

**County Council of Beaufort County**  
**Hilton Head Island Airport – [www.hiltonheadairport.com](http://www.hiltonheadairport.com)**  
**Beaufort County Airport – [www.beaufortcoairport.com](http://www.beaufortcoairport.com)**  
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**AVIATION ADVISORY BOARD MEETING MINUTES**  
**OF SEPTEMBER 18, 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, September 18, 2008 in the Council Chambers of the Beaufort County Government Center. Chairman David Ames opened the meeting and noted that there was a quorum.

**A motion was made and seconded to approve the September 18, 2008 agenda. The motion passed unanimously.**

**A motion was made and seconded to accept the August 21, 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  
Councilman Rick Caporale – Beaufort  
County Liaison  
Dan Lynch  
Ross Sanders  
John Curry  
Jared Newman

**GUESTS**

Councilman Paul Sommerville  
Chris Eversmann – Wilbur Smith Associates  
Joe Croley – Hilton Head Area Assoc. of Realtors  
Tim Donnelly – Island Packet  
John Morrissette – Resident  
Jack Schuler – Resident  
Dick Lieberman – Resident  
Charlie Reid – Resident  
Joe Zimmerman – Resident  
Tom Miller – Miller Mason  
Patrick Mason – Miller Mason  
Tom Thornberry – Resident  
Fran White – Resident  
Jay Russo – Resident

**MEMBERS ABSENT**

Harvey Ewing

**STAFF**

Rob McFee – Deputy Administrator of  
Development and Public Services  
Paul Andres – Airport Director  
Joel Phillips – Beaufort Co. Airport Supv.  
Linda Wright – Administrative Assistant

Mr. Ames introduced Mr. Rob McFee the new Deputy Administrator of Development and Public Services.

**GUEST INTRODUCTIONS** – Guests attending the meeting introduced themselves.

**PUBLIC COMMENTS** – There were no public comments at this time.

### **HILTON HEAD ISLAND AIRPORT REPORT**

1. Tower Report: Paul Andres
  - For the month of August 2008 there were 3,284 total flight operations of which 1,957 were conducted under IFR procedures. There were 99 after hours flights.
2. Operations Report: Paul Andres for Chief Yeager
  - There were six medivacs for the month of August. One incident occurred when a student pilot went off the side of the runway on landing. There was no damage or injury sustained.
3. Noise Complaints & Traffic Counters: Paul Andres for Chief Yeager
  - There were no noise complaints for the month of August.
4. Projects: Paul Andres
  - Mr. Andres stated the preliminary draft of the Environmental Assessment for the removal of the tree obstructions on the North End of the Airport has been forwarded to the FAA Environmental Section for review. A stakeholders' meeting between the Airport, County and the Town staff has been scheduled for September 24, 2008 to discuss the Environmental Assessment and the tree removal procedures and processes.
  - The mitigation plant back for the South End tree removal is going out for bid. The bids will be due in mid-October.
  - The emergency generator project is underway. The landscaping plan that the Design Review Board had requested has been submitted for their consideration. The initial site work is currently underway for this project.
  - The geotechnical site borings were recently completed for the fire station design.
  - All of the other design projects funded with this year's FAA grant money are currently underway.
  - Mr. Ames asked where the emergency generator would be located. Mr. Andres stated it would be located adjacent to the existing ARFF facility. Mr. Ames also wanted to know what type of landscaping would be necessary. Mr. Andres stated he was not exactly sure, but it would probably be shrubbery around the exterior of the elevated building. The generator's elevated and reinforced enclosure is designed to withstand a Category 3 storm event on the island.

### **BEAUFORT COUNTY AIRPORT REPORT**

1. Fuel Sales: Joel Phillips
  - For the month of August total operations were down approximately 940 for the month. Total fuel sales were 6,522 gallons (4,402 gallons of AvGas and 2,120 gallons of jet fuel). The AvGas sales are down approximately 2,200 gallons and jet fuel sales are down 750 gallons compared to the same time period last year. There were a total of 940 operations per the counters, but this does not include the "touch and go" traffic.
2. Projects: Paul Andres

- Mr. Andres stated the tree obstruction removal work has started. He stated he met with the consultant and the contractors this morning and he had temporarily suspended the work until the contractor can come back with some revised procedures and processes to apply to this project. He further stated the plant back mitigation for this project is going out for bid simultaneously with the plant back for the South End of the Hilton Head Airport. These bids are expected back in mid-October.
- The Mosquito Control hangar is under construction. Most of the structural steel is up and they are building the office facility and chemical storage portion of the project.
- The Technical Advisory Committee for the Master Plan Study Update for the Lady's Island Airport met yesterday to review a draft of the initial inventory chapter and the forecast chapter. He stated the consultants made their presentation and the members reviewed the contents. He further stated they are in the process of determining the critical design aircraft to be used for this study. Once this has been determined then these chapters will be forwarded to the FAA for their required initial review and approval before proceeding further with the Master Plan Study.
- Mr. Andres stated the designs for the runway overlay and the runway end identifier lighting system on the South End of the Airport are underway.
- Councilman Caporale asked what the problems were concerning the tree removal project. Mr. Andres stated he believed the smaller vegetation and trees are being impacted more than they should be.

