

CHARLOTTE COUNTY AIRPORT AUTHORITY

MINUTES OF REGULAR MEETING – DECEMBER 20, 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 Seay; Commissioners Andrews, Herston, Hancik, Coppola; CEO Parish; Attorney Carr; Ms. Hendren; Ms. Desguin; Mr. Hafenbreidel; Mr. Laroche; Mr. Mallard; Mr. Ridenour; Mrs. Cauley. **Others present:** Jim Kaletta; Richard Pitz; Gary Bayne; Mark Kistler; Paul Piro; Councilwoman Carey; Joe Makray, and others from the private sector.

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5. Citizen's Input

6. Additions and/or Deletions to the Agenda

25 **7. Employee Recognition**

Ms. Desguin presented Mrs. Laroche with a five years of service award. Mr. Hafenbreidel announced to the Board that the FBO has received a National Air Transportation Association (NATA) Safety 1st Certification. He explained what that meant for the Airport and the benefits it provides for day to day operations.

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8. Consent Agenda

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Commissioner Herston inquired if he had a question for Attorney Carr, if he should present that before the motion. Commissioner Hancik commented that he also has a question. Chair Seay commented that the item should be moved. Commissioner Herston motioned to move the approval of the four leases and the minutes. Commissioner Andrews inquired if the motion was to hold the consent agenda. Chair Seay inquired if there was a discussion about the items. Commissioners Herston and Hancik commented that they do have a question. Chair Seay suggested taking a pause to inquire with Attorney Carr about their legal questions. Commissioner Hancik asked Attorney Carr if there is a 15-page lease where the signature page is executed and approximately 10 of 15 pages are initialed, if that means the tenant does not agree to the five other pages. Attorney Carr commented that it does not. Commissioner Hancik commented that the documents have already been executed before the meeting and Board approval and commented that some leases do not have an "Exhibit A". Attorney Carr commented that if the leases are executed, they're contingent upon approval by the Board. Commissioner Hancik commented that the leases do not say that. Attorney Carr commented that it is the transmittal to the individuals that have provided the leases to the Authority and inquired as to which lease he is referring to. Commissioner Hancik opined that he has no problems with the leases, just the procedure and that he's

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referring to the Aircraft Services of South Florida, APG Avionics and New World Trade leases. Chair Seay commented that previously, the tenants have signed and executed the lease prior to it being given to the Board, then the Board would approve it to go into effect. Commissioner Hancik commented that the leases have already been executed. Chair Seay commented that it does not go into effect until after the Board approves the lease, even if it is signed and inquired if Commissioner Hancik would prefer the leases not be signed by the Authority until after the Board approves it. Commissioner Hancik inquired as to the legality of the leases being signed by the Authority prior to Board approval. Attorney Carr commented that he believes it is subject to approval by the Board even though it's been signed by Mr. Parish. Commissioner Hancik opined that the procedure needs to be addressed. Chair Seay agreed and inquired if moving forward, Mr. Parish can wait to sign leases until the Board approves them. Mr. Parish agreed that he can wait to sign the leases. Commissioner Hancik commented that "Exhibit A" from APG Avionics and PSC Warbird Aviation are missing. Chair Seay commented that it may have been omitted as the current agenda was 182 pages and inquired if there's a way to break apart the supporting items on the agenda to separate online links to view so there is not a large single link to download. Commissioner Hancik opined that he would like to stick to using the paper agenda packet, that the procedure for executing leases needs to be changed and that when he signs a contract, it's finalized. Chair Seay commented that when he signs a contract, he does not have the approval power, which comes from the Board and inquired if Commissioner Hancik wished to remove the leases from the consent agenda. Commissioner Hancik inquired if the Board is satisfied on the approval conditions that were discussed being accurate. Commissioner Herston opined that it ties the hands of Mr. Parish and Attorney Carr if the lease must be approved prior to signature of both parties. Commissioner Andrews inquired if there were any changes to any lease as they're presented. Mr. Parish commented that there are no structural changes and that he previously had approval of the master lease. Commissioner Andrews commented that with the approval of the master lease, the lease itself has been approved to use without changes. Chair Seay inquired if Commissioner Hancik would like to pull the leases from the consent agenda. Commissioner Hancik opined that if the Board is satisfied that there is not authority for the leases to be effective prior to Board approval, that he does not wish to pull them. The Board agreed that they are satisfied. Commissioner Coppola opined to add one line to the lease to ensure that it is not effective prior to Board approval. **Commissioner Herston motioned to approve the Consent Agenda. Commissioner Andrews seconded. Motion passed 4-1 with Commissioner Hancik voting no.**

9. Secretary/Treasurer's Report

Mr. Parish reported that there are a few individuals that will appear on the accounts receivables sheet next month if the Authority is unable to collect but staff is working diligently to correct that. Regarding the income statement, he reported that the Airport is continuing to exceed the budget estimates, that Allegiant's fleet has been reduced due to the retirement of their MD-80 aircraft and opined that their growth will return after they purchase new aircraft. Commissioner Herston inquired if all of the MD-80's have been retired. Mr. Parish commented that the last one was retired November 27th. Commissioner Coppola inquired what he airline does with the old aircraft. Mr. Mallard commented that they disassemble them, sell any spare parts and the rest is recycled.

