



Beaufort County Airports Board

Chairman

HOWARD ACKERMAN

Vice Chairman

LESLIE ADLAM FLORY

Committee Members

MARK BAILEY
CHRIS BUTLER
ANNE ESPOSITO
NICHOLAS MESENBURG
DAVID NELEMS
RICH SELLS
THOMAS SHEAHAN
JAMES STARNES
BRIAN TURRISI

Airports Director

JON REMBOLD

Interim

County Administrator

JOHN ROBINSON

Administrative Specialist

ROCIO REXRODE

Administration Building

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

Contact

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

MEETING ACCESS

[MEETING LINK](#)

ID: 161 714 8655

Passcode: 791968

Beaufort County Airports Board Agenda

Council Chambers – Hilton Head Island

One Town Center Court, Hilton Head, SC 29928

Thursday, September 21, 2023, at 1:30 PM

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. PUBLIC NOTIFICATION OF THIS MEETING HAS BEEN PUBLISHED, POSTED, AND DISTRIBUTED IN COMPLIANCE WITH THE SOUTH CAROLINA FREEDOM OF INFORMATION ACT (FOIA)
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES – [AUGUST 17, 2023](#)
- VI. PUBLIC COMMENT (Limit comments to three minutes)
- VII. DIRECTOR'S REPORT
- VIII. UNFINISHED BUSINESS
- IX. NEW BUSINESS

ACTION ITEMS:

1. HILTON HEAD ISLAND AIRPORT (HXD) - RECOMMENDATION TO APPROVE A LEASE AGREEMENT AT 30 HUNTER RD BETWEEN BEAUFORT COUNTY AND EDISON FOARD, INC – [VOTE](#)
 2. BEAUFORT EXECUTIVE AIRPORT - RECOMMENDATION TO APPROVE A GROUND LEASE AGREEMENT AT 39 AIRPORT CIRCLE BETWEEN BEAUFORT COUNTY AND HIGH TIDE AVIATION SCENIC TOURS, LLC – [VOTE](#)
 3. APPROVAL OF DESIGN OF NEW MONUMENT SIGN AT BEAUFORT EXECUTIVE AIRPORT (ARW COMMITTEE) – [VOTE](#)
- X. CHAIRMAN UPDATE
 - XI. COMMITTEE REPORTS
 - XII. CITIZEN COMMENT (Limit comments to three minutes)
 - XIII. ADJOURNMENT

NEXT MEETING:

THURSDAY, OCTOBER 19, 2023, AT 1:30 PM

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

MINUTES

Beaufort County Airports Board

August 17, 2023 | 1:30 pm | Meeting called to order by Chairman Howard Ackerman

ATTENDANCE

Present: Howard Ackerman, Anne Esposito, Mark Bailey, Thomas Sheahan, Brian Turrisi, Chris Butler, David Nelems and Nick Mesenburg

Absent: Leslie Adlam Flory

County Staff: Jon Rembold, Airports Director; Stephen Parry, Deputy Airports Director; Eric Townsend, Airport Manager; and Rocio Rexrode, Administrative Specialist.

ADOPTION OF AGENDA

Motion: Chris Butler made a motion to adopt the agenda. Mark Bailey seconded the motion. All were in favor and the motion passed.

APPROVAL OF MINUTES

Motion: Nick Mesenburg made a motion to approve the July 20, 2023, meeting minutes. Thomas Sheahan seconded the motion. All were in favor and the motion passed.

PUBLIC COMMENTS

There were no Public Comments.

DIRECTOR'S REPORT

- **DEPARTMENT UPDATE:**

We are Hiring:

Jon Rembold mentioned that there are open positions at both airports. He informed that there are maintenance and ARFF positions open.

1200.aero:

Jon Rembold said that 1200.aero is a software that both airports are trying out for the next 90 days. He said the software allows the airports to track every aircraft that is coming in and out of the airport.

Steve Parry showed a demo of the software. He stated that the software is like a virtual tower, and it can track the aircrafts (live) as they are landing and departing. He said that many reports can be generated and that it will be good to have the information available. He said that the software can pinpoint tail numbers and ownership of the aircraft, so revenue that was lost in the past will be easy to recover now. He said the software is very powerful and accurate.

