



AGENDA  
AIRPORTS BOARD  
Thursday, June 18, 2015  
1:30 p.m.  
Hilton Head Island Town Hall  
Council Chambers

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. MOTION TO ACCEPT June 18, 2015 AGENDA
4. MOTION TO ACCEPT May 21, 2015 MINUTES ([backup](#))
5. PUBLIC COMMENT - Limited to Three Minutes Each Person
6. LADY'S ISLAND AIRPORT REPORT – Jon Rembold ([backup](#))
7. HILTON HEAD ISLAND AIRPORT REPORT – Jon Rembold ([backup](#))
8. PROJECT SCHEDULE UPDATE – Judy Elder
9. DIRECTOR'S REPORT - Jon Rembold
10. NEW BUSINESS
  - Amendment to TBE Work Authorization 2119-1402 – ARW EA
  - Hangar Rates
  - Vehicle Parking at ARW
11. UNFINISHED BUSINESS
  - General Aviation Parking Lot Lighting
  - Signature Flight Support Agreement
12. PUBLIC COMMENT - Limited to Three Minutes Each Person
13. FUTURE MEETINGS

Airports Board: The next meeting will be held on **July 9, 2015** at 1:30 PM at Beaufort County Government Center, County Council Chambers



14. ADJOURNMENT



# AIRPORTS BOARD

May 21, 2015

The electronic and print media were duly notified in  
Accordance with the State Freedom of Information Act

**Notification:** To view video of full discussion of this meeting please visit  
[http://beaufort.granicus.com/ViewPublisher.php?view\\_id=2](http://beaufort.granicus.com/ViewPublisher.php?view_id=2)

The Airports Board met on Thursday May 21, 2015 at 1:30 p.m. in the Council Chambers of the Beaufort County Government Center. Chairman Rich Sells called the meeting to order and led the attendees in the Pledge of Allegiance.

## **ATTENDANCE**

Airports Board Members: Rich Sells, Dan Ahern, Leslie Adlam, James Buckley, Will Dopp, Anne Esposito, Allan Rae, Gregory Viventi (Absent: Derek Gilbert and Ross Roberts).

County Staff: Jon Rembold, Airports Director and Renee' Ford, Administrative Assistant.

Public: Judy Elder, Talbert & Bright. Attendees at the Hilton Head Island Library – Residents - Steve Fobes, Rick Caporale, Bob Richardson, Jim Webb, and Ron Smetek.

## **MOTION TO ACCEPT AGENDA**

**Motion:** It was moved by Mr. Dopp, seconded by Mr. Ahern that the May 21, 2015 agenda be approved. The vote was: FOR – Rich Sells, James Buckley, Greg Viventi, Will Dopp, Allan Rae, Anne Esposito and Leslie Adlam. AGAINST – None. ABSENT:, Dan Ahern, Derek Gilbert and Ross Roberts. MOTION PASSED.

## **MOTION TO ACCEPT MINUTES**

**Motion:** It was moved by Mr. Rae, seconded by Ms. Esposito that the April 16, 2015 minutes be approved. The vote was: FOR – Rich Sells, James Buckley, Mr. Viventi, Will Dopp, Allan Rae, Anne Esposito and Leslie Adlam. AGAINST – None. ABSENT:, Dan Ahern, Derek Gilbert and Ross Roberts. MOTION PASSED.

**PUBLIC COMMENTS** – None.

## **LADY'S ISLAND AIRPORT REPORT**

Mr. Rembold reported on the fuel sales and operations for the Lady's Island Airport for April 2015. Best numbers since November 2007.

## **HILTON HEAD ISLAND AIRPORT REPORT**

Mr. Rembold gave the tower and operations reports for April 2015. Numbers are steady going up, however, the overall numbers are slightly down. Signature reported their numbers were off a bit due to the bad weather during Heritage and American Airlines/US Airways reduction in flights.

Mr. Rembold stated Runway 21 On-Airport Tree mitigation, awaiting contractor's signature; final payment and closed out. Runway 03/21 obstruction removal out for bid; Runway 03, design 90% awaiting FAA to issue FONSI

Land acquisitions for Runway 21 offers are in final negotiations – last 4; closed on 9 out of 16 this week.

