

CHARLOTTE COUNTY AIRPORT AUTHORITY

MINUTES OF REGULAR MEETING – AUGUST 16, 2018 – 9:00 A.M.

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1. Call to Order

2. Invocation

10 Chair Herston gave the invocation.

3. Pledge of Allegiance

4. Roll Call

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Present: Chair Herston; Commissioners Andrews, Seay, Hancik, Coppola; CEO Parish; Attorney Carr; Ms. Hendren; Ms. Desguin; Mr. Hafenbreidel; Mrs. Cauley; Mr. Laroche; Mr. Mallard; Mr. Ridenour; Mrs. Straw; Mrs. Miller. **Others present:** Jim Kaletta; Commissioner Deutsch; Gary Bayne; Steven Henriquez; Stan Smith; Richard Pitz; Gary Harrell; Scott Brady; Mark Kistler; Larry McClure; Alan Boynton; Mark Futch, and others from the private sector.

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5. Citizen's Input

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Richard Pitz – Commented that he received a political mailer that attacks the character of a sitting Authority member. He requested that the Board disavow all statements made on the political smear.

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Mark Futch – Commented that he also received the political mailer and questioned the sense of decency of whoever published it.

Chair Herston reminded the audience that he does appreciate the comments, however, the meeting is a business meeting, not a political meeting.

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6. Additions and/or Deletions to the Agenda

7. Consent Agenda

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Commissioner Seay motioned to approve the Consent Agenda with the amendments. Commissioner Andrews seconded. Motion passed unanimously.

8. Public Hearing for FY 2018-19 Budget

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a) Citizen's Input on Budget

b) Presentation on Budget - Mr. Parish explained that there were a few minor changes to the budget since the Budget Workshop. He commented that the line of credit was dropped, there was an insurance increase, a slight increase in property, and some small salary adjustments for personnel being promoted.

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c) Citizen's Input**9. Adopt Tentative FY 2018-19 Budget**

- 5 **Commissioner Seay motioned to adopt the tentative budget as presented with the changes provided by Mr. Parish. Commissioner Coppola seconded. Motion passed unanimously.**

10. Secretary/Treasurer's Report

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- 15 Mr. Parish reported that the financial report is from May and June as there was not a July meeting. He commented that the accounts receivables, 91 Days and Over balance is at \$0 and that the one customer in 61-90 Days is paid in full. Regarding the income statements, he reported that the Airport beat the budget estimates for revenues. He commented that
- 20 May was ended with \$9.7 million in cash and June was \$10.3 million. He commented that the current goal is around \$13-\$15 million in cash. He reported that a grant was closed with the FAA and PFC's are reimbursing the Airport for previous money spent. Commissioner Coppola inquired as to whether the airplane fuel has rose and if it'll affect private pilots. Mr. Parish commented that is has rose, but not significantly. He also commented that a significant discount is passed to the Airport's base pilots through self-serve and top off Tuesdays. Commissioner Hancik asked what the Airport's outstanding debt is. Mr. Parish answered \$3.4 million. Chair Herston asked Mrs. Cauley about the interest rate on the loan. Mrs. Cauley commented that it's 2.7 percent.

25 11. Committee Reports

- 30 **a) Land Use** – Chair Herston commented that at the September meeting, he will bring a list of all projects that came into the County for site plan approval and regulations regarding land development that have been changed.
- 35 **b) Metropolitan Planning Organization** – Chair Herston reported that Bob Logan was presented the “Peggy Walters” Citizen Mobility Award. He commented that the MPO is looking at a possible new interchange on I-75, the northbound lane at Murdock Circle has been completed, there's an intersection problem at US 17 and Nesbit Street, Purple Heart Signage and US 41/Carmalita Street. He commented that he attended the MPOAC meeting and reported on the Future Mobility Research Synthesis that was completed by RSG. Commissioner Coppola inquired if the Airport has considered offsite parking like Fort Myers Airport. Mr. Parish commented that the offsite parking is privately owned. Mr. Parish commented that he met with the statewide coordinators and MPO Chief regarding the Jones Loop and Piper Road corridor. He commented that they are trying to make that corridor part of the National Highway System to open the Airport up for additional priority funding in the future.
- 40 **c) Personnel** – Commissioner Coppola reported that a special parking space was made for Mr. Sisk, who works on Airport property.
- 45 **d) Public Relations/Special Events** – Commissioner Coppola reported that Mrs. Miller and Audrey from Lamar held a nice reception for advertisers.

