



AGENDA  
AIRPORTS BOARD  
Thursday, January 21, 2016  
1:30 p.m.  
Beaufort County Government Center  
County Council Chambers

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. MOTION TO ACCEPT January 21, 2016 AGENDA
4. MOTION TO ACCEPT December 17, 2016 MINUTES ([backup](#))
5. PUBLIC COMMENT - Limited to Three Minutes Each Person
6. AIRPORTS FINANCIALS – Alicia Holland
7. LADY'S ISLAND AIRPORT REPORT – Jon Rembold ([backup](#))
8. HILTON HEAD ISLAND AIRPORT REPORT – Jon Rembold ([backup](#))
9. PROJECT SCHEDULE UPDATE – Jon Rembold & Pat Turney
10. DIRECTOR'S REPORT - Jon Rembold
11. NEW BUSINESS
12. UNFINISHED BUSINESS:
  - Updates on Rules and Regulations
  - Avigation Easements
13. PUBLIC COMMENT - Limited to Three Minutes Each Person



14. FUTURE MEETINGS

Airports Board: The next meeting will be held on February 18, 2016 at 1:30 PM at Hilton Head Island Town Hall Council Chambers.

15. ADJOURNMENT



# AIRPORTS BOARD

December 17, 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, December 17, 2015 at 1:30 p.m. in the Council Chambers at Hilton Head Island Town Hall. 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, Dan Ahern, Rich Sells, Allan Rae, Leslie Adlam, Will Dopp, Anne Esposito, Blakely Williams and Gerry Costa.  
(Absent: None).

County Staff: Jon Rembold, Airports Director; Renee' Ford, Administrative Assistant; Town of Hilton Head Island Councilman, John McCann; Beaufort County Councilman, Steven Fobes and Beaufort County Councilman, Rick Caporale.

Public: Pat Turney and Judy Elder, Talbert, Bright and Ellington; Mike Peery and Chip French, Signature; Residents: Joe Zimmerman and Bob Richardson.

## **MOTION TO ACCEPT AGENDA**

**Motion:** It was moved by Ms. Williams, seconded by Mr. Rae that the December 17, 2015 agenda be approved. The vote was: FOR – Wally Wallace, James Buckley, Gregory Viventi, Dan Ahern, Rich Sells, Allan Rae, Will Dopp, Anne Esposito, Blakely Williams, Leslie Adlam and Gerry Costa. AGAINST – None. ABSENT: None. MOTION PASSED.

## **MOTION TO ACCEPT MINUTES**

**Motion:** It was moved by Mr. Viventi, seconded by Ms. Esposito that the November 19, 2015 minutes be approved. The vote was: FOR – Wally Wallace, James Buckley, Gregory Viventi, Dan Ahern, Rich Sells, Allan Rae, Will Dopp, Anne Esposito, Blakely Williams, Leslie Adlam and Gerry Costa. AGAINST – None. ABSENT: None. 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 November 2015; steady trending upward, continues to grow over previous years.

## HILTON HEAD ISLAND AIRPORT REPORT

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

## PROJECT SCHEDULE UPDATE

Mr. Rembold started by explaining how projects work and sometimes how the dates change after we've promulgated an initial plan. Mr. Rembold introduced Mr. Pat Turney, Project Manager, from Talbert & Bright. Mr. Turney will lead us through the different projects as we get into design and permitting and construction. Mr. Turney will attend BCAB meetings as often as possible.

Mr. Rembold continued by stating we tend to use the Airport Capital Improvement Program (ACIP), to give the Board a general idea of the major projects that will be executed in the next couple of years. A number of things can happen to interfere with the schedule: politics - plays a major role in Airport priorities; permitting, funding, airport priorities, role changes – local, Federal standards, State agencies, FAA standard or TSA standard, airfield design issues.

Mr. Rembold and Talbert & Bright will continue to discuss internally on how we might refine our projects and the best way to present them to the board. We recommend, providing the board with a detailed task list but still continue to brief on all projects. From time to time, with the board's diverse background, we may need the board to advocate for us on different aspects of the project. We will continue to provide the board with the details of the upcoming project(s).

