



Beaufort County Airports Board

Chairman

HOWARD ACKERMAN

Vice Chairman

LESLIE ADLAM FLORY

Committee Members

ANNE ESPOSITO

TREY AMBROSE

JAMES BUCKLEY

CHRIS BUTLER

MARK BAILEY

BRIAN TURRISI

IAN SCOTT

THOMAS SHEAHAN

NICHOLAS MESENBURG

Airports Director

JON REMBOLD

County Administrator

ERIC GREENWAY

Administrative Specialist

ROCIO REXRODE

Administration Building

Beaufort County Government
Hilton Head Island Airport
120 Beach City Road
Hilton Head Is, SC 29926

Contact

Post Office Drawer 1228
Beaufort, South Carolina 29901-1228
(843) 255-2942
www.beaufortcountysc.gov

Beaufort County Airports Board Agenda

Council Chambers – Hilton Head Island

One Town Center Court, Hilton Head, SC 29928

Thursday, September 15, 2022, at 1:30 PM

Hybrid Meeting

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. PUBLIC NOTIFICATION OF THIS MEETING HAS BEEN PUBLISHED, POSTED, AND DISTRIBUTED IN COMPLIANCE WITH THE SOUTH CAROLINA FREEDOM OF INFORMATION ACT (FOIA)
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES - [AUGUST 18, 2022](#)
6. PUBLIC COMMENT (*Limit comments to three minutes*)
7. DIRECTOR'S REPORT
8. UNFINISHED BUSINESS
9. NEW BUSINESS

ACTION ITEMS

10. BEAUFORT EXECUTIVE AIRPORT (ARW) - TBE WORK AUTHORIZATION 2119-2103 - [VOTE](#)
11. GRANT ACCEPTANCE - FAA AIP GRANT FOR HILTON HEAD ISLAND AIRPORT (HXD) TERMINAL CONSTRUCTION - [VOTE](#)

COMMITTEE REPORTS

12. CHAIRMAN UPDATE
-
13. CITIZEN COMMENT (*Limit comments to three minutes*)
 14. ADJOURNMENT
-

MEETING ACCESS: [MEETING LINK](#)

ID: 161 714 8655 | **Passcode:** 791968

NEXT MEETING:

THURSDAY, OCTOBER 20, 2022, AT 1:30 PM

COUNCIL CHAMBERS, 100 RIBAUT RD., BEAUFORT, SC 29901

MINUTES

Beaufort County Airports Board

August 18, 2022 | 1:30 pm | Meeting called to order by Chairman Howard Ackerman

Attendance

Present: Howard Ackerman, Nick Mesenburg, Thomas Sheahan, Brian Turrisi, Chris Butler, Ian Scott, Anne Esposito, Mark Bailey, and Trey Ambrose

Absent: Leslie Adlam Flory and James Buckley

County Staff: Jon Rembold, Airports Director; Stephen Parry, Assistant Airports Director; and Rocio Rexrode, Administrative Specialist.

Adoption of Agenda

Motion: The Agenda was amended. Action items 10, 12 and 13 were removed from the Agenda. There was no vote taken on the aforementioned items. Mr. Butler made a motion to adopt the amended agenda. Mr. Bailey seconded the motion. All were in favor and the motion passed.

Approval of Minutes

Motion: Mr. Sheahan made a motion to approve the June 16, 2022, meeting minutes. Mr. Mesenburg seconded the motion. All were in favor and the motion passed.

Public Comments

Larry Fuller, 41 Shrimp Lane, Hilton Head, SC 29926 – [EMAIL](#)

Director's Report

- **NEW FIRETRUCK:**
Mr. Rembold announced the arrival of the new firetruck. He mentioned that as soon as a back ordered control panel arrives, and the ARFF crew gets trained by the manufacturer, the firetruck will be put into service. He noted that the vehicle was 100% funded by the FAA.
- **HOURS OF OPERATION - ARW:**
Mr. Rembold discussed the prospect of reducing the ARW hours of operation due to low traffic. He mentioned that as the golf season picks up, the hours could be adjusted to meet the need.
- **EXTERIOR PROJECT - ARW:**
Mr. Rembold mentioned that the exterior improvements to the building are progressing, and landscaping and a monument sign on the road will be next. He noted the project is funded with the HTAX Grant.

