

AIRPORTS BOARD

November 21, 2013

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
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The Airports Board met on Thursday November 21, 2013 at 1:30 p.m., in the Council Chambers of the Beaufort County Government Center. Chairman Buchanan called the meeting to order and led the attendees in the Pledge of Allegiance.

ATTENDANCE

Airports Board Members: Chairman Pete Buchanan, Will Dopp, Derek Gilbert, Rich Sells, Ron Smetek, Al Spain, Dan Ahern, Anne Esposito, Carl Wedler, Graham Kerr, and Ross Sanders. (Absent: Councilman John McCann, Town of Hilton Head Island Liaison and Councilman Stu Rodman, Beaufort County Liaison)

County Staff: Jon Rembold, Airports Director; Josh Gruber, Beaufort County Attorney; Councilman Rick Caporale; Alicia Holland, Beaufort County Chief Financial Officer; Joel Phillips, Beaufort County Airport Supervisor; Larry Yeager, Chief of Operations; and Linda Wright, Administrative Assistant.

Public: Judy Elder, Talbert & Bright; Jim Webb, Resident; Bob Richardson, Resident; Mike Peery, Signature Flight Support; and Steve Cucina, Signature Flight Support.

MOTION TO ACCEPT AGENDA

Mr. Buchanan asked for a motion to approve the agenda with amendments to allow for the financial report and the capital improvement plan.

Motion: It was moved by Mr. Kerr, seconded by Mr. Gilbert that the November 21, 2013 agenda be approved with amendments to allow for the financial report and the capital improvement plan. The vote was: FOR – Mr. Buchanan, Mr. Dopp, Mr. Kerr, Mr. Sanders, Mr. Ahern, Mr. Sells, Mr. Spain, Mr. Smetek, Mr. Gilbert, Ms. Esposito and Mr. Wedler. AGAINST – None. MOTION PASSED.

MOTION TO ACCEPT MINUTES

Motion: It was moved by Mr. Dopp, seconded by Mr. Sells that the October 17, 2013 minutes be approved. The vote was: FOR – Mr. Buchanan, Mr. Dopp, Mr. Kerr, Mr. Sanders, Mr. Ahern, Mr. Sells, Mr. Spain, Mr. Smetek, Mr. Gilbert, Ms. Esposito and Mr. Wedler. AGAINST – None. MOTION PASSED.

GUEST INTRODUCTIONS AND PUBLIC COMMENTS

Beaufort County Attorney, Josh Gruber, informed the Board that a property owner submitted a request to the Hilton Head Island Planning Commission on November 6th to up zone his property from low density residential zoning to a residential moderate density due to the property owner's financial difficulties. The property is located at 1 – 16 and 20 – 70 Beach City Road. Mr. Gruber stated the location of the property is in the outer hazard zone and the airport overlay zone approach path. He stated the County is of the opinion that this would be an inappropriate action and the County is going to recommend that the Town deny this rezoning application. He stated this matter will be going before the full Town Council on December 3rd. Mr. Gruber stated that several County staff members will be attending the meeting and he asked for the support of the Airports Board. Mr. Buchanan stated the Board will be represented at the meeting.

There were no comments from the public.

REMARKS BY THE CHAIRMAN

Mr. Buchanan stated he had been asked to delay the financial reports since they were distributed late. He stated he still wanted Ms. Holland to present the report and they could ask questions at a later meeting.

Mr. Buchanan asked the Board to consider canceling the December meeting and that he would bring this topic up at the end of this meeting.

AIRPORTS FINANCIALS

Ms. Holland presented the unaudited and preliminary financial statements for both Airports. Ms. Holland asked Mr. Buchanan to be the point of contact for any questions the Board may have concerning the financials.

INTRODUCTION OF AIRPORTS DIRECTOR

Mr. Buchanan introduced Jon Rembold as the new Airports Director.

LADY'S ISLAND AIRPORT REPORT

Mr. Phillips reported on the fuel sales and operations for the Lady's Island Airport for October. He stated the operations are down approximately 1.25% over the same time period as last year. Mr. Phillips stated that children from the Dale and Shanklin Head Start program visited the airport. He thanked Anderson Aviation, Dan Ahern, Carter Swenson and the rest of the staff for their assistance.

Ms. Elder updated the Board on the ongoing projects at the Lady's Island Airport. She stated they will be bidding the restrooms as the amount is higher than the staff can approve.

HILTON HEAD ISLAND AIRPORT REPORT

Chief Yeager gave the tower and operations reports as well as the noise complaints for October. He stated he received a noise complaint petition from Palmetto Hall with 157 signatures.

Ms. Elder stated bids for the On-Airport Tree Mitigation project were opened on October 30th. She stated that as of yesterday they declared that we do not have a bid that meets the requirements. Ms. Elder stated letters concerning surveyors tagging trees have been sent out to property owners that will be impacted by the Runway 03/21 Off-Airport Obstruction Removal 20:1 and 30:1 project. She stated they still need one aviation easement on the South end and 7 on the North end. Ms. Elder stated they hope to have this project out for rebid in approximately 30 days.

