

County Council of Beaufort County
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AVIATION ADVISORY BOARD MEETING MINUTES
OF JUNE 26, 2008

The print media was notified in accordance with the State Freedom of Information Act.

The regularly scheduled meeting of the Beaufort County Aviation Advisory Board was held at 1:30 PM on Thursday, June 26, 2008 in County Council Chambers of the Beaufort County Government Center. Chairman David Ames opened the meeting and noted that there was a quorum present and introduced Mr. Gary Kubic, County Administrator.

Mr. Kubic welcomed everyone to County Council Chambers and explained this session was being broadcast live on television and throughout the world via the internet. He also stated that the broadcast would be available to any citizens on DVD through the Beaufort County Library system. He stated this is an aggressive attempt by County Council to be transparent in terms of public participation in the meetings. He continued by stating they will eventually be able to broadcast live both North and South of the Broad River.

The agenda for the June 26, 2008 was approved as submitted.

A motion was made and seconded to accept the May 15, 2008 meeting minutes. The motion passed unanimously.

MEMBERS

David Ames-Chairman
Pete Buchanan – Vice Chairman
Anne Esposito
Leonard Law
Councilman Ken Heitzke – Town of Hilton
Head Liaison
Dick Warden
Ross Sanders
Dan Lynch
Jared Newman
Harvey Ewing
John Curry

MEMBERS ABSENT

Councilman Rick Caporale – Beaufort County
Liaison

STAFF

Paul Andres – Airport Director
Larry Yeager – Operations Chief
Joel Phillips – Beaufort Co. Airport Supv.
Linda Wright – Administrative Assistant

GUESTS

Gary Kubic – County Administrator
Eddie Bellamy, Public Works Director
Paul Sommerville – County Councilman
Steve Baer – County Councilman
Stewart Rodman – County Councilman
Charlie Reed – Resident
Joe Zimmerman – Resident
Bill Coleman – HHI/CRC
Joe Foster – Wilbur Smith Associates
Chris Eversman – Wilbur Smith Associates
Nick Esposito – Resident
Mark Kuttrus – Wilbur Smith Associates
John Morrisette – Resident
Jack Shuler – Resident
Dick Lieberman – Resident
Joe Croley – Hilton Head Area Assoc. of Realtors

GUESTS (Continued)

Rick Marshner – Resident
Tom Miller – Miller Mason
Patrick Mason – Miller Mason
Tom Thornberry – Resident

GUEST INTRODUCTIONS – Guests attending the meeting introduced themselves.

HILTON HEAD ISLAND AIRPORT REPORT

1. Tower Report: Paul Andres
 - For the month of May 2008 there were 4,617 total flight operations of which 2,405 were conducted under IFR procedures.
2. Operations Report: Chief Yeager
 - There were ten medivacs for the month of May.
3. Noise Complaints & Traffic Counters: Chief Yeager
 - There were a total of five confirmed noise complaints from the Port Royal Plantation area. One was due to commercial traffic flying the VOR approach from Savannah, one was related to the Coast Guard and the remaining three were due to corporate or general aviation over flights.
 - There were eleven logged after hours traffic counts.
4. Projects: Paul Andres
 - Plant back mitigation is still required by the Town of Hilton Head where trees were removed on the South end of the runway. The plans have been approved by the Town's Design Review Board with the stipulation that the plant back occurs after October 1st. The bid packages will be put together shortly in order to start the plant back as soon as possible after October 1st.
 - The consultant is receiving responses from the regulatory agencies concerning the environmental assessment of the tree obstructions on the North end of the Airport. They will incorporate the regulatory agencies' comments. They hope to finish their work on the environmental assessment in July and then schedule a public hearing in August. Once the public hearing is conducted, the environmental assessment study will be forwarded to the FAA for their review.
 - In regards to the tree problem on the North end of the Airport, the consultant has put together a preliminary cost model for the trimming, removal and mitigation associated with the obstacles. The model indicates it could cost several million dollars to address the issue on the North end of the Airport.
 - The contractor has placed the order for the emergency generator materials and hopes to have the generator and enclosure installed between August and September.
 - The project kickoff meeting for the new Airport Rescue and Fire Fighting Station is scheduled for tomorrow morning and will be moving forward into the design phase. The design phase will probably take 6 months.
 - Proposals for the Hilton Head Airport Master Plan have been received from the consultants. A selection committee will make recommendations to Council for the consultant to do the study. Initially money available

from the Airport Layout Plan in the pre-existing grant will be used and then additional money will be determined later for the added cost. Only 5 proposals were received.

- The County Council recently accepted FAA grants for Fiscal Year '08. For the Hilton Head Airport this amounted to a grant of \$879,562. The projects included in that grant offer are an update to the DBE plan which is required by the FAA, design of improvements to the air carrier terminal at Hilton Head, design work for air carrier apron joint material replacement, design of drainage improvements in the runway safety area on the North end of the Airport, design and construction of enhanced taxiway centerline marking which is required by FAA and reimbursement for tree obstruction removal and mitigation on the South end of the Airport.

