



AGENDA  
AIRPORTS BOARD  
Thursday, December 1, 2016  
1:30 p.m.

Beaufort County Government Building, County 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 December 1, 2016 AGENDA
4. MOTION TO ACCEPT September 15 and October 31, 2016 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 – Jon Rembold
9. DIRECTOR'S REPORT - Jon Rembold
10. NEW BUSINESS - Jon Rembold
  - Draft Capital Improvement Project List
11. UNFINISHED BUSINESS - Jon Rembold
  - Lipman Produce Agreement
12. PUBLIC COMMENT - Limited to Three Minutes Each Person
13. FUTURE MEETINGS

Airports Board: The next meeting will be held on Thursday, January 19, 2017, 1:30 pm at Beaufort County Government Building, County Council Chambers.

ADJOURNMENT



# AIRPORTS BOARD

September 15, 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, September 20, 2016 at 1:30 p.m. in the County Council Chambers at Beaufort County Government Building. Chairman Wallace called the meeting to order and led the attendees in the Pledge of Allegiance.

## **ATTENDANCE**

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

County Staff: Jon Rembold, Airports Director; Renee' Ford, Administrative Assistant; and Stu Rodman, County Councilman.

Public: Judy Elder - Talbert, Bright and Ellington

## **MOTION TO ACCEPT AGENDA**

**Motion:** It was moved by Mr. Dopp, seconded by Mr. Ahern that the September 15, 2016 agenda be approved. The vote was: FOR – Gerry Costa, Dan Ahern, Greg Viventi, Wally Wallace, Will Dopp, Anne Esposito, Leslie Adlam and Blakely Williams. AGAINST – None. ABSENT: Rich Sells and Jim Buckley. MOTION PASSED.

## **MOTION TO ACCEPT MINUTES**

**Motion:** It was moved by Mr. Viventi, seconded by Ms. Esposito that the August 18, 2016 minutes be approved. The vote was: FOR – Gerry Costa, Dan Ahern, Greg Viventi, Wally Wallace, Will Dopp, Anne Esposito, Leslie Adlam and Blakely Williams. AGAINST – None. ABSENT: Rich Sells and Jim Buckley. 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 August 2016.

## **HILTON HEAD ISLAND AIRPORT REPORT**

Mr. Rembold gave the fuel sales, tower and operations reports for August 2016.

Mr. Rembold gave an overview of the Airport Master Plan process before reporting on the Airports project updates.

## **PROJECT SCHEDULE UPDATE**

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

Mr. Rembold displayed aerial pictures of ARW runway. **RWY 7 Obstruction Removal**, no changes from previous month. **RWY07/RWY Safety Area and Parallel TWY EA**; no changes from previous month. Zero attendance at the August 18<sup>th</sup> Public Hearing.

**Mr. Ahern** asked if building new hangars is incorporated with the Capital Improvement Program (CIP). Mr. Rembold stated CIP is FAA funded; hangars are not included.

**Councilman Rodman** asked when will the Master Plan be updated. Mr. Rembold stated in approximately 3 to 5 years; once the runway extension is completed.

### **HILTON HEAD PROJECT UPDATE**

Mr. Rembold displayed aerial pictures of HXD runway.

**RUNWAY 03/21 TREE OBSTRUCTION REMOVAL** - Mr. Rembold stated the mitigation design is underway.

St. James Baptist Church (RWY 21) is the last property that contains obstructions to airport.

**Mr. Dopp** asked what will be the total length of the runway once completed. Mr. Rembold stated, 5,000 feet.

**TWY A RELOCATION, RAMP REPLACEMENT, RTR RELOCATION** - Mr. Rembold reported TWY A is approximately 60% complete.

**RUNWAY 03/21 EXTENSION** – Awaiting FAA funding announcement.

## **DIRECTOR'S REPORT**

Mr. Rembold stated **Hilton Head Part 139** inspection was held August 24-26. HXD had one correction to surface markings. This will be part of the TWY project to update markings. Kudos to Chief Yeager for an outstanding job in preparing for the inspection.

The **Easement Agreement at ARW** is moving forward.

**HHI Chamber Tourism Summit** will be held September 21<sup>st</sup> at the Sonesta Resort. Mr. Rembold will be a panel member at the Summit.

Mr. Rembold recapped the **Concours Aero Expo** which will be held November 4<sup>th</sup> & 5<sup>th</sup>. Stated if the board is interested in obtaining tickets to the event to contact the Airport Administration office.