Ms. Elder stated the bids for the Terminal Renovations Phase I project were opened November 7th and are currently being certified.

Ms. Elder stated they are currently reformatting the report for the Phase I Airport Improvements Environmental Assessment at the request of the FAA.

Ms. Elder stated they have received the comments from SHPO concerning the Archeological Data. It will take approximately 30 days to incorporate these comments into the document. She stated the exhibit is being prepared that will be on display at the Coastal Discovery Museum and will be a traveling exhibit as well.

COMMITTEE REPORTS

1. Lady's Island Airport Operations – Graham Kerr

Mr. Kerr stated a recent aircraft incident at the Lady's Island Airport caused the airport to be shut down temporarily, but due to Mr. Phillips ability to handle the incident the airport reopened within a couple of hours.

2. Hilton Head Island Airport Operations – Will Dopp

Mr. Dopp stated the movements and passenger count is still down compared to the same time period last year, but seems to be improving over the last couple of months. He stated Signature Flight Support's revenues are down 4% and the County's share for the ten months is \$214,000.00. The fuel revenues are down 3%.

Mr. Dopp stated the 5% hangar rent increase has not yet been implemented.

Mr. Dopp stated that as of January 1st the ground rent will increase 0.5% for Signature Flight. He stated the retail fuel rates will increase 1% for a total of 7% effective January 1st. Mr. Dopp stated that the discount for the Exec Air complex ground rent will end in January.

3. Subcommittee/Air Carrier Service Improvements at Hilton Head Island Airport – Al Spain

Mr. Spain stated the committee met on November 15th at the Government Center-South. He stated there was a good turnout and was an open forum. He stated he will meet with Mr. Rembold to put a report together from all the data received. The next meeting will be in January.

NEW BUSINESS

1. Capital Improvement Plan for Lady's Island Airport – Judy Elder

Ms. Elder presented the 5 year Capital Improvement Plan for the Lady's Island Airport to the Board and asked for a recommendation to move the plan to County Council.

Motion: It was moved by Mr. Kerr, seconded by Mr. Sells that the 5 Year Capital Improvement Plan for the Lady's Island Airport be forwarded to County Council with the Board's recommendation for approval.

Mr. Dopp stated the Board has not had any input in the projects or amounts. Mr. Smetek concurred. Mr. Buchanan stated these items were discussed over the past several years. Mr. Dopp stated that was before some of the members were on the Board and he hopes that in the future Board members will be involved in the preliminary discussions of what will be in the CIP. Mr. Smetek concurred.

The vote was: FOR – Mr. Buchanan, Mr. Dopp, Mr. Kerr, Mr. Sanders, Mr. Ahern, Mr. Sells, Mr. Spain, Ms. Esposito, Mr. Gilbert and Mr. Wedler. AGAINST – Mr. Smetek. MOTION PASSED.

2. Capital Improvement Plan for the Hilton Head Island Airport – Judy Elder

Ms. Elder presented the 5 year Capital Improvement Plan for the Hilton Head Island Airport to the Board and asked for a recommendation to move the plan to County Council.

Motion: It was moved by Mr. Sells, seconded by Ms. Esposito that the 5 Year Capital Improvement Plan for the Hilton Head Island Airport be forwarded to County Council with the Board's recommendation for approval.

Mr. Smetek stated the Board should have time to review the CIP before making a recommendation. Mr. Spain wanted to know if this is the same CIP that had been recommended before and Mr. Buchanan stated that is correct.

The vote was: FOR – Mr. Buchanan, Mr. Dopp, Mr. Kerr, Mr. Sanders, Mr. Ahern, Mr. Sells, Mr. Spain, Ms. Esposito, Mr. Gilbert and Mr. Wedler. AGAINST – Mr. Smetek. MOTION PASSED.

UNFINISHED BUSINESS

Mr. Buchanan asked for a motion to cancel the December meeting.

Motion: It was moved by Mr. Kerr, seconded by Ms. Esposito that the December meeting be cancelled and the next meeting of the Airports Board be held January 16, 2014. FOR – Mr. Buchanan, Mr. Dopp, Mr. Kerr, Mr. Sanders, Mr. Ahern, Mr. Sells, Mr. Spain, Mr. Smetek, Mr. Gilbert, Ms. Esposito and Mr. Wedler. AGAINST – None. MOTION PASSED.

PUBLIC COMMENTS CONTINUED

1. Councilman Caporale – Councilman Caporale stated that the hangar rental rate increase is on the Finance Committee agenda for December 2nd.
2. Bob Richardson – Mr. Richardson wanted to know if the large capital purchases in the CIP are also in the budget. He stated there are purchases within the capital improvement for 2014 that are part of the Phase I Master Plan itself which, in fact, has not been approved. Mr. Richardson stated the Board is therefore saying that they are approving the expenditures of funds in advance of the approval of a project.

FUTURE MEETINGS

The next Airports Board meeting will be Thursday January 16, 2014 at 1:30 p.m. in the County Council Chambers of the Beaufort County Government Center.

ADJOURNMENT – 3:05 PM