BEAUFORT COUNTY AIRPORT REPORT

1. Fuel Sales: Joel Phillips

- For the month of May a total of 12,270 gallons were sold (5,363 gallons of AVGAS and 6,907 gallons of jet fuel). Sale of AVGAS was down approximately 1,500 gallons for the month, however jet fuel was up 423 gallons. There was a total of 1,680 operations which was up considerably from the previous month. The total number of gallons is down approximately 15% compared to the same time period last year.

2. Projects: Paul Andres

- The bids were received and analyzed for the tree obstruction removal project. The lowest bidder did not provide adequate documentation of meeting the FAA required DBE goal for the project. They were determined to be non-responsive, but then they filed a protest. The Purchasing Director stated the attorney for the protesting bidder has decided to withdraw his protest. Mr. Andres stated he will move forward with a recommendation for contract award to the Public Services Committee and County Council for their July meetings to get the project underway.
- The final plan review for the aircraft hangar project for Mosquito Control was conducted this morning. The contractor is obtaining required building permits and hopes to start construction on the building itself sometime in August.
- The Master Plan report was deferred to Mr. Buchanan.
- In regards to the FY-08 FAA grants for Lady's Island Airport, the County Council just recently accepted a grant offer in the amount of \$502,189. Included is design work for overlay of the runway at the airport, design and construction of a runway end identifier lighting system for the South end of the Airport, refurbishment of the rotating beacon and wind cone, and also reimbursement for tree obstruction removal and mitigation.

COMMITTEE REPORTS

1. Finance and Facilities: Pete Buchanan

- There has not been a reconciliation of the books kept at the Airport and the

County's books. Mr. Buchanan stated he did not want to display any sets of numbers since there is a discrepancy in the way the books are kept. He gave an example of legal fees now being charged to the facility rather than the Legal Department. Because of this, maintenance that had been budgeted at both airports has been delayed.

- Meetings have been held for the Master Plan for Lady's Island to discuss the requirements established by the FAA and what is required to justify expanding the runway.
- Mr. Buchanan discussed the need for charging cleaning fees at the Lady's Island Airport for use of the Conference Room.

A motion was made that the Aviation Advisory Board make a recommendation to charge cleaning fees at the Beaufort County Airport and pass this request to the Public Services Committee and for the Public Services Committee to propose this to the County Council. The motion passed unanimously.

A motion was made and seconded that the Aviation Advisory Board propose to the Public Services Committee and forward on to Beaufort County Council granting the authority to the Director of Airports with the agreement of the Aviation Advisory Board to allow him to set fees. The motion passed unanimously.

2. Hilton Head Island Airport Facilities: Anne Esposito and Leonard Law
 - Mrs. Esposito stated there is an outstanding proposal for the furniture for the TSA security area, but they cannot not move forward until the budget issues are resolved.
 - Mr. Law gave a progress report on the Ad Hoc General Aviation Parking Committee. An organizational meeting to define the scope of the project and to explore alternatives was held on May 15th. At that meeting, opinions were expressed concerning parking fees. No conclusion was reached and therefore no recommendations are being made at this time. Another meeting will be held in the near future.
3. External Affairs: John Curry
 - There was a nice article in the State Aeronautics magazine concerning the Airport Appreciation Day. The article mentioned that 400 visitors attended and that this would be an annual event.

COMMUNITY RELATIONS COMMITTEE (CRC) REPORTS

1. Hilton Head CRC: No Report
2. Lady's Island CRC: No Report.

HILTON HEAD ISLAND CRC ISSUE UPDATE

- Paul Andres stated he did not have any new information concerning the visual approach for the Hilton Head Island Airport.

UNFINISHED BUSINESS:

1. Noise Abatement Signs: Paul Andres
 - The noise abatement signs have been installed.

2. 6 Month Action Item Update: Paul Andres
 - From the November 2007 meeting the following motions have been addressed:
 - a. Wi-Fi is now complete at the Hilton Head Airport.
 - b. The museum displays have been removed.
 - c. Rocking chairs and tables have been added.
 - d. The video game machine has not been removed.
 - e. Improvements to the vending area and providing beverages in the security area is partially complete.
 - f. Quarterly Community Relations Committee meetings are being held.
 - g. Pursuit of the Builder's First Source property on the South end of the airport is in progress.
 - From the December 2007 meeting the following motions have been addressed:
 - a. Action items minutes rather than lengthy narratives are being prepared.
 - b. Financial consultant's recommendations have been forwarded to Finance for action.
 - c. Negotiations for the Carmody hangar proposal are on hold.
 - d. Expansion of Hilton Head Airport Layout Plan into a Master Plan is in progress.
 - e. Aviation Advisory Board to publicly support pro-airport groups is open.
 - There were no motions in the January 2008 meeting.
 - The February 2008 meeting motions that have been addressed are:
 - a. Moving the Carmody hangar closer to the road is on hold.
 - b. Using Wilbur Smith for the design of the new fire fighting station is in progress.
 - c. Adding of agenda items only with majority approval of the Board members is being done.
 - The March 2008 meeting motions that have been addressed are:
 - a. The Hilton Head Airport parking rate increase is complete.
 - b. The Aviation Advisory Board was to schedule a strategy meeting to recommend improvement of airport operations. An Ad Hoc Committee of the Aviation Board has met and the priorities were presented at the May 2008 Aviation Advisory Board meeting.
 - The April 2008 meeting motion that has been addressed are:
 - a. The forwarding of the Aviation Advisory Board position on runway weight limits to the County Council has been completed.
 - There were no motions in the May 2008 meeting.

