



AGENDA  
AIRPORTS BOARD  
Thursday, December 17, 2015  
1:30 p.m.

Hilton Head Island Town Hall - 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 17, 2015 AGENDA
4. MOTION TO ACCEPT November 19, 2015 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 – Judy Elder
9. DIRECTOR'S REPORT - Jon Rembold
10. NEW BUSINESS – Jon Rembold
  - RWY 21 Contract
  - CIPs
11. UNFINISHED BUSINESS
  - Avigation Easements
12. PUBLIC COMMENT - Limited to Three Minutes Each Person
13. FUTURE MEETINGS - The next meeting will be held on January 21, 2016 at 1:30 PM at Beaufort County Government Center - Council Chambers
14. ADJOURNMENT



# AIRPORTS BOARD

November 19, 2015

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, November 19, 2015 at 1:30 p.m. in the Council Chambers at Beaufort County Government Center. Chairman Sells called the meeting to order and led the attendees in the Pledge of Allegiance.

## **ATTENDANCE**

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

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

Public: Judy Elder - Talbert & Bright; Representative from Congressman Mark Sanford office.

## **MOTION TO ACCEPT AGENDA**

**Motion:** It was moved by Mr. Dopp, seconded by Mr. Viventi that the November 19, 2015 agenda be approved. The vote was: FOR – Wally Wallace, James Buckley, Gregory Viventi, Rich Sells, Allan Rae, Will Dopp, Anne Esposito and Leslie Adlam. AGAINST – None. ABSENT: Gerry Costa, Dan Ahern, and Blakely Williams. MOTION PASSED.

## **MOTION TO ACCEPT MINUTES**

**Motion:** It was moved by Mr. Viventi, seconded by Ms. Esposito that the October 15, 2015 minutes be approved. The vote was: FOR – Wally Wallace, James Buckley, Gregory Viventi, Rich Sells, Allan Rae, Will Dopp, Anne Esposito and Leslie Adlam. AGAINST – None. ABSENT: Gerry Costa, Dan Ahern, and Blakely Williams. 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 October 2015; strong month, numbers have continued to grow over the last two years.

Mr. Dopp asked what was the cost of fuel on Lady's Island? Mr. Rae responded by stating it was circa \$4.92.

## HILTON HEAD ISLAND AIRPORT REPORT

Mr. Rembold gave the fuel, tower and operations reports for October 2015. Jet A numbers were low due to reduction of flights. Avgas was up.

Mr. Buckley asked for some additional details regarding the HXD Tower Report. Mr. Rembold stated he would get some additional information to Mr. Buckley.

## PROJECT SCHEDULE UPDATE

Mr. Rembold along with Ms. Elder reviewed the project schedule updates.

### **LADY'S ISLAND PROJECT SCHEDULE**

- **Lady's Island RWY 07 Obstruction Removal** – will be notifying property owners and will meet them to review the scope of the project. Advertise 12/15/15, Open Bids – 1/2016, Construction Start – 3/2016. Approximately 3 month construction.
- **RWY 07/25 RSA, Parallel Taxiway, Apron, Fuel Farm Relo EA** – Ms. Elder reported there are some minor items to be addressed with a non-aviation Federal agency, but that it should be taken care of soon. Mr. Rae asked if the relocation of fuel farm was in the master plan. Mr. Rembold confirmed that it is in the Master Plan.

### **HILTON HEAD PROJECT SCHEDULE**

- **REILS Relocation (FAA Project)** – New REILS, on RWY 21 end will be installed once the north phase of TWY A project is completed.
- **RWY 21 Off Airport Trees** – Ms. Elder reported lowest bid contractor, removed themselves because they were not in compliant with one of the requirements. Working with the second lowest bidder, All Care Tree Service. Still expecting construction to start circa December 2015-January 2016.
- **RWY 03 Off Airport Trees** – Notifications are underway; Town of Hilton Head Island permit is forthcoming. Contractor ready to start removing trees.
- **Avigation Easement** – Mr. Rembold reported the County has had some correspondence with St. James Baptist Church. The county attorney and avigation easement attorney are working on the documents with St. James Baptist Church. Should have an update in a couple of weeks.
- **TWY A/Replacement Ramp + Tree Removal and RTR Relocation** – Ms. Elder reported we are on schedule. Contractor is ready to go; will shut down between Christmas and New Years. Estimating 12 months for construction.
- **RWY extension and TWY F** – Moving forward, Talbert & Bright responded to comments from Corps of Engrs. Awaiting USACE permit; design is underway, should take 6 to 9 months. The Town of Hilton Head requires us to complete TWY A project before starting another.

