

# AIRPORTS BOARD

September 17, 2015

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The Airports Board met on Thursday, September 17, 2015 at 1:30 p.m. in the Council Chambers at Beaufort County Government Center. Chairman Rich Sells called the meeting to order and led the attendees in the Pledge of Allegiance.

## **ATTENDANCE**

Airports Board Members: Jim Buckley, Dan Ahern, Allan Rae, Rich Sells, Leslie Adlam, Will Dopp, and Anne Esposito (Absent: Gregory Viventi, Wally Wallace, new board members: Gerry Costa and Blakely Williams).

County Staff: Gary Kubic, County Administrator, Jon Rembold, Airports Director, Renee' Ford, Administrative Assistant, Josh Riley, IT and Beaufort County Liaison Councilman Stu Rodman (via speaker phone).

Public: Judy Elder - Talbert & Bright; Preston Henne – Motoring Festival & Concours d'Elegance; Residents –Joe Croley.

## **MOTION TO ACCEPT AGENDA**

**Motion:** It was moved by Mr. Dopp, seconded by Mr. Rae that the September 17, 2015 agenda be approved. The vote was: FOR – Rich Sells, James Buckley, Dan Ahern. Allan Rae, Will Dopp, Anne Esposito and Leslie Adlam. AGAINST – None. ABSENT: Greg Viventi, Wally Wallace, Gerry Costa and Blakely Williams. MOTION PASSED.

## **MOTION TO ACCEPT MINUTES**

**Motion:** It was moved by Ms. Adlam, seconded by Ms. Esposito that the August 24, 2015 minutes be approved. The vote was: FOR – Rich Sells, James Buckley, Dan Ahern. Allan Rae, Will Dopp, Anne Esposito and Leslie Adlam. AGAINST – None. ABSENT: Greg Viventi, Wally Wallace, Gerry Costa and Blakely Williams. MOTION PASSED.

**PUBLIC COMMENTS** – None.

## MOTORING FESTIVAL & CONCOURS d'ELEGANCE

Mr. Preston Henne presented to the board the 2015 Hilton Head Island Motoring Festival & Concours d'Elegance. This year they are expanding the event to include the airport. This is a two day event, October 30<sup>th</sup>, Flights & Fancy Aeroport Gala and Saturday, October 31<sup>st</sup>, Aero Expo; this runs the same time as the expo in Port Royal. Friday night event is a "high price" ticket event to support their charity. Mr. Henne gave a detailed presentation on the venues, draft land plan, the types of exhibits and ticket cost. The expo will have a Vintage theme, Modern theme and New theme. Currently the exhibit will consist of 16 vintage aircraft; 3 new aircraft manufacturers committed; 17 Concours cars - BMW 20<sup>th</sup>, 40<sup>th</sup> & 100<sup>th</sup> anniversary display with 10 vintage cars; one MC & an original aero engine circa 1915; BMW will display two 2016 model vehicles – an i8 & new 7 series; Volvo will display two cars, and Porsche & Lexus will display one car.

Will Dopp commented on the airport will not be closed during this event. Mr. Rembold and Mr. Henne stated no, the airport will not be closed. Mr. Dopp also inquired about parking. Will general parking be at Honey Horn? Mr. Henne stated on Friday night there is priority parking next to the hangars as well as there will be a shuttle from Port Royal to airport hangars. There will also be a shuttle from Port Royal and Honey Horn on Saturday to bring ticket holders to the hangars.

Chairman, Rich Sells, thanked Mr. Henne and hope this will turn into a long term relationship.

Jim Buckley asked Mr. Henne, "what is your thinking on having the airport participating in the event"? Mr. Henne believes every year; however it depends on the sponsors.

Mr. Buckley asked if the helicopter service will continue during the event? Mr. Rembold responded with a yes.

Jim Buckley asked about bring vintage boating back. Mr. Henne stated vintage boats are still part of the festival.

## LADY'S ISLAND AIRPORT REPORT

Mr. Rembold reported on the fuel sales and operations for the Lady's Island Airport for August 2015; slightly below previous year.

## HILTON HEAD ISLAND AIRPORT REPORT

Mr. Rembold gave the fuel, tower and operations reports for August 2015. We are in line with last year's numbers.

## PROJECT SCHEDULE UPDATE

Mr. Rembold along with Ms. Elder reviewed the project schedule updates.

