



## AGENDA

Beaufort County  
Airports Board Meeting  
Beaufort County Government Center  
County Council Chambers  
Thursday, February 18<sup>th</sup> at 1:30 PM

Call to Order by Chairman

Motion to Accept February 18, 2010 Agenda.

Accept  Deny

Motion to Accept January 21, 2010 Minutes.  
([Backup A](#) [Backup B](#)) ([Minutes](#))

Accept  Deny

### GUEST INTRODUCTIONS

PUBLIC COMMENTS - Limited to Three Minutes Each Person.

HILTON HEAD ISLAND AIRPORT REPORT ([Enplane/Deplane Report](#))

- Tower Report- Paul Andres ([Report](#))
- Projects-Paul Andres
  - Tree Obstructions
  - Emergency Generator
  - ARFF
  - RSA Drainage Improvements
  - Master Plan
  - Design Projects
- Operations Report- Chief Yeager
- Noise Complaints & Traffic Counters- Chief Yeager

### BEAUFORT COUNTY AIRPORT REPORT

- Fuel Sales- Joel Phillips
- Projects- Paul Andres
  - Tree Obstructions
  - Master Plan
  - Runway Overlay

- Airfield Electrical Improvements

## COMMITTEE REPORTS

- Finance: Leonard Law
- Lady's Island Airport Operations: Graham Kerr
- Hilton Head Island Airport Operations: Will Dopp

## UNFINISHED BUSINESS:

- Aircraft Tax Rates
- Through-the-Fence Agreement
- Enhanced Revenue Planning
- Hilton Head Island Airport Parking Concessions
- Lady's Island Airport Fuel Trucks
- Lady's Island/St. Helena Fire Department Lease

## NEW BUSINESS:

- Airports Budgets
- Hilton Head Island Airport Open House

**CONTINUATION OF PUBLIC COMMENTS - Limited to Three Minutes Each Person.**

## ADJOURNMENT

## FUTURE MEETINGS

**Airports Board: The next meeting will be held on Thursday, March 18, 2010 at 1:30 PM in the County Council Chambers of the Beaufort County Government Center.**

**Unaudited**  
**BEAUFORT COUNTY, SOUTH CAROLINA**  
**STATEMENT OF NET ASSETS**  
Hilton Head Island Airport  
November 30, 2009 & November 30, 2008

**ATTACHMENT "A"**

	<u>November 30, 2009</u>	<u>November 30, 2008</u>
<b><u>ASSETS</u></b>		
<b>Current Assets</b>		
Cash and Investments with Trustee	\$ 200	\$ 200
Receivables, Net	259,809	232,800
Internal Balances	240,000	240,000
<b>Total Current Assets</b>	<u>500,009</u>	<u>473,000</u>
<b>Capital Assets</b>	23,624,582	23,121,164
<b>Accumulated Depreciation</b>	<u>(5,470,455)</u>	<u>(4,849,640)</u>
	18,154,127	18,271,524
<b>Total Assets</b>	18,654,136	18,744,524
<b><u>LIABILITIES</u></b>		
<b>Liabilities</b>		
Account Payable	33,938	47,134
Accrued Payroll	61,196	23,227
Due to General Fund	1,607,047	1,154,210
Current Portion of Advances		
Payable to General Fund	31,027	29,523
<b>Total Current Liabilities</b>	<u>1,733,208</u>	<u>1,254,094</u>
<b>Long Term Liabilities</b>		
Accrued Compensated Absences	37,883	31,050
Net Other Postemployment		
Benefits Obligation	72,483	39,160
Advances Payable to General Fund	1,682,537	1,723,652
<b>Total Long Term Liabilities</b>	<u>1,792,903</u>	<u>1,793,862</u>
<b>Total Liabilities</b>	3,526,111	3,047,956
<b><u>NET ASSETS</u></b>		
<b>Invested in Capital Assets, Net</b>		
of Related Debt	18,154,127	18,271,524
Unrestricted (Deficit)	<u>(3,026,102)</u>	<u>(2,574,956)</u>
<b>Total Net Assets</b>	<u>\$ 15,128,025</u>	<u>\$ 15,696,568</u>

**Unaudited**  
**BEAUFORT COUNTY, SOUTH CAROLINA**  
**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS**  
**Hilton Head Island Airport**  
**For the Period Ended November 30, 2009**

	Budget FY 2010	November 30, 2009	Budget to Actual	Percent of Budget
<b>Operating Revenues</b>				
Ground Leases	\$ 36,054	\$ 15,196	\$ (20,858)	42%
FBO Concessions	16,351	3,592	(12,759)	22%
FBO Fuel Comission	108,561	34,672	(73,889)	32%
Firefighting Fees	360,474	142,491	(217,983)	40%
Landing Fees	169,641	68,194	(101,447)	40%
Parking/Taxi Fees	31,695	16,514	(15,181)	52%
Rentals	852,769	352,426	(500,343)	41%
TSA Revenues	147,816	64,074	(83,742)	43%
Other Charges	21,863	1,867	(19,996)	9%
<b>Total Operating Revenues</b>	<b>1,745,224</b>	<b>699,026</b>	<b>(1,046,198)</b>	<b>40%</b>
<b>Operating Expenses</b>				
Personnel	934,446	374,048	(560,398)	40%
Purchased Services	481,104	177,957	(303,147)	37%
Supplies	69,555	13,315	(56,240)	19%
Depreciation	189,719	-	(189,719)	0%
<b>Total Operating Expenses</b>	<b>1,674,824</b>	<b>565,320</b>	<b>(1,109,504)</b>	<b>34%</b>
<b>Operating Income (Loss)</b>	<b>70,400</b>	<b>133,706</b>	<b>63,306</b>	<b>190%</b>
<b>Non-Operating Revenues (Expenses)</b>				
FAA Grants	4,525,384	27,981	(4,497,403)	1%
SCAC Grants	119,089	-	(119,089)	0%
Town of HHI	-	39,800	39,800	100%
Non-Operating Grant Expenditures	(4,766,012)	(187,394)	4,578,618	4%
Contributions from General Fund	150,000	62,500	(87,500)	42%
Interest Earned	23,574	25,176	1,602	107%
Interest Expense	(126,535)	(21,546)	104,989	17%
<b>Total Non-Operating Revenues</b>	<b>(74,500)</b>	<b>(53,483)</b>	<b>21,017</b>	<b>72%</b>
<b>Change in Net Assets</b>	<b>(4,100)</b>	<b>80,223</b>	<b>84,323</b>	<b>-1957%</b>
<b>Net Assets, Beginning</b>	<b>15,047,802</b>	<b>15,047,802</b>		
<b>Net Assets, Ending</b>	<b>\$ 15,043,702</b>	<b>\$ 15,128,025</b>	<b>\$ 84,323</b>	<b>101%</b>