**NEW BUSINESS** – None

**UNFINISHED BUSINESS** – None

**PUBLIC COMMENTS** – None

**FUTURE MEETINGS**

**MOTION TO CANCEL OCTOBER MEETING**

**Motion:** It was moved by Mr. Ahern, seconded by Ms. Williams that the October 20, 2016 meeting be cancelled. The vote was: FOR – Gerry Costa, Dan Ahern, Greg Viventi, Wally Wallace, Will Dopp, Anne Esposito, Leslie Adlam and Blakely Williams. AGAINST – None. ABSENT: Rich Sells and Jim Buckley. MOTION PASSED.

The next Airports Board meeting will be Thursday, November 17, 2016, Beaufort County Government Building, County Council Chambers.

**ADJOURNMENT** – 2:00 PM

DRAFT

# AIRPORTS BOARD

October 31, 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, October 31, 2016 at 1:30 p.m. in the Council Chambers at the Town of Hilton Head. Chairman Wallace called the meeting to order and led the attendees in the Pledge of Allegiance.

## **ATTENDANCE**

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

County Staff: Jon Rembold, Airports Director; Renee' Ford, Administrative Assistant; and Stu Rodman, County Councilman.

Public: Pat Turney - Talbert, Bright and Ellington

## **MOTION TO ACCEPT AGENDA**

**Motion:** It was moved by Mr. Dopp, seconded by Mr. Ahern that the October 31, 2016 agenda be approved. The vote was: FOR – Rich Sells, Lex Brown, Jim Buckley, Gerry Costa, Dan Ahern, Greg Viventi, Wally Wallace, Will Dopp, Anne Esposito, and Leslie Adlam. AGAINST – None. ABSENT: Blakely Williams. MOTION PASSED.

**MOTION TO ACCEPT MINUTES** - None

**PUBLIC COMMENTS** – None

## **DIRECTOR'S REPORT**

Mr. Rembold welcomed our newest board member, Lex Brown, to the board.

**Hurricane Matthew Impact** – Hurricane Matthew impacted both airports. HXD had several trees down around the terminal; power outage for several days and the island was closed for 5 days. ARW had wind damage, terminal damage, flooding, a boat on the airfield, several vehicles damaged.

Mr. Rembold recapped the **Concours Aero Expo** which will be held November 4<sup>th</sup> & 5<sup>th</sup>. Friday evening is the gala; Expo Saturday.

**ARW – Lipman Produce** – The engineers and owner are examining the County Design review process. Negotiations are ongoing.

**ARW – Boat Storage** – There's a possibility of having boat storage at Lady's Island Airport. Using some of the excess property adjacent to the airfield as boat storage. Considering the marinas in the area, there are only a few boat yards; there is a need to store boats while they are being repaired. Presently, working with our legal team to make sure that liabilities are placed on the tenants; mitigate the risk close to zero and generate revenue.

Mr. Buckley asked if the county has considered being a base for float plane. Mr. Rembold stated, it's not in the master plan, we're not close enough to the water and there's not a need at this time.

## **NEW BUSINESS**

**ARW Arborist Contract Award Recommendation** – RFQ #092216 request for qualified Arborist service for Beaufort County Airport. Beaufort County received two responses to the RFQ. There are approximately 300 to 400 trees to be trimmed, cut or removed. The recommendation is for the County Administrator approve the contract award to Preservation Tree Care for the arborist services for a total cost not to exceed \$40,000.

**Motion:** It was moved by Mr. Sells, seconded by Ms. Esposito that Preservation Tree Care be awarded the Arborist contract. The vote was: FOR – Rich Sells, Lex Brown, Jim Buckley, Gerry Costa, Dan Ahern, Greg Viventi, Wally Wallace, Will Dopp, Anne Esposito, and Leslie Adlam. AGAINST – None. ABSENT: Blakely Williams. MOTION PASSED.

**Work Authorization HXD Property Acquisition** – Land acquisition of property on RWY03 end of Hilton Head Island Airport for construction of RWY 03 extension. Based on the runway design, we will need to acquire a few portions or properties or entire properties. Land acquisition will include; coordination with the client, appraisal, review appraisal and property plat survey. Most of the work will be completed by sub consultants under Talbert, Bright & Ellington. Work will be completed according to the schedule established and agreed upon by the Owners and Engineer.

