



Beaufort County Airports Board

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RICH SELLS

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THOMAS SHEAHAN

Board Members
MARK BAILEY
CHRIS BUTLER
LESLIE ADLAM FLORY
ANDY MEERS
DAVID NELEMS
DR. ELI ROTH
JAMES STARNES
MICHAEL SZCZECZOWSKI

Airports Director
JON REMBOLD

County Administrator
MICHAEL MOORE

**Project and Development
Coordinator**
ROCIO REXRODE

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MEETING ACCESS
[MEETING LINK](#)
ID: 243 023 557 681 30
Passcode: 4pw27Vj2

Beaufort County Airports Board Agenda

Council Chambers - Administration Building
100 Ribaut Road, Beaufort, SC 29901
Thursday, October 8, 2026, 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 17, 2026](#)
- 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 DESIGN-BUILD OF THE PEDESTRIAN WALKWAY AND BRIDGE PROJECT TO NIX CONSTRUCTION – [VOTE](#)
 2. CHANGE ORDER – RECOMMENDATION TO APPROVE CHANGE ORDER #1 AND CHANGE ORDER #2 FOR BEAUFORT EXECUTIVE AIRPORT HANGAR CONSTRUCTION PROJECT (SITE DEVELOPMENT) - [VOTE](#)
- X. CHAIRMAN UPDATE
 - XI. COMMITTEE REPORTS
 - XII. CITIZEN COMMENT (Limit comments to three minutes)
 - XIII. ADJOURNMENT

NEXT MEETING:

THURSDAY, NOVEMBER 12, 2026, AT 10:00 AM
TOWN CHAMBERS, 1 TOWN CENTER COURT, HILTON HEAD, SC 29928

MINUTES

Beaufort County Airports Board

September 17, 2026 | 10:10 am | Meeting called to order by Chairman Rich Sells
[Video and Transcript](#)

ATTENDANCE

Present: Rich Sells, Thomas Sheahan, Chris Butler, Jim Starnes, Leslie Adlam Flory, David Nelems, Andy Meers, and Mike Szczechowski

Absent: Dr. Eli Roth and Mark Bailey

County Staff: Jon Rembold, Airports Director; Stephen Parry, Deputy Airports Director; Brandon Chavis, ARW Airport Manager; Marlene Myers, Airports Business Manager; and Rocio Rexrode, Project and Development Coordinator.

Hilton Head Island Town Council Liaison: Melinda Tunner

Beaufort County Council Liaison: Thomas Reitz

Public: Judy Elder, Talbert, Bright and Ellington, Inc.; Tim Sieber, Volaire Aviation, Inc; Melissa Galvan Peterson, Volaire Aviation, Inc.; Michelle Mealer, Town of Hilton Head Island; Karns Hazlett, Pockets Full of Sunshine; and Mario Incorvaia, Hilton Head Symphony Orchestra.

AGENDA ADOPTION

Agenda Amendment: The Chairman stated that the Volaire Aviation, Inc. presentation would be moved to the last item on the agenda. The Board consented to the change. The September 17, 2026, BCAB meeting agenda was adopted by unanimous consent.

APPROVAL OF MINUTES

Leslie Adlam Flory made a motion to approve the August 13, 2026, meeting minutes. Tom Sheahan seconded the motion. All were in favor, and the motion passed.

PUBLIC COMMENTS

There were no Public Comments.

DIRECTOR'S REPORT

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

Hangar Site Development and Hangar Projects: Mr. Rembold reported that the ARW hangar site development project is progressing well. He stated that the paving has been completed and final site cleanup and landscaping are underway. He reported that the hangar project is still in the design phase and that the site will be ready for construction once the site work is completed. He stated that the transient hangar, eight-bay T-hangar, and small box hangar will be constructed by Edison Foard under two separate projects. The Wilson Group will continue as the architect, and the team is

working on the design and purchasing of the metal buildings while the site work is being completed. He stated that the project is on track.

Taxiway Design: Mr. Rembold reported that the ARW taxiway design is underway, with Talbert, Bright & Ellington performing the design. He stated that the team is working through some changes and that the FAA is reviewing the plans. He noted that the project will proceed to the bidding phase once the plans are finalized.