**Unaudited**  
**BEAUFORT COUNTY, SOUTH CAROLINA**  
**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS**  
**Hilton Head Island Airport**  
**For the Period Ended November 30, 2008**

	Budget FY 2009	November 30, 2008	Budget to Actual	Percent of Budget
<b>Operating Revenues</b>				
Ground Leases	\$ 12,000	\$ 13,333	\$ 1,333	111%
FBO Concessions	107,100	24,575	(82,525)	23%
FBO Fuel Comission	-	40,338	40,338	100%
Firefighting Fees	360,474	150,198	(210,276)	42%
Landing Fees	119,085	78,186	(40,899)	66%
Parking/Taxi Fees	38,941	24,326	(14,615)	62%
Rentals	970,815	401,269	(569,546)	41%
TSA Revenues	101,823	64,118	(37,705)	63%
Other Charges	1,000	885	(115)	89%
<b>Total Operating Revenues</b>	<u>1,711,238</u>	<u>797,228</u>	<u>(914,010)</u>	<u>47%</u>
<b>Operating Expenses</b>				
Personnel	988,041	392,771	(595,270)	40%
Purchased Services	541,461	175,231	(366,230)	32%
Supplies	93,828	19,381	(74,447)	21%
Non-Grant Capital Expenditures	285,231	-	(285,231)	0%
Depreciation	(465,983)	-	465,983	0%
<b>Total Operating Expenses</b>	<u>1,442,578</u>	<u>587,383</u>	<u>(855,195)</u>	<u>41%</u>
<b>Operating Income (Loss)</b>	268,660	209,845	(58,815)	78%
<b>Non-Operating Revenues (Expenses)</b>				
FAA Grants	4,267,008	190,614	(4,076,394)	4%
Non-Operating Grant Expenditures	(962,834)	(140,127)	822,707	15%
Transfers Out	(138,726)	-	138,726	0%
Gain/Loss on Sale of Property and Equipment	26,745	-	(26,745)	0%
Interest Earned	73,900	19,548	(54,352)	26%
Interest Expense	-	(22,335)	(22,335)	-100%
<b>Total Non-Operating Revenues</b>	<u>3,266,093</u>	<u>47,700</u>	<u>(3,253,687)</u>	<u>1%</u>
<b>Change in Net Assets</b>	3,534,753	257,545	(3,277,208)	-93%
<b>Net Assets, Beginning</b>	<u>15,439,023</u>	<u>15,439,023</u>		
<b>Net Assets, Ending</b>	<u>\$ 18,973,776</u>	<u>\$ 15,696,568</u>	<u>\$ (3,277,208)</u>	<u>83%</u>

**Unaudited**  
**BEAUFORT COUNTY, SOUTH CAROLINA**  
**STATEMENT OF NET ASSETS**  
**Lady's Island Airport**  
**November 30, 2009 & November 30, 2008**

	<u>November 30, 2009</u>	<u>November 30, 2008</u>
<b><u>ASSETS</u></b>		
<b>Current Assets</b>		
Cash and Investments with Trustee	\$ 372	\$ 372
Receivables, Net	171,318	47,226
Internal Balances	(240,000)	(240,000)
Inventories	60,707	59,515
Total Current Assets	<u>(7,603)</u>	<u>(132,887)</u>
Capital Assets	4,082,948	3,967,504
Accumulated Depreciation	<u>(625,426)</u>	<u>(568,124)</u>
	3,457,522	3,399,380
<b>Total Assets</b>	<b>3,449,919</b>	<b>3,266,493</b>
<b><u>LIABILITIES</u></b>		
<b>Liabilities</b>		
Account Payable	28,392	8,509
Accrued Payroll	6,842	2,248
Due to General Fund	207,128	103,976
Total Current Liabilities	<u>242,362</u>	<u>114,733</u>
<b>Long Term Liabilities</b>		
Accrued Compensated Absences	2,090	1,759
Net Other Postemployment Benefits Obligation	<u>5,019</u>	<u>2,797</u>
Total Long Term Liabilities	7,109	4,556
<b>Total Liabilities</b>	<b>249,471</b>	<b>119,289</b>
<b><u>NET ASSETS</u></b>		
Invested in Capital Assets, Net of Related Debt	3,457,522	3,399,380
Unrestricted (Deficit)	<u>(257,075)</u>	<u>(252,174)</u>
<b>Total Net Assets</b>	<b><u>\$ 3,200,447</u></b>	<b><u>\$ 3,147,206</u></b>

**Unaudited**  
**BEAUFORT COUNTY, SOUTH CAROLINA**  
**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS**  
**Lady's Island Airport**  
**For the Period Ended November 30, 2009**