- **PARD 139 INSPECTION - HXD:**

Mr. Rembold informed that the inspection was conducted. He said the written report is not available at this time.

- **BY-PARTISAN INFRASTRUCTURE LAW (BIL) GRANT - HXD:**

Mr. Rembold informed the BIL Grant was awarded to HXD. He mentioned it is a \$275,000.00 grant that will be used for Tower improvements.

- **SMALL COMMUNITY AIR SERVICE DEVELOPMENT (SCASD) GRANT - HXD:**

Mr. Rembold announced that the \$250,000.00 SCASD Grant was awarded to HXD. He stated the funds will be used for marketing.

- **TERMINAL PROJECT:**

Mr. Rembold informed that the bids for the terminal project came in. He stated that due to inflation, the numbers were high (about 45%) and as such the project is going to be done in phases. He said that Phase 1 of the project will be funded with the 35.6 million on hand. He stated the bidding process for Phase 1 will start soon.

Unfinished Business

The Chairman asked for an update on the following items:

- **PROPERTY ACQUISITION AT EXEC AIR**

Mr. Rembold informed that the acquisition process is moving forward.

- **VENDOR AGREEMENTS**

Mr. Rembold informed that there is ongoing negotiation with some vendors. He said that the Vendor Agreement is undergoing a review that meets FAA compliance.

New Business – Action Items

1. **HILTON HEAD ISLAND AIRPORT (HXD) - EMERGENCY PROCUREMENT TO FUND SECURITAS SECURITY SERVICES FY23 CONTRACT WITH THE HILTON HEAD ISLAND AIRPORT**

Mr. Rembold explained that there was an oversight when preparing the FY23 Budget and the funds to cover Securitas services were not included in the current budget.

Ms. Esposito made a motion to approve the emergency procurement to fund Securitas Security Services FY23 Contract with the Hilton Head Island Airport. Mr. Sheahan seconded the motion. All were in favor and the motion passed.

Chairman Update

1. **FINANCE COMMITTEE**

Members: Howard Ackerman (Chair), Anne Esposito, Chris Butler, and Brian Turrisi.

The Committee has nothing new to report this month. They will keep the board informed of any developments.

2. **COMMUNICATIONS AND MARKETING COMMITTEE**

Members: Jim Buckley (Chair), Brian Turrisi, and Leslie Adlam Flory.

The Committee has nothing new to report this month. They will keep the board informed of any new developments.

3. **PASSENGER SERVICE COMMITTEE**

Members: Anne Esposito (Chair), Leslie Adlam Flory

Mr. Ackerman stated that the Ambassador Program at the Hilton Head Airport is an outstanding program that takes away some of the burden from the TSA and security staff. He mentioned that the “Ambassadors” have their own lectern at the Terminal.

4. **ARW FACILITIES USE AND IMPROVEMENT COMMITTEE**

Members: Chris Butler (Chair), Mark Bailey, and Trey Ambrose

Mr. Butler informed that the new hangars project is moving forward. He said the final design is pending and it will be reviewed when available.

Mr. Ambrose mentioned there was a road drainage issue and it was resolved by County Staff.

5. **THE HHI AIRPORT GENERAL AVIATION IMPROVEMENT COMMITTEE (HXD)**

Members: Howard Ackerman and Brian Turrisi.

The Committee has nothing new to report this month. They will keep the board informed of any new developments.

Public Comments

There were no Public Comments.

Adjournment

Motion to adjourn was made at 2:16 pm. It passed unanimously.

Next Meeting

September 15, 2022 | 1:30 pm | Hybrid Meeting

Town of Hilton Head Island, One Town Center Ct., Hilton Head Island, SC.

