airport commission members, and other members of the aviation community.

The South Carolina Economic Impact of Aviation outlines the strong relationship that exists between South Carolina's economy and aviation. The impact study quantifies the economic impacts and other benefits attributable to the state's airports and military airfield. The impact study states that aviation in South Carolina is:

- Essential to tourism
- Integral to everyone's quality of life
- Vital to business attraction and retention
- Important to local economic infrastructures
- Part of our national security system

SCAC will be utilizing these SCASP and the South Carolina Economic Impact of Aviation to implement a new 2011 Strategic Plan.

Customer Focus

SCAC's key customers are the 60 public use airports located in South Carolina, 54 general aviation airports and six commercial service airports. SCAC provides state and FAA grants for airport improvements, maintenance grants for runway painting and marking, fire ant control, runway paving and rejuvenation, ground base navigation equipment, and vegetation control. Our other main customers are the aviation community in South Carolina who utilize our airports as customers and pilots. It is our job to be sure that our airports are safe for the flying public and the pilots who utilize our airports.

SCAC's state airport planner makes a personal airport safety inspection of all 54 general aviation airports on an annual basis. These FAA 5010 inspections are updated in SC-CAIRS by the state airport planner; letters outlining the finding of the inspection are sent to the airport sponsor with a copy to the FAA-ADO, the

executive director, and the Commissioner for the district in which the airport is located. A copy of the letter is attached to the FAA 5010 form and filed by airport in the office of the state airport planner.

For the benefit of our Airport Sponsors, the 2010 Airport System Plan has been placed on our web site www.scaeronautics.com. This is an interactive site and has the information on each of the state's 60 airports and includes a GIS layout of the airport with all of the complete corresponding statistics, an airport layout plan and contact information. Also, included in the system plan is a twenty (20) year forecast of aviation activity for the 60 public use airports. A trend line forecast methodology is applied to each airport using existing data from the FAA, the SCAC, and the individual airports. This methodology provides a macro-level analysis of the aviation activity that could reasonably be expected over the next twenty (20) years. We maintain the enplanement and deplanement records; maintain airport operations reports; the based planes information; weather stations throughout the state; FAA grant history records; and airport IFR movement list; database of tower counts; and other aviation related information needed by airport sponsors, the FAA, and other aviation professionals. This information is available through our web site. SC-CAIRS is the internal system that is utilized to maintain all of this state aviation and airport information. The information on each airport includes an aerial photograph; GIS/CAD layouts; statistics about runway length, width and strength, approaches, lighting, and protection zones; an airport layout plan; and contact information. Airport information is updated on an ongoing basis – striving for accuracy and immediateness in delivery. The information in SC-CAIRS is utilized for the Aeronautics Chart and the South Carolina Airport Directory and Pilots Guide as well as to keep the information on the web site up to date for our primary customers – airport sponsors and the aviation community.

The SCAC Flight Department furnishes transportation to the Governor, Constitutional Officers, members of the General Assembly, members of state boards, commissions, and agencies and their invitees for official business only; on the King Air 350. No member of the General Assembly, no member of a state board, commission, or committee, and no state official shall use any aircraft of SCAC unless the member or official flies within forty-eight hours after the time of departure of the flight with the SCAC a sworn statement certifying and describing the official nature of his trip; and no member of the General Assembly, no member of a state board, commission or committee, and no state official shall be furnished air transportation by other than the SCAC unless such agency prepares and maintains in its files a sworn statement from the highest ranking official of the agency certifying that the member's or state official's trip was in conjunction with the official business of the agency.

The Flight Maintenance Section provides maintenance for the Department of Natural Resources' three aircraft at a rate of \$55.00 per hour plus the cost of parts. The Maintenance Section has provided service on DNR aircraft for more than twenty years.

Measurement, Analysis, and Knowledge Management

The State System Plan incorporates a priority system that rates the airport projects according to specific criteria allowing for FAA and the SCAC to determine which projects should take priority as to need to assist with the grant approval process. As previously stated, the State System Plan is located on the SCAC web site.

FAA and state grants are approved after being vetted by SCAC's executive director and airport development section before presentation to the Commission for approval. The executive director makes the presentation for approval of the grant at the monthly Commission meeting. Once grants are approved by the Commission, two (2) original Grant Agreements, which outline all grant assurances that adhere to the grant award are mailed for signature requesting one original be mailed back to SCAC for the permanent files. Once an original grant agreement is on file, grant funds can be drawn with the proper documentation of expenditures. All documents for these grants are kept on file at SCAC for a minimum of five (5) years. In FY09/10, all projects were underway with approved schedules.

All maintenance records and aircraft usage and costs records on the King Air 350 are recorded by the Flight-Airport Maintenance Section. The maintenance records are available for review by both the FAA Flight Safety District Office and are inspected on an annual basis. The flight usage and costs records are posted on the web site under the Flight Department heading. Both the mechanics attend training annually for currency.

The two (2) pilots for SCAC maintain their currencies throughout the year as needed and they attend a one week training course at the SimCon Training Center in Orlando, Florida, annually. The flight department for South Carolina has flown safely for over 76 years with no accidents. There can be no better measurement for a flight department! SCAC is only one of two entities to receive a 76 year safe flight award from the NBAA.

The six key members of the Airport Development workforce (executive director, grants manager, state airport engineer, associate airport engineer, airport maintenance & NAVAID engineer, and state airport planner) as a group have worked in aviation for a total of 152 years. This group has the capacity to organize, engage, and manage all the elements needed to prepare an action plan to carry out the organization's mission and objectives in the creation of a viable strategic plan.