



**AMENDED AGENDA  
AIRPORTS BOARD  
Thursday, May 19, 2016  
1:30 p.m.**

Town of Hilton Head Island, Council Chambers

**NO AUDIO/VIDEO WILL BE AVAILABLE AT THE HILTON HEAD ISLAND LIBRARY**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. MOTION TO ACCEPT May 19, 2016 AGENDA
4. MOTION TO ACCEPT April 21, 2016 MINUTES ([backup](#))
5. PUBLIC COMMENT - Limited to Three Minutes Each Person
6. AIRPORTS FINANCES – Alicia Holland
7. LADY'S ISLAND AIRPORT REPORT – Jon Rembold ([backup](#))
8. HILTON HEAD ISLAND AIRPORT REPORT – Jon Rembold ([backup](#))
9. PROJECT SCHEDULE UPDATE – Jon Rembold & Pat Turney
10. DIRECTOR'S REPORT - Jon Rembold
11. NEW BUSINESS  
None
12. UNFINISHED BUSINESS:
  - A. Avigation Easements
13. PUBLIC COMMENT - Limited to Three Minutes Each Person



#### 14. FUTURE MEETINGS

Airports Board: The next meeting will be held on Thursday, June 16, 2016 at 1:30 pm at Town of Hilton Head Island, Council Chambers.

#### 15. EXECUTIVE SESSION

- A. Discussion of Negotiations Incident to Proposed Contractual Arrangement – Lipman
- B. Discussion of Possible Contract to Purchase Land – Project Condor

#### 16. Matters Arising Out of Executive Session

#### ADJOURNMENT



# AIRPORTS BOARD

April 21, 2016

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, April 21, 2016 at 1:30 p.m. in the Council Chambers at the Town of Hilton Head Island. Vice-Chairman Viventi called the meeting to order and led the attendees in the Pledge of Allegiance.

## **ATTENDANCE**

Airports Board Members: Gregory Viventi, Dan Ahern, Rich Sells, Will Dopp, Anne Esposito, Leslie Adlam, and Blakely Williams (Absent: Jim Buckley, Wally Wallace and Gerry Costa).

County Staff: Jon Rembold, Airports Director; Renee' Ford, Administrative Assistant; Thomas Keavney, Beaufort County Attorney; John McCann, Town of Hilton Head Island, Councilman.

Public: Judy Elder - Talbert, Bright and Ellington; Residents: Ron Smetak; Eleanor Lightsey; Benji Gray; Jerry Burris; Steve Andrews – Andrews Engineering.

## **MOTION TO ACCEPT AGENDA**

**Motion:** It was moved by Mr. Dopp, seconded by Mr. Sells that the April 21, 2016 agenda be approved. The vote was: FOR – Gregory Viventi, Dan Ahern, Rich Sells, Will Dopp, Anne Esposito, Leslie Adlam, and Blakely Williams. AGAINST – None. ABSENT: Jim Buckley, Wally Wallace and Gerry Costa. MOTION PASSED.

## **MOTION TO ACCEPT MINUTES**

**Motion:** It was moved by Mr. Sells, seconded by Ms. Esposito that the March 17, 2016 minutes be approved. The vote was: FOR – Gregory Viventi, Dan Ahern, Rich Sells, Will Dopp, Anne Esposito, Leslie Adlam, and Blakely Williams. AGAINST – None. ABSENT: Jim Buckley, Wally Wallace and Gerry Costa. 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 March 2016; ARW total was over 3,000 gallons more than last year! An excellent month!

## **HILTON HEAD ISLAND AIRPORT REPORT**

Mr. Rembold gave the fuel, tower and operations reports for March 2016. Despite a wet month, fuel is up from March 2015. Mr. Dopp stated March fuel is the best in four (4) years!

During Heritage week, Signature serviced over 200 planes and flowed over 32,000 gallons of fuel.

## **PROJECT SCHEDULE UPDATE**

### **LADY'S ISLAND PROJECT UPDATE**

Mr. Rembold reported on the status of the tree trimming at end of RWY 7 on Lady's Island. The plan is to advertise bid in late Spring, early Summer; award late Summer or early Fall.

Mr. Ahern asked as a follow up, if Talbert & Bright checked with the FAA regarding the sea level elevation issue. Mr. Rembold stated, it was not in the environmental assessment and the FAA has not been mandated to address the issue. Mr. Rembold will be having a meeting with the FAA in May and will approach the sea level elevation issue at that time.

### **HILTON HEAD PROJECT UPDATE**

Mr. Rembold showed several pictures of RWY 03 tree removal, demolition of 21 Dillon Rd., TWY A + Ramp Replacement - storm drainage installation; and the new aircraft Parking Ramp – Rock Base.

**RWY 21 Obstruction Removal** – Mr. Rembold reported on RWY 21 north end; tree trimming and removal has begun behind the former Deep Well building. Notices to the property owners have been sent out informing them when to expect the surveyor and the arborist to identify trees. The crew will begin work shortly afterward.