Mr. Dopp stated the timeline on the matrix is different than what was being reported. Ms. Elder responded by stating it takes awhile to get the grant in place and negotiate bids.

Mr. Sells asked if Talbert & Bright felt good about their comments to Corps of Engineers. Ms. Elder stated she felt very good about it. Just have to wait to see how long it takes to get the permit.

County Councilman Rodman asked since the Town of Hilton Head requires us to complete one project before starting a new if this will cause a delay. Ms. Elder stated that the project schedule will be largely dictated by the FAA's funding schedule anyway, so that could end up as the primary driver of the schedule.

## **DIRECTOR'S REPORT**

Mr. Rembold reported that he, County Administrator and Deputy County Administrator had a meeting with **FAA Atlanta** reps. Met with the Program Manager and Planner; excellent meeting, was able to work on grant close-out and new rounds of CIPs.

Mr. Rembold attended the **State of the Region Luncheon**. Hilton Head Chamber sponsored the luncheon; the mayor of Hilton Head, David Bennett and the mayor of Bluffton, Lisa Sulka was in attendance. County Council chairman, Paul Sommerville spoke positively about Hilton Head airport and upcoming projects.

Mr. Rembold gave a post **Concours d'Elegance Aero Expo** report. We received positive feedback from the committee and general attendance, as well as those who participated in displaying their aircraft.

**Hangar Development** – Mr. Rembold reported, we are moving forward on the hangar development; talking to a potential developer.

Mr. Rae asked if this was primary land lease. Mr. Rembold responded yes this will be land lease; working on the details of the lease.

**Youth Tour of HXD** – Moms and Toddlers from Bluffton came to the airport for a tour. There were approximately 13 toddlers (2 to 6 yrs old) with their moms. Civil Air Patrol brought the plane over and let the children "tour" the cockpit. Our ARFF crew, Esau Brown and Rob Neil brought the fire truck over. Big kids and little kids alike enjoyed the tour.

**Leadership Hilton Head** – On Veteran's Day, Mr. Rembold spoke, as part of a panel discussion, to discuss regional transportation. The panel got a chance to do some introductions and take Q&A. This was another good opportunity to get in front of a group of smart, influential and well connected folks and tell them the real story. Mr. Rembold took advantage of the opportunity to remind them or to teach them for the first time on how the airports are funded.

**New HXD website** - Josh Riley from IT department presented a short video of the new website to the County council at Finance Committee. The new website should launch after Thanksgiving.

**New Landscape by General Aviation** – New landscaping was installed at the General Aviation entrance. Palmetto Electric completed the lighting project and was able to partner with the Town of Hilton Head to install underground wire.

Mr. Rembold announced his second anniversary as Airports Director and Renee Ford's one year anniversary.

**NEW BUSINESS - None**

**UNFINISHED BUSINESS**

**Rules and Regulations, Minimum Commercial Standards** – A small group from the Airports Advisory Board members are working on updating the Rules and Regulations. They haven't been updated since 1992.

**Avigation Easements** –Palmetto Hall and St James Baptist Church are the two avigation easements at Hilton Head we have not received. As of today, it's still not resolved. St. James sent a draft proposal; it was forwarded to legal for review. Legal will then return to St. James for comments.

Ms. Adlam thought if Palmetto Hall didn't sign the agreement by a certain date the county would be declare condemnation on the property. Has the date changed? Mr. Rembold stated yes, since the terms of the agreement have changed there is no new date regarding condemnation.

Mr. Viventi asked if the board could receive a financial report in January 2016. Mr. Rembold stated yes, it's possible.

**PUBLIC COMMENTS - None**

Councilman Rodman stated it would be a good idea if the BCAB would report on a quarterly basis to County Council to give an update on the airports since projects are beginning.

**FUTURE MEETINGS**

Chairman Sells asked the board for consideration if there should be a meeting in December. Mr. Rembold commented RWY 21 contract maybe up for a vote from the board. Chairman Sells and Mr. Rembold will coordinate and report back to the board.

