



Beaufort County Airports Board

Chairman
CHRIS BUTLER

Vice Chairman
JAMES STARNES

Committee Members
HOWARD ACKERMAN
MARK BAILEY
LESLIE ADLAM FLORY
NICHOLAS MESENBURG
DAVID NELEMS
RICH SELLS
THOMAS SHEAHAN
BRIAN TURRISI

Airports Director
JON REMBOLD

County Administrator
MICHAEL MOORE

**Airports Senior
Administrative Specialist**
ROCIO REXRODE

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MEETING ACCESS
[NEW MEETING LINK](#)
ID: 160 054 6759
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Beaufort County Airports Board Agenda

Burton Wells Recreation Center | Classroom 1
1 Middleton Recreation Dr., Beaufort, SC 29906

Thursday, October 09, 2025, at 10:00 AM

- 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 – [SEPTEMBER 11, 2025](#)
- VI. PUBLIC COMMENT (Limit comments to three minutes)
- VII. DIRECTOR'S REPORT
- VIII. UNFINISHED BUSINESS
- IX. NEW BUSINESS

ACTION ITEMS:

1. CONTRACT AWARD (HXD) - RECOMMENDATION TO APPROVE CONTRACT AWARD FOR RETAIL AND FOOD AND BEVERAGE CONCESSIONS AT HILTON HEAD ISLAND AIRPORT TO TAILWIND HOSPITALITY INC. – [VOTE](#)
2. MASTER SERVICES AGREEMENT (HXD) - RECOMMENDATION TO APPROVE A RESOLUTION AUTHORIZING A NON-COMPETITIVE MASTER SERVICES AGREEMENT BETWEEN BEAUFORT COUNTY AND UAVIONIX CORPORATION - [VOTE](#)
3. SUBSCRIPTION AGREEMENT (HXD) - RECOMMENDATION TO APPROVE A RESOLUTION AUTHORIZING A SUBSCRIPTION AGREEMENT BETWEEN BEAUFORT COUNTY AND UAVIONIX CORPORATION - [VOTE](#)
4. GRANT ACCEPTANCE – RECOMMENDATION TO APPROVE A RESOLUTION TO ACCEPT **SCAC** GRANT IN THE AMOUNT OF \$50,000.00 FOR UAVIONIX FLIGHTLINE® AIRBORNE POSITION REFERENCE TOOL (APRT) AT HXD'S AIR TRAFFIC CONTROL TOWER (ATCT) – [VOTE](#)
5. GRANT ACCEPTANCE – RECOMMENDATION TO APPROVE A RESOLUTION TO ACCEPT **SCAC** GRANT IN THE AMOUNT OF \$31,000.00 FOR GENERAL AVIATION PARKING LOT IMPROVEMENTS (DESIGN AND BIDDING) REQUIRED BY PARKING ATTENDANT ELITE PARKING – [VOTE](#)
- X. CHAIRMAN UPDATE
- XI. COMMITTEE REPORTS
- XII. CITIZEN COMMENT (Limit comments to three minutes)
- XIII. ADJOURNMENT

NEXT MEETING:

THURSDAY, NOVEMBER 13, 2025, AT 10:00 AM
COUNCIL CHAMBERS, 1 TOWN CENTER COURT, HILTON HEAD, SC 29928

MINUTES

Beaufort County Airports Board

September 11, 2025 | 10:00 am | Meeting called to order by Chairman Chris Butler
[Video and Transcript](#)

ATTENDANCE

Present: Chris Butler, Howard Ackerman, Brian Turrisi, Mark Bailey, Rich Sells, Leslie Adlam Flory, and Nick Mesenburg

Absent: Jim Starnes, Thomas Sheahan, and David Nelems

County Staff: Jon Rembold, Airports Director; Stephen Parry, Deputy Airports Director; Jeremy Mathes, ARFF Chief; Brandon Chavis, Airport Manager; and Rocio Rexrode, Airports Senior Administrative Specialist.