From: [Larry Fuller](#)
To: [Rexrode, Rocio](#)
Subject: Fwd: Airport concern! To the Beaufort County Airport board Plus my PS
Date: Wednesday, August 3, 2022 3:32:20 PM

[EXTERNAL EMAIL] Please report any suspicious attachments, links, or requests for sensitive information to the Beaufort County IT Division at helpdesk@bcgov.net or to 843-255-7000.

Begin forwarded message:

From: Larry Fuller <l1hfuller@gmail.com>
Subject: Airport concern! To the Beaufort County Airport board
Date: August 3, 2022 at 12:44:36 PM EDT
To: rrexrode@bcgov.net

To the Beaufort County Airport board,

I thank you for the opportunity to share a concern with the air traffic coming onto Hilton Head Island. As a resident of 33 years, I have spent 29 of them under the flight path of the airport, on the Woodlake side. Since the expansion of the runway there has been a marked increase of traffic, and it is my concern that with the terminal expansion traffic will greatly increase again. I am asking for someone on the board to be an advocate for the thousands of residents that are affected by the increased noise and to research the local and FAA sound ordinances in order to move towards compliance. The noise levels from the days of the De Havilland aircrafts in and out were acceptable, with an incidental old Lear Jet sounding like a rocket taking off. But with the last few years' substantial increase of flights and the size of jets, the residents' quiet enjoyment on all parts of the island (but especially those on the north end) has been compromised. Fortunately, new technology has made great strides in reducing the noise of private and commercial jets. It is along those lines which I believe standards should be implemented to require the airlines to move in that direction. It will not happen overnight but unless someone strives to implement "sound" protocols it will only get worse with the proposed new terminal. May the board be a voice for all of the people. If you imagine just drifting off to sleep when a plane screams overhead on the Woodlake side of the airport, or you have to repeatedly break your phone or patio conversation, you would fully understand the need for requiring updated planes flying in and out of Hilton Head. Another simple help might be to have the planes bank to the left immediately after takeoff on the Woodlake side to track over the

commercial area on Mathews Drive and bank to the right over the marsh on the side of the Spa Condominiums. Thank you for your time here and your understanding of this growing problem. I would like to be kept abreast of any progress with this concern and have a contact for future concerns.

Sincerely,

Larry Fuller
41 Shrimp Lane
Hilton Head, SC 29926
843-384-6840

PS If you need a monitoring sight, I would gladly have on on our property.



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
Approval of Talbert, Bright and Ellington Work Authorization 2119-2103
MEETING NAME AND DATE:
Public Facilities Committee September 19, 2022
PRESENTER INFORMATION:
Jon Rembold, Airports Director 5 minutes
ITEM BACKGROUND:
Airports Board review/approval September 15, 2022
PROJECT / ITEM NARRATIVE:
The scope of the project is to rehabilitate Runway 07/25 at Beaufort Executive Airport. The Pavement Condition Index (PCI) for the runway ranges from 56-70, which equates to “satisfactory.” The project entails milling and overlaying with new, grooved asphalt. This work prevents the existing asphalt from deteriorating to a condition that requires a full-depth replacement, which is extremely costly. Also included will be the design of new pavement markings; grooving of new asphalt pavement, shoulder buildup along the new overlay pavement edge; required edge light elevation adjustments adjacent to the new overlay pavement edge; the adjustment of any affected drainage structures; required sediment and erosion control measures.
FISCAL IMPACT:
The total value of this Work Authorization, shall not exceed \$286,907.30 without additional authorization. 90% of the funding will be provided by the FAA; 5% will be provided by the SC Aeronautics Commission, and 5% (\$14,345) will be funded by airport operations.
STAFF RECOMMENDATIONS TO COUNCIL:
Approve Talbert, Bright and Ellington Work Authorization 2119-2103
OPTIONS FOR COUNCIL MOTION:
Move forward to Council for Approval on 9/26/2022

**BEAUFORT EXECUTIVE AIRPORT
BEAUFORT, SOUTH CAROLINA
WORK AUTHORIZATION 21-03
April 27, 2022
PROJECT NO.: TBE NO. 2119-2103**

It is agreed to undertake the following work in accordance with the provisions of our Contract for Professional Services.