	Budget FY 2010	November 30, 2009	Budget to Actual	Percent of Budget
<b>Operating Revenues</b>				
Fuel and Oil Sales	\$ 477,666	\$ 155,830	\$ (321,836)	33%
Concession Sales	7,088	2,616	(4,472)	37%
Landing Fees	18,831	6,043	(12,789)	32%
Rentals	110,694	44,154	(66,540)	40%
Other Charges	100	345	245	345%
<b>Total Operating Revenues</b>	<u>614,379</u>	<u>208,987</u>	<u>(405,392)</u>	<u>34%</u>
<b>Operating Expenses</b>				
Costs of Sales and Services	358,642	105,628	(253,014)	29%
Personnel	116,273	44,830	(71,443)	39%
Purchased Services	114,482	28,533	(85,949)	25%
Supplies	29,003	5,553	(23,450)	19%
Non-Grant Capital Expenditures	3,000	-	(3,000)	0%
Depreciation	63,885	-	1,245,759	0%
<b>Total Operating Expenses</b>	<u>685,285</u>	<u>184,544</u>	<u>808,903</u>	<u>27%</u>
<b>Operating Income (Loss)</b>	(70,906)	24,443	(1,214,295)	-34%
<b>Non-Operating Revenues (Expenses)</b>				
FAA Grants	1,183,471	152,479	(1,030,992)	13%
SCAC Grants	31,144	-	(31,144)	0%
Non-Operating Grant Expenditures	(1,245,759)	(42,625)	1,203,134	3%
Contributions from General Fund	100,000	41,667	(58,333)	42%
<b>Total Non-Operating Revenues</b>	<u>68,856</u>	<u>151,521</u>	<u>82,665</u>	<u>220%</u>
<b>Change in Net Assets</b>	(2,050)	175,964	178,014	-8584%
<b>Net Assets, Beginning</b>	<u>3,024,483</u>	<u>3,024,483</u>		
<b>Net Assets, Ending</b>	<u>\$ 3,022,433</u>	<u>\$ 3,200,447</u>	<u>\$ 178,014</u>	<u>106%</u>

**Unaudited**  
**BEAUFORT COUNTY, SOUTH CAROLINA**  
**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS**  
**Lady's Island Airport**  
**For the Period Ended November 30, 2008**

	Budget FY 2009	November 30, 2008	Budget to Actual	Percent of Budget
<b>Operating Revenues</b>				
Fuel and Oil Sales	\$ 774,000	\$ 219,095	\$ (554,905)	28%
Concession Sales	22,500	2,431	(20,069)	11%
Landing Fees	13,100	6,794	(6,306)	52%
Rentals	99,101	41,846	(57,255)	42%
<b>Total Operating Revenues</b>	<u>908,701</u>	<u>270,166</u>	<u>(638,535)</u>	<u>30%</u>
<b>Operating Expenses</b>				
Costs of Sales and Services	563,134	139,784	(423,350)	25%
Personnel	129,372	46,619	(82,753)	36%
Purchased Services	133,708	32,019	(101,689)	24%
Supplies	13,207	5,309	(7,898)	40%
Non-Grant Capital Expenditures	80,356	-	(80,356)	0%
Depreciation	(75,236)	-	75,236	0%
<b>Total Operating Expenses</b>	<u>844,541</u>	<u>223,731</u>	<u>(620,810)</u>	<u>26%</u>
<b>Operating Income (Loss)</b>	64,160	46,435	(17,725)	72%
<b>Non-Operating Revenues (Expenses)</b>				
FAA Grants	-	85,652	85,652	100%
Non-Operating Grant Expenditures	(66,580)	(76,269)	(156,625)	115%
Transfers	(14,280)	-	75,236	0%
Gain on Sale of Capital Assets	562	-	(844,541)	0%
<b>Total Non-Operating Revenues</b>	<u>(80,298)</u>	<u>9,383</u>	<u>(70,973)</u>	<u>-12%</u>
<b>Change in Net Assets</b>	(16,138)	55,818	71,956	346%
<b>Net Assets, Beginning</b>	<u>3,091,388</u>	<u>3,091,388</u>		
<b>Net Assets, Ending</b>	<u>\$ 3,075,250</u>	<u>\$ 3,147,206</u>	<u>\$ 71,956</u>	<u>102%</u>

From: webmaster@aero-news.net <webmaster@aero-news.net>  
Subject: Propwash  
To: propwashhtml@aero-news.net  
Date: Tuesday, January 19, 2010, 3:00 AM

ATTACHMENT "B"



## Propwash

01.19.10

### ANN Senior Staff Roster

J.R. 'Zoom' Campbell	CEO/Editor-In-Chief	<a href="mailto:jrc@aero-news.net">jrc@aero-news.net</a>
Paul Plack	Sr. E-Media Producer	<a href="mailto:pplack@aero-news.net">pplack@aero-news.net</a>
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Sarah Curtiss		
Nathan Cremisino	Aero-TV Video Production Team	<a href="http://Aero-TV_HQ">Aero-TV_HQ</a>
Jim Grosser		
Laura Jobe		
MKTG Inquiries	Marketing Director	<a href="mailto:mktg@aero-news.net">mktg@aero-news.net</a>

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Welcome to this day's ANN Daily News Brief. We appreciate your joining us as we try to find the news we can find of interest to aviators and aviation-minded people all over the place. We encourage your comments, criticism and suggestions... and hope that you'll become an active member of the ANN community. We'd like to ask you one big favor... PLEASE TELL EVERYONE ABOUT US!

**Note:** This newsletter is supported solely by sponsors like the one(s) listed herein. We run every ad that we run. If you ever have a problem with a company that advertises here, please let us know and we will try to get it resolved. – Aero-News Network

## Aero-Eval: The Best FBOs We Visited In '09-- KHXD Signature Flt Support

### In Well Over 400 Hours Of Flight Time, ANN Sure Got Around This Year

Final Compilations by ANN Editor-In-Chief/Cheap-Fuel-Finder, Jim Campbell

It was a busy and wide-ranging year for ANN. Since taking the plunge and buying a Cirrus G3 Turbo in the wee hours of 2008 (literally on New Year's Eve), we've been spending a LOT of time on/over the road and with some 300 hours in our aircraft and nearly 200 more in a few others (including a long/great trip in a Columbia/Cessna 400) and quite a few hours in a really sweet Turbo-Aztec (with all the ice-fighting goodies... one of the most rugged workhorses in the M/E world).