Beaufort County Council Liaison:

Hilton Head Island Town Council Liaison: Melinda Tunner

Public: Judy Elder, Talbert, Bright and Ellington, Inc.; and Michelle Mealer, Town of Hilton Head Island

AGENDA ADOPTION

The September 11, 2025, BCAB meeting agenda was adopted with unanimous consent.

APPROVAL OF MINUTES

A question was raised regarding the August 14th minutes to ensure all attendees were accurately listed. It was noted that Nick Mesenburg needed to be added to the attendance record. With this correction, the minutes were approved as amended. Rich Sells made a motion to approve the August 14, 2025, meeting minutes. Brian Turrisi seconded the motion. All were in favor, and the motion passed.

PUBLIC COMMENTS

There were no Public Comments.

DIRECTOR'S REPORT

1. Airports Fourth Quarter Financial Update (Brian Cronin):

Cronin provided the Finance Report, highlighting key revenue and expense trends. He noted anticipated cable TV franchise revenues, new interest income from pooled cash accounts, and modest increases in firefighting fees. Miscellaneous revenues reflected insurance reimbursements. On the expense side, payroll increased due to cost-of-living adjustments and additional part-time firefighters, while contracted services decreased as some functions transitioned in-house. Utilities and maintenance costs rose due to ongoing infrastructure work, and certain capital expenditures were noted. Overall, Brian reported that net income experienced a decrease compared to the prior year, but emphasized that the airport continues to maintain a strong cash position and remains financially stable and self-

sufficient, closely monitoring revenues and expenses to support ongoing operations and future projects.

- **TERMINAL UPDATE:**

Rembold provided a detailed update on terminal construction progress. He reported that the building's pace has accelerated, with signage and other interior elements advancing rapidly. Exterior work has made significant progress, particularly around the main entrance, and lane striping—including handicap and pull-up parking—has been completed, improving traffic flow from the terminal.

Inside, visitors can see extensive drywall finishing, which features intricate details with multiple edges and reveals. Rembold praised the specialized drywall crew for their work, noting that some areas already have final paint applications. Decorative elements, such as lighting behind poles and laser-cut accents, are also taking shape, contributing to the overall aesthetic of the terminal.

- **DEPARTMENT UPDATE:**

Farmers Insurance Event: Rembold reported that an event planning company contacted the airport regarding buses, noting the airport's size posed coordination challenges. They were able to organize bus flow effectively, and the event did not disrupt other passengers or vehicles. The extra lanes in the drive along the building proved valuable. The airport was chosen due to the convention location, avoiding the need to shuttle buses to other events. This involved busloads across multiple aircraft over two days and demonstrated the benefit to resort partners, as it drives hotel bookings and convention attendance.

Airfield Equipment Acquisition: Rembold highlighted the airport's investment in a new airfield marking machine. The machine allows precise airfield markings and helps maintain compliance with regulatory products. Repainting is required every one to one and a half years due to fading from weather conditions. Dan, trained on the equipment, will operate it, which is expected to save money and ensure quality.

Hangar Development Progress (ARW): Rembold reported that hangar construction is progressing rapidly, with daily coordination and oversight of contractors. Visitors checking on hangar waiting list positions have expressed satisfaction with the progress.

- **AIRPORTS' BUSINESS UPDATE:**

Part 139 and TSA Inspections: Rembold reported that the Part 139 and TSA inspections occurred recently and involved many observers. The TSA portion went smoothly. The Part 139 inspection lasted two days, with inspectors from Atlanta and DC reviewing past inspections. FAA inspections showed a more collaborative approach, and only minor discrepancies were noted. The operations chief ensured the airfield and records were well-prepared.

Tree Management Critical Issue: Rembold emphasized the importance of addressing trees affecting approach and departure surfaces for safety and efficiency. An inspection will identify trees requiring action. Previous efforts limited tree cutting, but growth continues to pose obstacles, particularly near the gas station on the approach to the runway. Obstructions are affecting aircraft operations, including seating and fuel capacity due to weight restrictions. This negatively impacts revenue and efficiency.

Airborne Position Reference Tool (APRT): Rembold stated that the FAA has approved a private company to provide the APRT, an upgraded STARS display system. The APRT enhances operational awareness by providing real-time aircraft positioning, improved coordination with air traffic control, and integration with airport operations systems. Implementation is underway, with the airport team actively coordinating with the vendor to ensure timely deployment.

