

AIRPORTS BOARD

January 21, 2016

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, January 21, 2016 at 1:30 p.m. in the Council Chambers at Beaufort County Administration Building. 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, Will Dopp, and Blakely Williams (Absent: Leslie Adlam, Anne Esposito, and Gerry Costa).

County Staff: Jon Rembold, Airports Director; Renee' Ford, Administrative Assistant; Alicia Holland, Beaufort County CFO; Beaufort County Councilman, Stu Rodman.

Public: Pat Turney and Judy Elder, Talbert, Bright and Ellington.

Media: Island Packet

MOTION TO ACCEPT AGENDA

Motion: It was moved by Mr. Dopp, seconded by Mr. Wallace that the January 21, 2016 agenda be approved. The vote was: FOR – Wally Wallace, James Buckley, Gregory Viventi, Dan Ahern, Rich Sells, Allan Rae, Will Dopp, and Blakely Williams. AGAINST – None. ABSENT: Anne Esposito, Leslie Adlam and Gerry Costa. MOTION PASSED.

MOTION TO ACCEPT MINUTES

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

PUBLIC COMMENTS – None.

FINANCIAL UPDATE

Alicia Holland, Beaufort County Chief Financial Officer, presented a draft FY2015 comprehensive report for both Airports. Ms. Holland stated the numbers in the report are firm numbers; they are close to issuing an audit and do not expect them to change. She will present to the board next month (February) the December 31st 2015 financials and discuss more in detail where we ended in fiscal year (FY) 15 and how we're doing so far in FY 16. Ms. Holland shared additional information that affected what was required for financial reporting in FY15. GASB, is a four letter acronym that stands for, Governmental Accounting Standards Board. It is the source of general accounting principles used by State and Local governments in the U.S. In FY15, the County was required to adopt GASB 68. GASB 68 is the accounting and financial reporting **for** pensions, not the funding **of** pensions. It is a reporting issue, not a funding change. It only impacts the way we report our financials. On February 29th the auditors will present the results to County Council. Ms. Hollands strongly recommended the board watch the meeting or sit in on the meeting. Ms. Hollands reemphasized this has had an impact on the financial reporting not the funding.

Mr. Buckley asked, the commitments that were made last year are they carried forward into the next FY and are they reflected? Ms. Hollands stated, once we enter into a contract we encumber the money.

LADY'S ISLAND AIRPORT REPORT

Mr. Rembold reported on the fuel sales and operations for the Lady's Island Airport for December 2015; another good month; steady trend.

HILTON HEAD ISLAND AIRPORT REPORT

Mr. Rembold gave the fuel, tower and operations reports for December 2015. Steady trend.

PROJECT SCHEDULE UPDATE

Mr. Rembold started by stating he met with Talbert, Bright, & Ellington regarding the projects and what would be the best way to present the information to the Board. It was decided to take each project line items, starting in the design phase through the construction phase and assign either an actual date or a milestone date.

LADY'S ISLAND PROJECT UPDATE

Lady's Island RWY 07 Obstruction Removal:

- **Property Owner Meeting** – meeting with the property owners this afternoon (Jan. 21st).
90% Plans – February 17, 2016- Milestone Date
100% Plans – March 17, 2016 – Milestone Date
Advertise – March 19, 2016 – Milestone Date
Open Bids – April 18, 2016 – Milestone Date
FAA Grant Application – April 20, 2016 – Milestone Date

- **RWY 07/25 RSA, Parallel Taxiway, Apron, Fuel Farm Relo EA**
Mitigation Site Search – Underway
EA Document Preparation – Underway
FAA Review – April 1, 2016 – Milestone Date
Public Hearing – July 1, 2016 – Milestone Date

HILTON HEAD PROJECT UPDATE

Mr. Rembold asked Mr. Pat Turney, from Talbert, Bright & Ellington, to report on the Hilton Head projects.

RWY 03 Obstruction Removal - Mr. Turney stated the project began the first week of January and as of last week 43 pine trees have been removed and several different types of hardwood trees have been trimmed. So far no problems and we are progressing satisfactorily. Chairman Sells asked how many trees are supposed to be removed. Mr. Turney stated 104 trees are to be removed and approximately 40 to 50 trees will be trimmed. We are almost halfway through the project. Construction allotment is 180 calendar days.