Mr. Rembold along with Mr. Turney reviewed the project schedule updates:

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

- **Lady's Island RWY 07 Obstruction Removal** – will be notifying property owners and project. Advertise 1/16, Open Bids – 2/16, Construction Start – 5/16. Approximately 3 month construction.
- **RWY 07/25 RSA, Parallel Taxiway, Apron, Fuel Farm Relo EA** – Mr. Turney reported there are some minor items to be addressed with a non-aviation Federal agency, reassured it will be taken care of soon.

Mr. Ahern asked with discussions on Sea Level Rise issues and mitigation, has there been any consideration on the projects regarding runway safety issues (i.e. runway safety projects). Mr. Rembold stated he has not received anything from the FAA regarding design change. We will consider however, funding is the issue and FAA will not pay for it. FAA has approved & provided us funding with the current design. Mr. Turney stated Talbert & Bright will contact the airport district representative and have them contact FAA to make a decision. They will follow up with Mr. Rembold regarding the outcome.

Mr. Buckley stated on the ARW schedule there is a one month difference from last month report. Would it be beneficial to share the reason so the board can articulate better as they advocate for

the airport? Mr. Rembold clarified we did not lose a month; it moved due to obtaining avigation easements from property owners and receiving funding from FAA. We probably will not receive 2016 funding from the FAA until April timeframe, which falls in line with our dates.

### **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** – Mr. Rembold reported we are working with the second lowest bidder, a local contractor, All Care Tree Service.

Chairman Sells asked, what does “Early 16” mean? Mr. Turney responded end of January or 1<sup>st</sup> of February. Most likely 1<sup>st</sup> of February and it will take 180 calendar days.

- **RWY 03 Off Airport Trees** – Arborist have started surveying the land. Contractors will start in January 2016.
- **TWY A/Replacement Ramp + Tree Removal and RTR Relocation** – Mr. Rembold reported we are on schedule. Contractor is ready to go; will start January 2016. Estimating 12 months for construction.
- **RWY extension and TWY F** – Moving forward, received encouraging news from Corps of Engineers; should have an update for our January meeting. Master Drainage is complete; Geotech – Underway; Design – Underway; Bidding – mid 2016; Construction start – early 2017.

Ms. Adlam asked, with three different projects ongoing at the same time, are there any concerns with contractors overlapping? Mr. Turney responded by saying it has been covered; no conflicting areas to be concerned about.

### **DIRECTOR'S REPORT**

**ARFF Training** – Mr. Rembold happily reported all six (6) of our firefighters have completed the necessary exams to qualify for Level 3. The courses are conducted through AAEE; it addresses all aspects of an airport. There are 150 courses, after each course there is an exam (pass/fail); must pass all 150 courses. Each year we are evaluated and are one of very few airports that complete the training. In a recent FAA issue on, “How To Get Ready For Your Part 139 Inspection”, our airport was recognized for the best in our region. **BIG KUDOS to Chief Yeager and the firefighters!!**

**ARW – Adjacent Development** – Mr. Rembold thanked Mr. Rae for recently attending a City of Beaufort Council meeting as an advocate for ARW to express our concerns on development adjacent to ARW. We neither object nor endorse any development near the airport. Our concerns are for air safety, mainly storm water concerns, building height and lighting concerns.

Mr. Dopp asked if Wal-Mart was still going to be ARW’s neighbor. Mr. Rembold response was yes. ARW is west of the new Wal-Mart and we have already been through their storm water, building height and lightning concerns.

Mr. Rae asked about the Sheriff Department helicopter, they currently land outside the airport property, will they be part of the hangar plan? Mr. Rembold response was yes, they are included in the hangar plan and they will be on airport property. The fire house is a temporary situation for them.

**HXD Website** – Hilton Head Island Airport has launched their new website. Josh Riley has given Mr. Rembold and Renee’ Ford a tutorial in editing, updating, adding announcements/articles etc. An important topic on the website is about Drones. Mr. Rembold thanked Mr. Dopp for providing us with a UAS website for people to use to register their drones. There will be many drones given as Christmas gifts and the FAA has announced drone owners must register by February 19<sup>th</sup>, 2016. This registration only covers civilian pilots and hobbyists, not people who want to use a drone for commercial purposes.

Mr. Dopp stated the website provides rules for registration and fee but no operating rules. Do owners get the operating rules after they register? Mr. Rembold replied, yes and it’s on the FAA website. The operating rules are, drone must be 5 miles away from an airport, can’t fly beyond line of sight of operator, maximum operating altitude is 400 feet AGL and a maximum weight of 55lbs.