3. Property Acquisition: Paul Andres
 - This is an active project that is being pursued by the County.

NEW BUSINESS

1. Aviation Advisory Board Charter: Jared Newman
 - Mr. Newman stated the Aviation Advisory Board has determined it is

necessary to amend its current charter. He stated the amendments are needed to clarify the mission of the Aviation Advisory Board, promote fiscal accountability and be able to communicate more effectively with County Council. Mr. Newman then read the proposed amendments. A discussion was held regarding the proposed changes to the charter. They agreed that the reduction in membership should be through natural attrition.

A motion was made and seconded to submit the resolution and proposed charter with revisions discussed to County Council and to the County Administrator for their consideration. The proposed reduction in Board membership should be accomplished through natural attrition. The motion passed 9 – 1.

2. Nominating Committee for the Election of Chairman: David Ames
 - Mr. Ames stated he was elected as Chairman out of cycle and his two year term is up. He stated he has asked Mr. Sanders to chair a committee to recommend a new Chairman by the next meeting. Mr. Curry stated he felt a change at this time would be inappropriate since the current Chairman is involved in so many items. He (Mr. Curry) therefore recommended that the elections be held in February. However, Mr. Ames stated this decision needed to be left up to the committee and they could make their recommendation at the next meeting.
3. Commercial Airline Industry Update: Nick Esposito
 - Mr. Esposito stated that the commercial airlines are facing the worse crisis in aviation history due to high fuel prices, economy and lack of capital. He stated that if US Airways is not invited join in the Star Alliance this could affect the Hilton Head Island Airport. He continued by stating that Delta and US Airways will be cutting services in August which will impact the Hilton Head Airport in regards to air traffic as well as bring up a question as to whether the FAA will continue to pay for the tower.

Mr. Dick Warden concluded the New Business portion by announcing his resignation from the Aviation Advisory Board. Mr. Ames thanked Mr. Warden for his contributions to the Aviation Advisory Board.

PUBLIC COMMENTS

1. Dick Lieberman – Mr. Lieberman stated because of the money needed to run the Airport he felt the easy way out would be to get rid of the Airport.
2. Nick Esposito – Mr. Esposito thanked Dick Warden for his service to the Board.
3. Jack Schuler – Mr. Schuler stated the Citizens to Protect the Hilton Head Airport will miss Mr. Warden's efforts. Mr. Schuler also stated that the Aviation Advisory Board and the County needs to act now in reversing the LMO and expediting the update of the Master Plan of 2001 in order to save the Airport. Mr. Schuler also stated that in the April meeting there was a discussion about an emergency clearance from the FAA to cut down the trees. He concluded that he was told by ASA that they will retire ATR-72's by the end of this year.
4. Charlie Reed – Mr. Reed stated the most important thing that can be done for the

Airport is to buy the property on the South end of the Airport. He stated someone on the Board needs to take responsibility to take this directly to the County Council.

5. John Morrissette – Mr. Morrissette stated he had declined an offer from Mr. Curry to offer his insights and ideas to the Board because he felt this was the Board members' responsibility to come up with ideas and insights. He stated they need to do a better job of promoting the Airport. He suggested a promotion committee be formed and he would be happy to meet with them. He suggested refreshments be served for incoming passengers, a welcome sign, a mascot contest, free coffee for early morning flights, etc.
6. Tom Thornberry – Mr. Thornberry stated Hilton Head Island and Beaufort County will die without the Airport. He stated the Aviation Advisory Board needs to advise the County on how to keep the Airport.
7. Jim Fisher – Mr. Fisher stated the system is broken. He stated the Aviation Advisory Board needs to survey the airlines to see how they can get more seats filled. He stated another problem was that comments received from the residents at the CRC were not passed on to the Board. He also wanted to know who authorized the weight limit change. He concluded by stating we need to immediately show the airlines we are here for them.

ADJOURNMENT

With no further business to discuss, the meeting was adjourned at approximately 3:00 PM.

FUTURE MEETINGS

Aviation Advisory Board: The next meeting will be held on Thursday, July 17, 2008 at 1:30 PM in the Executive Conference Room of the Beaufort County Government Center.

Hilton Head Island Airport Community Relations Committee: The next meeting will be held on Thursday, August 7, 2008 at 4:30 PM at the Hilton Head Air Services Building.

Beaufort County Airport Community Relations Committee: The next meeting will be announced at a later date.