



AGENDA
AIRPORTS BOARD
Thursday, January 16, 2014
1:30 p.m.
Council Chambers, Administration Building
Beaufort County Government Center
100 Ribaut Road, Beaufort

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. MOTION TO ACCEPT JANUARY 16, 2014 AGENDA
4. MOTION TO ACCEPT NOVEMBER 21, 2013 MINUTES (**backup**)
5. GUEST INTRODUCTIONS
6. PUBLIC COMMENT - Limited to Three Minutes Each Person
7. REMARKS BY THE CHAIRMAN
8. BEAUFORT COUNTY AIRPORT REPORT (LADY'S ISLAND AIRPORT)
 - A. Fuel Sales - Joel Phillips (**backup**)
 - B. Projects Update – Jon Rembold
9. HILTON HEAD ISLAND AIRPORT REPORT
 - A. Tower Report – Larry Yeager (**backup**)
 - B. Operations Report – Larry Yeager (**backup**)
 - C. Noise Complaints & Traffic Counters – Larry Yeager
 - D. Projects Update – Jon Rembold
10. COMMITTEE REPORTS
 - A. Lady's Island Airport Operations - Graham Kerr
 - B. Hilton Head Island Airport Operations - Will Dopp
 - C. Subcommittee Report – Al Spain
11. NEW BUSINESS: None



12. UNFINISHED BUSINESS: None

13. PUBLIC COMMENT - Limited to Three Minutes Each Person

14. FUTURE MEETINGS

Airports Board: The next meeting will be held on February 20, 2014 at 1:30 PM in the County Council Chambers of the Beaufort County Government Center.

15. ADJOURNMENT



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
http://beaufort.granicus.com/ViewPublisher.php?view_id=2

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

DRAFT

LADY'S ISLAND AIRPORT OPERATIONS REPORT

		Avgas	Jet A	Total Flow	Total Flight Ops
2013					
January		2,393	2,682	5,075	1,010
February		2,831	2,798	5,629	1,102
March		4,804	4,019	8,823	2,005
April		3,682	4,505	8,187	1,954
May		3,402	2,862	6,264	1,249
June		2,601	1,579	4,180	1,012
July		3,369	1,249	4,618	1,026
August		2,676	3,323	5,999	1,205
September		3,598	2,599	6,197	1,582
October		4,191	3,421	7,612	1,834
November		2,465	4,240	6,705	1,179
December		2,314	3,147	5,461	1,082
2013 Totals		38,326	36,424	74,750	16,240
		Avgas	Jet A	Total Flow	Total Flight Ops
2012					
January		3,130	2,520	5,650	1,018
February		2,029	1,882	3,911	984
March		4,418	4,025	8,443	1,912
April		4,181	4,110	8,291	1,965
May		3,062	4,049	7,111	1,106
June		3,928	3,055	6,983	1,222
July		3,292	883	4,175	905
August		2,616	2,232	4,848	948
September		2,910	2,257	5,167	1,105
October		3,349	4,282	7,631	1,860
November		3,950	4,056	8,006	1,984
December		3,339	3,060	6,399	1,685
2012 Totals		40,204	36,411	76,615	16,694
		Avgas	Jet A	Total Flow	Total Flight Ops
2011					
January		3,580	3,036	6,616	920
February		4,020	1,849	5,869	1,074
March		5,166	3,005	8,171	1,847
April		4,884	4,181	9,065	2,015
May		3,666	4,822	8,488	1,280
June		3,167	1,848	5,015	1,018
July		2,968	2,336	5,304	1,038
August		2,432	2,478	4,910	912
September		2,488	2,615	5,103	858
October		3,367	3,461	6,828	1,141
November		3,913	6,168	10,081	1,838
December		3,518	2,675	6,193	1,122
2011 Totals		43,169	38,474	81,643	15,063