Scope of Services: The scope of the project is to rehabilitate Runway 07/25 at Beaufort Executive Airport. The Pavement Condition Index (PCI) for the runway ranges from 56-70. The bid documents will include either milling with a bituminous concrete overlay or a Full-Depth Reclamation (FDR) of the existing pavement with a bituminous concrete overlay. Depths of milling and FDR, as well as which rehabilitation option for the runway, will be determined after the preliminary geotechnical report has been received. Also included will be new pavement markings; grooving of new asphalt pavement, shoulder buildup along the new overlay pavement edge; required edge light elevation adjustments adjacent to the new overlay pavement edge; the adjustment of any affected drainage structures; required sediment and erosion control measures. The approximate limits of the rehabilitation work areas are depicted on the project sketch within this Work Authorization.

BASIC DESIGN SERVICES

The design and bidding of this project will be completed using Airport Improvement Program (AIP) funding. Due to the severe cracks observed during recent site visits by the Engineer with the Owner, crack sealant and milling for the majority of the pavement surfaces are anticipated. If the FDR method is chosen, a double layer of bituminous surface treatment will be utilized to assist in minimizing reflective cracking. The final pavement rehabilitation methods to be pursued will be based on the recommendations from the pre-design geotechnical investigations and engineering judgement.

Prepare appropriate applications and submittal packages to the regulatory agencies with jurisdiction over the plans. Attend coordination meetings to facilitate the review and approval of the plans. Prepare and submit plan revisions to the agencies. The agencies for which applications and submittal packages will be prepared are as follows: SC Office of Ocean and Coastal Resource Management (SCDHEC-OCRM) for both NPDES permitting and Coastal Zone Consistency (CZC); and City of Beaufort Site Development.

The project includes one (1) schedule of work contained in one (1) set of bid documents.

Design standards to be used in the project include, but are not limited to, the Federal Aviation Administration's Advisory Circulars: 150/5320-6G "Airport Pavement Design and Evaluation"; 150/5340-1M "Standards for Airport Marking"; 150/5300-13A "Airport Design"; 150/5340-30J "Design and Installation Details for Airport Visual Aids"; 150/5370-

10H “Standard Specifications for Construction of Airports”.

Included in this project will be the completion of a Categorical Exclusion. It is anticipated that this project will be categorically excluded and no environmental assessment, permitting and mitigation are anticipated.

Also included in the project formulation is the administrative cost of managing subconsultants.

Additional work included in the contract will be a Stormwater Master Plan. Work items for this include:

- Coordinate with Ward Edwards (stormwater design firm) and Beaufort County
- Meeting with the City of Beaufort Planning Department to discuss the stormwater regulatory requirements for the project
- Confirm the SWMP to include the impervious area associated with the proposed Parallel Taxiway Extension and Aircraft Parking Apron impervious improvements.
- Develop conceptual stormwater plan to replace impacted stormwater infrastructure and provide for new stormwater BMPs.
- Use soils report and field surveying data to prepare an updated stormwater model including: pre-post attenuation requirement for added impervious area, and OCRM and Beaufort County first flush water quality analysis
- Incorporate results of geotechnical and topographic survey into the proposed stormwater model
- Prepare written Stormwater Master Plan (SWMP) report to include stormwater model results and exhibits
- Review the SWMP with Beaufort County staff and make revisions required for plan approval by the County

TBE will also assist with/prepare FAA grant fund requests and quarterly status reports for execution by the Airport staff. TBE will also assist with/prepare grant closeout documentation required by the FAA for this project.