- **Lady's Island RWY 07 Obstruction Removal** - opening bids is scheduled for December 15<sup>th</sup>; approximately 3 month construction.
- **RWY 07 Aviation Easement Trial** – will start September 28<sup>th</sup>. This is the second attempt at trial to establish value. The initial trial was a mistrial. All the surveys had to be re-done and reapply for the grants. Chairman, Rich Sells, asked if there's another mistrial or the verdict goes against us. Mr. Rembold responded by saying it only goes against us if the jury awards a higher compensation number than our team put together. If it's another mistrial, we would have to consult with Josh Gruber. Mr. Dan Ahern

asked if there is still an issue with the power company. Mr. Rembold stated it's a different issue but he had a meeting with SCE&G regarding relocating the poles. The power company has a transmission and distribution issue to resolve. They will lay new asphalt to make the landing for the Sheriff helicopter smoother.

- **Hilton Head RWY 21 Off Airport Trees** – Project grant in place; bids are out; approximately 3 months construction; Memorandum of Understanding sent to Palmetto Hall – aviation easement. Mr. Kubic sent the letter and the Memorandum of Understanding agreement signed by him and mailed to Palmetto Hall Association president.
- **RWY 03 Off Airport Trees** – Awaiting grant offer; Received 7 to 8 bids; Construction expected to start October 15, 2015. Talbert & Bright is drafting contract documents for project. Mr. Dopp asked if the trees were marked. Mr. Rembold stated they were marked with a 4 digit number for either trimming or removal. Chairman, Rich Sells, asked when we're trimming trees, is it based on a 10 years growth? Mr. Rembold stated it depends on the type of tree.
- **REILS Relocation (FAA Project)** – RSA Compliance Project; RWY 03 will be out for a short period of time, RWY 03 started 9/9/15. RWY REILS 1 & 2 will be out longer.
- **TWY A/Replacement Ramp + Tree Removal and RTR Relocation** – moving forward; Talbert & Bright are drawing up contract documents; expect construction to start mid-October 2015. Estimating 12 months for construction.
- **RWY extension and TWY F** - project is on schedule. Bidding will take place circa June 8, 2016, construction to start September 1, 2016; construction approximately 12 months. Mr. Dopp asked with the night time closure, is the Tower still closing at 8 pm or 9 pm? Mr. Rembold replied the Tower shuts down at 9 pm with the caveat regarding the localizer. Currently it's staying open later. Mr. Dopp asked using certain parts of the airfield can the Tower stay open longer? Mr. Rembold stated if we close the airfield we wouldn't need the Tower to stay open. The Tower will continue to stay open under normal operating hours.

## **DIRECTOR'S REPORT**

Mr. Rembold stated the **Work Authorizations 15-02 & 15-03** had to meet the Federal FY deadline which was the reason it went to Committee & Council before the Airports Board had an opportunity to vote on it. We called a special meeting in August to get the bid results and have the board to vote and pass onto the Committee and Council. It was imperative to forward the result to FAA before the end of the Federal FY. As a result it was physically impossible to bring the Work Authorizations to the last meeting; but in the interest of time, we had to get the Work Authorizations in with a construction contracts in front of Committee and Council because Council are the ones who have the fiduciary responsibility to approve those projects. With that being said, Mr. Rembold asked if there were any questions. There were no questions from the Board. Chairman, Sells asked for a motion to approve both Work Authorizations.

**Motion:** It was moved by Mr. Buckley, seconded by Mr. Dopp to The vote was: FOR – Rich Sells, James Buckley, Dan Ahern, Allan Rae, Will Dopp, Anne Esposito and Leslie Adlam. AGAINST – None. ABSENT: Wally Wallace, Greg Viventi, Gerry Costa and Blakley Williams. MOTION PASSED.

Mr. Rembold reported on the **Airfield Signage at Hilton Head**. This project is completed and closed out per plan and specs and submitted to the FAA with the final project report. The project was finished early and under budget. We have nice new lights and markings on the airfield.

Mr. Rembold reported on the **Part 139 Inspection** results. The inspection went exceedingly well. We were fortunate to have the same inspector. We had one minor marking to correct. Signature had no finding. They have a huge responsibility because they handle the fuel. Public Works cleaned the ditches before the inspection, did a fantastic job. Mr. Rembold gave a big thanks to Chief Yeager for ensuring we are compliant and up-to-date with testing.

**HXD Stormwater Utility Fee** – We've been in contact with Ward Edwards Engineering through TBE regarding storm water utility fees at HXD. We applied for a reduction in the storm water fees because basically the physical layout of the airport - we've got a lot of grassed area called discontinuous impervious surfaces and all that means is every time you have a piece of asphalt, big piece of concrete and a nice big size piece of grass next to it there's the filtration and run off. Because of this, we were able to achieve a 45% reduction in our fee which will be a savings to us annually. That turns into approximately \$19,000 per year which will be used for airfield maintenance. The next step is to focus on Lady's Island. At Lady's Island we pay City of Beaufort the storm water utility fee. Mr. Rae questioned why we pay City of Beaufort for a county airport? The airport is in the City of Beaufort with the exception of a small piece including the terminal. Hopefully, we can achieve the same thing at Lady's Island and get a 45% reduction there; that'll be significant for our budgets.