**Aero Expo Interview** – Mr. Rembold and Chief Yeager were interviewed by County Broadcasting regarding the Aero Expo. It was another great way to expose the airport and what we do.

Chairman Sells asked the new board members to introduce themselves: Ms. Blakely Williams, President, Beaufort Regional Chamber of Commerce and Mr. Gerry Costa, former airline pilot. Chairman Sells welcomed them to the board.

### **NEW BUSINESS**

- **RWY 21 Contract** – All Care Tree Service is coming onboard. Brought contract in front of committee on Monday, December 14<sup>th</sup> for approval and to County Council. Chairman Sells asked if the board needed to do anything. Mr. Rembold response was no, providing update from last meeting.
- **Capital Improvement Plans** – Mr. Rembold stated everyone should have received a copy of the Capital Improvement Plan. He explained it takes awhile for him and Talbert & Bright to put together a 5 year plan. The draft is then forwarded to FAA; best estimates are given; make necessary changes as recommended by FAA.

Mr. Dopp asked under FY17, if RWY 03/21 extension, are both going to get EMAS. Chairman Sells responded by stating no decision has been made. There are ongoing discussions.

Mr. Rae asked what the abbreviation DBE stood for. Mr. Rembold stated it stood for, Disadvantage Business Enterprise; Women, Minority Own, Disable Veteran etc. The bidding requirement is 6 percent for DBE.

### **UNFINISHED BUSINESS**

**Avigation Easements** –Palmetto Hall and St James Baptist Church are the two avigation easements at Hilton Head we have not received. County has responded to St. James proposal and they should receive our response in a few days. Per County Administration, we should receive a signed memorandum from Palmetto Hall by end of week.

**Update on Rules and Regulations** – Task Force, North of the Broad, has submitted two draft versions of the revised Minimum Standards Rules and Regulations. Mr. Dopp stated the current Rules and Regulations apply to both airports. Should the revised Rules and Regulations be the

same for both airports? North of the Broad airport is General Aviation only, whereas South of the Broad has commercial and General Aviation. Chairman Sells responded by stating, we originally were tasked to look at them separately because the two airports were different with HXD having commercial flights.

Ms. Esposito stated they were waiting on a few documents from other airports that are similar, but didn't think there were too many of them. Mr. Rembold stated there were not many similar airports that have a set of Rules and Regulations; Augusta airport was the only one he could locate. Ms. Esposito believes we can use the same minimum standards but include TSA regulations for HXD. In conclusion, we will need two separate sets of Minimum Commercial Standards and Rules & Regulations.

Mr. Viventi confirmed the board would receive a financial update in January or February 2016. Mr. Rembold stated yes, it's planned. Ms. Holland is waiting to include end of year numbers before briefing board.

**PUBLIC COMMENTS** - None

**FUTURE MEETINGS**

The next Airports Board meeting will be Thursday, January 21, 2016 at 1:30 p.m. at Beaufort County Government Center, Council Chambers.

**ADJOURNMENT** – 2:15 PM

LADY'S ISLAND AIRPORT OPERATIONS REPORT

2015							
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		3,271	6,343	9,614	88,208	2,089	18,890
2015 Totals							
		Avgas	Jet A	Total Flow	YTD Total Flow	Total Flight Ops	YTD Flight Ops
2014							
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
		Avgas	Jet A	Total Flow	YTD Total Flow	Total Flight Ops	YTD Flight Ops
2013							
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
September		3,598	2,599	6,197	54,972	1,582	12,145
October		4,191	3,421	7,612	62,584	1,834	13,979
November		2,465	4,240	6,705	69,289	1,179	15,158



LADY'S ISLAND AIRPORT OPERATIONS REPORT

<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		7,375	77,324	84,699	876,572
<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	340	1,250	14	250	22	1,044	832	1,876	210	9	2,095	33,824
<b>TOTALS 2015</b>	<b>5,878</b>	<b>20,761</b>	<b>346</b>	<b>4,007</b>	<b>423</b>	<b>16,626</b>	<b>14,743</b>	<b>31,369</b>	<b>1,965</b>	<b>490</b>	<b>33,824</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	3,442											
<b>TOTALS</b>	<b>111,590</b>	<b>78,486</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