



Beaufort County Airports Board

Chairman

CHRIS BUTLER

Vice Chairman

JAMES STARNES

Board Members

HOWARD ACKERMAN

MARK BAILEY

ANNE ESPOSITO

LESLIE ADLAM FLORY

NICHOLAS MESENBURG

DAVID NELEMS

RICH SELLS

THOMAS SHEAHAN

BRIAN TURRISI

Airports Director

JON REMBOLD

County Administrator

MICHAEL MOORE

Administrative Specialist

ROCIO REXRODE

Physical Address

Hilton Head Island Airport

120 Beach City Road

Hilton Head Is, SC 29926

Mailing Address

Airport Administration

26 Hunter Road

Hilton Head, SC 29926

(843) 255-2942

www.beaufortcountysc.gov

MEETING ACCESS

[MEETING LINK](#)

ID: 161 714 8655

Passcode: 791968

Beaufort County Airports Board Agenda

Town Council Chambers - Hilton Head Island

One Town Center Court, Hilton Head, SC 29928

Thursday, November 21, 2024, at 1:30 PM

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. PUBLIC NOTIFICATION OF THIS MEETING HAS BEEN PUBLISHED, POSTED, AND DISTRIBUTED IN COMPLIANCE WITH THE SOUTH CAROLINA FREEDOM OF INFORMATION ACT (FOIA)
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES – [OCTOBER 17, 2024](#)
- VI. PUBLIC COMMENT (Limit comments to three minutes)
- VII. DIRECTOR'S REPORT
 1. Presentation by Volaire Aviation Consulting – Our Air Service Development Consultants
- VIII. UNFINISHED BUSINESS
- IX. NEW BUSINESS

ACTION ITEMS:

 1. GRANT ACCEPTANCE - RESOLUTION TO ACCEPT SCAC GRANT 24-062 IN THE AMOUNT OF \$1,387,747.00 FOR ARW HANGAR CONSTRUCTION PROJECT (SITE DEVELOPMENT) - [VOTE](#)
 2. CHANGE ORDER – RECOMMENDATION TO APPROVE CHANGE ORDER #1 FOR HXD TERMINAL IMPROVEMENTS PHASE I - [VOTE](#)
 3. HILTON HEAD ISLAND AIRPORT (HXD) – RECOMMENDATION TO APPROVE THE AIRPORT CAPITAL IMPROVEMENT PROGRAM (ACIP) LIST - [VOTE](#)
 4. BEAUFORT EXECUTIVE AIRPORT (ARW) – RECOMMENDATION TO APPROVE THE AIRPORT CAPITAL IMPROVEMENT PROGRAM (ACIP) LIST - [VOTE](#)
- X. CHAIRMAN UPDATE
- XI. COMMITTEE REPORTS
- XII. CITIZEN COMMENT (Limit comments to three minutes)
- XIII. ADJOURNMENT

NEXT MEETING:

THURSDAY, JANUARY 16, 2025, AT 1:30 PM

COUNCIL CHAMBERS, 1 TOWN CENTER COURT, HILTON HEAD, SC 29928

MINUTES

Beaufort County Airports Board

October 17, 2024 | 1:30 pm | Meeting called to order by Chairman Chris Butler

ATTENDANCE

Present: Howard Ackerman, Chris Butler, Anne Esposito, Mark Bailey, Thomas Sheahan, Nick Mesenburg, Rich Sells, Jim Starnes, and Brian Turrisi

Absent: David Nelems and Leslie Adlam Flory

County Staff: Jon Rembold, Airports Director; Stephen Parry, Deputy Airports Director; Eric Townsend, Airport Manager; and Rocio Rexrode, Administrative Specialist.

Beaufort County Council Liaison:

Hilton Head Island Town Council Liaison:

Public: Judy Elder, Talbert, Bright and Ellington, Inc.

AGENDA ADOPTION

Rich Sells made a motion to adopt the October 17, 2024, BCAB meeting agenda. Brian Turrisi seconded the motion. All were in favor and the motion passed.

APPROVAL OF MINUTES

Rich Sells made a motion to approve the September 19, 2024, BCAB meeting minutes. Nick Mesenburg seconded the motion. All were in favor and the motion passed.

PUBLIC COMMENT

There were no Public Comments

DIRECTOR'S REPORT

- **DEPARTMENT UPDATE:**

Flying Frog 5K: Rembold said the event was successfully held and the weather was perfect. He said 60+/- runners participated in the race. He mentioned that for the first time ever they had a County Administrator (Mike Moore) run the race. He observed that County Council member Logan Cunningham ran the race; County Council member Anna Maria Tabernik, volunteered; and David Nelems and Mark Bailey represented the Board at the event.