- e) **Governmental Liaison** – Commissioner Seay thanked Commissioner Deutsch and Nancy Prafke for their support of the Airport. She commented that legislators are working on red tide and green algae, but the pressure must be kept on them to do what needs to be done.

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Commissioner Deutsch commented that he met with the state director of Fish and Wildlife and has been in communication with members of MOTE. He commented that red tide is a natural event and has been documented as far back as the 1700’s. He commented that the biggest thing that can be done is keeping Englewood Beach clean and that the winds do play a significant part of red tide. He reported that red tide is salinity based and the blue-green algae is not. He commented that there is nothing harmful or life threatening to humans about red tide, although the biggest health concern is the odor that comes from it does effect asthma. He reported that red tide is a natural occurrence and that the county is doing all that they can to reduce it, although it is affected by the winds.

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- f) **Economic Development** – Commissioner Andrews reported on property sales and inventory, building permits, possible zoning changes, tourist tax revenues, and work force from The Florida Association of Realtors and Florida Gulf Coast University Lutgert College of Business.

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- g) **Aviation Activities Report** – Commissioner Hancik reported on passenger counts, fuel sales and gallons pumped, aircraft operations and hangar vacancies.

25 **12. Attorney’s Report**

Attorney Carr reported that there is no pending litigation against the Airport. He commented that he brought two leases into compliance relative to a large receivable balance and a few non-compliance relative to door changes. He reported that one lease negotiation is ongoing and the ARFF agreement has been fully executed by the County Commission.

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13. CEO’s Report

- a) **Development Update** – Mr. Parish reported that runway 15-33 property acquisition will be part of the current contract with Kimley-Horn, the Wetland Mitigation project is on hold for the environmental assessment (EA), and that he has a meeting next week with the owner of the property that is to be acquired for runway 4-22. He commented that the FAA has preliminarily approved the property acquisition for runway 4-22 as a PFC project and that it is in the Airport’s current application. He commented that the new general aviation terminal is on the agenda for today and that the FDOT has changed the Joint Participation Agreement form as they’ve changed their grant requirements. Regarding runway 15-33, he did have his first scoping meeting and that he would like to meet with the FAA on some phasing and roadway realignment requirements that he feels is excessive. Regarding the EA, he commented that the bat study was completed and that there are bats within the area of the Airport, although they don’t live on the property. He reported that he is waiting on US Fish and Wildlife to decide on requirements before having the EA public hearing and that it may be completed as early as November and as late as January. He commented that there was

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an airline consultation meeting for the PFC Application Number Two, T-hangar door replacements are roughly a quarter of the way completed, the Air Carrier Ramp Expansion was completed under budget and that the new Sweeper Vehicle is being constructed and is scheduled to be completed October 12th, to close the grant out. Chair Herston thanked Mr. Parish and Mr. Ridenour for the detailed project report.

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- b) **Marketing Update** – Mr. Parish reported that the Board has the Marketing Report and that Mrs. Miller is working diligently to put together media that can be used for both airside and landside of the Airport. He commented that more aerial photography will be completed in the next week or two, as well as brochures. Chair Herston, Commissioner Coppola and Commissioner Andrews commented on the excellent job Mrs. Miller is doing.
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- c) **CEO's Annual Evaluation Form** – Mr. Parish reported that the Authority does not have a meeting in October which means that his annual evaluation will be on the September agenda. He commented that there is a new evaluation form based on last years comments of the form and that any comment for changes should be directed to Ms. Desguin. Chair Herston inquired as to if it was required to meet with Mr. Parish prior to turning in the evaluation. Mr. Parish commented that it is not a requirement, but he would be more than willing to meet if requested.
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14. Old Business