Staff Spotlight: Marlene Myers

Jon Rembold mentioned that Marlene is the Business Manager and has been with the Airports for over 3 years. He said that Marlene is an Air Force veteran, and her oldest son is currently serving in the Air Force. He mentioned that Marlene restores headstones and does quilting in her free time. He said that he is very happy to have her on staff and that she does a ton for the airports.

- **BEAUFORT EXECUTIVE AIRPORT (ARW) UPDATE:**

Emergency Landing – Sea Island Pkwy:

Jon Rembold said that many things went right with the incident. He said the incident happened in decent weather right before a thunderstorm, the aircraft flew right in between two sets of powerlines and there was not a median present where they landed. He stated that the young trainer and the young student handled the situation very well. The incident happened late at night, and the road was cleared before the morning rush hour traffic. He stated that the landing is considered an incident and not an accident because there were no injuries or property damage.

Flying Frog 5K | Oct 28:

Jon Rembold said that this will be the 4th annual race. He said that a portion of the proceeds will go to Altitude Academy, a 501c3 organization that helps underprivileged folks, primarily on St. Helena Island, who are not normally exposed to aviation, to attend classes and get discovery flights.

Job Opportunities:

Jon Rembold mentioned that there will be couple of line service tech positions opening at the end of the month.

- **HILTON HEAD ISLAND AIRPORT (HXD) UPDATE:**

FAA Meeting | Jul 26:

Rembold said that they discussed many items regarding HXD's plans and projects for the next 10-20 years. He said there is a lot of work to be done in the near term and the center of the discussion was Taxiway F Rehabilitation project. He said they also talked about Project Cloud which is the proposed development at the northeast corner of the airport. Rembold said that they also talked about the St. James Baptist Church and how to move the project forward.

Part 139 | Aug 7-8:

Jon Rembold said that the annual inspection lasted 2 days and it went well. He said the inspector seemed to like the record keeping and tacking systems that were implemented. He said that they are waiting for the final report and when they do, they will address whatever items need work.

Terminal Contract:

Rembold mentioned that the contract is scheduled to go to Committee on the 28th of August and then before County Council on September 11. He said they are looking forward to getting the contract awarded, then putting together the construction project schedule.

RBC Heritage – Signature Event:

Rembold stated that he has been coordinating with the RBC tournament director about how to bring the airport into that tournament. He said that the tournament has been elevated to one of eight Signature events on the PGA Tour and he wants to find ways to make the airport the very best it can be for the tournament. He wants to make sure that the players know that they can fly directly to the tournament by flying to the Hilton Head Island Airport.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS – ACTION ITEMS

1. HILTON HEAD ISLAND AIRPORT - RECOMMENDATION TO APPROVE AN INTERIM LETTER OF AGREEMENT BETWEEN BEAUFORT COUNTY AND THE BEST OF HILTON HEAD

Thomas Sheahan made a motion to approve the recommendation to approve the Interim Letter of Agreement between Beaufort County and The Best of Hilton Head. Anne Esposito seconded the motion. All were in favor and the motion passed.

2. BEAFORT EXECUTIVE AIRPORT - RECOMMENDATION TO APPROVE A COMMERCIAL OPERATING AGREEMENT BETWEEN BEAUFORT COUNTY AND GITIBIN & ASSOCIATES, LLC DBA GO RENTALS

Anne Esposito made a motion to approve the recommendation to approve the Commercial Operating Agreement between Beaufort County and Gitibin & Associates, LLC DBA Go Rentals. Chris Butler seconded the motion. All were in favor and the motion passed.

CHAIRMAN UPDATE

Howard Ackerman stated that it is his intent to have a conversation with the County to try and update some of the Enabling Legislation that governs the board.

He thinks it is time to review some of the qualifications to be a member of the Board. He said that he will be producing the document and the current members will have a chance to comment on it. He said that there is a procedure for getting it done.