**Speaking Engagements** – Mr. Rembold attended the Indigo Run Ladies Club Quarterly Luncheon. About 65 to 70 women in attendance all members of the Indigo Run; did the presentation and it went really well. Mr. Rembold just presented the data and didn't get into a lot of numbers but explained to them how we are funded because that's what everybody wants to know. When we can talk about our funding mechanisms all the way from the federal level down to the local level at the airport and say that it's a user based consumer choice funding mechanism, people respond positively to it. It was definitely a good speaking engagement. Ms. Adlam stated they were her neighbors and did anyone bring up low flying aircraft? Mr. Rembold received one question about it; explained basically the commercial aircraft may have to make a tight turn. He only received one question about it.

Also, spoke at the Rotary Club another good chance to let a large group of people probably 85 - 90 folks; described to them how funding works. At the end of his pitch, he asked them how many were going to be an ambassador for the airport; most raised their hands. Mr. Rembold did ask them, now that they know how things really work will they at least tell somebody about it? Because that's the only way to really make the Public aware and that will increase the level of business at the airport.

Mr. Rembold will be teaching this Fall at Osher Life Long Learning Institute (OLLI).

**VIP Tour of HXD** – Moms and Toddlers came to the airport because the children were learning the letter "A". There were approximately 15 toddlers (2 to 4 yrs old) with their moms. Mr. Gene Sullivan from Civil Air Patrol brought the plane over and let the children "tour" the cockpit. Our ARFF crew, Eddie Buhler and Earl Green brought the fire truck over. The children were very

excited when they sprayed water as they passed by. Mr. Dopp asked where CAP is holding their meetings. Mr. Rembold wasn't sure, but the previous meeting place is now being occupied by Fidelis.

**Lady's Island** – the Self Service is back up and running. Good news.

**Hangar Management in Hilton Head** - the county took over management of the hangars at the beginning of August. We have run into some areas that need a bit of customization. We are currently developing a policy on what happens when you're on the waiting list. There are a lot of folks who have been calling the last couple of weeks and say, "could have sworn I was number 2 and you're telling me I'm number 12." After reviewing records that Signature provided and substantiating where they are on the list we're going to make sure that there is a policy in place and will bring it to the board to take a look at the next meeting. At that time, we can publish it and make sure that people know what happens when their name comes up; number of times will try to notify individual; what happens if we can't reach them and that kind of thing. Mr. Ahern inquired whether Hilton Head is close to 100% occupancy. Mr. Rembold confirmed we are 100% occupied.

**Lighting at General Aviation** – New lighting will be installed shortly at the General Aviation side. Mr. Dopp asked if this will affect the Motoring event. Mr. Rembold stated that the project should be completed before the event. Mr. Dopp asked, will it require any repaving? Mr. Rembold didn't think so because they're doing underground boring for all the conduit. Also, the parking lot basically looks like an Arboretum and as we put the lights up we'll do some tree trimming to make sure that the new lights are effective and this would be a big improvement.

Mr. Buckley asked if Mr. Rembold knew if the Chamber of Commerce is receptive of the airport expansion since there is a lot who favored the Savannah airport. Mr. Rembold stated the Chamber is very receptive. One thing that was recommended was to engage with a consultant team when we're dealing with air service development. As we move forward and more people start inquiry about coming to the airport they want to know about incentives. Mr. Rembold met with the President and Vice President to discuss incentives and marketing help. The Chamber has experience with the JetBlue deal. The woman who handled the deal now works for the Chamber. At some point Mr. Rembold will come to the board asking for help in air service development.

**Memorandum of Understanding** – This agreement is between the County, Town of Hilton Head and Palmetto Hall Property Association. The Memorandum of Understanding (MOU) gives the airport aviation easement to their open space so we can fully execute the RWY 21 obstruction removal project. Mr. Kubic stated that a letter and the signed memorandum (County Administrator signed) was mailed to Palmetto Hall Association president. Mr. Kubic stated he signed it because he wanted to show Palmetto Hall the county has willingly accepted the terms in the memorandum. Chairman Sells thought it was worth discussing how the agreement came about. Mr. Rembold stated that Mr. Kubic, Mr. Gruber and members from Palmetto Hall association met back in May/June timeframe; as a result the MOU was developed. Chairman Sells asked if Palmetto Hall tries to re-negotiate, what happens? Mr. Kubic responded by saying the effort overtime brought a lot of good things. He's gotten to know the people and as a result the outcome has been very positive. The Town and County are ready to move forward; in the process we saved trees and we will replace some of the trees. Mr. Kubic doesn't believe there

will be an issue with Palmetto Hall signing the agreement. Our work is not complete - we have the church and we will work with the church as we did with Palmetto Hall. Mr. Kubic expects the agreement to be signed in a few weeks.