### **RUNWAY 03/21 EXTENSION (Both Runway Ends)**

Mr. Rembold reported on the runway extension project. We were looking at how to phase this project based on FAA funding. FAA has provided funding for the design and begin work on the north end of runway, as well as, the drainage ditch project between the runway and TWY Foxtrot; these will be done together. The design for the drainage ditch has begun and the design for the RWY extension should be completed circa June 2016. Tentatively, evaluations of the proposals should be in July 2016.

**Mr. Sells** asked if new construction will begin May 2017. Mr. Rembold stated if bids come in July and goes through the county council, we should have it approved and be ready to execute a contract in September 2016 and be ready to start a new contract.

**Ms. Elder** confirmed the dates and stated we are ahead of schedule. **Mr. Sells** asked when the full length of the runway will be completed. **Ms. Elder** response was, late 2017 or early 2018. **Mr. Viventi**, asked once RWY 21 is completed, will we be able to use the extra length or wait until RWY 03 is completed. Mr. Rembold stated we should be able to use the extra length we gain from RWY 21.

## **DIRECTOR'S REPORT**

**Director Presentations** – Mr. Rembold reported Congressman Sanford visited Hilton Head Island Airport. He thanked Ms. Adlam in assisting with the Chamber of Commerce in arranging Congressman Sanford visit. Ms. Adlam mentioned Hannah Horne and Bill Miles, both from the Chamber, who were involved in coordinating the meeting. They were the ones who strongly encouraged the Congressman to visit the airport. Mr. Rembold stated it was nice to have Congressman Sanford to see the airport and observe some of what we're doing with the FAA funding. This visit also gave us insight on Congressman Sanford thoughts on the FAA reauthorization bill and PFC (Passenger Facility Charge).

**HHI Republican Club** – Mr. Rembold spoke at the HHI Republican Club. He gave the audience an airport update; letting them know what we do and the operations that takes place on the airport. It was a good opportunity to talk to people, who are engaged in the community, and willing to be good ambassadors for the airport.

**Republic Parking App** – Mr. Rembold reported Republic Parking will be launching a new app for parking at the airport. They're working with a software company in Chattanooga where they're based and the app will allow further flexibility for our passengers. Stay tuned for updates.

**Ms. Adlam** asked if the app was free and Mr. Rembold's response was, yes.

**Annual Table Top Part 139 & Security Table Top Part 1542** – Mr. Rembold reported we had our annual Table Top Part 139 and Security Table Top Part 1542, conducted by Chief Larry Yeager. Chief Yeager has to present scenarios where the different organizations explain their role, what they are responsible for and how they interact with one another. The Airlines, TSA, ARFF, HH Fire Department, FBI, ATCT rep., BCSO and SWAT Team rep were in attendance. Kudos to Chief Yeager; next year we will have a live fire drill.

### **NEW BUSINESS – Presentation from Lipman Produce**

Mr. Rembold introduced Mr. Andrews, from Andrews Engineering in Beaufort. Lipman Produce is a large plant that harvests and transports tomatoes from Lady's Island. It is located at the corner of Airport Circle and HWY 21. A super Wal-Mart is being built directly across from Lipman, which will create a traffic hassle for the company. Mr. Andrews, will present an option to help alleviate some of the future traffic and safety issues.

Mr. Andrews presented a diagram using part of Lady's Island Airport property as an option to alleviate some of the traffic issues and to keep the tomato production going with limited obstruction. The proposed traffic pattern will help with trucks entering and leaving and get them out to the markets safely. The new traffic pattern would be to enter from Sea Island Parkway, asphalt paving to access Airport Circle, part of airport property. Lipman is expected to spend significant capital in road paving, storm sewer/sanitary sewer improvement and is interested in securing a long term lease with the Airport. Andrews Engineering has met with BJWSA and made arrangements to have the water/sewer line extended to pick up both Lipman facility and the mosquito control facility. The new traffic pattern will be effective 2017.

Lipman needs to utilize airport property for a short period each year, between mid June to end of July. **Mr. Ahern** asked if a traffic study has been conducted. Mr. Andrews response was yes; Lipman had a separate study done and has worked with Wal-Mart regarding the traffic.

**Mr. Dopp** inquired if Lady's Island Airport supervisor, Joel Phillips has been briefed. Mr. Andrews stated he has met with Mr. Phillips and Mr. Rembold. Mr. Dopp asked if Lipman operates mainly during the day or evening. Mr. Andrews stated trucks do operate late in the evening to make their day deliveries, the actual processing of tomatoes occur during the day. **Mr. Viventi** asked is there a concern for the congestion off of Hwy 21, during the season for people to access entrance to the terminal. Mr. Andrews stated yes. **Mr. Ahern** asked for clarifications if the current inbound/outbound congestion will go away with the new proposed traffic pattern. Mr. Andrews stated yes, except for the late night/off hours traffic. Lipman wants this to be a win/win solution for both parties.