He stated that he had a preliminary conversation with the County with respect to electronic attendance. He said there is no longer a requirement to offer Zoom or electronic means for attending meetings and it is his intent, after he circulates to board members for opinions, to remove the option. He stated that they do better when they meet in person. He reminded the members that they are entitled to 3 absences a year – excused or not excused.

COMMITTEE REPORTS

1. Finance Committee

Members: Howard Ackerman (Chair), Chris Butler, Tom Sheahan, and Brian Turrisi.

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

2. Communications and Marketing Committee

Members: Howard Ackerman, 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: Leslie Adlam Flory (Chair), Anne Esposito and Tom Sheahan

Howard Ackerman said the Ambassadors Program going on at HXD, which Leslie Flory has organized, is working out extremely well. He said it is benefiting both the passengers arriving and departing, and staff who are somewhat relieved from some of the more tedious questions that they get interrupted with. He stated that the volunteer turnout has been good this year.

4. ARW Facilities Use and Improvement Committee

Members: Chris Butler (Chair), Mark Bailey, and Nick Mesenburg

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

5. The HHI Airport General Aviation Improvement Committee (HXD)

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

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

CITIZEN COMMENTS

There were no Public Comments.

ADJOURNMENT

Motion to adjourn was made at 2:35 pm. It passed unanimously.

NEXT MEETING

September 21, 2023 | 1:30 pm | Hybrid Meeting

Town of Hilton Head Island, One Town Center Ct., Hilton Head Island, SC 29928



BEAUFORT COUNTY COUNCIL

AGENDA ITEM SUMMARY

ITEM TITLE:
Resolution to approve a lease agreement between Beaufort County and Edison Foard, Inc., at 30 Hunter Rd., Hilton Head Island.
MEETING NAME AND DATE:
Public Facilities and Safety Committee; September 25, 2023
PRESENTER INFORMATION:
Jon Rembold; Airports Director 3 minutes
ITEM BACKGROUND:
Edison Foard is the contractor that was selected to perform the Phase I Terminal Improvements Project. Their team and the Airport team have been in communication regarding office space for use during the construction project. The space at 30 Hunter Rd. appears to meet their needs. A DRAFT lease was generated and is included in this package. It was reviewed and approved by Legal Sept 5, 2023 . The legal review is also included in this package. The Airports Board will review the resolution at its monthly meeting scheduled for September 21, 2023.
PROJECT / ITEM NARRATIVE:
Edison Foard, the contractor for Phase I of the Terminal Improvements Project will lease office and warehouse space at 30 Hunter Road, Hilton Head Island, SC 29926. The space will serve as their base of operations during the construction project. The lease was drafted in accordance with the County's lease policy adopted in 2023.
FISCAL IMPACT:
Hilton Head Island Airport will receive income generated through lease revenue --Tenant shall pay \$1,390.00 for office space (814 square feet x \$20.50/12) and \$1,698 for warehouse space (1,406 square feet x \$14.50/12) in monthly base rental payments for premises located at 30 Hunter Rd. These lease rates are in accordance with current Beaufort County lease policies.
STAFF RECOMMENDATIONS TO COMMITTEE:
Staff recommends approval of the Resolution to approve the lease agreement between Beaufort County and Edison Foard, Inc.
OPTIONS FOR COMMITTEE MOTION:
Motion to approve/deny the Resolution to approve a lease agreement between Beaufort County and Edison Foard, Inc. Move forward to Council for Approval on October 9, 2023