10. Liaison Reports

Chair Seay reported that she changed Committee Reports to Liaison Reports on the agenda. She commented that the Airport has grown a great deal since the Committee Reports were created and that those original reports discussed topics such as economic development, Airport development, aviation, and the community. She opined that the Airport should have a liaison to the many different groups around the community, just as those groups do for the Airport. She opined that Commissioner Hancik is best for the Punta Gorda City Council as his district covers Punta Gorda, Commissioner Herston for the Board of County Commissioners as he often speaks with their Board, Commissioner Andrews for the Metropolitan Planning Organization as he's done a great deal with Economic Development, and Commissioner Coppola for the Community, such as the Chambers of Commerce and Team Punta Gorda. She commented that it is not a demand to attend meetings but to have a main point of contact for each group to contact the Authority and to have someone to monitor those issues that pertain to the Airport. She commented that she will continue as State Legislation but would like the Chair of the Board to stay the State Legislation Liaison. Commissioner Hancik commented that he immediately contacted Councilwoman Carey when he saw his assignment.

a) **Punta Gorda City Council** – Commissioner Hancik reported that the City of Punta Gorda is about to launch into their “Journey into the Future”, which is their effort on the Master Plan, and that the kickoff is on January 6th at the Blue Turtle.

Commissioner Herston opined that he feels bad for Commissioner Andrews as the MPO and the MPO-AC has so many meetings. Chair Seay opined that Commissioner Herston would be the alternate MPO Liaison if the time arose. Commissioner Herston agreed. Commissioner Coppola opined that her report is exactly what she was doing before and is happy with it.

b) **Board of County Commissioners** – Commissioner Herston had nothing to report.

c) **Metropolitan Planning Organization** – Commissioner Andrews had nothing to report.

d) **Community** – Commissioner Coppola had nothing to report.

e) **State Legislation** – Chair Seay supplied a copy of the legislative agenda to those interested.

11. Attorney's Report

Attorney Carr reported that Mr. Hester is required to vacate the premise by January 01, 2019 or the Authority will be able to initiate the litigation to evict. He commented that he has terminated Mr. Hester's hangar leases and is working with his liaisons, who have vacated one hangar and is still working on vacating the other. He reported that his firm was tasked with dealing with three property acquisitions, all of which are in the agenda packet, and that Attorney Hackett completed the two Letters of Intent (LOI) and is preparing contracts. He commented that he has been tasked by Chair Seay to establish a travel policy for the Board. Chair Seay commented that if any Commissioner has comments regarding

a travel policy, they should send those to Mr. Parish or Attorney Carr and opines an appropriate allocation would be \$2,500 annually for travel benefiting the Board and Airport. She asked that the travel policy be added to the January Board meeting agenda.

