



## Beaufort County Airports Board

### Chairman

HOWARD ACKERMAN

### Vice Chairman

LESLIE ADLAM FLORY

### Committee Members

ANNE ESPOSITO

TREY AMBROSE

JAMES BUCKLEY

CHRIS BUTLER

MARK BAILEY

BRIAN TURRISI

IAN SCOTT

THOMAS SHEAHAN

NICHOLAS MESENBURG

### Airports Director

JON REMBOLD

### County Administrator

ERIC GREENWAY

### Administrative Specialist

ROCIO REXRODE

### Administration Building

Hilton Head Island Airport  
120 Beach City Road  
Hilton Head Is, SC 29926

### Contact Information

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## Beaufort County Airports Board Meeting Agenda

Administration Building - Council Chambers Meeting Room

100 Ribaut Road, Beaufort, SC 29901

Thursday, August 18, 2022, 1:30 PM

Hybrid Meeting

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. PUBLIC NOTIFICATION OF THIS MEETING HAS BEEN PUBLISHED, POSTED, AND DISTRIBUTED IN COMPLIANCE WITH THE SOUTH CAROLINA FREEDOM OF INFORMATION ACT (FOIA)
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES - [JUNE 16, 2022](#)
6. PUBLIC COMMENT (*Limit comments to three minutes*)
  - Mr. Larry Fuller - Email
7. DIRECTOR'S REPORT
8. UNFINISHED BUSINESS
9. NEW BUSINESS

### ACTION ITEMS

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10. HILTON HEAD ISLAND AIRPORT (HXD) - RESOLUTION TO ACCEPT SMALL COMMUNITY AIR SERVICE DEVELOPMENT GRANT FUNDS FOR HILTON HEAD ISLAND AIRPORT MARKETING - [VOTE](#)
11. HILTON HEAD ISLAND AIRPORT (HXD) - EMERGENCY PROCUREMENT TO FUND SECURITAS SECURITY SERVICES FY23 CONTRACT WITH THE HILTON HEAD ISLAND AIRPORT - [VOTE](#)
12. BEAUFORT EXECUTIVE AIRPORT (ARW) - RESOLUTION TO ACCEPT FEDERAL AVIATION ADMINISTRATION (FAA) AIRPORT IMPROVEMENT PROGRAM (AIP) GRANT 17 FOR THE DESIGN AND BIDDING OF A PROJECT TO REHABILITATE THE RUNWAY - [VOTE](#)

### COMMITTEE REPORTS

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13. CHAIRMAN UPDATE
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14. CITIZEN COMMENT (*Limit comments to three minutes*)
  15. ADJOURNMENT
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**MEETING ACCESS:** [MEETING LINK](#)

**ID:** 161 714 8655 | **Passcode:** 791968

### NEXT MEETING:

THURSDAY, SEPTEMBER 15, 2022, AT 1:30 PM  
COUNCIL CHAMBERS, HILTON HEAD ISLAND

# MINUTES

## Beaufort County Airports Board

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June 16, 2022 | 1:30 pm | Meeting called to order by Vice-Chairman Leslie Adlam Flory

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### Attendance

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**Present:** Leslie Adlam Flory, Nick Mesenburg, James Buckley, Thomas Sheahan, Brian Turrisi, Chris Butler, Ian Scott, Anne Esposito, and Mark Bailey.

**Absent:** Howard Ackerman, and Trey Ambrose,

**County Staff:** Jon Rembold, Airports Director; Stephen Parry, Assistant Airports Director; Paul Dolin, Beaufort Executive Airport Supervisor; Rocio Rexrode, Administrative Specialist.

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### Adoption of Agenda

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**Motion:** Mr. Buckley made a motion to adopt the agenda. Mr. Butler seconded the motion. All were in favor and the motion passed.

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### Approval of Minutes

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**Motion:** Mr. Scott made a motion to approve the May 19, 2022, meeting minutes. Mr. Mesenburg seconded the motion. All were in favor and the motion passed.

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### Public Comments

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There were no Public Comments.

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### Director's Report

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1. **NEW STAFF INTRODUCTION:**

Mr. Rembold welcomed and introduced the new Administrative Specialist, Rocio Rexrode.

2. **TAXIWAY A MARKINGS (HXD):**

Mr. Rembold mentioned that per last year's inspection recommendations, the taxiway markings are being repainted in advanced of this year's PAR 139 August inspection.

Mr. Rembold informed that the markings of the new commercial apron expansion were completed.