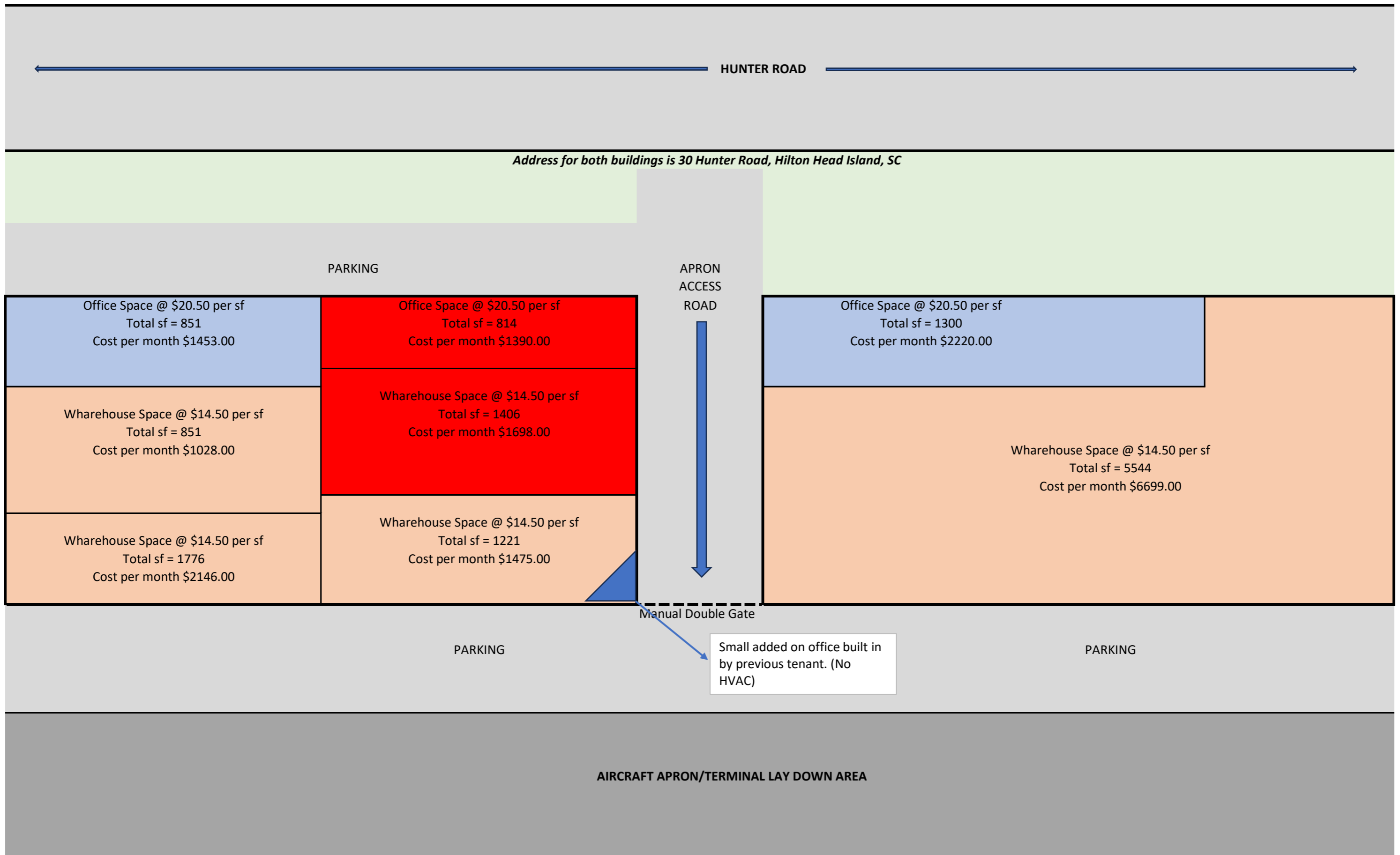
Aerial View - 30 Hunter Road



30 Hunter Rd.
Edison Foard

26 Hunter Rd.
Airport Security
& Maintenance

30 Hunter Road - Edison Foard Lease Space

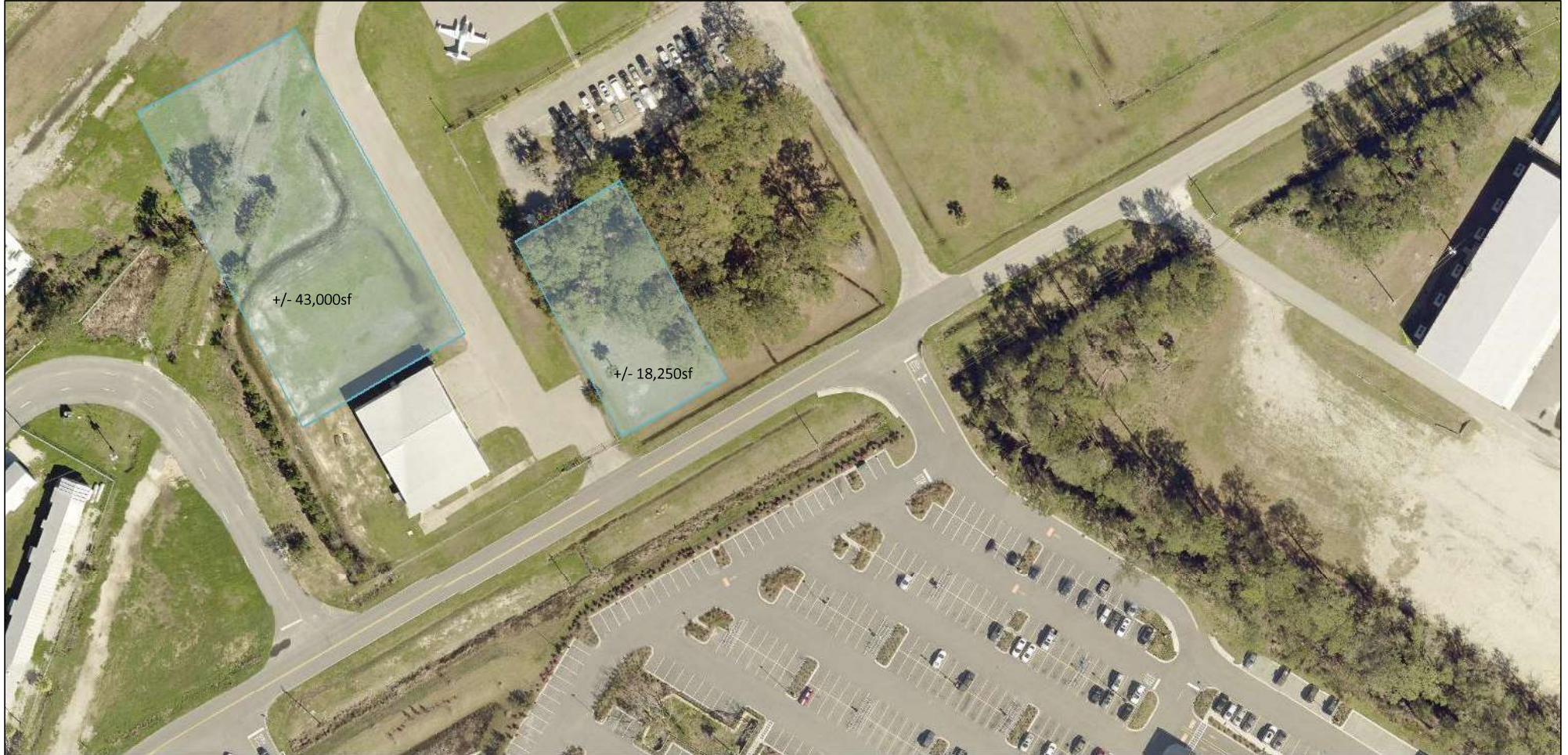




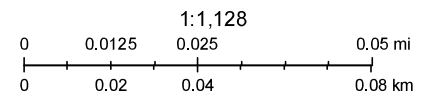
BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
Resolution to approve a ground lease agreement between Beaufort County and High Tide Aviation Scenic Tours
MEETING NAME AND DATE:
Public Facilities and Safety Committee; October 23, 2023
PRESENTER INFORMATION:
Jon Rembold; Airports Director 3 minutes
ITEM BACKGROUND:
High Tide Aviation approached Airport staff earlier this summer about expanding their business to Beaufort Executive Airport. They currently operate in coastal NC and coastal GA. They expressed an interest in ground leasing for the construction of a hangar at the airport. The Airports Board reviewed and recommended approval of the agreement at its monthly meeting held September 21, 2023.
PROJECT / ITEM NARRATIVE:
High Tide Aviation has been in business since 2013 and would like to be the premier provider for Beaufort Executive Airport's scenic air tour offerings. Their fleet is made up of Cessna 172s and experienced pilots. High Tide Aviation offers packages designed for different preferences and budgets, and they take every precaution to ensure the safety and enjoyment of passengers. This is an opportunity to expand the opportunities for the general public to enjoy the airport's offerings.
FISCAL IMPACT:
Beaufort Executive Airport will receive income generated through fuel sales, the airport's standard 3% operating agreement, and office space and ground lease revenue in monthly base rental payments for premises located at the Beaufort Executive Airport terminal.
STAFF RECOMMENDATIONS TO COMMITTEE:
Staff recommends approval of the Resolution to approve the ground lease agreement between Beaufort County and High Tide Aviation Scenic Tours.
OPTIONS FOR COMMITTEE MOTION:
Motion to approve/deny a Resolution to approve a lease between Beaufort County and High Tide Aviation Scenic Tours Move forward to Council for Approval on November 13, 2023