Closure Markers: Rembold mentioned that the new LED closure markers for the end of the runway are very visible. He stated that the markers will save time and energy and are good equipment to have.

- **TERMINAL IMPROVEMENT PROJECT UPDATE:**

Rembold reported that the project is progressing on schedule. He shared a slideshow of the construction progress. He pointed out that having a crane on site is moving the steel assembly quickly.

He commented that the pedestrian crosswalks are taking shape, the sidewalks are being poured, the new roadway is getting the base put in, and curbing is being installed.

- **AIRPORTS' BUSINESS UPDATE:**

Title VI Plan: Rembold explained that it is a federal requirement for grants applications, and HXD is required to have its own plan independent of the County's Title VI Plan. He mentioned that the plan will be posted on the Airport's website once it is approved by the FAA.

Breakfast Club: Rembold mentioned that the Breakfast Club event is on Nov 17th and indicated that volunteers are needed.

ARW Hangars: He stated that the project is progressing. He mentioned that a grant application was submitted, and \$1.38 million for site work has been awarded.

PFC #6: Rembold stated that Passenger Facility Charges #6 applies to HXD, is under final review by the FAA, and should be implemented in November.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS – ACTION ITEMS

1. **CONTRACT AWARD - RECOMMENDATION OF CONSTRUCTION CONTRACT AWARD TO QUALITY ENTERPRISES USA FOR ARW RUNWAY 07/25 REHABILITATION PROJECT**

Howard Ackerman made a motion to approve the recommendation of a construction contract award to Quality Enterprises USA for ARW Runway 07/25 Rehabilitation Project. Brian Turrisi seconded the motion. All were in favor and the motion passed.

2. **RESOLUTION - RECOMMENDATION TO APPROVE A LETTER OF AGREEMENT FOR SHUTTLE SERVICE BETWEEN BEAUFORT COUNTY AND THE BEST OF HILTON HEAD**

Rich Sells made a motion to approve the recommendation to approve a Letter of Agreement for shuttle service between Beaufort County and the Best of Hilton Head. Mark Bailey seconded the motion. All were in favor and the motion passed.

3. **RESOLUTION - RECOMMENDATION TO APPROVE AIRPORTS WILDLIFE MANAGEMENT POLICY**

Brian Turrisi made a motion to approve the recommendation to approve Airports Wildlife Management Policy. Anne Esposito seconded the motion. All were in favor and the motion passed.

4. **BCAB MEETING SCHEDULE – APPROVE THE 2025 BEAUFORT COUNTY AIRPORTS BOARD MEETING SCHEDULE**

Thomas Sheahan made a motion to approve the 2025 Beaufort County Airports Board meeting schedule. Jim Starnes seconded the motion. All were in favor and the motion passed.

COMMITTEE REPORTS

CHAIRMAN UPDATE:

1. Finance Committee

Members: Howard Ackerman (Chair), Chris Butler, Tom Sheahan, Rich Sells and Brian Turrisi.

The Committee had nothing new to report this month. They will keep the board informed of any new developments.

2. Passenger Service Committee

Members: Leslie Adlam Flory (Chair), David Nelems, Jim Starnes, and Tom Sheahan

The Committee had nothing new to report this month. They will keep the board informed of any new developments.

3. ARW Facilities Use and Improvement Committee

Members: Jim Starnes (Chair), Chris Butler, Mark Bailey, David Nelems, and Nick Mesenburg

The Committee had nothing new to report this month. They will keep the board informed of any new developments.

4. The HHI Airport Improvement Committee (HXD)

Members: Brian Turrisi (Chair), Howard Ackerman, Rich Sells, Chris Butler, and Anne Esposito

The Committee had nothing new to report this month. They will keep the board informed of any new developments.

PUBLIC COMMENT

There were no Public Comments.

ADJOURNMENT

The motion to adjourn the public portion of the meeting was made at 2:06 p.m. It passed unanimously.