Mitchelville Freedom Park: Rembold mentioned that a groundbreaking was held for the Archaeological Research and Education Center on the northern airport property at Mitchelville Freedom Park. The center will provide educational opportunities and incorporate local history into airport initiatives.

ATAX Marketing Application: Rembold informed that the airport's ATAX marketing application has been submitted, with a presentation scheduled for October. Funds are intended for marketing outside a fifty-mile radius, targeting larger cities including Washington, DC, New York, Boston, Philadelphia, and Chicago. Online advertising is used to reach potential vacationers in the Southeast.

Chamber Event: Rembold noted the airport will participate in the State of the Region Chamber event in October, continuing their typical level of involvement.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS – ACTION ITEMS

1. **GRANT ACCEPTANCE - RECOMMENDATION TO APPROVE A RESOLUTION TO ACCEPT SCAC GRANT IN THE AMOUNT OF \$40,505.12 FOR HXD ADMINISTRATION BUILDING RENOVATION (DESIGN)**

Rich Sells made a motion to approve a recommendation to approve a resolution to accept a SCAC grant of \$40,505.12 for the HXD administration building renovation design. Mark Bailey seconded the motion. All were in favor, and the motion passed.

CHAIRMAN UPDATE

1. **Finance Committee**

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

The Chairman requested scheduling budget discussions earlier than usual, noting that current meetings primarily provide information rather than allowing in-depth discussion. He acknowledged that recent improvements in financial management have expanded the committee’s capabilities.

2. Passenger Service Committee

Members: Leslie Adlam Flory (Chair), David Nelems, Jim Starnes, and Tom Sheahan

Leslie reported that recent testing and evaluations of passenger services were completed successfully, with plans to continue and expand activities in the upcoming season.

3. ARW Facilities Use and Improvement Committee

Members: Chris Butler (Chair), Mark Bailey, David Nelems, Jim Starnes, and Nick Mesenburg

The Chairman noted that the committee is working on a new project, exploring ideas and coordinating with County Council to obtain guidance and approvals as needed.

4. HXD Airport Improvement Committee

Members: Brian Turrisi (Chair), Howard Ackerman, Rich Sells, and Chris Butler

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

5. Government Affairs Committee

Members: Rich Sells (Chair)

Rich provided an update on efforts to secure support from local representatives, noting ongoing challenges in advancing funding initiatives.

PUBLIC COMMENTS

There were no Public Comments.

ADJOURNMENT

The motion to adjourn was made at 11:09 a.m. It passed unanimously.

NEXT MEETING

October 9, 2025 | 10:00 a.m.

TBD



BEAUFORT COUNTY PUBLIC FACILITIES COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

CONTRACT AWARD — HILTON HEAD ISLAND AIRPORT (HXD) TERMINAL RETAIL, FOOD, AND BEVERAGE CONCESSIONS (TAILWIND HOSPITALITY INC)

MEETING NAME AND DATE:

Public Facilities Committee October 20, 2025

STAFF RECOMMENDATION / COUNCIL OPTIONS:

Staff recommends approval of contract award to Tailwind Hospitality Inc. for RFP # 072325 for HXD Terminal Retail, Food and Beverage Concessions.

Committee Options: Motion to approve/deny contract award to Tailwind Hospitality Inc. for RFP # 072325 for HXD Terminal Retail, Food and Beverage Concessions.

Council Options: Motion to approve/deny contract award to Tailwind Hospitality Inc. for RFP # 072325 for HXD Terminal Retail, Food and Beverage Concessions.

Next step: County Council Meeting — October 27, 2025

PRESENTER INFORMATION:

Jon Rembold, Airports Director (5 min)

ITEM BACKGROUND:

The current food and beverage agreement is nearing expiration, prompting the airport to issue a request for proposals for continued service. Four proposals were received and carefully evaluated by a selection committee composed of airport staff and board representatives. Tailwind Hospitality Inc. was selected to manage HXD Terminal Retail, Food, and Beverage Concessions.