In so doing, we've been to a number of airports, FBOs and maintenance facilities in the course of the year... many of which truly distinguished themselves... and a few that truly did not. That being the case, we wanted to recognize some of the better experiences we had this year in the hope that the word will get out that these are aviation businesses worth frequenting and have demonstrated their ability to earn our business... and a return visit when the opportunity arises.

Among those that truly stood out include:

**KHXD SignatureFlight Support, Hilton Head Airport, Hilton Head Island, South Carolina:**

It is a pleasant surprise when a certain segment of aviation that has had a less than sterling reputation fails to live up to the negative hype. I have come to frequent an airport that happens to be located near a number of my family members as well as some business interests – and when I first started frequenting the Hilton Head, South Carolina airport (KHXD), I was first gripped with a little bit of trepidation when I found the only major FBO services at that airport belonged to Signature Flight Support.



I have used Signature, off and on, when I've been flying much larger aircraft and had reasonably good experiences, though it has not escaped my attention that the larger the aircraft I was crewing on, the better the service I got. I was particularly amused several years ago, while crewing on a Boeing 727, at how Signature Miami couldn't seem to do enough for us – in direct contrast to the experience the week before when I flew in, in an SF260...



By and large, it has been a somewhat underwhelming experience at most Signature FBO's when I taxi in ANN's Cirrus SR22 G3 Turbo. I realize that the FBO business has gotten pretty tough, and that big jets buy lots of gas, but collectively there are an awful lot of us SR22 and other GA pilots out there – and now and again some of us SR22 pilots occasionally show up in something else later on... like Boeing 727s – and we DO REMEMBER.

So, I've always found it somewhat penny-wise and pound foolish for Signature and a number of other larger FBO chains to ignore or deliver less than sterling service to the segment of the General Aviation community that wasn't burning Jet A.



However; I got a pleasant surprise at Hilton Head and have encountered what has to be the jewel in the Signature Flight Support crown (as far as General Aviation is concerned). I have had unfailingly good service, met with uncommonly cheerful personnel, never had to ask twice for anything I needed – and enjoyed what is a truly charming FBO facility, complete with a great pilot lounge, a *really* great coffee machine, a solid flight planning facility, and line people who know exactly what they're doing.



I put the aforementioned line personnel to the test last Thanksgiving, while dragging a number of nieces and nephews out to my airplane in order to get them oriented in preparation for a number of airplane rides that they'd been requesting/demanding/nagging me for quite some time, and was tremendously impressed by the ramp personnel's insistence on helping all the kids get where they were going, offering them rides in the golf carts back and forth (with a few extra runs for the obligatory bathroom breaks) from the airplane to the FBO, and making themselves available for anything the munchkins needed. That was pretty classy, in my opinion.



### Munchkins Invade KHXD Via SR22...

Yep, the fuel price is not the lowest in the region, but neither is it gouging, and there are weekend discounts and a number of other ways to keep prices at bay – and a modest fuel purchase will negate any ramp fees for overnight visits. I've been pretty impressed with Signature at Hilton Head Island, and can heartily recommend them to any pilot or any aircraft – small or large. Signature KHXD is a class act and a good friend to the GA Pilot.

**Aero-Verdict:** Great Service, Good Value, Highly Recommended.

FMI: <http://www.signatureflight.com/Locations/Pages/fbo.aspx?Loc=HXD>

## U.S. Navy Awards \$33 Million Contract For JATAS Technology Demonstration

### Lockheed Martin Developing New Threat Warning System For Helicopters

The U.S. Navy recently awarded a \$33 million cost-plus-incentive-fee contract to Lockheed Martin for the technology demonstration phase of the Joint and Allied Threat Awareness System (JATAS). The JATAS program will provide the next generation threat warning system to protect U.S. Navy and Marine Corps assault aircraft for increased survivability in hostile environments.



Under the Technology Demonstration contract, Lockheed Martin will partner with DRS Infrared Technologies in Dallas, TX, and Goodrich ISR Systems in Danbury, CT, to design, develop and demonstrate JATAS prototypes during a 16-month period of performance ending January 2011. JATAS will provide rotary-wing assault aircraft with an integrated infrared-based missile warning, laser warning and hostile fire indication defensive suite.

"We're looking forward to leveraging more than two decades of experience in infrared missile warning development, production and field sustainment to provide an affordable JATAS threat warning solution that will increase the survivability of the U.S. Navy and Marine Corps' most valuable assets – its pilots and aircrews," said Matt Milligan, Platform Survivability program director at Lockheed Martin Missiles and Fire Control.

Key requirements for JATAS include a modular open-system architecture for plug-and-play capability and rapid technology upgrade, improved performance in varying clutter environments with minimal false alarms, as well as the ability to provide an upgraded sensor suite under the very limited size, weight, power and cooling requirements needed to preserve the aircraft's core mission load carrying capability.

Another critical element to assault aircraft survivability and a key requirement for JATAS is hostile fire indication - the ability to detect, track and measure the proximity of rocket propelled grenades and small arms fire. Under a recently completed Naval Research Laboratory Hostile Fire Indicator contract, Lockheed Martin successfully demonstrated a fully-capable hostile fire indication system, showing that this capability is a mature solution for JATAS.

FMI: [www.lockheedmartin.com](http://www.lockheedmartin.com)

## GA Steps In To Help In Haiti

### Bahamas Habitat Delivering Relief With Private Aircraft

**County Council of Beaufort County**  
**Hilton Head Island Airport – [www.hiltonheadairport.com](http://www.hiltonheadairport.com)**  
**Beaufort County Airport – [www.beaufortcoairport.com](http://www.beaufortcoairport.com)**  
Post Office Box 23739 – 120 Beach City Road  
Hilton Head Island, South Carolina 29925-3739  
Phone: (843) 689-5400 - Fax: (843) 689-5411

**AIRPORTS BOARD MEETING MINUTES**  
**OF JANUARY 21, 2010**

The print media was notified in accordance with the State Freedom of Information Act.

The regularly scheduled meeting of the Beaufort County Airports Board was held at 1:30 PM on Thursday, January 21, 2010 in the Council Chambers of the Beaufort County Government Center. Chairman Pete Buchanan called the meeting to order.