**Motion:** It was moved by Ms. Esposito, seconded by Mr. Sells that Talbert, Bright & Ellington be awarded the property acquisition work acquisition. The vote was: FOR – Rich Sells, Lex Brown, Jim Buckley, Gerry Costa, Dan Ahern, Greg Viventi, Wally Wallace, Will Dopp, Anne Esposito, and Leslie Adlam. AGAINST – None. ABSENT: Blakely Williams. MOTION PASSED.

**Runway 21 Extension Contract Award Recommendation** – This contract would provide requisite services associated with the extension of Runway 21 and improvements to the drainage system parallels Taxiway F. This project is in accordance with the Master Plan Phase I. Airport received grant funding in September. This recommendation will go to Finance and forward to County Council.

The Airport only received one response; had several companies at the pre-bid; the lone contractor came in lower than engineer estimated. Did not combine both ends of the runway in

the contract so we could receive more bidders. Forecasting contractor to begin work in January 2017; 255 calendar days for completion. The Board will be provided a monthly update/timeline on construction process.

**Motion:** It was moved by Mr. Viventi, seconded by Ms. Esposito that Quality Enterprises USA, Inc. be awarded the Runway 21 Extension and Taxiway F Infield Drainage Improvements contract. The vote was: FOR – Rich Sells, Lex Brown, Jim Buckley, Gerry Costa, Dan Ahern, Greg Viventi, Wally Wallace, Will Dopp, Anne Esposito, and Leslie Adlam. AGAINST – None. ABSENT: Blakely Williams. MOTION PASSED.

**UNFINISHED BUSINESS** – None

**PUBLIC COMMENTS** – None

**FUTURE MEETINGS**

Chairman, Wally Wallace, proposed to reschedule the next meeting for Thursday, December 1, 2016, at the Beaufort County Government Building. An email will be forward to the board announcing the date of the next Airports Board meeting.

**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		2,780	8,072	10,852	42,749	2,177	9,030
June		2,574	8,105	10,679	53,428	2,198	11,228
July		2,946	4,513	7,459	60,887	1,694	12,922
August		2,930	1,877	4,807	65,694	1,082	14,004
September		3,046	4,217	7,263	72,957	1,805	15,809
October		2,708	5,316	8,024	80,981	1,910	17,719
November							
December							
2016 Totals		28,833	52,148	80,981		17,719	
<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

LADY'S ISLAND AIRPORT OPERATIONS REPORT

<b>September</b>		1,980	3,118	5,098	<b>52,762</b>	1,088	<b>12,033</b>
<b>October</b>		3,389	4,940	8,329	<b>61,091</b>	1,974	<b>14,007</b>
<b>November</b>		2,689	5,147	7,836	<b>68,927</b>	1,822	<b>15,829</b>
<b>December</b>		2,187	3,330	5,517	<b>74,444</b>	1,106	<b>16,935</b>
<b>2014 Totals</b>		<b>31,525</b>	<b>42,919</b>	<b>74,444</b>		<b>16,935</b>	

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		7,211	85,347	92,558	380,919
June		8,476	71,700	80,176	461,095
July		7,602	77,893	85,495	546,590
August		6,301	65,499	71,800	618,390
September		6,130	55,190	61,320	679,710
October		6,338	56,624	62,962	742,672
November					
December					
<b>2016 Totals</b>		<b>69,963</b>	<b>672,709</b>	<b>742,672</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>	



## ENPLANEMENTS/DEPLANEMENTS

OCT	10,867	6,672	3,783										
NOV	7,934	5,436											
DEC	6,496	3,442											
<b>TOTALS</b>	<b>111,590</b>	<b>78,486</b>	<b>55,096</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**

**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	569	1,883	24	299	36	1,399	1,412	2,811	126	48	2,985	13,819
June 2016	441	1,996	31	286	42	1,607	1,189	2,796	132	22	2,950	16,769
July 2016	490	2,317	21	330	18	1,870	1,306	3,176	22	26	3,224	19,993
August 2016	461	1,818	18	285	52	1,485	1,149	2,634	60	31	2,725	22,718
September 2016	424	1,526	24	184	51	1,070	1,139	2,209	54	15	2,278	24,996
October 2016	340	1,501	17	160	12	1,042	988	2,030	46	0	2,076	27,072
November 2016												
December 2016												
<b>TOTALS 2016</b>	<b>4,962</b>	<b>17,720</b>	<b>250</b>	<b>2,498</b>	<b>379</b>	<b>13,814</b>	<b>11,995</b>	<b>25,809</b>	<b>1,031</b>	<b>232</b>	<b>27,072</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

### HXD TOWER REPORT

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>	