

AIRPORTS BOARD

December 17, 2015

The electronic and print media were duly notified in
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Notification: To view video of full discussion of this meeting please visit
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The Airports Board met on Thursday, December 17, 2015 at 1:30 p.m. in the Council Chambers at Hilton Head Island Town Hall. Chairman Sells called the meeting to order and led the attendees in the Pledge of Allegiance.

ATTENDANCE

Airports Board Members: Wally Wallace, Jim Buckley, Gregory Viventi, Dan Ahern, Rich Sells, Allan Rae, Leslie Adlam, Will Dopp, Anne Esposito, Blakely Williams and Gerry Costa.
(Absent: None).

County Staff: Jon Rembold, Airports Director; Renee' Ford, Administrative Assistant; Town of Hilton Head Island Councilman, John McCann; Beaufort County Councilman, Steven Fobes and Beaufort County Councilman, Rick Caporale.

Public: Pat Turney and Judy Elder, Talbert, Bright and Ellington; Mike Peery and Chip French, Signature; Residents: Joe Zimmerman and Bob Richardson.

MOTION TO ACCEPT AGENDA

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

MOTION TO ACCEPT MINUTES

Motion: It was moved by Mr. Viventi, seconded by Ms. Esposito that the November 19, 2015 minutes be approved. The vote was: FOR – Wally Wallace, James Buckley, Gregory Viventi, Dan Ahern, Rich Sells, Allan Rae, Will Dopp, Anne Esposito, Blakely Williams, Leslie Adlam and Gerry Costa. AGAINST – None. ABSENT: None. MOTION PASSED.

PUBLIC COMMENTS – None.

LADY'S ISLAND AIRPORT REPORT

Mr. Rembold reported on the fuel sales and operations for the Lady's Island Airport for November 2015; steady trending upward, continues to grow over previous years.

HILTON HEAD ISLAND AIRPORT REPORT

Mr. Rembold gave the fuel, tower and operations reports for November 2015. Jet A numbers were low due to reduction of flights.

PROJECT SCHEDULE UPDATE

Mr. Rembold started by explaining how projects work and sometimes how the dates change after we've promulgated an initial plan. Mr. Rembold introduced Mr. Pat Turney, Project Manager, from Talbert & Bright. Mr. Turney will lead us through the different projects as we get into design and permitting and construction. Mr. Turney will attend BCAB meetings as often as possible.

Mr. Rembold continued by stating we tend to use the Airport Capital Improvement Program (ACIP), to give the Board a general idea of the major projects that will be executed in the next couple of years. A number of things can happen to interfere with the schedule: politics - plays a major role in Airport priorities; permitting, funding, airport priorities, role changes - local, Federal standards, State agencies, FAA standard or TSA standard, airfield design issues.

Mr. Rembold and Talbert & Bright will continue to discuss internally on how we might refine our projects and the best way to present them to the board. We recommend, providing the board with a detailed task list but still continue to brief on all projects. From time to time, with the board's diverse background, we may need the board to advocate for us on different aspects of the project. We will continue to provide the board with the details of the upcoming project(s).

Mr. Rembold along with Mr. Turney reviewed the project schedule updates:

LADY'S ISLAND PROJECT SCHEDULE

- **Lady's Island RWY 07 Obstruction Removal** - will be notifying property owners and project. Advertise 1/16, Open Bids - 2/16, Construction Start - 5/16. Approximately 3 month construction.
- **RWY 07/25 RSA, Parallel Taxiway, Apron, Fuel Farm Relo EA** - Mr. Turney reported there are some minor items to be addressed with a non-aviation Federal agency, reassured it will be taken care of soon.

Mr. Ahern asked with discussions on Sea Level Rise issues and mitigation, has there been any consideration on the projects regarding runway safety issues (i.e. runway safety projects). Mr. Rembold stated he has not received anything from the FAA regarding design change. We will consider however, funding is the issue and FAA will not pay for it. FAA has approved & provided us funding with the current design. Mr. Turney stated Talbert & Bright will contact the airport district representative and have them contact FAA to make a decision. They will follow up with Mr. Rembold regarding the outcome.

Mr. Buckley stated on the ARW schedule there is a one month difference from last month report. Would it be beneficial to share the reason so the board can articulate better as they advocate for

the airport? Mr. Rembold clarified we did not lose a month; it moved due to obtaining avigation easements from property owners and receiving funding from FAA. We probably will not receive 2016 funding from the FAA until April timeframe, which falls in line with our dates.

HILTON HEAD PROJECT SCHEDULE

- **REILS Relocation (FAA Project)** – New REILS, on RWY 21 end will be installed once the north phase of TWY A project is completed.
- **RWY 21 Off Airport Trees** – Mr. Rembold reported we are working with the second lowest bidder, a local contractor, All Care Tree Service.

Chairman Sells asked, what does “Early 16” mean? Mr. Turney responded end of January or 1st of February. Most likely 1st of February and it will take 180 calendar days.

- **RWY 03 Off Airport Trees** – Arborist have started surveying the land. Contractors will start in January 2016.
- **TWY A/Replacement Ramp + Tree Removal and RTR Relocation** – Mr. Rembold reported we are on schedule. Contractor is ready to go; will start January 2016. Estimating 12 months for construction.
- **RWY extension and TWY F** – Moving forward, received encouraging news from Corps of Engineers; should have an update for our January meeting. Master Drainage is complete; Geotech – Underway; Design – Underway; Bidding – mid 2016; Construction start – early 2017.