5 12. CEO's Report

10 a) **Development Update** – Mr. Parish commented that the LOI has been signed by the property owner on the Runway 22 end, that the appraisal process is happening and that the checklist is being completed to ensure the FAA will participate in the payment with the Airport's PFC funds. He reported that he will be traveling to Washington, DC with ACI, which includes the states of Texas, California, New York and Florida Airport Councils, to convince Congress to raise the PFC. He reported that late January, early February is when the Florida Airports Council will be traveling to Tallahassee, FL to talk to representatives and is encouraged due to the Airport's representative being in a leadership role this year. He reported that FAC will also be in Washington, DC in early March to talk to the new senator, sitting senator and a few representatives. He commented that the development report was sent out, Mr. Ridenour is available to answer specific questions and that everything is moving forward. Commissioner Hancik inquired if he will receive a copy of the comments received from the recent General Aviation Terminal stakeholder meeting. Mr. Parish commented that there is a quick list that was put together that he can send out to the Board, that was initially put together to send to the consultant. He opined the major comments that will be easy to take care of are larger windows in the café, an additional self-serve and rearranging the self-serve machines so there is more que space. He stated that the comments regarding extending Taxiway E to the end of Runway 27 and the end of Taxiway A will be addressed later on in the Master Plan around 2022-2023. He added there was a comment submitted requesting a second floor with no reasoning and another that said the building does not make a statement. Commissioner Hancik reported that he submitted the comment regarding the building not making a statement, that the floor plan is functional and that the building looks exactly like the one being built in Ocala, FL except for their two-story atrium. He opined that what you see with the Authority's design is a roof, that there is no theme, that he understands it may cost additional money to create a theme and commented on Naples, FL Airport reinventing themselves. Commissioner Andrews commented that the statement the building makes is that the Airport operates in a cost-effective and efficient manner and that the Bailey Terminal also reflects that philosophy. Mr. Parish commented that when putting the plan together, he reviewed many comments that Signature and other FBO's received from their users, which included larger bathrooms, meeting space, a nice lobby and covered entrances and exits. He commented that those things were added to the buildings design, that the original plan was to have a similar building to the administration office, that Ocala's FBO is \$6 million, with the Authority's current design being \$2.4 million. Commissioner Hancik commented that Ocala is also incorporating their administrative offices within their FBO building. Chair Herston opined that the building matches the administration building, that there are many hurricane considerations, that it's functionally an attractive building and that he likes the design. Commissioner Coppola commented that she previously asked why there couldn't be a second story built as she thought it was cheaper to build up but was informed that it is more expensive. Mr. Parish commented that it is considerably more expensive to build a second floor and opined it may be cheaper if land values are considered but the Authority has land. Chair

Seay opined that it would be wonderful if the building could be beautiful like Naples, that Naples also has the highest priced real estate of any place else in the Country, that the people of Charlotte County wouldn't appreciate it if the Airport spent an over abundance of money on a government building and feels it's important that the Authority stick with the functionality and purpose of the building. Commissioner Andrews opined it is cost effective and efficient, which is who the Airport is and what he'd like the citizens in the community to take pride in.

b) Marketing Update – Mr. Parish commented that Mrs. Miller is currently off for her children's Christmas break and that the report is included within the agenda packet. He reported the Airport did have the 75th Anniversary Celebration, the first flight to Allentown, PA, CAP toured Allegiant's planes, the PGD Buzz has been successful and he presented the demographics and Facebook responses. Commissioner Andrews opined that Mrs. Miller does a wonderful job. Chair Seay requested that if the Airport's post pops up on your social media feed, that you reshare or forward it so that it reaches additional people. Mr. Parish reported that the Airport is working on a joint video with Economic Development, which is helping expand marketing for the Industrial Park. Commissioner Coppola commented that when she was campaigning, she inquired if the audience used the Airport and that the majority did and had only positive things to say.

c) Aviation Activities Report – Mr. Mallard reported on passenger counts, fuel sales and gallons pumped, aircraft ops, and hangar vacancies.

d) Airline Update – Mr. Mallard reported that he attended the Take Off Conference in Memphis, TN to meet with additional airlines and other Airports. He commented that there were conferences on state of the industry, which included the pilot shortage that hampers the Airports efforts to recruit other airlines. He reported that he did meet with a regional and Canadian carrier at the conference, that the goal is to get daily service to a major hub for better domestic and international feed and that it can take up to three years to have an airline move to a new destination. He reported that the Department of Transportation attended the conference and that they were extremely impressed with the Authorities Small Community Air Service Development Program (SCASDP) application from 2012, requested additional information on the Airports growth, and commented that the Airport will be in line for a SCASDP grant next year. Chair Seay requested that Mr. Mallard explain the SCASDP grant. Mr. Parish reported that the grant gives money for marketing, airline and service development and that the Airport received the first one around the time Direct Air discontinued service. He stated the grant is 80% federal, 10% Airport and 10% local, that the local match came from tourism and that the goal was exceeded by roughly 110%. He opined that he's looking at a 2019 application for a 2020 grant. Mr. Mallard reported that Allegiant has increased to 41 destinations, which includes the return of Omaha, NE and new service to Appleton, WI, Syracuse and Albany, NY.