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

Pedestrian Walkway and Parking Improvements: Mr. Rembold reported that staff expects to seek the Board's recommendation at the next meeting for a contract award for a pedestrian walkway and bridge connecting the County's property at 32 Hunter Road to the main airport campus. He explained that the primary purpose of the walkway is to connect parking to the terminal area, including employee parking for terminal tenants, and that the property may support additional rental car or passenger parking in the future.

Airport Administrative Space Needs Analysis: Mr. Rembold reported that the Airports Department is conducting a space needs analysis due to increased administrative space requirements and staff being spread across multiple buildings. He stated that the Department is working with a local architect to evaluate current operations and available space, and to provide recommendations for potential renovations or changes to allow the Department to operate efficiently and at the lowest possible cost. He noted that the analysis is currently in progress.

APRT Situational Awareness System and Federal Legislation: Mr. Rembold reported on federal legislation under consideration by Congress regarding the situational awareness system currently installed in the airport tower. He explained that the Airport proactively installed the APRT system approximately nine months ago and that proposed legislation would require the FAA to provide similar systems at federal contract towers nationwide. He stated that the legislation includes provisions to reimburse airports that proactively installed the system and that staff is also advocating for federal funding of the system's ongoing subscription costs.

Mr. Rembold stated that he had been in communication with the offices of Representative Mace, Senator Graham, and Senator Scott to ensure their staffs were aware of the legislation and the Airport's interests.

TSA PreCheck Enrollment Event: Mr. Rembold reported that the recent event was successful, with 312 people enrolling. He noted that the event required significant logistical coordination by the Airport and assistance from the Airport Ambassador volunteers. He stated that participants who completed the required information online before attending the event experienced a significantly faster enrollment process. He noted that the event is operated by an independent company but is a service the Airport is pleased to make available to the community.

Airport Tenant Appreciation Luncheon: Mr. Rembold reported that the Airport continues to host luncheons for airport tenants. He stated that the luncheon was held in the former hold room, which now serves as a larger gathering space and offers an opportunity for Airport staff to welcome tenants, provide lunch, and thank them for their contributions to the Airport. He emphasized the importance of maintaining a sense of community among the Airport's tenants and staff.

Pockets Full of Sunshine: Mr. Rembold introduced Pockets Full of Sunshine and noted the organization's relationship with the Airport, including its participant Chase, who has been working at the terminal for several years. He stated that Airport Ambassadors enjoy working with Chase and that the Airport appreciates his involvement at the terminal. He also noted that Airport staff had recently visited the organization's facility and that the Board would hear more about Pockets Full of Sunshine during its presentation later in the meeting.

September 11th Remembrance: Mr. Rembold reported that the Airport participated in TSA's annual September 11th remembrance and moment of silence. He noted that this year marked the 25th anniversary and recognized the participation of TSA personnel, veterans, and law enforcement personnel at the Airport.

Tunnels to Towers Golf Tournament: Mr. Rembold reported that the Airport participated in and supported the Tunnels to Towers golf tournament. He stated that the event provided an opportunity for the Airport to support the organization while also receiving community recognition and publicity.

Terminal Area Forecast at HXD: Mr. Rembold reported that a Terminal Area Forecast (TAF) will be established for Hilton Head Island Airport. He explained that the forecast will provide hyper-local weather information for the Airport, addressing a gap between existing TAF locations in the area. He stated that the Airport met with representatives from the tower, the Sheriff's Office, and the National Weather Service regarding the need for a localized forecast. Following the meeting, the Airport and Sheriff's Office submitted a request to the National Weather Service, which subsequently confirmed that a TAF would be established at HXD. He reported that the TAF is expected to be in place in early December and noted that it will provide an additional resource for pilots and flight crews.

USA TODAY 10Best Readers' Choice Award: Mr. Rembold encouraged Board members and the community to support Hilton Head Island Airport's nomination for the USA TODAY 10Best Readers' Choice Award. He encouraged everyone to vote daily throughout the voting period and noted that recognition for the Airport would also benefit organizations and partners that conduct events at the Airport.

Live Music in the Terminal: Mr. Rembold reported that he had discussed the possibility of partnering with the local orchestra to provide live music in the terminal. He stated that the idea

came from a conversation with the orchestra's executive director and that he plans to bring the executive director before the Board to discuss the opportunity further. He noted that the expanded terminal space could accommodate live music, particularly during the holiday season and other busy periods.

