

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

**AVIATION ADVISORY BOARD MEETING MINUTES  
OF MARCH 20, 2008**

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

The regularly scheduled meeting of the Beaufort County Aviation Advisory Board was held at 1:30 PM on Thursday, March 20, 2008 at the Hilton Head Air Services Building. Chairman David Ames opened the meeting and noted that there was a quorum present.

**A motion was made and seconded to accept the January 17, 2008 and February 21, 2008 meeting minutes. The vote was unanimous.**

The agenda for the meeting was approved as published.

Guests were introduced.

**MEMBERS PRESENT**

David Ames – Chairman  
John Curry  
Anne Esposito  
Leonard Law  
Dan Lynch  
Jared Newman  
Dick Warden  
Councilman Rick Caporale – Beaufort  
County Liaison  
Councilman Ken Heitzke – Town of  
Hilton Head Liaison

**MEMBERS ABSENT**

Pete Buchanan – Vice Chairman  
Harvey Ewing  
Ross Sanders

**STAFF**

Saleem Khattak – Director Public Services  
Paul Andres – Airport Director  
Larry Yeager – Operations Chief  
Mary Seiger – Fiscal Technician  
Joel Phillips – Beaufort Co. Airport Supv.

**GUESTS**

Councilman Stu Rodman  
Councilman Paul Summerville  
Chris Eversmann – WSA  
Nick Esposito – Resident  
John Morrissette – Resident  
Jack Shuler – Resident  
Mike Bennett – Signature Aviation  
Ed Brown – CRC  
Patty Blackmon – CRC  
Jim Fisher – CRC  
Joe Croley – Assoc. of Realtors  
Fran White – Resident  
Joe Zimmerman - Resident

## **HILTON HEAD ISLAND AIRPORT REPORT**

1. Tower Report: Paul Andres
  - For the month of February 2008 there were 3,358 total flight operations of which 1,473 were conducted under IFR procedures.
2. Operations Report: Chief Yeager
  - There were 9 medivac flights during the month of February.
  - There was 1 ground emergency in February involving a starter problem on a U.S. Air flight.
  - The recent hail storm caused considerable damage. A U.S. Air aircraft and 15 cars sustained damage on the commercial side. An additional 62 aircraft and 30 cars were damaged on the general aviation side. Buildings were not damaged.
3. Noise Complaints & Traffic Counters:
  - There were no noise complaints in January and 4 in February.
  - The after hours traffic counters need corrective maintenance and did not provide accurate data this past month.
4. Projects: Paul Andres
  - The tree contractor is remobilizing and the remaining tree obstructions affecting the 20:1 slope should be trimmed or removed within the next two weeks.
  - Revised mitigation plans will be submitted to the Town's Design Review Board.
  - The emergency generator project parts are on order. Once received, the contractor will install the new equipment.

## **BEAUFORT COUNTY AIRPORT REPORT**

1. Fuel Sales: Joel Phillips
  - For the month of February, sold a total of 5,500 gallons of AvGas and 6,200 gallons of Jet A fuel.
  - Up 800 gallons in fuel sales compared to February 2007.
2. Projects: Paul Andres
  - Obtaining the remaining aviation easements for the tree obstruction removal project. The contract will be re-bid to comply with local DBE requirements.
  - Site work continues on the Mosquito Control hangar project.

## **COMMITTEE REPORTS**

1. Finance: Dave Ames for Pete Buchanan
  - Councilman Rodman recently convened a meeting of County financial staff members. Councilman Baer, Councilman Caporale, Dave Ames, Pete Buchanan, Dick Warden, Saleem Khattak, Paul Andres, and Mary Seiger were also in attendance. This was the first in a series of meetings dealing with Airport financial matters.
2. Lady's Island Airport Facilities: - Pete Buchanan
  - With Pete Buchanan not in attendance there was nothing to report.
3. Hilton Head Island Airport Facilities: Anne Esposito
  - Wi-Fi is up and working and everyone is most appreciative of this new service.
  - New tables and rocking chairs are in place in the passenger lobby.
  - Upholstery has been selected for the seats in the gate area and competitive

quotes will be solicited to recover the seats.