NEXT MEETING

November 17, 2024 | 1:30 pm

Town of Hilton Head Island, 1 Town Center Ct., Hilton Head Island, SC 29928



BEAUFORT COUNTY COUNCIL

AGENDA ITEM SUMMARY

ITEM TITLE:
RESOLUTION TO ACCEPT SCAC GRANT 24-062 IN THE AMOUNT OF \$1,387,747.00 FOR ARW HANGAR CONSTRUCTION PROJECT (SITE DEVELOPMENT)
MEETING NAME AND DATE:
Public Facilities and Safety Committee; November 18, 2024
PRESENTER INFORMATION:
Jon Rembold; Airports Director 3 minutes
ITEM BACKGROUND:
The Airports Board will review and recommend approval of SCAC Grant 24-062 at its monthly meeting scheduled for Nov 21, 2024.
PROJECT / ITEM NARRATIVE:
Beaufort Executive Airport has a crisis-level shortage of hangar space. All hangars are occupied, and there is a 68-person waiting list. The construction of new hangars is necessary to provide Beaufort County citizens with much-needed aircraft hangar space. SC Aeronautics Commission recognizes hangar development as a project that will help to increase the viability of a general aviation airport and supports this effort.
FISCAL IMPACT:
Total Project Cost (\$1,982,495.00). Project Funding Sources include: <ul style="list-style-type: none">- (70%) SCAC Grant 24-062 \$1,387,747.00- (30%) Sponsor Share \$594,748.00 (<i>designated ARPA funds</i>) GL Code 5102-90-0000-57130 Current Encumbered Balance for the Project: \$1,982,495.00
STAFF RECOMMENDATIONS TO COUNCIL:
Staff recommends approval of the proposed Resolution to accept SCAC Grant 24-062 in the amount of \$1,387,747.00 for ARW Hangar Construction Project (Site Development)
OPTIONS FOR COUNCIL MOTION:
Motion to approve/deny the proposed Resolution to accept SCAC Grant 24-062 in the amount of \$1,387,747.00 for ARW Hangar Construction Project (Site Development)
Next step: County Council Meeting – December 9, 2024



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
Recommendation to approve Change Order 1 for HXD Terminal Improvements Phase I
MEETING NAME AND DATE:
Public Facilities & Safety Committee – Nov 18, 2024
PRESENTER INFORMATION:
Jon Rembold, Airports Director 5 minutes
ITEM BACKGROUND:
On July 15, 2024, County Council approved acceptance of a \$5,000,000 BIL Airport Terminal Program Grant to be used during Phase I of the Terminal Improvements Project. This Change Order will use a portion of those funds. The Airports Board will review and recommend approval of this change order at its monthly meeting scheduled for Nov 21, 2024.
PROJECT / ITEM NARRATIVE:
This Change Order provides three passenger boarding bridges (jet bridges), new apron lighting, and an emergency response antenna system. These items were not in the initial Phase I budget, and they are important additions to the project. They provide customer comfort and convenience, safety for airline workers, and enhanced communications for first responders.
FISCAL IMPACT:
The total value of this Change Order is \$3,367,113. The grant provides 95% (\$3,198,757.35) of the funding. The remainder (\$168,355.65) is provided by airport revenues. GL: 5402-90-0000-57130 Current encumbered balance for the BIL ATP: \$5,000,000
STAFF RECOMMENDATIONS TO COUNCIL:
Approve Change Order 1, funded by the FAA BIL ATP Grant
OPTIONS FOR COUNCIL MOTION:
Motion to approve /deny approval of Change Order 1 for Phase I of the Terminal Improvements Project Next step: County Council Meeting – December 9, 2024