**A motion was made and seconded to approve the January 21, 2010 agenda with an amendment to move the topic of the Lady's Island/St. Helena Fire Department Lease to the beginning of the meeting. The motion passed unanimously.**

**A motion was made and seconded to accept the December 17, 2009 meeting minutes. The motion passed unanimously.**

**GUEST INTRODUCTIONS** – Guests attending the meeting introduced themselves.

**MEMBERS PRESENT**

Pete Buchanan – Chairman  
Councilman Rick Caporale – Beaufort County Liaison  
Councilman Ken Heitzke – Town of Hilton Head Liaison  
Will Dopp  
Leonard Law  
Ross Sanders  
Joseph Mazzei  
Noel Duncan  
Paul Jorgensen

**GUESTS**

Councilman Steve Baer  
Councilman Bill McBride  
Councilman Paul Sommerville  
John Morrisette – Resident  
Bill Coleman – Resident  
Joe Zimmerman – Resident  
Leo Brennan – Resident  
Chief Bruce Kline – Lady's Island/St. Helena Fire District

**MEMBERS ABSENT**

Jared Newman – Vice Chairman  
Graham Kerr  
Rich Tritschler

**STAFF**

Paul Andres – Airport Director  
Rob McFee – Director, Engineering and Infrastructure Division  
Larry Yeager – Chief of Operations  
Joel Phillips – Beaufort Co. Airport Supv.  
Linda Wright – Admin. Asst.

**PUBLIC COMMENTS** – There were no public comments at this time.

## **UNFINISHED BUSINESS**

### 1. Lady's Island/St. Helena Fire Department Lease

- Mr. Buchanan made reference to the fact that a motion was made and seconded at the November 2009 Airports Board meeting to approve the Lady's Island/St. Helena Fire Department Lease, but that the motion was tabled until the December 2009 meeting. The motion was again tabled at the December 2009 meeting due to Mr. Buchanan's absence. Mr. Buchanan stated he believes the Fire Department should be paying more than \$5.00 per year for their lease at the Lady's Island Airport. He stated they need to sit down with the Fire Chief in order to decide on an amount that is fair and reasonable for everyone. Mr. Mazzei asked Chief Kline to brief the Board on their future plans. Chief Kline stated the property is strategically located within the fire district, is the busiest fire station and that it also houses the administration. He stated he agrees they need to discuss the lease, but they are a public entity so any increase in the lease payment will mean an increase in taxes. They have contemplated an expansion and renovations which would house more apparatuses and expand the office facility. Chief Kline stated moving the facility in the future may also be an option. After an open discussion, Mr. Buchanan stated they could continue the lease on a month to month basis until the matter is resolved, but they needed to take action on the motion that was tabled in November.

**A motion was made and seconded (tabled November 19, 2009 and December 17, 2009) to accept the lease agreement for the Lady's Island Fire Department and forward it on to County Council for approval. The motion failed 0 to 8.**

**A motion was made and seconded to appoint a temporary group to work in conjunction with the Lady's Island/St. Helena Fire Department to negotiate new terms for their lease. The motion passed unanimously.**

## **HILTON HEAD ISLAND AIRPORT REPORT**

### 1. Tower Report: Paul Andres

- For the month of December 2009 there were 2,832 total flight operations of which 1,313 were conducted under IFR procedures. For Calendar Year 2009 there were a total of 40,527 total flight operations which was down approximately 9% from the prior year. These statistics are reasonable given the current state of the economy.

### 2. Projects: Paul Andres

- Tree Obstruction Removal – The Environmental Assessment has been submitted to the FAA for their review with their final determination expected within 30 days. Mr. Andres stated the LMO amendments initiated by the Town of Hilton Head to expedite the tree removal process received first reading at the Town Council meeting on January 5<sup>th</sup>. Additional modifications to the LMO were made at that meeting and it has been referred back to the Town staff and will be

returned to the Hilton Head Planning Commission for their review and recommendations on February 3<sup>rd</sup> at 9:00 a.m. in the Hilton Head Town Council Chambers. Mr. Andres stated this would be a very important meeting and he urged the Airports Board members to attend.

- Emergency Generator – The exterior of the building has been repainted. There are a few minor punch list items that the contractor still needs to complete.
  - ARFF Station and Runway Safety Area Drainage Improvements – The staff met with the consultant, W.K. Dickson, on January 15<sup>th</sup>. Preconstruction meetings should be held with the contractors on February 3<sup>rd</sup>, Notices to Proceed will be issued and the projects can get underway.
  - Hilton Head Master Plan – The consultant is in the final stages of validating their aircraft and aviation forecasts for the Airport. They are also identifying the critical design aircraft and corresponding facility requirements. It is anticipated that the next public meeting will be held in February.
  - Design Projects –These projects are still on hold.
3. Operations Report: Chief Yeager
- There were 5 medivacs for the month of December 2009.
4. Noise Complaints & Traffic Counters: Chief Yeager
- There were 4 noise complaints for December. Three complaints were from Port Royal Plantation due to general aviation over flights as well as 1 Coast Guard helicopter. The other general aviation over flight complaint was from Ben White Drive.
  - The after hours traffic count was 79. Chief Yeager also stated that the 3 after hours counters are working properly at this time.

Mr. Dopp wanted to know how the noise complaints are handled. Chief Yeager stated he is required to return calls to those who leave complaints, but some people do not leave contact information.

## **BEAUFORT COUNTY AIRPORT REPORT**

1. Fuel Sales: Joel Phillips
- The total fuel sales for December were 6,475 gallons (2,932 gallons of AvGas and 3,543 gallons of jet fuel). Fuel sales are up approximately 14% from the same time period last year. There were 1,050 total flight operations and 1 medivac after hours. Mr. Phillips stated that Mosquito Control now has a new aircraft.
2. Projects: Paul Andres
- Tree Obstruction Removal – The cost benefit analysis is nearly complete. Mr. Andres, County staff and SCE&G officials will meet on January 22<sup>nd</sup> to discuss the power pole issue.
  - Master Plan – Mr. Andres and the consultant briefed Mayor Keyserling and the City Manager of Beaufort on January 12th. Their feedback has been received and

now a decision will be made on how to proceed with the Master Plan. The main concern is the impact to the salt marsh.