Mr. Rembold mentioned we have one more property closing and unfortunately will have one property condemnation.

Mr. Rembold reported on the **Localizer and DME** that was struck by lightning. We passed the ground inspection and should have a flight test on September 21<sup>st</sup>. Piedmont would like to have someone in the Tower for the last flight. FAA has paid the contractor to stay later until Friday, September 18<sup>th</sup>. Piedmont and the airport will share the overtime expense.

Ms. Adlam asked the total cost of the lightning damage. Mr. Rembold estimated to date around \$65,000.

Mr. Rembold presented the statistics of how many flights have been cancelled or delayed. He met with USAir station manager, and from the data she forwarded, from January through July, there have been 105 cancellations. 50 due to weather & 49 due to maintenance; with the runway extension and other projects, it would eliminate 99 of the 105 cancellations.

## **NEW BUSINESS**

**New Airport Website** – Mr. Rembold introduced Josh Riley from the Dept of Communication, to give the board a demonstration of the new Airports website. Mr. Riley demonstrated the new website by; explaining how the new website is to improve the communication ability for our travelers. Mr. Riley showed the board how responsive it was; on a tablet it has the “touch and slide.” Some of the new features are to advertise upcoming events such as the Motoring Festival event. Some other features are: Flight Info, Airport Project, Partnership, Job Opportunity & Bidding Opportunity. Mr. Riley showed the new flight info page; where customers can go and show the latest info for American/US Airways arrivals and departures for that day. This info is taken from Flight Stats a free internet-based service. Ms. Adlam asked how soon the passengers will know if a flight was diverted to Savannah. Mr. Rembold replied by saying it would be announced in the terminal first, but if you have the app you’ll probable hear it simultaneously. Mr. Buckley asked, when we have a cancellation, can we determine if it is on arrival or departure. Mr. Rembold didn’t believe we would be able to track it that way. Mr. Buckley asked if there were going to be videos attached. Mr. Riley response was yes. Ms. Adlam asked if there were interactive page & a FAQ page. Mr. Riley showed them the map of the airport and as you move the mouse over certain areas it displays the latest project and status, thanks to GIS. There’s also a page of FAQs. The next step is it will go to Finance and Council and then it’ll be launched.

## **UNFINISHED BUSINESS**

**Airport Rules & Regulations and Minimum Standards for Commercial Activities** – Mr. Rembold received feedback since the last meeting. Some questions should be staffed out among the board; maybe a need for subcommittees one for HXD and one for ARW. Each with their own unique area; ARW is its own FBO and HXD has commercial flights and a separate FBO. Chairman Sells nominated Dan Ahern & Wally Wallace for ARW and Will Dopp and Anne Esposito for HXD. Mr. Dopp asked have the board seen a draft with all the suggestions. Mr.

Rembold responded with a no. Chairman Sells will distribute to the two subcommittees and for them to bring their comments/suggestions for the November meeting.

Chairman Sells asked Ms. Elder to give the board a brief on **Army Corps of Engineers** permit process. Started the work process for the permit for the 5,000 feet ditch between TWY F & RWY. Met with the Corps in mid- June; worked with Ward Edwards, submitted the application, final revisions were approved, they put it out on their website at the end of August which then starts a 15-day comment period. Their deadline is closed but DHEC has a 30 day period and it'll close end of September. We do not know if there are any comments; if they have comment we have to address them and send it back. If no comments, we start the permit process. We will not know if there are any comments until circa October 1<sup>st</sup>. The first step is mitigation. We are talking to the Army Corps of Engineers to have an off-site mitigation. The FAA does not like for agencies to have on-site mitigations. Depending on staff it can take between 6 to 9 months to obtain the permit. That would put us between June and September 2016. We would like to finish TWY A before starting on the ditch. Chairman Sells asked if the ditch project is the only permits we have to worry about? Ms. Elder responded that we also have to get approval from OCRM and the Town. The longest is getting the Corps of Engineers permit.

**PUBLIC COMMENTS** – None

**FUTURE MEETINGS**

The next Airports Board meeting will be Thursday October 15, 2015 at 1:30 p.m. at Hilton Head Island Town Hall Council Chambers.

**ADJOURNMENT** – 3:15 PM