HXD TOWER REPORT

ITINERATE			LOCAL									
TOWER	AIR TAXI	GA	MILITARY	LOCAL GA	LOCAL MIL	VFR	IFR	Total	After Hrs. GA	After Hrs. Comm	Total Ops	
January 2013	516	1,303	28	158	69	961	1,103	2,064	128	54	2,246	
February 2013	488	1,171	25	182	26	812	1,080	1,892	96	41	2,029	
March 2013	672	1,717	28	146	40	1,126	1,477	2,603	130	34	2,767	
April 2013	830	2,223	21	186	12	1,126	2,126	3,252	160	34	3,446	
May 2013	772	2,140	15	233	38	1,067	2,131	3,198	48	35	3,281	
June 2013	681	2,085	19	197	28	1,255	1,755	3,010	56	33	3,099	
July 2013	652	1,889	10	178	22	1,062	1,689	2,751	62	36	2,849	
August 2013	624	1,831	32	193	52	1,180	1,552	2,732	38	34	2,804	
September 2013	595	1,693	27	180	79	1,145	1,429	2,574	65	36	2,675	
October 2013	614	1,656	12	136	68	961	1,525	2,486	23	32	2,541	
November 2013	593	1,315	11	69	35	694	1,329	2,023	16	53	2,092	
December 2013	468	1,234	31	99	85	812	1,105	1,917	24	44	1,985	
TOTALS 2012	7,505	20,257	259	1,957	554	12,201	18,301	30,502	846	466	31,814	

ITINERATE			LOCAL									
TOWER	AIR TAXI	GA	MILITARY	LOCAL GA	LOCAL MIL	VFR	IFR	Total	After Hrs. GA	After Hrs. Comm	Total Ops	
January 2012	555	1,572	56	155	107	1,161	1,284	2,445	53	14	2,512	
February 2012	582	1,541	64	180	158	1,174	1,351	2,525	92	20	2,637	
March 2012	678	2,030	32	254	66	1,374	1,957	3,331	126	19	3,476	
April 2012	890	2,224	29	164	42	1,176	2,173	3,349	127	19	3,495	
May 2012	772	2,248	28	170	26	1,279	1,965	3,244	125	23	3,392	
June 2012	669	1,918	22	148	24	1,103	1,678	2,781	134	35	2,950	
July 2012	695	1,761	37	220	66	1,162	1,617	2,779	88	36	2,903	
August 2012	707	1,593	25	185	26	970	1,566	2,536	64	37	2,637	
September 2012	600	1,651	28	154	83	1,092	1,424	2,516	119	38	2,673	
October 2012	699	1,573	23	112	112	1,009	1,510	2,519	126	35	2,680	
November 2012	581	1,708	43	108	96	1,043	1,493	2,536	124	56	2,716	
December 2012	489	1,274	13	159	42	873	1,099	1,972	125	56	2,153	
TOTALS 2012	7,917	21,093	400	2,009	848	13,416	19,117	32,533	1,303	388	34,224	

ITINERATE			LOCAL									
TOWER	AIR TAXI	GA	MILITARY	LOCAL GA	LOCAL MIL	VFR	IFR	Total	After Hrs. GA	After Hrs. Comm	Total Ops	
January 2011	462	1,392	27	182	46	1,027	1,082	2,109	48	17	2,174	
February 2011	421	1,429	34	112	120	1,052	1,064	2,116	86	12	2,214	
March 2011	692	1,925	50	190	46	1,328	1,575	2,903	117	40	3,060	
April 2011	888	2,623	39	180	56	1,572	2,214	3,786	124	52	3,962	
May 2011	790	2,611	48	204	106	1,721	2,038	3,759	120	67	3,946	
June 2011	687	2,345	44	192	47	1,540	1,775	3,315	126	38	3,479	
July 2011	691	2,146	33	238	38	1,312	1,834	3,146	80	27	3,253	
August 2011	601	1,955	40	229	26	1,294	1,557	2,851	129	47	3,027	
September 2011	580	1,710	33	101	98	1,029	1,493	2,522	129	52	2,703	
October 2011	638	2,031	22	91	44	1,146	1,680	2,826	137	46	3,009	
November 2011	670	1,529	45	112	94	945	1,505	2,450	114	14	2,578	
December 2011	627	1,542	32	98	42	966	1,375	2,341	116	21	2,478	
TOTALS 2011	7,747	23,238	447	1,929	763	14,932	19,192	34,124	1,326	433	35,883	