Countywide Fitness Challenge: Mr. Rembold recognized Fire Chief Mathes for winning the Countywide Fitness Challenge for the second consecutive year. He explained that the challenge is structured as a fitness bingo program and congratulated Chief Mathes on his accomplishment and the positive publicity it brings to the Airport.

- **POCKETS FULL OF SUNSHINE PRESENTATION:** Karns Hazlett, Program Director for Pockets Full of Sunshine, provided an overview of the local nonprofit and its social, vocational, and community-based programs serving more than 130 adults with special needs and their families. She highlighted the organization's Rainmaker program, which provides opportunities for participants to create custom apparel, including designs featuring their artwork. She also discussed the organization's community activities, including its annual Fun in the Sun beach day and participation in the RBC Heritage. She noted that, through a partnership with the Airport, approximately 20 Pockets Full of Sunshine participants would visit the Airport's ARFF facility the following week. A video showing Chase working on custom apparel production, including the heat-pressing process, was shown.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS – ACTION ITEMS

1. **STATE 2% ATAX APPLICATION - RECOMMENDATION TO APPLY FOR STATE 2% ACCOMMODATION TAX FOR BEAUFORT EXECUTIVE AIRPORT (ARW) TRANSIENT CUSTOMER RESTROOM AND SHOWER RENOVATION.**
Thomas Sheahan made a motion to approve the recommendation to apply for a State 2% Accommodation Tax for the Beaufort Executive Airport (ARW) transient customer restroom and shower renovation. Andy Meers seconded the motion. All were in favor, and the motion passed.
2. **CONSIDER APPROVAL TO PROCEED WITH THE DEVELOPMENT OF AN AIRLINE INCENTIVE PROGRAM TO SUPPORT AND ENCOURAGE EXPANDED AIR SERVICE AT THE COUNTY'S AIRPORTS. STAFF WILL DEVELOP THE PROPOSED PROGRAM AND RETURN IT TO THE BOARD FOR REVIEW AND APPROVAL PRIOR TO PRESENTING IT TO COUNTY COUNCIL FOR CONSIDERATION.**

Leslie Adlam Flory made a motion to approve a recommendation to consider approval to proceed with the development of an airline incentive program to support and encourage expanded air service at the county's airports. Thomas Sheahan seconded the motion. All were in favor, and the motion passed.

CHAIRMAN UPDATE

1. Finance Committee

Members: *Vacant* (Chair), Chris Butler, and Tom Sheahan.

The Committee had nothing new to report this month.

2. Passenger Service Committee

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

Leslie provided an update on the Airport Ambassador Program and its activities during the summer.

She reported that the program operated with one ambassador during periods of lower passenger volume and noted that one of the primary issues addressed during the summer was assisting passengers with liquids that could not pass through security. She also highlighted the important role of the Airport Safety Team in assisting ambassadors with matters requiring access to the gate area. Leslie stated that the Airport has a strong group of ambassadors who are advocates for the Airport and are willing to expand their role as needed.

3. ARW Facilities Use and Improvement Committee

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

The Committee had nothing new to report this month.

4. HXD Airport Improvement Committee

Members: *Vacant* (Chair), Rich Sells, and Chris Butler

The Committee had nothing new to report this month.

5. Government Affairs Committee

Members: Rich Sells (Chair)

The Committee had nothing new to report this month.

PUBLIC COMMENTS

Melinda Tunner: Ms. Tunner, Town Council member, thanked the Airport for organizing the TSA PreCheck event. She stated that she had heard from several residents in her community who appreciated the event and found the process to be excellent. She also noted that she had voted for the Airport in the USA TODAY 10Best contest and stated that the category is Best Resort Airport.

DIRECTOR'S REPORT – Part 2

- **VOLAIRE AVIATION, INC. – AIR SERVICE DEVELOPMENT CONSULTANTS (BRIEFING):** Tim Seber of Volaire presented an overview of the current airline industry and Hilton Head Island Airport's air service. He discussed current and potential future service, airline industry trends, opportunities to extend seasonal service, and strategies for attracting additional air service. He also discussed potential airline incentives and the Airport's ongoing efforts to work with existing and prospective airline partners. Mr. Seber responded to questions from the Board regarding potential service to additional markets, aircraft capabilities, and the Airport's runway and taxiway constraints.