## **COMMITTEE REPORTS**

### 1. Finance and Lady's Island Facilities: Pete Buchanan

- Mr. Buchanan explained the report that had been given to the members concerning the cash flow for both Lady's Island Airport and Hilton Head Airport. He stated there is a positive cash flow for five years. Mr. Buchanan stated these figures are the courtesy of Councilman Rodman. Councilman Caporale stated he wanted to make a comment in regards to Mr. Buchanan's statement that the figures were furnished by Councilman Rodman. Councilman Caporale stated that these numbers need to be presented and confirmed by County staff and vetted by County Council. Mr. Ames stated there is a meeting scheduled for tomorrow with Mr. Andres, Mr. Kubic and Mr. Henrikson to go over these things.
- Mr. Buchanan explained the Airport Capital Improvement Plan FY-09 Update and the Five-Year Airport Capital Improvement Plan 2010 – 2014 for the Lady's Island Airport. He stated this may change slightly depending on what happens with the first couple of chapters of the Master Plan.

### 2. Hilton Head Island Airport Facilities: Anne Esposito

- Ms. Esposito explained the Airport Capital Improvement Plan FY-09 Update and the Five-Year Airport Capital Improvement Plan 2010 – 2014 for the Hilton Head Island Airport. Ms. Esposito stated that once the Hilton Head Airport gets into a Master Plan this could all change.
- Mr. Andres requested the Board discuss and recommend to County Council approval of the FY-09 Updates as well as the 5-Year Plan for both airports. He stated this information will be submitted to the FAA at the end of December as required. Therefore, this needs to move forward to County Council for their consideration and approval.

- Councilman Caporale stated that in regards to the report for 2010 concerning the price for the Builders First Source, he (Caporale) had been told that it is being advertised for \$2.1 million which would be a \$900,000 difference. Mr. Ames stated this would be noted.

After questions and discussions of the CIP for both airports the following motions were made:

**A motion was made and seconded to approve the concept and the proposed amounts of the Capital Improvement Plan for the Hilton Head Airport. The motion passed unanimously.**

**A motion was made and seconded to approve the concept and the proposed amounts of the Capital Improvement Plan for the Lady's Island Airport. The motion passed unanimously.**

3. External Affairs: John Curry
  - No Report
4. Community Relations Committee (CRC) Reports:
  - Hilton Head Island – No report
  - Lady's Island – No report
5. Ad Hoc Committee on Property Taxes: Dan Lynch
  - Mr. Lynch stated the committee's recommendation is to reduce the property tax rate to 4% on aircraft. He stated there are two basic reasons for this. One reason is because of competition and the other is they anticipate at least a 40% increase in valuation because it would be more advantageous for the larger airplanes to base here rather than commute from other airports. He stated this would also increase fuel sales and additional hangar rentals.

**A motion was made and seconded to approve the recommendation by the Ad Hoc Committee to reduce the aircraft property tax to four percent (4%). The motion passed unanimously.**

## UNFINISHED BUSINESS

1. Hilton Head Island Airport Master Plan Study: Paul Andres
  - Mr. Andres stated he met with the consultants yesterday to refine the preliminary scope of work. He stated he hopes to have this back in approximately one week with costing data which he will then distribute to the members of the selection committee for their consideration.
2. Signature Hangar Proposal: Paul Andres
  - Mr. Andres stated that Mr. Mike Bennett of Signature Flight Support is in the process of gathering the remaining due diligence information needed to provide to County Council for consideration for the hangar proposal.
3. AAB Charter Revisions: David Ames
  - Mr. Ames thanked the members for their patience and understanding in his last minute attempts to strengthen the purpose statement of the charter and to try to incorporate some additional language recognizing community input. He stated he presented this information to the Public Services Committee last Monday. He continued by stating that because there were several revisions in front of the

Committee they did not have time to review the revisions. The Public Services Committee Chairman asked Councilman Caporale to bring the charter that he (Caporale) feels is best for the Aviation Advisory Board to the next Public Services Committee meeting in October. Councilman Caporale stated the Aviation Advisory Board members would have an opportunity to review the charter once it is complete.

## **NEW BUSINESS**

1. Proclamation Regarding Aviation Week: Mr. John Curry.
  - Mr. Curry stated Aviation Week in South Carolina is October 5<sup>th</sup> through October 10<sup>th</sup>. Mr. Curry then read a proposed Proclamation declaring October 5<sup>th</sup> through October 10<sup>th</sup> as Aviation Week in Beaufort County in recognition of aviation contributions to the economic stability of Beaufort County and the quality of life of its residents.

**A motion was made and seconded to approve the Proclamation declaring October 5 through October 10, 2008 as Aviation Week in Beaufort County and to recommend the proposed Proclamation to County Council. The motion passed unanimously.**

## **PUBLIC COMMENTS**

1. John Morrissette – Mr. Morrissette stated it was his understanding that one of the problems with the make up of the new Aviation Board was that the constituents are not represented. He stated the constituents have unhindered access to the Board by attending the board meetings, by expressing their opinions at the board meetings and/or by expressing their concerns to their County Councilman.
2. Tom Miller – Mr. Miller stated the Builder's First Source property appraised for \$2,450,000.00, but could be purchased for \$1,700,000.00. Mr. Ames stated that several months ago the Board passed a recommendation that stated it would be beneficial for the Airport to own this property and that is currently in the hands of the County Administrator.

## **ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at approximately 2:30 PM.

## **FUTURE MEETINGS**

Aviation Advisory Board: The next meeting will be held on Thursday, October 16, 2008 at 1:30 PM in the County Council Chambers of the Beaufort County Government Center.

Hilton Head Island Airport Community Relations Committee: The next meeting will be held on Thursday, November 6, 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.