ENPLANEMENTS/DEPLANEMENTS

HILTON HEAD ISLAND PASSENGER ENPLANEMENTS(departures) 2004-2014												
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	
JAN	2,985	3,520	3,540	3,145	4,206	2,510	2,539	2,847	3,421	3,232		
FEB	3,431	3,957	2,748	3,250	5,275	2,976	2,916	2,800	3,625	3,342		
MAR	5,053	6,647	5,956	6,273	8,052	5,547	6,044	5,325	5,461	5,326		
APR	6,513	7,809	6,715	8,985	7,930	6,872	7,596	6,216	6,404	5,385		
MAY	6,438	7,782	6,739	8,682	8,389	7,177	7,912	6,705	6,092	5,962		
JUN	6,111	6,814	6,140	8,638	7,819	6,771	7,947	6,138	5,792	5,249		
JUL	6,051	6,849	5,850	8,498	7,954	7,393	7,629	6,018	5,896	5,462		
AUG	6,422	6,500	5,086	8,843	7,649	6,957	7,617	5,395	6,154	5,775		
SEP	4,957	1,129	5,070	7,392	5,922	6,249	7,266	5,051	5,003	5,084		
OCT	6,115	6,632	5,794	9,230	6,882	6,601	8,314	6,038	5,219	5,376		
NOV	5,052	5,107	4,313	7,355	5,927	4,121	4,940	4,908	4,567	4,180		
DEC	3,792	3,676	3,198	4,780	2,928	2,977	3,374	3,456	3,268	3,370		
TOTALS	62,920	66,422	61,149	85,071	78,933	66,151	74,094	60,897	60,902	57,743		

HILTON HEAD ISLAND PASSENGER DEPLANEMENTS(arrivals) 2004-2014												
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	
JAN	2,810	3,177	3,253	2,887	3,591	2,308	2,228	2,532	3,003	2,868		
FEB	3,369	4,120	2,964	3,453	5,729	3,256	3,106	2,940	3,710	3,528		
MAR	5,558	7,418	6,652	7,313	8,652	5,770	6,750	5,715	6,051	6,109		
APR	7,053	7,912	6,740	9,289	8,263	7,057	8,111	6,774	6,353	5,306		
MAY	6,530	7,995	6,836	9,035	8,681	7,175	8,287	6,649	6,143	5,947		
JUN	6,419	7,649	6,465	8,961	8,110	7,055	8,716	6,317	5,973	5,572		
JUL	6,028	6,868	5,895	8,708	8,470	7,849	8,327	6,415	6,079	5,713		
AUG	6,518	6,399	5,177	8,979	7,748	6,684	7,706	5,291	6,291	6,034		
SEP	4,936	1,185	5,152	7,119	5,583	6,558	7,109	5,303	4,971	4,966		
OCT	6,102	6,654	5,832	9,068	7,243	6,699	8,135	5,816	5,433	5,604		
NOV	4,828	5,002	4,380	7,169	5,556	3,860	4,762	4,615	4,338	4,377		
DEC	3,972	3,742	3,419	5,010	3,037	3,248	3,668	3,763	3,479	3,505		
TOTALS	64,123	68,121	62,765	86,991	80,663	67,519	76,905	62,130	61,824	59,529		

ENPLANEMENTS/DEPLANEMENTS

TOTAL PASSENGER ENPLANEMENTS & DEPLANEMENTS 2004-2014													
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014		
JAN	5,795	6,697	6,793	6,032	7,797	4,818	4,767	5,379	6,424	6,100			
FEB	6,800	8,077	5,712	6,703	11,004	6,232	6,022	5,740	7,335	6,870			
MAR	10,611	14,065	12,608	13,586	16,704	11,317	12,794	11,040	11,512	11,435			
APR	13,566	15,721	13,455	18,274	16,193	13,929	15,707	12,990	12,757	10,691			
MAY	12,968	15,777	13,575	17,717	17,070	14,352	16,199	13,354	12,235	11,909			
JUN	12,530	14,463	12,605	17,599	15,929	13,826	16,663	12,455	11,765	10,821			
JUL	12,079	13,717	11,745	17,206	16,424	15,242	15,956	12,433	11,975	11,175			
AUG	12,940	12,899	10,263	17,822	15,397	13,641	15,323	10,686	12,445	11,809			
SEP	9,893	2,314	10,222	14,511	11,505	12,807	14,375	10,354	9,974	10,050			
OCT	12,217	13,286	11,626	18,298	14,125	13,300	16,449	11,854	10,652	10,980			
NOV	9,880	10,109	8,693	14,524	11,483	7,981	9,702	9,523	8,905	8,557			
DEC	7,765	7,418	6,617	9,790	5,965	6,225	7,042	7,219	6,747	6,875			
TOTALS	127,044	134,543	123,914	172,062	159,596	133,670	150,999	123,027	122,726	117,272			

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