FY25 - FY30 Capital Improvement Plan

LOC ID

HXD					Project Funding Plan						
FAA Fiscal Year	Project Name and Brief Description	National Priority Ranking (NPR)	AIP Eligibility - Reference AIP Handbook	Pavement Rehabilitation Projects Insert PCI	Total Project Cost	AIP Entitlements (1,355,162 per/yr)	BIL/AIG Infrastructure Funding (1,764,993 per/yr)	State Participation	Sponsor Participation	PFC Funds	Additional Funds Needed
2025	Entitlement Carryover					\$1,419,900	\$1,140,278	\$72,046			
	Federal Entitlement Funds:					\$1,355,162	\$1,764,993	\$250,000			
	St. James Baptist Church Relocation Environmental Documentation (Phase II and III Cultural Resources)				\$500,000	\$0	\$0	\$0	\$25,000		\$475,000
	Airfield Drainage (Construction)				\$979,151	\$930,193		\$48,958	\$0		\$0
	Runway 03/21 Rehabilitation (Design and Bidding)				\$300,000	\$285,000		\$15,000	\$0		\$0
	Land Acquisition Reimbursement (Parcels R510 008 000 0306 0000 [28 Hunter Road], R510 004 000 0305 0000 [26 Hunter Road])		Page G-13, Table G-1 (a.)		\$5,529,081	\$1,322,369	\$2,905,271	\$245,588	\$30,866		\$1,024,987
	Taxiway F Relocation Land Acquisition Focused EA		Page H-13, H-2 (a.)		\$250,000	\$237,500		\$12,500	\$0		\$0
2026	Entitlement Carryover					\$0	\$0	\$0			
	Federal Entitlement Funds:					\$1,355,162	\$0	\$250,000			
	Runway 03/21 Rehabilitation (Construction)		Page G-13, Table G-1 (a.)	56-70	\$8,175,000	\$1,355,162	\$0	\$250,000	\$158,750		\$6,411,088
2027	Entitlement Carryover					\$0	\$0	\$0			
	Federal Entitlement Funds:					\$1,355,162	\$0	\$250,000			
	St. James Baptist Church Relocation Land Acquisition		Page G-13, Table G-1 (a.)		\$2,000,000	\$0	\$0	\$0	\$200,000		\$1,800,000
	Land Acquisition Runway 03 End (R511 008 000 0105 0000 [55 Matthews Drive], R510 008 000 0185 0000 [10 Hunter Road], R510 008 000 0300 0000 [18 Hunter Road], R510 008 000 0301 0000 [20 Hunter Road], R510 008 000 0302 0000 [24 Hunter Road])		Page Q-4, Table Q-4 (a.)		\$13,025,518	\$1,355,162	\$0	\$250,000	\$822,286		\$10,367,804
2028	Entitlement Carryover					\$0	\$0	\$0			
	Federal Entitlement Funds:					\$1,355,162	\$0	\$250,000			
	Land Acquisition Runway 21 End (R510 004 000 0338 0000 [6 Blue Jay Way], R510 004 000 0339 0000 [3 Blue Jay Way], R510 004 000 0340 0000 [10 Finch Street], R510 004 000 0341 0000 [12 Finch Street], R510 004 000 0342 0000 [16 Finch Street], R510 004 000 0345 0000 [144 Beach City Road], R510 004 000 0343 0000 [148 Beach City Road])		Page Q-4, Table Q-4 (a.)		\$9,850,434	\$1,355,162		\$250,000	\$985,043		\$7,510,229
2029	Entitlement Carryover					\$0	\$0	\$0			
	Federal Entitlement Funds:					\$1,355,162	\$0	\$250,000			
	Taxiway F Relocation Design and Bidding		Page H-13, H-2 (a.)		\$816,717	\$735,045		\$81,672	\$0		\$0
2030	Entitlement Carryover					\$620,117	\$0	\$168,328			
	Federal Entitlement Funds:					\$1,355,162	\$0	\$250,000			
	Taxiway F Relocation Construction		Page H-13, H-2 (a.)		\$10,847,283	\$9,762,555		\$1,084,728	\$0		\$0

** Add additional rows as needed

FY25 - FY30 Capital Improvement Plan

LOC ID

ARW

ARW		Project Funding Plan						
FAA Fiscal Year	Project Name and Brief Description	Total Project Cost	AIP Entitlements (150,000 per/yr)	BIL/AIG Infrastructure Funding (145,000 per/yr)	State Participation	Sponsor Participation	PFC Funds	Additional Funds Needed
2025	Entitlement Carryover Federal Entitlement Funds: Partial Parallel Taxiway (without significant wetland impact) - Design Bidding	\$338,840	\$0 \$150,000 \$150,000	\$0 \$145,000 \$145,000	\$8,471	\$8,471		\$26,898
2026	Entitlement Carryover Federal Entitlement Funds: GAP YEAR		\$0 \$150,000 \$0	\$0 \$0 \$0	\$0	\$0		\$0
2027	Entitlement Carryover Federal Entitlement Funds: Partial Parallel Taxiway (without significant wetland impact) - Construction	\$4,501,735	\$150,000 \$150,000 \$300,000	\$0 \$0 \$0	\$225,087	\$225,087		\$3,751,562
2028	Entitlement Carryover Federal Entitlement Funds: Ramp Expansion - Design and Bidding	\$136,229	\$0 \$150,000 \$122,606	\$0 \$0 \$0	\$6,811	\$6,811		\$0
2029	Entitlement Carryover Federal Entitlement Funds: ALP Update	\$450,000	\$27,394 \$150,000 \$150,000	\$0 \$0 \$0	\$22,500	\$22,500		\$255,000
2030	Entitlement Carryover Federal Entitlement Funds: Ramp Expansion - Construction	\$1,809,896	\$27,394 \$150,000 \$177,394	\$0 \$0 \$0	\$90,495	\$90,495		\$1,451,513
2031	Entitlement Carryover Federal Entitlement Funds: RSA 07/25 Design	\$771,530	\$0 \$150,000 \$150,000	\$0 \$0 \$0	\$38,577	\$38,577		\$544,377

** Add additional rows as needed

- 2025 Partial Parallel Taxiway (without significant wetland impact) - Design Bidding talk to Troy - get the layout he did for this
- 2026 GAP YEAR
- 2027 Partial Parallel Taxiway (without significant wetland impact) - Construction
- 2028 Ramp Expansion - Design and Bidding
- 2029 ALP Update
- 2030 Ramp Expansion - Construction and RSA 07/25 Design needs to be on CIP - just keep moving it down - Joseph to talk to Jennifer about EA reevaluation