- Runway Overlay and Airfield Electrical Improvements Projects – The staff met with the consultant, W.K. Dickson, on January 15<sup>th</sup>. Preconstruction meetings should be held with the contractors on February 3<sup>rd</sup>.

Mr. Buchanan stated they are still receiving inquiries on building hangars and wanted to know when they could expect to move forward on this. Mr. Andres stated the Master Plan is roughly 50% complete, the Airport Layout Plan and the Final Master Plan will be 100% complete in about 6 months. He stated any private hangar development will need to be brought up to County Council for their consideration. Mr. Andres stated the Master Plan process and the Airport Layout Plan should identify the facility requirements and then the FAA would need to approve and sign off on the Airport Layout Plan. An open discussion followed concerning the building of hangars.

## **COMMITTEE REPORTS**

1. Finance: Leonard Law
  - Mr. Law referred the Board to the financial statements that were included in the meeting documents (see Attachment A).
2. Lady's Island Airport Operations: Graham Kerr – Absent, no report.
3. Hilton Head Island Airport Operations: Will Dopp
  - Mr. Dopp stated that earlier this month the Island Packet and Beaufort Gazette had stated that Mesa Airlines that serves both the Hilton Head Island Airport and Savannah Airport had filed for bankruptcy. Mr. Dopp stated this was incorrect information. Mesa Airlines does serve the Savannah Airport, but it is Mesaba Airlines that serves the Hilton Head Island Airport.
  - Mr. Dopp read part of an article found on [www.AeroNews.net](http://www.AeroNews.net) which commends Signature Flight Support for their outstanding service at the Hilton Head Island Airport and asked that this article be part of the record (see Attachment B).

## **UNFINISHED BUSINESS – Continued**

2. Aircraft Tax Rates: Pete Buchanan
  - Mr. Buchanan stated Mr. Tritschler had been appointed to a committee to examine the aircraft tax rates, but Mr. Tritschler has been absent for numerous meetings and some type of action needed to be taken at this time. Mr. Andres suggested someone from the Airports Board relay this information to the Public Facilities Committee and ask that this be brought up at their January 26<sup>th</sup> meeting. Mr. Buchanan then asked for someone to volunteer to take Mr. Tritschler's place on the Aircraft Tax Rate Committee. Mr. Jorgensen agreed to work with Mr. Law and Mr. Dopp on this committee.
3. Enhanced Revenue Planning: Paul Andres
  - Mr. Andres discussed various potential revenue opportunities. Listed below are the highlights of the open discussion held after Mr. Andres presentation:

- a. Mr. Duncan was concerned that an increase in airline rates would cause an airline to leave. Mr. Andres concurred and stated this would have to be monitored very carefully and be based on the current market conditions.
  - b. Mr. Duncan wanted to know if Mr. Andres could act upon eliminating extra custodial services at the Hilton Head Island Airport or if the Airports Board needed to be involved. Mr. Andres stated he would check with the County Administrator.
  - c. Mr. Duncan wanted to know if there is any type of marketing that could be used to get a Part 135 Air Charter to come into the Hilton Head Island Airport. Mr. Andres stated that he handles marketing responsibilities at the Airport. Mr. Duncan suggested the Board assist in trying to find venues that might attract air charters.
  - d. A discussion was held about the possibility of increasing the revenue received on rental cars.
4. Hilton Head Island Airport Parking Concessions: Paul Andres
- The current contract has expired with Republic Parking. Two proposals were received in response to an RFP. The evaluation committee ranked Republic Parking first and began negotiations. Mr. Andres stated that according to the proposal, Republic Parking needs to install and upgrade equipment which includes a TICO (Ticket In/Credit Card Out) unit. The cost of the upgrades will be approximately \$80,700.00 which will be paid for by Republic Parking in exchange for a 5 year plus 5 year extension option agreement. Mr. Andres stated the downside of this agreement would be that if the contract should terminate before the 10 year period has expired, the Airport would be responsible for the balance of the improvements cost. Mr. Andres stated the Airport would receive 78% of the revenue that exceeds \$100,000.00 per year. He also stated that they are requesting an increase of \$1.00 per hour for both the short term and long term parking maximum daily rates. After an open discussion a motion was made.

**A motion was made and seconded to accept the Republic Parking proposal and to pass this recommendation on to County Council for approval.**

Prior to the vote, another discussion was held concerning the Airport assuming 100% of the risk for Federally mandated employee cost increases, the increase in parking rates, not being able to verify Republic Parking's actual cost, and the contract language. Mr. Andres stated he would take these concerns back to Republic Parking, but the Board needs to be aware that they are currently operating on a month to month basis. Councilman Caporale made a suggestion to have Finance look over the figures to find out exactly how much revenue we are receiving from the parking as it may be an option to do away with the paid parking and offer free parking in order to attract more people to fly out of the Hilton Head Island Airport. A discussion was also held about the free parking at the FBO. At the conclusion of the discussion a vote was called on the motion.

**The motion failed 0 to 8.**

Mr. Andres stated he would check to see how long Republic Parking is willing to keep their offer open. He also reminded the Board that without paid parking the

Airport would lose approximately \$30,000.00 in revenue annually. He added that by having free parking there would be other issues to consider such as determining if the people parking at the Airport are actually airline passengers.

5. Lady's Island Fuel Trucks: Paul Andres

- Mr. Andres stated a proposal was received from Eastern Aviation Fuels for the leasing of fuel trucks. The proposal has been forwarded to the County Attorney and Purchasing Director for their review. Mr. Phillips stated that Eastern Aviation Fuels is their fuel provider and they have currently loaned the Lady's Island Airport a fuel truck. Mr. Phillips stated the leased fuel trucks will be model year 2000 or newer. He stated the lease payment for the trucks would be rolled into the cost of fuel which would be approximately 18.6¢ per gallon. The lease is for 3 years at the cost of approximately \$16,000.00 per year. Mr. Phillips stated the Airport would only be responsible for routine maintenance.

