

AIRPORTS BOARD

February 21, 2019

The electronic and print media were duly notified in
Accordance with the State Freedom of Information Act

Notification: To view video of full discussion of this meeting please visit
http://beaufort.granicus.com/ViewPublisher.php?view_id=2

The Airports Board met on February 21, 2019, at 1:30 p.m. at the Beaufort County Government Building, County Council Chamber. Chairman Wallace called the meeting to order and led the attendees in the Pledge of Allegiance.

ATTENDANCE

Airports Board Members: Wally Wallace, Howard Ackerman, James Buckley, Leslie Adlam Flory, Anne Esposito, Dan Ahern, Brian Turrisi and Barry Wilbur (Absent: Blakely Williams, Mark Bailey).

County Staff: Jon Rembold, Airports Director; Elena Milbrandt, Airports Administrative Assistant

Public: Judy Elder - Talbert, Bright and Ellington, Inc.; Chip French – Signature Flight Support

MOTION ADOPTION OF AGENDA

Motion: It was moved by Mr. Buckley and seconded by Mr. Ackerman that the Agenda be adopted. The vote was FOR – Wally Wallace, Howard Ackerman, Dan Ahern, James Buckley, Anne Esposito, Leslie Adlam Flory, Brian Turrisi, and Barry Wilbur. AGAINST – None. ABSENT – Mark Bailey, Blakely Williams.

MOTION PASSED.

MOTION TO ACCEPT MINUTES

Motion: It was moved by Mr. Wilbur and seconded by Mr. Ahern that the January 17, 2019 meeting minutes be approved. The vote was FOR – Wally Wallace, Anne Esposito, Brian Turrisi, Howard Ackerman, Dan Ahern., James Buckley, Leslie Adlam Flory, and Barry Wilbur. AGAINST – None. ABSENT – Mark Bailey, Blakely Williams.

MOTION PASSED.

DIRECTOR'S REPORT

LADY'S ISLAND PROJECT UPDATE

The Director briefed the board members regarding the Lady's Island Projects:

CONTRACT FUEL –We changed over to Contract fuel for the past months and we anticipate a positive change in our revenue.

RFP FOR HANGAR DEVELOPMENT –We started a collaboration with the Economic Development Department in order to provide an opportunity for hangar development.

EMERGENCY GENERATOR –The acquisition of an emergency generator has been in the works since Hurricane Matthew. The generator will be housed on a trailer with auxiliary fuel tanks so that it will be easily accessible to any department that may need it.

HVAC REPLACEMENT - HVAC system has been replaced throughout the whole terminal.

CONFERENCE ROOM POLICY – We are in the process of developing a policy with our Legal Department for Lady's Island Conference Room and hope to have it approved soon.

Charts were displayed for AvGas, Jet A sales and aircraft operations. The counters were damaged and they were replaced at the end of January – therefore, we will have numbers for the flights in February.

HILTON HEAD PROJECT UPDATE

COOPERATIVE MARKETING CAMPAIGN – Advertising – A portion of our ATAX Money was allocated for “Escape the cold faster” campaign.

The goal of this campaign is to drive awareness for travelers to fly into the island.

- Advertise on Facebook
- Sponsor events such as: HHI Marathon –1,200 people attended
- Advertise on print, TV, radio, digital and display banners
- **Visitor Convention Bureau** partnership allows us to target markets identified by the VCB for our promotional efforts. Next month will mark the midpoint of the campaign and a representative from the VCB will come to provide a statistical overview of the campaign to date.

Note: We are grateful for Washington Dulles International Airport's advertising in both DC and Hilton Head Island about United Airlines' new flights.

SOCIAL MEDIA ACCOUNTS: Please like, share and comment on our Facebook & Instagram pages.

PUBLIC ART EXHIBITION AT HILTON HEAD AIRPORT- HUMANUS EXHIBIT

Mr. Rembold briefed the Board on the airport's newest exhibit created by a local artist, which will be placed at the main entrance as part of that project.

GOLF CART ADVERTISED BY HERITAGE GOLF GROUP

Interest in advertising inside of the terminal is increasing. Our newest advertiser is Heritage Golf Group.

IMMEDIATE NEEDS – EMERGENCY PROCUREMENT - Due to time constraints, an expedited review and approval process, which is provided through Purchasing, is being used.

HOLD ROOM –A modular add on to the hold room. It is currently under construction. ETA six weeks. It will contain restrooms and seating

BAGGAGE SCREENING / MAKEUP –Changing constantly. Coordinate with all the partners involved for design that works with the space we have provided.

TEMPORARY RESTROOM – Working on adding temporary restrooms in the security area before the modular hold room will be installed.

GENERAL CONTRACTOR – The contractor will assist us in modular hold room as other projects as needed.

RAMP PAVING – We will be asphaltting the perimeter of the ramp as a GSE parking area to help alleviate congestion for airline equipment to maneuver around the ramp.

Charts displayed for AvGas, Jet A sales, Total Aircraft Operations and Enplanements /Deplanements.

UNFINISHED BUSINESS

NEW BUSINESS

CONTRACT AWARD RECOMMENDATION– TBE No. 2119-1809

Motion: Mr. Buckley made a motion to endorse the proposed work authorization, seconded by Mr. Ackerman. FOR – Wally Wallace, Anne Esposito, Howard Ackerman, Dan Ahern, James Buckley, Leslie Adlam Flory, Brian Turrisi and Barry Wilbur. AGAINST – None. ABSENT – Mark Bailey, Blakely Williams.

RECOMMENDATION APPROVED.

CONTRACT AWARD RECOMMENDATION– TBE No. 2119-1901

Motion: Ms. Adlam made a motion to endorse the proposed work authorization, seconded by Ms. Esposito. FOR – Wally Wallace, Anne Esposito, Howard Ackerman, Dan Ahern, James Buckley, Leslie Adlam Flory, Brian Turrisi and Barry Wilbur. AGAINST – None. ABSENT – Mark Bailey, Blakely Williams.

RECOMMENDATION APPROVED.

CONTRACT AWARD RECOMMENDATION– TBE No. 2119-1902

Motion: Mr. Ackerman made a motion to endorse the proposed work authorization, seconded by Mr. Wilbur. FOR – Wally Wallace, Anne Esposito, Howard Ackerman, Dan Ahern, James Buckley, Leslie Adlam Flory, Brian Turrisi and Barry Wilbur. AGAINST – None. ABSENT – Mark Bailey, Blakely Williams.

RECOMMENDATION APPROVED.

CONTRACT AWARD RECOMMENDATION– TBE No. 2119-1904

Motion: Ms. Adlam made a motion to endorse the proposed work authorization, seconded by Mr. Turrisi. FOR – Wally Wallace, Anne Esposito, Howard Ackerman , Dan Ahern, James Buckley, Leslie Adlam Flory, Brian Turrisi and Barry Wilbur. AGAINST – None. ABSENT – Mark Bailey, Blakely Williams.

RECOMMENDATION APPROVED.

AIRLINE USE PERMITS

Motion: Mr. Wilbur made a motion to endorse the proposed airline permits agreement, seconded by Mr. Turrisi. FOR – Wally Wallace, Anne Esposito, Howard Ackerman, Dan Ahern, James Buckley, Leslie Adlam Flory, Brian Turrisi and Barry Wilbur. AGAINST – None. ABSENT – Mark Bailey, Blakely Williams.

RECOMMENDATION APPROVED.

PUBLIC COMMENTS

FUTURE MEETINGS

The next meeting will be held on March 21, 2019, 1:30pm, Town of Hilton Head, Town Council Chambers.

Meeting adjourned at 2:31 PM.