4. External Affairs: John Curry

- The planning and arrangements for the Airport Open House on May 4, 2008 are proceeding smoothly.

**COMMUNITY RELATIONS COMMITTEE REPORTS**

- Hilton Head: Don Baldwin absent. No report.
- Lady's Island: No meeting has been held and there is nothing to report.

**HILTON HEAD ISLAND CRC ISSUE UPDATE** –The FAA continues to work on the charted visual approach with the intent to have it published by July 2008.

**OLD BUSINESS**

- Aviation Advisory Board Vacancy: County Council is looking into the AAB's charter and template ordinance, a process which could take some time.
- The noise abatement brochures have been printed. The brochures have been distributed to both commercial airlines and general aviation.
- The noise abatement informational signs are still in work with the State Aeronautics Division. They are obtaining pricing information for the frangible mounting systems.
- Hilton Head Island Airport Master Plan. The recommendations from the Ad Hoc Steering Committee to develop a full Master Plan were approved by the Public Services Committee and forwarded to County Council for consideration.
- Beaufort County Airport Master Plan. The Public Services Committee is recommending approval to County Council to award a contract to Wilbur Smith Associates to develop this Master Plan.

**NEW BUSINESS**

- Republic Parking Rates. The parking contractor at the Hilton Head Island Airport has recommended revisions to the existing parking rates. The long term maximum daily rate would increase \$1.00 and the short term daily rate would go up \$1.50.

**A motion was made and seconded to pursue the recommended parking rate increases. The motion passed unanimously.**

- It was suggested that a subcommittee be appointed to look into parking issues on the General Aviation side of the Hilton Head Island Airport.
- Airport Operations and Financial Improvements. A proposal was made to hold a separate strategy meeting to address the problems and bring more efficiency, profitability, and better public relations to the Airport and Aviation Advisory Board. The majority of the Aviation Advisory Board should participate and develop recommendations that could be forwarded to County Council. This proposal is in keeping with the basic charter of the Aviation Advisory Board to make recommendations to County Council and hopefully improve communications between the two bodies.

**A motion was made and seconded that a strategy planning meeting be scheduled for**

**the Aviation Advisory Board with the purpose of making specific recommendations for improvement of the overall Airport operations to County Council. The motion passed unanimously.**

## **PUBLIC COMMENTS**

1. Fran White – Questioned the lack of fuel sales data being reported for the Hilton Head Island Airport. It was pointed out that these fuel sales are handled by the FBO who is a private contractor and have never been reported at these meetings.
2. John Morrissette – Commented that the Hilton Head Island Airport should be run as a business with profit and loss statements and appoint a Marketing Director to obtain more business. He also asked if courtesy cars are available for incoming crews and was informed that there are good quality courtesy vehicles available through the FBO. Publishing airline flight schedules in the newspaper should also be considered.
3. John Curry – Commented that the Airport’s marketing budget had been increased significantly for the upcoming year and the only opportunity for increased revenues appears to be with general aviation parking fees.
4. Jack Shuler – Requested an update on the tree situation on the North End of the Airport. He was informed that the required environmental assessment was underway and information is being gathered for that study.
5. Councilman Stu Rodman – Indicated that County Council will view the financial budgets as being tight this year, but the Airport is in a unique position to be proactive in terms of expenditures. He also encouraged all Aviation Advisory Board members to be proactive in providing input into any revisions to the Board’s charter.
6. Nick Esposito – Asked when a new obstacle assessment would be done after the tree obstructions on the South End had been removed. The FAA will be contacted to perform this assessment when the tree obstruction removal project has been completed.
7. Anne Esposito – Asked about the use of South Carolina driver’s licenses for identification instead of Homeland Security’s requirement for “Real ID”. This matter is being handled by the Governor’s office and has not been resolved at this time.

## **ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at 2:10 PM.

## **FUTURE MEETINGS**

Aviation Advisory Board: The next meeting will be held on Thursday, April 17, 2008 at 1:30 PM at the Lady’s Island Airport Conference Room.

Hilton Head Island Airport Community Relations Committee: The next meeting will be held on Thursday, May 1, 2008 at 4:30 PM at the Hilton Head Air Services Building.

Beaufort County Airport Community Relations Committee: The next meeting will be announced at a later date.