The next Airports Board meeting will be Thursday, December 17, 2015 at 1:30 p.m. at the Town of Hilton Head Island Council Chambers.

**ADJOURNMENT – 2:08 PM**

LADY'S ISLAND AIRPORT OPERATIONS REPORT

		Avgas	Jet A	Total Flow	YTD Total Flow	Total Flight Ops	YTD Flight Ops
<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							
2015 Totals							
<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
September		1,980	3,118	5,098	52,762	1,088	12,033
October		3,389	4,940	8,329	61,091	1,974	14,007
November		2,689	5,147	7,836	68,927	1,822	15,829
December		2,187	3,330	5,517	74,444	1,106	16,935
2014 Totals		31,525	42,919	74,444		16,935	107,826
<b>2013</b>							
January		2,393	2,682	5,075	5,075	1,010	1,010
February		2,831	2,798	5,629	10,704	1,102	2,112
March		4,804	4,019	8,823	19,527	2,005	4,117
April		3,682	4,505	8,187	27,714	1,954	6,071
May		3,402	2,862	6,264	33,978	1,249	7,320
June		2,601	1,579	4,180	38,158	1,012	8,332
July		3,369	1,249	4,618	42,776	1,026	9,358
August		2,676	3,323	5,999	48,775	1,205	10,563

LADY'S ISLAND AIRPORT OPERATIONS REPORT

<b>September</b>		3,598	2,599	6,197	<b>54,972</b>	1,582	<b>12,145</b>
<b>October</b>		4,191	3,421	7,612	<b>62,584</b>	1,834	<b>13,979</b>
<b>November</b>		2,465	4,240	6,705	<b>69,289</b>	1,179	<b>15,158</b>
<b>December</b>		2,314	3,147	5,461	<b>74,750</b>	1,082	<b>16,240</b>
<b>2013 Totals</b>		<b>38,326</b>	<b>36,424</b>	<b>74,750</b>		<b>16,240</b>	

HILTON HEAD ISLAND AIRPORT OPERATIONS REPORT

		Avgas	Jet A	Total Flow	YTD Total Flow
<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					
<b>2015 Totals</b>					

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	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											0	
<b>TOTALS 2015</b>	<b>5,538</b>	<b>19,511</b>	<b>332</b>	<b>3,757</b>	<b>401</b>	<b>15,582</b>	<b>13,911</b>	<b>29,493</b>	<b>1,755</b>	<b>481</b>	<b>31,729</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
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>	

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 2013	516	1,303	28	158	69	961	1,103	2,064	128	54	2,246	2,246
February 2013	488	1,171	25	182	26	812	1,080	1,892	96	41	2,029	4,275
March 2013	672	1,717	28	146	40	1,126	1,477	2,603	130	34	2,767	7,042
April 2013	830	2,223	21	186	12	1,126	2,126	3,252	160	34	3,446	10,488
May 2013	772	2,140	15	233	38	1,067	2,131	3,198	48	35	3,281	13,769
June 2013	681	2,085	19	197	28	1,255	1,755	3,010	56	33	3,099	16,868
July 2013	652	1,889	10	178	22	1,062	1,689	2,751	62	36	2,849	19,717
August 2013	624	1,831	32	193	52	1,180	1,552	2,732	38	34	2,804	22,521
September 2013	595	1,693	27	180	79	1,145	1,429	2,574	65	36	2,675	25,196
October 2013	614	1,656	12	136	68	961	1,525	2,486	23	32	2,541	27,737
November 2013	593	1,315	11	69	35	694	1,329	2,023	16	53	2,092	29,829
December 2013	468	1,234	31	99	85	812	1,105	1,917	24	44	1,985	31,814
<b>TOTALS 2013</b>	<b>7,505</b>	<b>20,257</b>	<b>259</b>	<b>1,957</b>	<b>554</b>	<b>12,201</b>	<b>18,301</b>	<b>30,502</b>	<b>846</b>	<b>466</b>	<b>31,814</b>	



## ENPLANEMENTS/DEPLANEMENTS

OCT	10,867	6,672											
NOV	7,934	5,436											
DEC	6,496												
<b>TOTALS</b>	<b>111,590</b>	<b>75,044</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**