RWY 21 Obstruction Removal – Allcare Tree Surgery, is the contractor for this project. Preconstruction conference will be held Monday, January 25th, 2016. This project is located at the opposite end of the airfield. The preconstruction conference will consist of reviewing housekeeping measures; pay request, safety issues, and notification issues. Also, review their schedule and establish a start date. Along with Allcare Tree Surgery overseer, Talbert, Bright & Ellington will have an independent observer. Allcare Tree plans to have lots of people on the project to get it finished so they can move on to their spring work that they already have on Hilton Head Island.

Chairman Sells asked how many trees will be removed. Mr. Turney stated it will be approximately the same as on RWY 03. Mr. Rae asked if they anticipate any displace threshold. Mr. Turney stated they didn't anticipate any cranes being brought in; therefore, don't expect any displacements.

Taxiway A relocation/General Aviation Ramp Replacement – Mr. Turney reported Quality Enterprises USA, is the contractor on this project. Preconstruction conference was held last October and the Kick-Off meeting was held this morning (January 21st). We are anticipating them to start work either Monday, January 25th or Tuesday, January 26th. They have some control measure to take care of; survey stakeout, tree removal permits and some electrical coordination. By the end of next week we should definitely see some activity. The heavy equipment has already been mobilized and anticipates by the end of February this project will be well underway. This project is expected to take 340 calendar days for completion.

Mr. Dopp asked which end they will start. Mr. Turney stated the project will start on the north end and work their way to the south end. This project has a total three phases.

Mr. Ahern asked will this change TWY 21 in a sense that we will be crossing over to the commercial side. Mr. Turney stated we will have access to the general aviation side; part of the project will require us to use TWY F. The tower will have maps showing which runways will be closed so they can route the aircrafts accordingly. For after hours, we will have NOTAMS in place, as well as there will be construction barricades with flags and flashing red lights for evening flights.

Mr. Dopp asked will there be a construction supervisor on sight. Mr. Turney reported there will be two; one representing the construction company and the other will be from Talbert, Bright & Ellington.

Runway 03/21 Extension (Both Runway Ends) – Mr. Rembold reported on RWY 03/21; the good news is Corps of Engineers is ready to sign off on the permit to redo the ditch; just waiting on DHEC to send their signed Water Quality certification to the Corps of Engineers. Once we

have the permit, we will review the time lines to see when we will execute the project. Receiving the permit earlier than anticipated will help the schedule.

DIRECTOR'S REPORT

American Airlines Meeting – Mr. Rembold reported he met with the American Airline representative. This is the same representative from US Airways, he transitioned with the merger. Discussed the current projects; what the next few years mean for the airport and airline and their response to our projects. Mr. Rembold had a chance to ask him questions regarding what American Airlines is doing with the Dash 8s and can we expect any major changes. The representative indicated the Dash 8s have several more useful years but as the airline retires some, we will be seeing more of the 300 series. The airline was pleased to hear we started on the tree cutting project on RWY 03 because that was their biggest concern on takeoff and the 300s are a slightly larger aircraft. The 300s will be able to handle more passengers. Mr. Buckley asked the seating capacity between 100s & 300s. Mr. Rembold stated with the weighs and balance it varies. The 300s have 50 seats capacity.

RFP for Airport Property Lease – Mr. Rembold reported on the land between the tower and ARFF. The land is about two (2) to three (3) acres in size. Once the trees are removed, the RFP will go out leasing the property for aeronautical projects. Mr. Ahern stated we should look at leasing property at ARW for people to build hangars; is this still under consideration. Mr. Rembold stated he should be receiving a proposal soon regarding hangar development at ARW.

Director Presentations – Mr. Rembold reported he met with the Indigo Men's Group. He reported on the funding of the airport and how we are "self-funded", where we get funding for our projects and the current projects that are taking place.

Mr. Rembold recently spoke at the **Sea Island Rotary Club**. Mr. Dan Ahern was in attendance. It's a good opportunity to let people know who he is; that he's available to answer their questions and listen to their concerns; as well as know the face of both airports.

ARW & Battery Creek High School – Mr. Rembold stated the instructor at Battery Creek High School approached Mr. Rembold about holding aerospace classes at ARW once or twice a week. Besides holding classes, the students will be able to "shadow" the workers and interact with the pilots as they fly in and out of the airport. This will be beneficial to the students and the community. At ARW the students will have accessibility to the airplanes and pilots. The younger pilots are the perfect age group to interact with the students.