Ms. Adlam asked, with three different projects ongoing at the same time, are there any concerns with contractors overlapping? Mr. Turney responded by saying it has been covered; no conflicting areas to be concerned about.

DIRECTOR'S REPORT

ARFF Training – Mr. Rembold happily reported all six (6) of our firefighters have completed the necessary exams to qualify for Level 3. The courses are conducted through AAAE; it addresses all aspects of an airport. There are 150 courses, after each course there is an exam (pass/fail); must pass all 150 courses. Each year we are evaluated and are one of very few airports that complete the training. In a recent FAA issue on, “How To Get Ready For Your Part 139 Inspection”, our airport was recognized for the best in our region. **BIG KUDOS to Chief Yeager and the firefighters!!**

ARW – Adjacent Development – Mr. Rembold thanked Mr. Rae for recently attending a City of Beaufort Council meeting as an advocate for ARW to express our concerns on development adjacent to ARW. We neither object nor endorse any development near the airport. Our concerns are for air safety, mainly storm water concerns, building height and lighting concerns.

Mr. Dopp asked if Wal-Mart was still going to be ARW’s neighbor. Mr. Rembold response was yes. ARW is west of the new Wal-Mart and we have already been through their storm water, building height and lightning concerns.

Mr. Rae asked about the Sheriff Department helicopter, they currently land outside the airport property, will they be part of the hangar plan? Mr. Rembold response was yes, they are included in the hangar plan and they will be on airport property. The fire house is a temporary situation for them.

HXD Website – Hilton Head Island Airport has launched their new website. Josh Riley has given Mr. Rembold and Renee’ Ford a tutorial in editing, updating, adding announcements/articles etc. An important topic on the website is about Drones. Mr. Rembold thanked Mr. Dopp for providing us with a UAS website for people to use to register their drones. There will be many drones given as Christmas gifts and the FAA has announced drone owners must register by February 19th, 2016. This registration only covers civilian pilots and hobbyists, not people who want to use a drone for commercial purposes.

Mr. Dopp stated the website provides rules for registration and fee but no operating rules. Do owners get the operating rules after they register? Mr. Rembold replied, yes and it’s on the FAA website. The operating rules are, drone must be 5 miles away from an airport, can’t fly beyond line of sight of operator, maximum operating altitude is 400 feet AGL and a maximum weight of 55lbs.

Aero Expo Interview – Mr. Rembold and Chief Yeager were interviewed by County Broadcasting regarding the Aero Expo. It was another great way to expose the airport and what we do.

Chairman Sells asked the new board members to introduce themselves: Ms. Blakely Williams, President, Beaufort Regional Chamber of Commerce and Mr. Gerry Costa, former airline pilot. Chairman Sells welcomed them to the board.

NEW BUSINESS

- **RWY 21 Contract** – All Care Tree Service is coming onboard. Brought contract in front of committee on Monday, December 14th for approval and to County Council. Chairman Sells asked if the board needed to do anything. Mr. Rembold response was no, providing update from last meeting.
- **Capital Improvement Plans** – Mr. Rembold stated everyone should have received a copy of the Capital Improvement Plan. He explained it takes awhile for him and Talbert & Bright to put together a 5 year plan. The draft is then forwarded to FAA; best estimates are given; make necessary changes as recommended by FAA.

Mr. Dopp asked under FY17, if RWY 03/21 extension, are both going to get EMAS. Chairman Sells responded by stating no decision has been made. There are ongoing discussions.

Mr. Rae asked what the abbreviation DBE stood for. Mr. Rembold stated it stood for, Disadvantage Business Enterprise; Women, Minority Own, Disable Veteran etc. The bidding requirement is 6 percent for DBE.

UNFINISHED BUSINESS

Avigation Easements –Palmetto Hall and St James Baptist Church are the two avigation easements at Hilton Head we have not received. County has responded to St. James proposal and they should receive our response in a few days. Per County Administration, we should receive a signed memorandum from Palmetto Hall by end of week.

Update on Rules and Regulations – Task Force, North of the Broad, has submitted two draft versions of the revised Minimum Standards Rules and Regulations. Mr. Dopp stated the current Rules and Regulations apply to both airports. Should the revised Rules and Regulations be the

same for both airports? North of the Broad airport is General Aviation only, whereas South of the Broad has commercial and General Aviation. Chairman Sells responded by stating, we originally were tasked to look at them separately because the two airports were different with HXD having commercial flights.

Ms. Esposito stated they were waiting on a few documents from other airports that are similar, but didn't think there were too many of them. Mr. Rembold stated there were not many similar airports that have a set of Rules and Regulations; Augusta airport was the only one he could locate. Ms. Esposito believes we can use the same minimum standards but include TSA regulations for HXD. In conclusion, we will need two separate sets of Minimum Commercial Standards and Rules & Regulations.

Mr. Viventi confirmed the board would receive a financial update in January or February 2016. Mr. Rembold stated yes, it's planned. Ms. Holland is waiting to include end of year numbers before briefing board.

PUBLIC COMMENTS - None

FUTURE MEETINGS

The next Airports Board meeting will be Thursday, January 21, 2016 at 1:30 p.m. at Beaufort County Government Center, Council Chambers.

ADJOURNMENT – 2:15 PM