FISCAL IMPACT:

This is a revenue-generating contract. The initial term is 5 years with an option to renew for 5 additional years.

APPROVAL HISTORY:

The Beaufort County Airports Board is scheduled to review and approve the recommendation to award the contract to Tailwind Hospitality Inc. at its regular October 9, 2025, meeting.



BEAUFORT COUNTY PUBLIC FACILITIES COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

RESOLUTION AUTHORIZING THE COUNTY ADMINISTRATOR TO ENTER INTO A NON-COMPETITIVE MASTER SERVICES AGREEMENT (MSA) FOR AIRPORT SURVEILLANCE SERVICES (UAVIONIX CORPORATION)

MEETING NAME AND DATE:

Public Facilities Committee October 20, 2025

STAFF RECOMMENDATION / COUNCIL OPTIONS:

Staff recommends approval of a Resolution authorizing the County Administrator to enter into a Non-competitive Master Services Agreement with uAvionix Corporation for the FlightLine® Airborne Position Reference Tool.

Committee Options: Motion to approve/deny a Resolution authorizing the County Administrator to enter into a Non-competitive Master Services Agreement with uAvionix Corporation for the FlightLine® Airborne Position Reference Tool.

Council options: Motion to approve/deny a Resolution authorizing the County Administrator to enter into a Non-competitive Master Services Agreement with uAvionix Corporation for the FlightLine® Airborne Position Reference Tool.

Next Step: County Council Meeting — November 10, 2025

PRESENTER INFORMATION:

Jon Rembold, Airports Director (5 min)

ITEM BACKGROUND:

On August 15, 2025, the FAA approved a sole-source vendor, uAvionix, to provide radar viewing capabilities for airports operating Federal Contract Towers such as Hilton Head Island Airport's (HXD) Tower. As an FAA-approved sole-source vendor, uAvionix Corporation is seeking to deploy its FlightLine® Airborne Position Reference Tool (APRT) at HXD's Air Traffic Control Tower. The APRT system offers real-time airborne situational awareness to enhance safety and operational efficiency. This five-year Master Services Agreement establishes the framework for the installation, commissioning, and ongoing support of the APRT system, with an estimated implementation timeline of 180 days following receipt of the Notice-to-Proceed.

FISCAL IMPACT:

This project was not budgeted for FY2026 due to the no-notice FAA approval. This project is fully funded by the South Carolina Aeronautics Commission (SCAC) Commercial Airport Entitlement Funds. Initial funds will be drawn from

GL Account 5402-90-0000-57130 - Grant Expenditures

GL Account 5402-90-0000-57130 balance: \$13,004,489.00.

This GL will also provide the funds for invoicing totaling \$200,819.75 over a 5-year period.

CONTINGENT UPON FINAL SCAC GRANT APPROVAL

APPROVAL HISTORY:

The Beaufort County Airports Board is scheduled to review and approve the recommendation to approve a Resolution authorizing the County Administrator to enter into a Non-Competitive Master Services Agreement with uAvionix Corporation at its regular October 9, 2025, meeting.



BEAUFORT COUNTY PUBLIC FACILITIES COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

RESOLUTION AUTHORIZING THE COUNTY ADMINISTRATOR TO EXECUTE SCHEDULE A — FLIGHTLINE SUBSCRIPTION AGREEMENT — SURVEILLANCE DATA LICENSE AGREEMENT WITH UAVIONIX CORPORATION

MEETING NAME AND DATE:

Public Facilities Committee October 20, 2025

STAFF RECOMMENDATION / COUNCIL OPTIONS:

Staff Recommendation: Staff recommends approval of a Resolution authorizing the County Administrator to execute Schedule A - Flightline Subscription Agreement with Avionix Corporation under the MSA for Airport Surveillance Services

Committee Options: Motion to approve/deny a Resolution authorizing the County Administrator to execute Schedule A - Flightline Subscription Agreement with Avionix Corporation under the MSA for Airport Surveillance Services

Council Options: Motion to approve/deny a Resolution authorizing the County Administrator to execute Schedule A - Flightline Subscription Agreement with Avionix Corporation under the MSA for Airport Surveillance Services