15. New Business

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- a) **Consultant Selection for the New General Aviation Terminal Facility** – Mr. Parish reported that there has been a tie of consultant scores and that the options are to have the top three consultants perform presentations, award the contract to any single consultant, or award the contract between two consultants to split the airside and landside portions. He opined that the easiest option would be to pick one consultant. Commissioner Seay inquired as to if there would be an impact on the time frame if the project was split between two consultants. Mr. Parish opined that he doesn't feel it would as the landside and airside portions are two separate projects. He commented that the coordination between the contractors is why he would like to use a single surveyor or geo-tech. Commissioner Seay inquired as to if that would result in cost savings, to which Mr. Parish replied that he doesn't think so. Mr. Parish commented that Mr. Ridenour would be busier if two consultants were selected. Chair Herston commented that he would like to award the contact to a single consultant. Commissioner Hancik commented that he read the top three submitted packages and that although they were close, he enjoyed Michael Baker's more in terms of architecture and that he also feels one consultant should be selected. Chair Herston agreed with Commissioner Hancik that Michael Baker had a stronger architectural capability. Commissioner Andrews commented that he does see the benefit of splitting the project, as well as awarding a single consultant. Mr. Parish commented that he would really prefer to work with one consultant. He added that he has never worked with Michael Baker, that he has previously worked with AECOM, that AECOM was second on the runway 15-33 and 4-22 project, and that Michael Baker did not submit for that project. He opined that he would rather have a functioning building than one that makes an architectural statement, although he does not have an issue working with
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5 Michael Baker. Commissioner Coppola inquired as to who the original builder of the terminal was. Mr. Parish commented that the first terminal was with Schenkel Shultz and Half Acre Construction and that AECOM finished the last two thirds of the second terminal as the original contracted company was bought out and the engineer disappeared. Commissioner Seay commented that she's leaning towards a split decision. Commissioner Hancik commented that a split decision would add to the workload of the staff. Commissioner Hancik commented that there will be a lot of work on Airport property in the future and that he feels the project should be awarded to a single consultant. Commissioner Andrews, Seay, Hancik, Coppola and Chair Herston agreed to award the project to a single consultant. **Commissioner Hancik motioned to select Michael Baker for the New General Aviation Terminal Facility. Commissioner Andrews seconded. Motion passed unanimously.**

15 **b) Ground Transportation Fee** – Mr. Parish reported that the Airport currently has contracts with Uber, Lyft, and the taxi companies that operate on the property. He commented that Uber and the taxi's pay a flat fee and that Lyft pays a flat fee plus a per ride fee. He recommended that the Airport enter new contract negotiations with all the ground transportation companies and have a set per trip fee. He commented that there would be modifications to the taxi lane that would charge an entry fee through an automated debit system and Uber and Lyft would be bound by their geofence when they go to the front of the terminal. Commissioner Coppola inquired as to if there was any conversation with any of the groups on the matter. Mr. Parish commented that Uber and Lyft know that it's coming and that the taxi companies were notified that this year is the last year of a fixed price. Chair Herston inquired as to how the system in front of the terminal would be implemented. Mr. Parish commented that the taxi's currently line up in front of the rental car area and that an arm will be put in place to have the taxi's slide an ID card for entry. Commissioner Coppola inquired as to if that flat fee would raise the price of the Uber ride. Mr. Parish commented that it will and that it's built in to the trip. Chair Herston inquired as to if the fees are paid monthly. Mr. Parish reported that they are. **Commissioner Andrews motioned to approve the flat fee per ride for both taxi's and TNC's. Commissioner Seay seconded. Motion passed unanimously.**

35 16. Citizen's Input

Larry McClure – Commented that if the Board doesn't publicly condemn the political mailer within its residence that they are complicit in what's going on as it's unethical and it should be stopped.

40 **Jim Kaletta** – Commented that the political mailer is dirty politics and that he believes the Board has a motion that should be taken to make it clear that they don't go along with those types of things.

45 17. Commissioner's Comments

Commissioner Andrews – Commented that he's heard all the input and would like to comment that he does not condone the political mailer. He thanked everyone for coming and for sharing their comments.


5 **Commissioner Seay** – Commented that she thinks the political mailer is wrong and it’s disingenuous of the individuals commenting that one shouldn’t be saying those types of things as some were part of it themselves in previous elections. She commented that it was a very good meeting, that the budget is going along quite well, that staff is doing a tremendous job, congratulated Michael Baker, and acknowledged that she knows AECOM will be back to do more projects for the Airport.

10 **Commissioner Coppola** – Commented that she’s also involved in the election and that things have also been said against her. She noted that there hasn’t been anyone coming forward to defend her and that on any stage, it’s not a nice thing to do to anyone. She thanked Commissioner Deutsch for the red tide and blue-green algae update and inquired as to if he knew what happened in Lake Erie with their thick green algae. Commissioner Deutsch commented that Lake Erie’s green algae does look like what Charlotte County currently has. Commissioner Coppola congratulated Michael Baker.

15 **Chair Herston** – Thanked staff for their work, Attorney Carr for his work, Commissioner Deutsch for his red tide and green-algae knowledge, congratulated Michael Baker, and thanked those for their comments. He commented that the entire political process is full of negative advertising that he does personally condemn.

20 **18. Adjournment**

Meeting adjourned at 10:25 a.m.

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Kathleen Coppola, Secretary/Treasurer


James Herston, Chair