Taxiway A Relocation and Replacement Ramp Design – design plans under review. Taxiway F realignment design is underway. Tree Removal between ATCT and GA ramp – design plans under review. Master drainage plan – met with Beaufort County and Town of Hilton Head Island; responded to SCDHEC-OCRM comments; design is moving along.

Mr. Will Dopp commented the Board receives a fuel report for Lady's Island but not for HXD. It would be nice to get the same report and be able to compare from previous month/year.

Mr. Jim Buckley asked if the slight decline was due to fuel price increase. Mr. Rembold didn't think so; we will incorporate a fuel report for HXD.

Mr. Rae asked the status of the self serve pumps at ARW; Mr. Rembold response was, they are on the way.

## **PROJECT SCHEDULE UPDATE – Judy Elder**

Ms. Judy Elder reported on the following:

- Rwy 21 Off- Airport Tree Mitigation bids will be opened 18 June and construction beginning mid-August.
- Rwy 03 Off-Airport – Finding of No Significant Impact expected by end of month (May); Bid should go out circa 14 June, Bid opening planned for 14 July and construction beginning mid-September.
- Taxiway A Relocation and Replacement Ramp is a 12 month project.
- Tree Removal between ATCT and GA ramp Bid should go out circa 14 June, open Bids by 14 July and construction beginning mid-September.  
\* **Note** – both tree projects have a three (3) month construction period. North end construction; if we start in August should be completed by November. South end construction; if we start in September should be completed by December.
- Runway 03/21 extension – Have to complete an 18B survey, which is more detail than a regular survey. This is for the ground survey; will not do the “approach” project until trees are removed.

Ground survey should come in by end of June; Master Drainage design should be complete by end of June; project geotechnical report by end of July. Designs for the extension can take 6 months, starting at the end of July; permit could take 12 – 18 months. Bid for Runway project circa May 2016.

Existing 5000 ft., ditch has to be permitted; have draft application, in contact with Army Corps of Engineers, regarding pre-application. Unable to process application until we meet with Army Corps of Engineers; consequently can't start construction until we have the permit. There are mitigation issues as well.

Mr. Rae asked if we were "moving" the ditch. Ms. Elder response was, no, we're "piping" the ditch. Mr. Dopp stated beside the runway extension, will there be any portion of the airport closed. Ms. Elder response was, no, certain pieces of the taxiway may be closed, but if we have to close a portion of the runway it will be after the last flight. Mr. Viventi asked if bid process was lowest bid win. Ms. Elder response was, yes, lowest qualified bid wins; the project is federally funded.

Chairman, Rich Sells, expressed he would like to see monthly updates, maybe a slide in the presentation. Mr. Rembold stated he will review some of the current slides, remove the ones that don't have updates and replace with Project Schedule Updates.

## **DIRECTOR'S REPORT**

Mr. Rembold started by saying Joel Phillips, supervisor for ARW, was nominated Employee of the Year through the Rotary Club of Beaufort. Kudos to Joel Philips!

Mr. Sells extended his congratulations. Mr. Buckley thought it would be a great gesture if a congratulatory came from the board. Mr. Sells responded by saying he would personally send his congratulations to Joel Phillips as well as one from the board and invited the other board members to send their own congratulations to Joel.

**American Airlines Branding at Hilton Head Airport** – consultants came to look at the airline stations and flight monitors. Will be changing the name from US Airways to American Airlines; updating the stations and monitors; consultants didn't provide a timeline. Mr. Rembold will keep the board apprised of the changes.

**Operating Agreements** at Hilton Head and Lady's Island airports – reviewing the contract database to make sure our vendors who are doing business on the airports have an Operating Agreement on file. Based on FAA, the airports must perform on a non-discriminatory basis, we must make sure everyone is treated the same. The FAA strives for airports to be financially self sufficient. We are currently updating and/or creating agreements for our vendors; using the agreements as templates for new vendors.

**Development Project near ARW** – a new shopping center, Island Shops, is being developed near Lady's Island airport. There will be a Wal-Mart located in the shopping center; our concerns are building height, lights and storm water. Wildlife may pose a problem with it being 1000 ft from ARW runway. Mr. Rembold is and will continue to interface with the design team to make sure they are in compliance with the FAA. Mr. Rembold is asking the state and FAA to weigh in and how he can advise as to what we should look out for in the storm water side. Currently, standard ponds are being recommended by the contractor.