Next Step: County Council Meeting — November 10, 2025

PRESENTER INFORMATION:

Jon Rembold, Airports Director (5 Min)

ITEM BACKGROUND:

Hilton Head Island Airport seeks approval of a Subscription Agreement with uAvionix Corporation for access to its FlightLine Surveillance Data platform. This Subscription Agreement is executed under the terms of the Airport Surveillance Services Master Services Agreement (MSA) and the associated Software & Data License Schedule, which govern the provision of surveillance services and software access. The FlightLine platform, hosted and maintained by uAvionix, provides enhanced surveillance data and analytics to support airport operations, safety, and situational awareness. Under the agreement, the Airport manages authorized user access, data security, and the equipment required to utilize the service. Approval of this item will formalize the subscription, ensuring continued access to this technology to enhance operational efficiency and passenger safety.

FISCAL IMPACT:

Initial Year Fiscal Impact: \$50,000.00 (\$15,000.00 installation plus \$35,000.00 first year subscription)

This project was not budgeted for FY2026 due to the no-notice FAA approval. This project is fully funded by the South Carolina Aeronautics Commission (SCAC) Commercial Airport Entitlement Funds. Initial funds will be

drawn from

GL Account 5402-90-0000-57130 - Grant Expenditures

GL Account 5402-90-0000-57130 balance: \$13,004,489.00.

This GL will also provide the funds for invoicing totaling \$200,819.75 over a 5-year period.

CONTINGENT UPON FINAL SCAC GRANT APPROVAL

APPROVAL HISTORY:

The Beaufort County Airports Board is scheduled to review and approve the recommendation to approve a Resolution Authorizing the County Administrator to execute Schedule A — Flightline Subscription Agreement — Surveillance Data License Agreement with uAvionix Corporation at its regular meeting on October 9, 2025.



BEAUFORT COUNTY PUBLIC FACILITIES COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

RESOLUTION TO ACCEPT SOUTH CAROLINA AERONAUTICS COMMISSION (SCAC) COMMERCIAL AIRPORT ENTITLEMENT GRANT FUNDING FOR THE FLIGHTLINE® AIRBORNE POSITION REFERENCE TOOL (APRT) AT HILTON HEAD ISLAND AIRPORT'S AIR TRAFFIC CONTROL TOWER (ATCT) - CONTINGENT UPON FINAL GRANT APPROVAL

MEETING NAME AND DATE:

Public Facilities Committee October 20, 2025

STAFF RECOMMENDATION / COUNCIL OPTIONS:

Staff recommends approval of a Resolution to accept South Carolina Aeronautics Commission (SCAC) Commercial Airport Entitlement Grant Funding for the Flightline® Airborne Position Reference Tool (APRT) at Hilton Head Island Airport's Air Traffic Control Tower (ATCT).

Committee options: Motion to approve/deny a Resolution to accept South Carolina Aeronautics Commission (SCAC) Commercial Airport Entitlement Grant Funding for the Flightline® Airborne Position Reference Tool (APRT) at Hilton Head Island Airport's Air Traffic Control Tower (ATCT).

Council options: Motion to approve/deny a Resolution to accept South Carolina Aeronautics Commission (SCAC) Commercial Airport Entitlement Grant Funding for the Flightline® Airborne Position Reference Tool (APRT) at Hilton Head Island Airport's Air Traffic Control Tower (ATCT).

Next Step: County Council Meeting — November 10, 2025

PRESENTER INFORMATION:

Jon Rembold, Airports Director (5 min)

ITEM BACKGROUND:

The Hilton Head Island Airport is seeking to enhance situational awareness, safety, and operational efficiency at its Air Traffic Control Tower (ATCT) by implementing the FlightLine® Airborne Position Reference Tool (APRT). To this end, the Airport would like to enter into a Master Services Agreement (MSA) with uAvionix Corporation, an FAA-approved provider, which governs the installation, testing, support, and licensing of the APRT system. This project is financially supported by the South Carolina Aeronautics Commission (SCAC) Commercial Airport Entitlement Grant, which totals \$50,000.00. Final implementation of the APRT system is contingent upon the formal acceptance of this grant funding, which will cover the associated costs defined under the MSA and applicable Task Orders.