**A motion was made and seconded that if the agreement from Eastern Aviation Fuels to lease a fuel truck to the Lady's Island Airport is acceptable to the Purchasing Department and County Attorney, the Airports Board recommends the lease agreement be accepted. When the vote was called, 6 voted in favor and 1 abstained. The motion passed.**

#### NEW BUSINESS

1. Anderson Aviation Flight Training: Paul Andres

- Anderson Aviation Flight Training would like to provide flight training instruction at the Lady's Island Airport. They would not be leasing any office space, but they would provide 3% of their gross revenue to the Airport. Mr. Andres stated that with the Board's approval, this would be presented to the Public Facilities Committee on January 26<sup>th</sup> for their consideration.

**A motion was made and seconded to approve a commercial operating agreement for Anderson Aviation Flight Training and recommend this agreement be forward to the Public Facilities Committee for their consideration. The motion passed unanimously.**

**PUBLIC COMMENTS** – There were no public comments at this time.

1. Councilman Caporale – Councilman Caporale wanted to know what the Airports Board recommends concerning Mr. Tritschler's absence from the Board meetings. Mr. Buchanan stated he is going to attend the Public Facilities meeting on January 26<sup>th</sup> to recommend that a replacement be selected for Mr. Tritschler.

#### FUTURE MEETINGS

The next meeting of the Airports Board will be held on Thursday, February 18, 2010 at 1:30 PM in the County Council Chambers of the Beaufort County Government Center.

#### ADJOURNMENT

With no further business to discuss, the meeting was adjourned at approximately 3:30 PM.

## ENPLANEMENTS/DEPLANEMENTS

<b>HILTON HEAD ISLAND PASSENGER ENPLANEMENTS(departures) 2004-2009</b>													
	2004	2005	2006	2007	2008	2009	2010						
JAN	2,985	3,520	3,540	3,145	4,206	2,510	2,539						
FEB	3,431	3,957	2,748	3,250	5,275	2,976							
MAR	5,053	6,647	5,956	6,273	8,052	5,547							
APR	6,513	7,809	6,715	8,985	7,930	6,872							
MAY	6,438	7,782	6,739	8,682	8,389	7,177							
JUN	6,111	6,814	6,140	8,638	7,819	6,771							
JUL	6,051	6,849	5,850	8,498	7,954	7,393							
AUG	6,422	6,500	5,086	8,843	7,649	6,957							
SEP	4,957	1,129	5,070	7,392	5,922	6,249							
OCT	6,115	6,632	5,794	9,230	6,882	6,601							
NOV	5,052	5,107	4,313	7,355	5,927	4,121							
DEC	3,792	3,676	3,198	4,780	2,928	2,977							
<b>TOTALS</b>	<b>62,920</b>	<b>66,422</b>	<b>61,149</b>	<b>85,071</b>	<b>78,933</b>	<b>66,151</b>	<b>2,539</b>						

<b>HILTON HEAD ISLAND PASSENGER DEPLANEMENTS(arrivals) 2004-2009</b>													
	2004	2005	2006	2007	2008	2009	2010						
JAN	2,810	3,177	3,253	2,887	3,591	2,308	2,228						
FEB	3,369	4,120	2,964	3,453	5,729	3,256							
MAR	5,558	7,418	6,652	7,313	8,652	5,770							
APR	7,053	7,912	6,740	9,289	8,263	7,057							
MAY	6,530	7,995	6,836	9,035	8,681	7,175							
JUN	6,419	7,649	6,465	8,961	8,110	7,055							
JUL	6,028	6,868	5,895	8,708	8,470	7,849							
AUG	6,518	6,399	5,177	8,979	7,748	6,684							
SEP	4,936	1,185	5,152	7,119	5,583	6,558							
OCT	6,102	6,654	5,832	9,068	7,243	6,699							
NOV	4,828	5,002	4,380	7,169	5,556	3,860							
DEC	3,972	3,742	3,419	5,010	3,037	3,248							
<b>TOTALS</b>	<b>64,123</b>	<b>68,121</b>	<b>62,765</b>	<b>86,991</b>	<b>80,663</b>	<b>67,519</b>	<b>2,228</b>						

## ENPLANEMENTS/DEPLANEMENTS

<b>TOTAL PASSENGER ENPLANEMENTS &amp; DEPLANEMENTS 2004-2009</b>													
	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>						
JAN	5,795	6,697	6,793	6,032	7,797	4,818	4,767						
FEB	6,800	8,077	5,712	6,703	11,004	6,232	0						
MAR	10,611	14,065	12,608	13,586	16,704	11,317	0						
APR	13,566	15,721	13,455	18,274	16,193	13,929	0						
MAY	12,968	15,777	13,575	17,717	17,070	14,352	0						
JUN	12,530	14,463	12,605	17,599	15,929	13,826	0						
JUL	12,079	13,717	11,745	17,206	16,424	15,242	0						
AUG	12,940	12,899	10,263	17,822	15,397	13,641	0						
SEP	9,893	2,314	10,222	14,511	11,505	12,807	0						
OCT	12,217	13,286	11,626	18,298	14,125	13,300	0						
NOV	9,880	10,109	8,693	14,524	11,483	7,981	0						
DEC	7,765	7,418	6,617	9,790	5,965	6,225	0						
<b>TOTALS</b>	<b>127,044</b>	<b>134,543</b>	<b>123,914</b>	<b>172,062</b>	<b>159,596</b>	<b>133,670</b>	<b>4,767</b>						