STORMWATER MANAGEMENT PLAN: Ward Edwards provide stormwater master plan services to develop the overall airfield projects identified in the current CIP and to identify the proposed impacts, along with the associated regulatory permitting requirements:

- Coordinate with Beaufort County on proposed improvements and the likely impact to existing stormwater infrastructure.
- Develop conceptual stormwater plan to replace impacted stormwater infrastructure and provide for new stormwater BMPs.
- Use soils report and field surveying to prepare an updated storm-water model including:
 - Pre-post-attenuation requirement for added impervious area

- OCRM and Beaufort County first flush water quality analysis
- Beaufort County Volume Control Analysis
- Update the proposed ditch fill cross section based on the results of the geotechnical study, the topographic survey, and the revised storm-water model.
- Prepare written Stormwater Master Plan Report to include stormwater model results and exhibits

Estimated Time Schedule: Work shall be completed in accordance with the schedule established and agreed upon by the Owner and Engineer.

Cost of Services: The method of payment shall be in accordance with Article 6 of the Master Contract. The basic services work shall be performed in accordance with the Master Contract as a lump sum of **\$164,157.50**, which includes reimbursable expenses. Special Additional Services shall be performed as listed below with a budget of **\$126,699.80**. The total value of this Work Authorization shall not exceed **\$286,907.30** without additional authorization.

If bidding is unable to occur within 2 years after the commencement of the design phase, the engineer will be allowed to adjust the bidding fee included in this work authorization.

Agreed as to Scope of Services, Time Schedule and Budget:

APPROVED:
BEAUFORT COUNTY

APPROVED:
TALBERT, BRIGHT & ELLINGTON,
INC.

Title

Vice President
Title:

Date:

Date:

Witness:

Witness:



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
Resolution to accept FAA AIP Grant for Hilton Head Island Airport (HXD) terminal construction project
MEETING NAME AND DATE:
Public Facilities Committee September 19, 2022
PRESENTER INFORMATION:
Jon Rembold, Airports Director 5 minutes
ITEM BACKGROUND:
This item has been reviewed by the Airports Board and recommended for approval
PROJECT / ITEM NARRATIVE:
The grant will be used to fund Phase I of the Hilton Head Island Airport (HXD) terminal construction project
FISCAL IMPACT:
Phase 1 of the HXD terminal construction project will be 100% funded with the FAA Grant
STAFF RECOMMENDATIONS TO COUNCIL:
Staff recommends acceptance at Public Facilities Committee
OPTIONS FOR COUNCIL MOTION:
Motion to approve/deny Resolution to accept FAA AIP Grant for Hilton Head Island Airport (HXD) terminal construction project Move forward to Council for Approval on 9/26/2022

RESOLUTION NO. 2022/_____

A RESOLUTION TO ACCEPT FAA AIP GRANT 50 FOR HILTON HEAD ISLAND AIRPORT (HXD) TERMINAL CONSTRUCTION PROJECT

WHEREAS, This project involves the renovation and expansion of the commercial service terminal at the Hilton Head Island Airport.

WHEREAS, These improvements are necessary because of the change in equipment by American Airlines from Dash 8 turboprops to Embraer 175 jets.

WHEREAS, Improvements include the addition to accommodate the airlines; post-9/11 Transportation Security Administration required security improvements including new restrooms in the passenger security area and passenger baggage screening; refurbishment and improvements.

WHEREAS, The grant will be used to fund Phase I of the Hilton Head Island Airport (HXD) terminal construction project. This grant is the second FAA grant in support of the terminal construction project. Total FAA support: \$21,626,638.

WHEREAS, the FAA AIP Grant 50 is in the amount of \$11,626,638. The AIP grant requires a local sponsor contribution in the amount of \$1,162,663.80 (10%). That airport portion is built into the project budget.

NOW, THEREFORE, BE IT RESOLVED BY BEAUFORT COUNTY COUNCIL, duly assembled, does hereby authorize the County Administrator to accept FAA AIP Grant 50 for Hilton Head Island Airport (HXD) terminal construction project

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: _____
Joseph Passiment, Chairman

ATTEST:

Sarah W. Brock, Clerk to Council