### **UNFINISHED BUSINESS**

**Avigation Easements** – No report

**PUBLIC COMMENTS** - None

### **FUTURE MEETINGS**

The next Airports Board meeting will be Thursday, June 16, 2016; 1:30 p.m. at the Town of Hilton Head Council Chambers.

**EXECUTIVE SESSION** - No action from Executive Session

**ADJOURNMENT** – 2:30 PM

LADY'S ISLAND AIRPORT OPERATIONS REPORT

		Avgas	Jet A	Total Flow	YTD Total Flow	Total Flight Ops	YTD Flight Ops
<b>2016</b>							
January		1,982	4,494	6,476	6,476	1,274	1,274
February		2,598	4,619	7,217	13,693	1,679	2,953
March		3,322	4,684	8,006	21,699	1,766	4,719
April		3,947	6,251	10,198	31,897	2,134	6,853
May							
June							
July							
August							
September							
October							
November							
December							
2016 Totals		11,849	20,048	31,897		6,853	
<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		2,076	3,674	5,750	45,643	1,119	9,770
July		3,453	2,177	5,630	51,273	1,043	10,813
August		2,692	3,002	5,694	56,967	1,028	11,841
September		2,233	2,935	5,168	62,135	1,105	12,946
October		3,307	5,277	8,584	70,719	2,010	14,956
November		2,745	5,130	7,875	78,594	1,845	16,801
December		3,271	6,343	9,614	88,208	2,089	18,890
2015 Totals		33,300	54,908	88,208		18,890	
<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





HILTON HEAD ISLAND AIRPORT OPERATIONS REPORT

		Avgas	Jet A	Total Flow	YTD Total Flow
<b>2016</b>					
January		4,813	49,489	54,302	54,302
February		5,082	52,104	57,186	111,488
March		8,296	62,786	71,082	182,570
April		9,714	96,077	105,791	288,361
May					
June					
July					
August					
September					
October					
November					
December					
<b>2016 Totals</b>		<b>27,905</b>	<b>260,456</b>	<b>288,361</b>	
<b>2015</b>					
January		4,850	44,370	49,220	49,220
February		5,513	51,463	56,976	106,196
March		5,694	50,635	56,329	162,525
April		9,728	86,852	96,580	259,105
May		8,408	81,019	89,427	348,532
June		11,763	97,366	109,129	457,661
July		7,059	60,679	67,738	525,399
August		7,984	65,808	73,792	599,191
September		8,446	56,467	64,913	664,104
October		7,434	59,213	66,647	730,751
November		7,433	53,689	61,122	791,873
December		7,375	77,324	84,699	876,572
<b>2015 Totals</b>		<b>91,687</b>	<b>784,885</b>	<b>876,572</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	
January 2016	386	1,367	8	206	30	1,073	924	1,997	186	5	2,188	2,188
February 2016	393	1,490	32	316	48	1,326	953	2,279	166	0	2,445	4,633
March 2016	711	1,856	45	214	76	1,540	1,362	2,902	113	41	3,056	7,689
April 2016	747	1,966	30	218	14	1,402	1,573	2,975	126	44	3,145	10,834
May 2016												
June 2016												
July 2016												
August 2016												
September 2016												
October 2016												
November 2016												
December 2016												
<b>TOTALS 2016</b>	<b>2,237</b>	<b>6,679</b>	<b>115</b>	<b>954</b>	<b>168</b>	<b>5,341</b>	<b>4,812</b>	<b>10,153</b>	<b>591</b>	<b>90</b>	<b>10,834</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	
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	1,839	1,633	3,472	135	57	3,664	13,815
June 2015	520	2,092	19	482	27	1,817	1,323	3,140	224	52	3,416	17,231
July 2015	503	2,337	22	308	20	1,741	1,449	3,190	187	61	3,438	20,669
August 2015	474	1,910	36	400	66	1,800	1,086	2,886	196	58	3,140	23,809
September 2015	425	1,627	13	288	26	1,203	1,176	2,379	156	39	2,574	26,383
October 2015	509	1,786	65	224	60	1,232	1,366	2,598	165	41	2,804	29,187
November 2015	488	1,539	19	249	4	1,076	1,223	2,299	200	43	2,542	31,729
December 2015	340	1,250	14	250	22	1,044	832	1,876	210	9	2,095	33,824
<b>TOTALS 2015</b>	<b>5,878</b>	<b>20,761</b>	<b>346</b>	<b>4,007</b>	<b>423</b>	<b>16,626</b>	<b>14,743</b>	<b>31,369</b>	<b>1,965</b>	<b>490</b>	<b>33,824</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>	



## ENPLANEMENTS/DEPLANEMENTS

OCT	10,867	6,672											
NOV	7,934	5,436											
DEC	6,496	3,442											
<b>TOTALS</b>	<b>111,590</b>	<b>78,486</b>	<b>20,701</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