Mr. Sells asked when they are going to break ground; Mr. Rembold stated he didn't know, this is a Beaufort City project.

Mr. Dopp asked if this was on the airport side of 21, Mr. Rembold response was yes. Mr. Dopp asked is anything happening with the firehouse. Mr. Rembold stated, not yet, still have the BCSO helicopter stored there. Mr. Dopp, asked if they are paying rent? Mr. Rembold response

was, no they are not paying rent; it's a county service, they do however buy fuel from us at market price. Mr. Rembold believes they will relocate once a hangar is available; this issue will be addressed as part of the hangar development plan.

Mr. Rembold announced WHHI, a local Hilton Head Island television station, recorded their weekly 843 Panel discussion at Hilton Head Airport. One of the panel members is from the Community Foundation; they filmed in front of the sculpture that Community Foundation donated. We were boarding a flight at air time, so they got to see the process; they enjoyed it. This was good exposure for the airport. Do not have a date as to when this will be aired.

Mr. Rembold thanked former board member Norman Kerr for writing an advocate piece/article in support of the airport; the article represents the economic perspective. As some may not realize the important economic role the airport supports and what it means to our communities. Should be published soon in the Island Packet. Chairman, Rich Sells, stated the editor relied to him and Mr. Kerr the article will be published this week.

Mr. Rembold announced he is now on the United Way Lowcountry Board of Directors; will be campaigning North of the Broad. Mr. Rembold will continue to promote the airports; this will give him the opportunity to continue his passion which is working in the community and providing great exposure to the airports.

Hilton Head Airport had two (2) new 20 ton HVAC systems installed. The HVAC systems will support the seating area and portion of the main lobby. This project was a long time coming. Kudos to Public Facilities for a great job!

**Hold Room Seating at HXD** – Charleston airport is under a major renovation; we've negotiated in retrieving some of their terminal seating. This is a win-win for both airports; Charleston gets to remove/reduce this expense off their line item and we gain new seating at no cost except to transport.

## **NEW BUSINESS**

Mr. Rembold announced new lighting for General Aviation Parking Lot. Due to several tree obstructing the current lighting, we are adding more lights. Palmetto Electric provided a plan for us. The Town of Hilton Head is paying for the underground lines. This will reduce our cost by \$16K. Our lease rates will increase due to new fixtures/poles. The new lighting will increase security and safety for employees and aviation clientele. Mr. Rembold asked the board for approval to move this project onto the Finance Committee.

### **MOTION TO ACCEPT THE FOLLOWING:**

#### **☐ General Aviation Parking Lot Lighting**

**Motion:** It was moved by Ms. Esposito, seconded by Mr. Viventi that – General Aviation Parking Lot Lighting be approved. The vote was: FOR – Rich Sells, Greg Viventi, James

Buckley, Dan Ahern, Will Dopp, Allan Rae, Anne Esposito and Leslie Adlam. AGAINST – None. ABSENT: Ross Roberts and Derek Gilbert. MOTION PASSED.

## **UNFINISHED BUSINESS**

### **Hangar Development**

Mr. Rembold stated the RFP went out this week. Joel Phillips at ARW, is busy making phone calls to potential clients. First agenda is getting the box hangars completed; hopefully have tenants ready to move in when the box hangars are complete. Will start on Lady's Island airport first and once the trees are cleared on Hilton Head, we will use the same template to generate potential clients.

Hilton Head Island Concours Motoring Event at HXD – The event will take place on Port Royal Plantation. HXD is partnering with the Concours group; a Black tie event will take place on Friday evening at one of HXD box hangars. Saturday is the Aero expo with vintage aircrafts and newer aircrafts paired with the vintage cars. Great exposure for the airport  
Mr. Viventi stated he saw the traffic pattern plans for ticketing; the concerns is for the general public to have access to the recycle center. Suggest to Mr. Rembold to be mindful of the possible congestion at public land field.

Chairman Sells proposed to have the board meetings on Hilton Head every other month. There were no objections from the Board. Meetings will be held on Hilton Head every other month.

### **PUBLIC COMMENTS CONTINUED** – None

Mr. Buckley commented on flights from Charleston to Seattle; suggested we work with the airlines to make it happen here.