- **Hilton Head Symphony Orchestra:** Mario Incorvaia, Executive Vice President and COO of the Hilton Head Symphony Orchestra, introduced himself and discussed a potential collaboration with the Airport to provide live music in the terminal at select times. He noted that the Symphony has musicians from throughout the region and that performance opportunities could be explored, particularly in December and at other times when musicians are in the area. He stated that the musicians are freelancers and would need to be compensated, with details to be worked out.

ADJOURNMENT

The motion to adjourn was made at 11:44 a.m. It passed unanimously.

NEXT MEETING

October 08, 2026 | 10:00 a.m.

Beaufort County Council Chambers, 100 Ribaut Road, Beaufort, SC.



BEAUFORT COUNTY PUBLIC FACILITIES COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

APPROVAL OF A CONTRACT AWARD TO NIX CONSTRUCTION INC. FOR THE DESIGN AND BUILD OF A PEDESTRIAN WALKWAY AND BRIDGE PROJECT AT THE HILTON HEAD ISLAND AIRPORT.

MEETING NAME AND DATE:

Public Facilities Committee October 19, 2026

STAFF RECOMMENDATION / COUNCIL OPTIONS:

Staff recommends a contract award to Nix Construction Inc. for the design and build of a Pedestrian Walkway and Bridge Project at the Hilton Head Island Airport.

PRESENTER INFORMATION:

Jon Rembold, Airports Director, 3 minutes

ITEM BACKGROUND:

Hilton Head Island Airport seeks to connect an additional parking area to the new terminal area. A small stormwater swale is located between the parking area and the terminal. Therefore, the Airport issued a design-build RFP to provide design and construction of a pedestrian walkway and "bridge" over the swale to connect the two facilities.

FISCAL IMPACT:

The South Carolina Aeronautics Commission (SCAC) will fund 100% of the total cost (\$243,000.00) of the Pedestrian Walkway and Bridge Project through an Entitlement Grant.
Funding Source: GL 5402-90-0000-57130
Balance: \$10,325,948.44
CONTINGENT UPON FINAL SCAC GRANT APPROVAL (anticipated 11/2026)

APPROVAL HISTORY:

The Airports Board reviewed and recommended approval of the contract award to Nix Construction, Inc. at the monthly meeting held on October 8.



BEAUFORT COUNTY PUBLIC FACILITIES COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

RECOMMENDATION TO APPROVE CHANGE ORDERS 1 AND 2 FOR BEAUFORT EXECUTIVE AIRPORT HANGAR CONSTRUCTION PROJECT (SITE DEVELOPMENT)

MEETING NAME AND DATE:

Public Facilities Committee October 19, 2026

STAFF RECOMMENDATION / COUNCIL OPTIONS:

Staff recommends approval of Change Orders 1 and 2 for Beaufort Executive Airport Hangar Construction Project (Site Development).

PRESENTER INFORMATION:

Jon Rembold, Airports Director, 3 minutes

ITEM BACKGROUND:

The Beaufort Executive Airport Hangar Civil Construction project was awarded to Gulf Stream Construction Co., Inc. for \$1,982,494.99. During construction, two additional needs were identified. Change Order No. 1, in the amount of \$153,664.84, addresses design revisions and associated construction impacts identified through Revision 6. Change Order No. 2, in the amount of \$134,728.77, addresses unforeseen roadway subgrade conditions requiring excavation, undercutting, stabilization, aggregate placement, and related roadway improvements. Both change orders are necessary to complete the project and remain within the overall project scope.

FISCAL IMPACT:

The total value of Change Orders No. 1 and No. 2 is \$288,393.61, increasing the contract amount from \$1,982,494.99 to \$2,270,888.60.

The change orders will be charged to airport funds under the following account:

GL Code: 5102-90-0000-57130 | SCAC Grant - Current Balance: \$1,157,357.73

GL Code: 5100-90-0000-54100 | ARPA Grant - Current Balance: \$1,019,233.48

APPROVAL HISTORY:

The Airports Board reviewed and recommended approval of Change Orders 1 and 2 at its monthly meeting held on October 8, 2026.