3. **AIRPORT NEWS BRIEF:**

Mr. Rembold provided an update on the following items that were approved at the last meeting:

- Purchase of 36 Hunter Road – Passed first reading of ordinance on 6/13/22
- Approval to apply for SCAC funds for ARW terminal Phase 2 – The approval was to apply for grants this fiscal year. Next fiscal year it will be included in the ordinance, so approval will be needed only to accept the grant.

- Logo Reveal – Logo reveal event will take place in the Terminal on 6/30/22. The new logo, branding and colors will be displayed in business cards, letter head, and ads starting in the new fiscal year.
- AARF Truck – Couple of crew members will travel to Oshkosh to participate in the final inspection of the truck and delivery will follow soon after the final inspection. Mr. Rembold mentioned that the truck and the apron project were 100% funded by the FAA.
- Marketing - Marketing push in the following areas will start after turn of FY
  - Billboards on I-95 via Exit 8 and digital billboard on SC 170
  - SERG Menu guide – full page ad (170,000 distribution)
  - Expedia, Sojern online “intelligent” campaigns

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## Unfinished Business

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There was no Unfinished Business.

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## New Business – Action Items

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1. **HILTON HEAD ISLAND AIRPORT (HXD) - TBE WORK AUTHORIZATION 22-01 PROPERTY ACQUISITION AT EXEC AIR**

Mr. Bailey made a motion to approve the Hilton Head Island Airport (HXD) - TBE Work Authorization 22-01 Property Acquisition at Exec Air. Mr. Buckley seconded the motion. All were in favor and the motion passed.

2. **HILTON HEAD ISLAND AIRPORT (HXD) TO APPLY FOR TOWN OF HILTON HEAD ISLAND ATAX FUNDS FOR MARKETING**

Mr. Scott made a motion to approve the Hilton Head Island Airport (HXD) to apply for Town of Hilton Head Island ATAX funds for marketing. Mr. Butler seconded the motion. All were in favor and the motion passed.

3. **GRANT ACCEPTANCE: SCAC GRANT 22-011 \$14,495.00 FOR BEAUFORT EXECUTIVE AIRPORT (ARW) RW 7/25 REHAB DESIGN AND BIDDING**

Mr. Butler made a motion to move forward the grant acceptance: SCAC Grant 22-011 \$14,495.00 for Beaufort Executive Airport (ARW) RW 7/25 rehab design and bidding. Mr. Bailey seconded the motion. All were in favor and the motion passed.

4. **GRANT ACCEPTANCE: FAA AIP GRANT 17 \$260,917 FOR BEAUFORT EXECUTIVE AIRPORT (ARW) RW 7/25 REHAB DESIGN AND BIDDING (VOTE)**

Mr. Butler made a motion to move forward the grant acceptance: FAA AIP Grant 17 \$260,917.00 for Beaufort Executive Airport (ARW) RW 7/25 rehab design and bidding. Mr. Bailey seconded the motion. All were in favor and the motion passed.

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## Chairman Update

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1. **FINANCE COMMITTEE**

Members: Howard Ackerman (Chair), Anne Esposito, Chris Butler, and Brian Turrisi.

The Committee has nothing new to report this month. They will keep the board informed of any developments.

2. **COMMUNICATIONS AND MARKETING COMMITTEE**

Members: Jim Buckley (Chair), Brian Turrisi, and Leslie Adlam Flory.

The Committee has nothing new to report this month. They will keep the board informed of any new developments.

3. **PASSENGER SERVICE COMMITTEE**

Members: Anne Esposito (Chair), Leslie Adlam Flory

The Ambassador Program at the Hilton Head Airport is underway. The lines have been significantly reduced.

4. **ARW FACILITIES USE AND IMPROVEMENT COMMITTEE**

Members: Chris Butler (Chair), Mark Bailey, and Trey Ambrose

The refurbishment of the interior of ARW is 90% complete. The funding for the design portion has been approved by the County.

5. **THE HHI AIRPORT GENERAL AVIATION IMPROVEMENT COMMITTEE (HXD)**

Members: Howard Ackerman and Brian Turrisi.

The Committee has nothing new to report this month. They will keep the board informed of any new developments.

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### Public Comments

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There were no Public Comments.

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### Adjournment

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Motion to adjourn was made at 2:03 pm. It passed unanimously.

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### Next Meeting

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July 21, 2022, | 1:30 pm | Hybrid Meeting | Town of Hilton Head Island, One Town Center Ct., Hilton Head Island, SC.