### **FUTURE MEETINGS**

The next Airports Board meeting will be Thursday June 18, 2015 at 1:30 p.m. at the Town of Hilton Head Island, Council Chambers.

### **ADJOURNMENT** – 2:14 PM

LADY'S ISLAND AIRPORT OPERATIONS REPORT

		Avgas	Jet A	Total Flow	YTD Total Flow	Total Flight Ops	YTD Flight Ops
<b>2015</b>							
January		2,293	2,086	4,379	4,379	1,122	1,122
February		1,885	3,004	4,889	9,268	1,069	2,191
March		2,460	5,987	8,447	17,715	1,998	4,189
April		3,293	8,846	12,139	29,854	2,349	6,538
May		3,592	6,447	10,039	39,893	2,113	8,651
June							
July							
August							
September							
October							
November							
December							
2015 Totals							
		Avgas	Jet A	Total Flow	YTD Total Flow	Total Flight Ops	YTD Flight Ops
<b>2014</b>							
January		2,370	1,573	3,943	3,943	981	981
February		2,146	2,085	4,231	8,174	968	1,949
March		3,181	4,421	7,602	15,776	1,846	3,795
April		3,097	4,803	7,900	23,676	1,916	5,711
May		3,415	3,837	7,252	30,928	1,710	7,421
June		2,022	2,721	4,743	35,671	1,042	8,463
July		2,884	3,252	6,136	41,807	1,294	9,757
August		2,165	3,692	5,857	47,664	1,188	10,945
September		1,980	3,118	5,098	52,762	1,088	12,033
October		3,389	4,940	8,329	61,091	1,974	14,007
November		2,689	5,147	7,836	68,927	1,822	15,829
December		2,187	3,330	5,517	74,444	1,106	16,935
2014 Totals		31,525	42,919	74,444		16,935	107,826
		Avgas	Jet A	Total Flow	YTD Total Flow	Total Flight Ops	YTD Flight Ops
<b>2013</b>							
January		2,393	2,682	5,075	5,075	1,010	1,010
February		2,831	2,798	5,629	10,704	1,102	2,112
March		4,804	4,019	8,823	19,527	2,005	4,117
April		3,682	4,505	8,187	27,714	1,954	6,071
May		3,402	2,862	6,264	33,978	1,249	7,320
June		2,601	1,579	4,180	38,158	1,012	8,332
July		3,369	1,249	4,618	42,776	1,026	9,358
August		2,676	3,323	5,999	48,775	1,205	10,563



LADY'S ISLAND AIRPORT OPERATIONS REPORT

<b>September</b>		3,598	2,599	6,197	<b>54,972</b>	1,582	<b>12,145</b>
<b>October</b>		4,191	3,421	7,612	<b>62,584</b>	1,834	<b>13,979</b>
<b>November</b>		2,465	4,240	6,705	<b>69,289</b>	1,179	<b>15,158</b>
<b>December</b>		2,314	3,147	5,461	<b>74,750</b>	1,082	<b>16,240</b>
<b>2013 Totals</b>		<b>38,326</b>	<b>36,424</b>	<b>74,750</b>		<b>16,240</b>	

**HXD TOWER REPORT**

ITINERATE			LOCAL									YTD Total
TOWER	AIR TAXI	GA	MILITARY	LOCAL GA	LOCAL MIL	VFR	IFR	Total	After Hrs. GA	After Hrs. Comm	Total Ops	Ops
January 2015	485	1,201	26	282	26	1,044	976	2,020	67	8	2,095	2,095
February 2015	408	1,257	16	448	26	1,232	923	2,155	69	14	2,238	4,333
March 2015	449	1,478	41	230	62	1,109	1,151	2,260	173	51	2,484	6,817
April 2015	598	2,010	48	380	58	1,489	1,605	3,094	183	57	3,334	10,151
May 2015	679	2,274	27	466	26	1,347	1,633	2,980	135	57	3,172	13,323
June 2015											0	
July 2015											0	
August 2015											0	
September 2015											0	
October 2015											0	
November 2015											0	
December 2015											0	
<b>TOTALS 2015</b>	<b>2,619</b>	<b>8,220</b>	<b>158</b>	<b>1,806</b>	<b>198</b>	<b>6,221</b>	<b>6,288</b>	<b>12,509</b>	<b>627</b>	<b>187</b>	<b>13,323</b>	