Delta Connection/ASA began service March 17, 2007

Delta Connection/ASA ended service November 30, 2008

Delta Connection/Mesaba began service March 2, 2009

## TOWER REPORT

<b>TOWER</b>	<b>VFR</b>	<b>IFR</b>	<b>Total</b>	<b>After Hrs. GA</b>	<b>After Hrs. Comm</b>	<b>Total Ops</b>
January 2010	1217	1240	2457	85	44	2586
February 2010						
March 2010						
April 2010						
May 2010						
June 2010						
July 2010						
August 2010						
September 2010						
October 2010						
November 2010						
December 2010						
<b>TOTALS 2010</b>	<b>1217</b>	<b>1240</b>	<b>2457</b>	<b>85</b>	<b>44</b>	<b>2586</b>

<b>TOWER</b>	<b>VFR</b>	<b>IFR</b>	<b>Total</b>	<b>After Hrs. GA</b>	<b>After Hrs. Comm</b>	<b>Total Ops</b>
January 2009	959	1280	2239	Out of Service	10	2249
February 2009	1457	1299	2756	Out of Service	24	2780
March 2009	1501	2091	3592	Out of Service	99	3691
April 2009	1547	2697	4244	Out of Service	116	4360
May 2009	1326	2226	3552	54	132	3738
June 2009	1325	2236	3561	162	128	3851
July 2009	1343	2321	3664	32	128	3824
August 2009	1118	2091	3209	28	121	3358
September 2009	1391	2041	3432	26	114	3572
October 2009	974	1993	2967	21	114	3102
November 2009	1451	1678	3129	Out of Service	41	3170
December 2009	1398	1313	2711	79	42	2832
<b>TOTALS 2009</b>	<b>15790</b>	<b>23266</b>	<b>39056</b>	<b>402</b>	<b>1069</b>	<b>40527</b>

<b>TOWER</b>	<b>VFR</b>	<b>IFR</b>	<b>Total</b>	<b>After Hrs. GA</b>	<b>After Hrs. Comm</b>	<b>Total Ops</b>
January 2008	1383	1720	3103	36	120	3259
February 2008	1473	1789	3262	12	84	3358
March 2008	1641	2294	3935	29	112	4076
April 2008	1666	2479	4145	6	66	4217
May 2008	2133	2405	4538	11	68	4617
June 2008	1959	2167	4126	14	74	4214
July 2008	1935	2479	4414	12	100	4526
August 2008	1228	1957	3185	16	83	3284
September 2008	1124	1833	2957	16	14	2987
October 2008	1305	1975	3280	12	13	3305
November 2008	1113	1775	2888	10	11	2909
December 2008	1222	1403	2625	13	6	2644
<b>TOTALS 2008</b>	<b>18182</b>	<b>24276</b>	<b>42458</b>	<b>187</b>	<b>751</b>	<b>43396</b>

## TOWER REPORT

<b>TOWER</b>	<b>VFR</b>	<b>IFR</b>	<b>Total</b>	<b>After Hrs. GA</b>	<b>After Hrs. Comm</b>	<b>Total Ops</b>
January 2007	1519	1713	3232	36	62	3330
February 2007	1335	1753	3088	31	62	3181
March 2007	1721	2391	4112	30	90	4232
April 2007	1949	2942	4891	28	120	5039
May 2007	1567	2579	4146	29	120	4295
June 2007	1462	2410	3872	34	124	4030
July 2007	1595	2587	4182	29	124	4335
August 2007	1308	2608	3916	28	124	4068
September 2007	1447	2106	3553	33	120	3706
October 2007	1389	2353	3742	33	124	3899
November 2007	1866	2420	4286	33	124	4443
December 2007	1262	1746	3008	36	124	3168
<b>TOTALS 2007</b>	<b>18420</b>	<b>27608</b>	<b>46028</b>	<b>380</b>	<b>1318</b>	<b>47726</b>

<b>TOWER</b>	<b>VFR</b>	<b>IFR</b>	<b>Total</b>	<b>After Hrs. GA</b>	<b>After Hrs. Comm</b>	<b>Total Ops</b>
January 2006	1217	1516	2733	11	62	2806
February 2006	836	1471	2307	24	62	2393
March 2006	1186	2328	3514	50	62	3626
April 2006	1489	2779	4268	33	62	4363
May 2006	1526	2478	4004	21	62	4087
June 2006	1265	2264	3529	58	62	3649
July 2006	1484	2298	3782	35	62	3879
August 2006	1357	2125	3482	55	62	3599
September 2006	1616	2096	3712	37	62	3811
October 2006	1452	2259	3711	34	62	3807
November 2006	1412	2123	3535	51	62	3648
December 2006	1600	1849	3449	129	62	3640
<b>TOTALS 2006</b>	<b>16440</b>	<b>25586</b>	<b>42026</b>	<b>538</b>	<b>744</b>	<b>43308</b>

<b>TOWER</b>	<b>VFR</b>	<b>IFR</b>	<b>Total</b>	<b>After Hrs. GA</b>	<b>After Hrs. Comm</b>	<b>Total Ops</b>
January 2005	1040	1411	2451			
February 2005	1070	1418	2488			
March 2005	1052	2009	3061			
April 2005	1314	2697	4011			
May 2005	1076	2388	3464			
June 2005	793	2187	2980			
July 2005	1134	2192	3326			
August 2005	810	2092	2902			
September 2005	530	760	1290			
October 2005	1012	2266	3278			
November 2005	1072	1979	3051			
December 2005	754	1544	2298			
<b>TOTALS 2005</b>	<b>11657</b>	<b>22943</b>	<b>34600</b>			

## TOWER REPORT

<b>TOWER</b>	<b>VFR</b>	<b>IFR</b>	<b>Total</b>	<b>After Hrs. GA</b>	<b>After Hrs. Comm</b>	<b>Total Ops</b>
January 2004			0			
February 2004			0			
March 2004			0			
April 2004	1129	1840	2969			
May 2004	1606	2153	3759			
June 2004	856	1974	2830			
July 2004	1118	2051	3169			
August 2004	773	1617	2390			
September 2004	786	1393	2179			
October 2004	1037	2274	3311			
November 2004	996	2001	2997			
December 2004	1266	1502	2768			
<b>TOTALS 2004</b>	<b>9567</b>	<b>16805</b>	<b>26372</b>			