Initial Development Area



11/17/2020, 3:33:07 PM





270 RED CEDAR STREET | SUITE #102 | BLUFFTON, SC 29910
PH: (843) 757-7057 | FAX: (843) 757-8057

IT IS THE RESPONSIBILITY OF THE CLIENT TO REVIEW THIS PROOF CAREFULLY AND CHECK THAT PHONE NUMBERS, EMAILS, WEB SITES, NAME SPELLINGS, ADDRESSES AND OTHER TEXT HAVE BEEN PORTRAYED AS INTENDED - AS WELL AS SIZES, QUANTITIES AND DESIGN.

BY SUBMITTING THE ARTWORK APPROVAL THE CLIENT ACKNOWLEDGES THAT THEY HAVE CAREFULLY REVIEWED THE PROOF AND THAT THE FOREMENTIONED CRITERIA HAVE BEEN VERIFIED AS CORRECT AND READY FOR PRODUCTION. SHOULD ANY ERRORS BE FOUND DURING PRODUCTION; OR IF ANY LATE STAGE CHANGES ARE REQUESTED, THE CLIENT AGREES TO ASSUME RESPONSIBILITY FOR 1/2 OF THE COST ASSOCIATED WITH THE REMAKING THE PRODUCT(S).

PROOF

ORDER: 111476

COMPANY: BEAUFORT EXECUTIVE AIRPORT

CLIENT: MARIENE MYERS - tracy.myers@bcgov.net

SDS REP: SEAN CONGLETON - scongleton@sign-dsign.com

FILE NAME: 111476 ENT SIGN DESIGN VERSION: V2 DATE: 09/13/2023

QTY: 1 | BRICK PILLAR MONUMENT SIGN

SW 7005: PURE WHITE WHITE ACRYLIC SW 6244: NAVAL

STRUCTURE: WHITE PAINTED BRICK BASE - TO MATCH THE BUILDING, SET INTO THE GROUND USING CONCRETE AND 4X4 POSTS.

FACE: 8" THICK CUSTOM ALUMINUM CABINET WITH PUSH THRU ACRYLIC; INTERNALLY LIT. CABINET SET BETWEEN PILLARS OF STRUCTURE AND SECURED USING BRACKETS & BOLTS.

TEXT: 1" THICK ROUTED ACRYLIC ADDRESS, PAINTED & STUD MOUNTED TO THE BRICK BASE



ALL GRAPHICS ARE THE EXCLUSIVE PROPERTY OF SIGN D' SIGN UNTIL FINAL PAYMENT HAS BEEN RECEIVED.

THIS PROOF
PREPARED BY



Alicia Benbennick
GRAPHIC ARTIST
abenbennick@sign-dsign.com

PLEASE
NOTE

*COLORS PORTRAYED ON THIS PROOF MAY DIFFER IN REAL LIFE DUE TO THE DIFFERENCES IN DIGITALLY GENERATED IMAGES FROM SCREEN TO SCREEN. INK PIGMENTS WILL DIFFER FROM PAINT PIGMENTS DUE TO THE DIFFERENCES IN MEDIA AND SELECTED FINISHES.

*COLORS NOT PROVIDED WITH PANTONE NUMBERS WILL BE MATCHED TO PANTONE COLORS FOR PRODUCTION CONSISTENCY DURING PRINTING AND PAINTING.