ITINERATE			LOCAL									YTD Total
TOWER	AIR TAXI	GA	MILITARY	LOCAL GA	LOCAL MIL	VFR	IFR	Total	After Hrs. GA	After Hrs. Comm	Total Ops	Ops
January 2014	370	1,149	33	101	58	764	947	1,711	19	52	1,782	1,782
February 2014	326	1,131	37	166	28	786	902	1,688	78	40	1,806	3,588
March 2014	635	1,432	40	78	25	825	1,385	2,210	68	53	2,331	5,919
April 2014	753	1,747	25	127	14	983	1,683	2,666	100	56	2,822	8,741
May 2014	729	1,920	24	210	25	1,332	1,576	2,908	66	56	3,030	11,771
June 2014	636	1,878	51	474	106	1,660	1,485	3,145	53	53	3,251	15,022
July 2014	720	1,804	34	411	24	1,391	1,602	2,993	72	51	3,116	18,138
August 2014	773	1,645	27	326	39	1,335	1,474	2,809	82	50	2,941	21,079
September 2014	581	1,276	25	162	48	788	1,304	2,092	82	40	2,214	23,293
October 2014	779	2,112	44	266	48	1,606	1,642	3,248	73	53	3,374	26,667
November 2014	646	1,613	39	247	36	1,228	1,353	2,581	76	26	2,683	29,350
December 2014	528	1,142	31	243	22	938	1,028	1,966	92	20	2,078	31,428
<b>TOTALS 2014</b>	<b>7,476</b>	<b>18,849</b>	<b>410</b>	<b>2,811</b>	<b>473</b>	<b>13,636</b>	<b>16,381</b>	<b>30,017</b>	<b>861</b>	<b>550</b>	<b>31,428</b>	

ITINERATE			LOCAL									YTD Total
TOWER	AIR TAXI	GA	MILITARY	LOCAL GA	LOCAL MIL	VFR	IFR	Total	After Hrs. GA	After Hrs. Comm	Total Ops	Ops
January 2013	516	1,303	28	158	69	961	1,103	2,064	128	54	2,246	2,246
February 2013	488	1,171	25	182	26	812	1,080	1,892	96	41	2,029	4,275
March 2013	672	1,717	28	146	40	1,126	1,477	2,603	130	34	2,767	7,042
April 2013	830	2,223	21	186	12	1,126	2,126	3,252	160	34	3,446	10,488
May 2013	772	2,140	15	233	38	1,067	2,131	3,198	48	35	3,281	13,769
June 2013	681	2,085	19	197	28	1,255	1,755	3,010	56	33	3,099	16,868
July 2013	652	1,889	10	178	22	1,062	1,689	2,751	62	36	2,849	19,717
August 2013	624	1,831	32	193	52	1,180	1,552	2,732	38	34	2,804	22,521
September 2013	595	1,693	27	180	79	1,145	1,429	2,574	65	36	2,675	25,196
October 2013	614	1,656	12	136	68	961	1,525	2,486	23	32	2,541	27,737
November 2013	593	1,315	11	69	35	694	1,329	2,023	16	53	2,092	29,829
December 2013	468	1,234	31	99	85	812	1,105	1,917	24	44	1,985	31,814
<b>TOTALS 2013</b>	<b>7,505</b>	<b>20,257</b>	<b>259</b>	<b>1,957</b>	<b>554</b>	<b>12,201</b>	<b>18,301</b>	<b>30,502</b>	<b>846</b>	<b>466</b>	<b>31,814</b>	





## ENPLANEMENTS/DEPLANEMENTS

OCT	10,867												
NOV	7,934												
DEC	6,496												
<b>TOTALS</b>	<b>111,590</b>	<b>33,601</b>											

Delta Connection/ASA began service March 17, 2007

Delta Connection/ASA suspended service November 30, 2008

Delta Connection/Mesaba began service March 2, 2009

Delta Connection/Mesaba suspended service November 2, 2009

Delta Connection/Mesaba began service March 4, 2010

Delta Connection/Mesaba suspended service November 1, 2010