FISCAL IMPACT:

Initial Year Fiscal Impact: \$50,000.00 (\$15,000.00 installation plus \$35,000.00 first year subscription)

This project was not budgeted for FY2026 due to the no-notice FAA approval. This project is fully funded by

the South Carolina Aeronautics Commission (SCAC) Commercial Airport Entitlement Funds. Initial funds will be drawn from
GL Account 5402-90-0000-57130 - Grant Expenditures
GL Account 5402-90-0000-57130 balance: \$13,004,489.00.
This GL will also provide the funds for invoicing totaling \$200,819.75 over a 5-year period.

CONTINGENT UPON FINAL SCAC GRANT APPROVAL

APPROVAL HISTORY:

The Beaufort County Airports Board is scheduled to review and approve the recommendation to approve a resolution to accept a South Carolina Aeronautics Commission (SCAC) Commercial Airport Entitlement Grant Funding for the Flightline® Airborne Position Reference Tool (APRT) at Hilton Head Island Airport's Air Traffic Control Tower (ATCT) at its regular October 9, 2025, meeting.



BEAUFORT COUNTY PUBLIC FACILITIES COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

RESOLUTION TO ACCEPT SOUTH CAROLINA AERONAUTICS COMMISSION (SCAC) COMMERCIAL AIRPORT ENTITLEMENT GRANT FUNDING FOR THE DESIGN AND BIDDING OF PARKING LOT IMPROVEMENTS AT HILTON HEAD ISLAND AIRPORT – CONTINGENT UPON FINAL GRANT OFFER

MEETING NAME AND DATE:

Public Facilities Committee October 20, 2025

STAFF RECOMMENDATION / COUNCIL OPTIONS:

Staff recommends approval of a Resolution to accept South Carolina Aeronautics Commission (SCAC) Commercial Airport Entitlement Grant Funding for the Design and Bidding of Parking Lot Improvements at Hilton Head Island Airport.

Committee options: Motion to approve/deny a Resolution to accept South Carolina Aeronautics Commission (SCAC) Commercial Airport Entitlement Grant Funding for the Design and Bidding of Parking Lot Improvements at Hilton Head Island Airport.

Council options: Motion to approve/deny a Resolution to accept South Carolina Aeronautics Commission (SCAC) Commercial Airport Entitlement Grant Funding for the Design and Bidding of Parking Lot Improvements at Hilton Head Island Airport.

Next Step: County Council Meeting — November 10, 2025

PRESENTER INFORMATION:

Jon Rembold, Airports Director (5 min)

ITEM BACKGROUND:

The Hilton Head Island Airport (HHD) submitted a grant application to the South Carolina Aeronautics Commission (SCAC) under the Commercial Airport Entitlement program to fund design and bidding services for planned parking lot improvements. The project includes minor pavement widening, installation of monolithic concrete islands, and placement of new gate systems to enhance parking control operations managed by Elite Parking Services. These improvements will improve traffic flow, operational efficiency, and customer service at the terminal parking lot. The total SCAC grant award is **\$31,000**, which will fully fund the design and bidding phase. Approval of this resolution authorizes the County Administrator to accept the grant contingent upon final SCAC offer.

FISCAL IMPACT:

This project is fully funded by the South Carolina Aeronautics Commission (SCAC) Commercial Airport Entitlement Funds. Initial funds will be drawn from
GL Account 5402-90-0000-57130 - Grant Expenditures
GL Account 5402-90-0000-57130 balance: \$13,004,489.00.

CONTINGENT UPON FINAL SCAC GRANT APPROVAL

APPROVAL HISTORY:

The Beaufort County Airports Board is scheduled to review and approve the recommendation to approve a Resolution to accept South Carolina Aeronautics Commission (SCAC) Commercial Airport Entitlement Grant Funding for the Design and Bidding of Parking Lot Improvements at Hilton Head Island Airport at its regular October 9, 2025, meeting.