In February, Mr. Rembold will be attending the annual **SCAA Conference at Isle of Palms**. Mr. Wally Wallace and Talbert, Bright & Ellington will be in attendance; this is a great opportunity to interact with FAA and learn the current issues other airports experience. Mr. Rembold will give a report at the February meeting.

In the **State Department of Commerce booklet**, page 52, the Airport placed an ad with the help from Beaufort Chamber of Commerce tourism division and Hilton Head Commerce provided photographs, as well as photos we took of the Gulfstream aircraft. Each potential business starting in South Carolina will receive this booklet. They will see we have the capacity to service them as they consider locating in the Lowcountry.

Mr. Rembold extended an invitation to the board to attend the Lady's Island tree project conference that was being held later in the afternoon; to advocate the airport.

Mr. Buckley commented if someone approaches a board member regarding the number of flights being reduced; we can share with them the news of the 300s coming soon. We'll still basically have the same number of passenger capacity with the 300s as with the multiple flights on the 100s. This way we (the Board) will have a positive response to a negative comment.

Mr. Buckley also stated as the Hilton Head/Bluffton Chamber of Commerce reached the completion of their destination management contract with the Town of Hilton Head, is there any way we can have them to promote Hilton Head Island Airport as part of their destination contract. Mr. Rembold stated we definitely should work with the Hilton Head Chamber of Commerce on promoting the Airport. Mr. Rembold keeps in contact with them regularly and Ms. Adlam is on the board; maybe we can task Ms. Adlam to influence the Chamber to promote the Airport.

Mr. Dopp asked Mr. Rembold if he needs any support from the board on the upcoming Variance issue. Mr. Rembold replied, we always welcome support from the board. There is a Variance Hearing meeting on Monday, January 25th at the Town of Hilton Head. It's regarding a buffer issue at the Hilton Head Airport. It's important to the replacement ramp project at TWYA. There's a 75 foot buffer off of Summit Drive onto the Airport property. There are two different ordinances defining the buffer; there's a 20 foot definition and a 75 foot definition. We originally were working from the 20 foot buffer definition and recently the Town said we have to work off of the 75 foot buffer definition. The Airport is the only neighbor between Signature existing ramp and the Air Traffic Control Tower. Currently the buffer is made up of mature trees; we would replace the existing buffer with denser, but shorter vegetation.

Mr. Sells asked how many board members have been to both airports. The majority has been to both; Mr. Buckley will schedule a time to visit Lady's Island.

NEW BUSINESS - None

UNFINISHED BUSINESS

Avigation Easements –Received the signed Memorandum Of Understanding from Palmetto Hall; Beaufort County responded to St James Baptist Church request through their attorney; awaiting feedback from the church.

Update on Rules and Regulations – Mr. Dopp stated the Hilton Head team is waiting on some info from Mr. Rembold. Mr. Sells “thanked” the board members who worked on updating the Minimum Standards Rules and Regulations.

Mr. Viventi asked is it possible, from an economic impact, to find out what a tourist spends while visiting Hilton Head. Mr. Rembold stated the Chamber of Commerce usually has that information. Ms. Judy Elder stated on the Environmental Assessment CD that each board member received, in the economic section it tells you the general daily spending for each passenger and aviation spending in details.

PUBLIC COMMENTS - None

Councilman Stu Rodman commented on the 300s coming on board; have American be proactive by announcing the coming of the 300s which hold 50 passengers verses the Dash 8 having capacity to hold 34 passenger. Mr. Sells stated the passenger capacity is about the same with the exception the 300's are a more powerful aircraft.

In regards to the Chamber supporting the Airport, the County contributes half a million dollars to the Chamber for tourism and if we are not getting our fair publicity from them, Councilman Rodman stated, he would be happy to meet with the Chamber Chair, along with a few board member to ensure we are getting the support we need from them. Mr. Sells thinks it's a good idea and assigned Ms. Adlam and Mr. Viventi to accompany Councilman Rodman.

FUTURE MEETINGS

The next Airports Board meeting will be Thursday, February 18, 2016; 1:30 p.m. at Hilton Head Island Town Hall Council Chambers.

ADJOURNMENT – 2:12 PM