For more information, please click here: [Airports Board \(T\) \(beaufortcountysc.gov\)](https://beaufortcountysc.gov/Airports-Board-T)

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## BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

<b>ITEM TITLE:</b>
Resolution to accept Small Community Air Service Development Grant funds for Hilton Head Island Airport Marketing (\$250,000.00)
<b>MEETING NAME AND DATE:</b>
Public Facilities Committee August 22, 2022
<b>PRESENTER INFORMATION:</b>
Jon Rembold, Airports Director 5 minutes
<b>ITEM BACKGROUND:</b>
This item has been reviewed by the Airports Board and recommended for approval
<b>PROJECT / ITEM NARRATIVE:</b>
<p>The grant funds will be used for marketing the destination and the airport to inbound markets in areas such as Boston, New York City, Chicago, and Washington, D.C. The intent is to increase the awareness of nonstop air service to the Hilton Head Island Airport.</p> <p>The Airport partners with the Hilton Head Island business community in submitting the application package. USDOT requires community participation in the form of matching grant contributions. The Airport and the Hilton Head Island Chamber of Commerce work together to coordinate these contributions.</p>
<b>FISCAL IMPACT:</b>
<p>USDOT will grant \$250,000 for use in marketing and promotion in inbound markets.</p> <p>The Airport will contribute \$25,000 (54000011-51000: Budget \$290,000)</p> <p>The community business partners will contribute between \$100,000 and \$150,000.</p>
<b>STAFF RECOMMENDATIONS TO COUNCIL:</b>
Staff recommends approval at Public Facilities Committee.
<b>OPTIONS FOR COUNCIL MOTION:</b>
<p>Motion to approve/deny Resolution to accept Small Community Air Service Development Grant funds for Hilton Head Island Airport Marketing (\$250,000.00)</p> <p>Move forward to Council for Approval</p>



## BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

<b>ITEM TITLE:</b>
Emergency Procurement to fund Securitas Security Services FY23 Contract with the Hilton Head Island Airport
<b>MEETING NAME AND DATE:</b>
Public Facilities Meeting – August 22, 2022
<b>PRESENTER INFORMATION:</b>
Jon Rembold, Airports Director 5 Minutes
<b>ITEM BACKGROUND:</b>
The item has been reviewed by the Airports Board and recommended for approval
<b>PROJECT / ITEM NARRATIVE:</b>
Securitas Security Services provides uniformed personnel for vehicle traffic control at the Hilton Head Island Airport terminal curb and at the exit lane door for deplaning passengers. The Airport is requesting emergency procurement to fund the current FY23 contract with Securitas. This was an oversight in the budget process.
<b>FISCAL IMPACT:</b>
Increase Professional Services fund (54000011-51160) by \$185,098.44
<b>STAFF RECOMMENDATIONS TO COUNCIL:</b>
Staff recommends approval at Public Facilities Committee
<b>OPTIONS FOR COUNCIL MOTION:</b>
Motion to approve/deny funding for Securitas Security Services FY23 contract (\$185,098.44) Move forward to Council for Approval



## BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

<b>ITEM TITLE:</b>
Resolution to accept Federal Aviation Administration (FAA) Airport Improvement Program (AIP) Grant 17 for the design and bidding of a project to rehabilitate the Beaufort Executive Airport runway
<b>MEETING NAME AND DATE:</b>
Public Facilities Committee - August 22, 2022
<b>PRESENTER INFORMATION:</b>
Jon Rembold, Airports Director 5 minutes
<b>ITEM BACKGROUND:</b>
Airports Board review/approval August 18, 2022
<b>PROJECT / ITEM NARRATIVE:</b>
The airport's runway 07/25 is due for a rehabilitation project to maintain the surface in a satisfactory condition and to prevent an expensive removal and replacement reconstruction project. The SC Aeronautics Commission completed a Statewide Airfield Pavement Management Systems Update in 2017. The study identified several projects at Beaufort Executive Airport. This runway Rehab project is the first in a series that will be completed in the next several years. The airport is required to maintain the runway as part of the County's obligations under the AIP Grant Program Sponsor Assurances.
<b>FISCAL IMPACT:</b>
90% of the funding will be provided by the FAA; 5% will be provided by the SC Aeronautics Commission, and 5% (\$14,345) will be funded by airport operations.
<b>STAFF RECOMMENDATIONS TO COUNCIL:</b>
Approve acceptance of FAA AIP Grant 17
<b>OPTIONS FOR COUNCIL MOTION:</b>
Move forward to Council for Approval on 9/12/2022