13. Old Business

a) Long-term Passenger Parking Expansion Design Contract – Mr. Parish commented that he'd like to complete the design, permitting, and put the project out to bid and that the rental car companies would like to lease land to build a parking lot of their own and

that he may incorporate that into a future phase. He reported that AECOM put together a proposal of \$268,511.00, which is approximately \$112 per space, closely matching his desired \$100 per space and that he's seeking DOT participation in the construction. **Commissioner Andrews motioned to approve the long-term parking expansion contract as presented with AECOM in the amount of \$268,511. Commissioner Hancik seconded. Motion passed unanimously.**

14. New Business

- 10 a) **Annual Parking Passes** – Chair Seay commented that she has received many emails regarding the subject. Mr. Parish commented that the Airport does run out of parking, specifically in the summer, which is when long-term parkers usually leave their cars. He commented that every weekend during the past summer, the parking lots were at least 98% full, that Thanksgiving brought in 1,100 additional cars that were parked in the remote parking lot and that 400-500 cars are expected for Christmas holiday parking, if the remote parking lot is not flooded. He opined that if you drive by the Airport on a Tuesday when there's no flights departing, you would have the impression that there is a lot of available space and that he does anticipate the program coming back as the new parking lot is built. He opined that before reinstating the program, he would like to spend money to change how the customers enter and exit the parking lot as there has been a lot of fraud recorded. He opined that an RFID system would be the best way to solve the problems associated with the pass, which will cost around \$15,000 with no on-going cost for the lanes to be installed or there's an option that's a \$2,500 yearly continuing cost with a per cost per vehicle. He commented that he did speak to other Airports and that aside from off-site parking, no others offer annual parking passes. Chair Seay inquired how many annual passes were previously sold. Mr. Parish commented 40 passes. Chair Seay inquired about the previous cost of the annual pass. Mr. Parish reported \$750 per year, which was \$62.50 per month. Chair Seay commented that the off-site Fort Myers Airport seasonal parking pass is \$600, which would be \$1,200 a year, and commented that she does understand why customers would be upset about paying a steep increase in rate. Mr. Parish reported that the Airport does offer a monthly pass at \$175 per month as an alternative. He commented that the program can be reinstated but opines the rate be raised, parking is restricted to the overflow parking lot and a better access control system is installed. Chair Seay confirmed with Mr. Parish that the pass is limited to a single vehicle. Chair Seay commented one suggestion from a customer was to provide hang tags but opined that is not a good idea as those can be transferred between individuals. She opined it's important to control the passes as parking lot revenue is important to the Airport and that only selling 40 passes does become restrictive. Mr. Parish commented that there were 40 active passes with 35 on the waiting list, suggested if they are reinstated, that no more than 80 passes are issued, and the Board decide the cost. Chair Seay commented that the off-site parking at Fort Myers Airport is not convenient to use. Commissioner Hancik opined that the \$15,000 one-time cost can be covered as 40 passes generates \$30,000 per year and that it financially makes sense to complete. Chair Seay inquired as to the loss. Mr. Parish commented that it's more of an inconvenience than a loss as the forced utilization of the remote parking lot will become more common until the new parking lot is completed. Mr. Parish opined to reinstate the program, there should be an RFID system installed with stickers that can be placed on the window or headlight, which cost \$10 per car and \$2,500 per antenna. Commissioner Coppola inquired as to who

5 monitors the system. Mr. Parish commented that you would simply pull up to the gate, it would read your barcode, the gate would open, and you would do the same thing to exit. Chair Seay inquired if this is something that can handed off between individuals once in the parking lot. Mr. Parish commented that these barcodes are permanently affixed to the vehicle. Chair Seay opined that this matter should stay with Mr. Parish but inquired if the Board has any direction. Commissioner Herston inquired if the capacity can be increased to 100 passes. Mr. Parish commented that he said 80 passes to cover the pass holders and the waiting list. Commissioner Herston suggest Mr. Parish allow 100 passes to build in capacity. Commissioner Hancik opined that it's more of a Board issue than a staff issue due to it being customer service. Chair Seay opined the Board only provide direction to allow staff to fully evaluate if it is a feasible opportunity. Commissioner Coppola inquired as to the reason the passes were originally established. Mr. Parish stated that there were 750 empty parking spaces between the service periods of Skybus and Direct Air, that it was originally \$500 per year for additional income, and that the Airport has grown, which has created capacity issues. Chair Seay opined that she'd like to ensure the parking lots can accommodate 100 passes and explore what the cost to monitor the system would be. Mr. Parish commented that if the Board would like, he can allow 100 passes, that he'd like to charge \$1,000 per year and will proceed with installing an access control system. Commissioner Coppola inquired if the annual parkers are business people. Mr. Parish commented that most are snow birds. Chair Seay inquired Mr. Parish needs a vote on the matter. Mr. Parish commented that he does not but would like the Board's concurrence moving forward.

25 **b) Lost and Found Policy** – Mr. Parish commented that his goal is to update and implement policies that were never considered prior to becoming a commercial airport and that lost and found is a time-consuming issue that he feels needs a policy. **Commissioner Hancik motioned to approve the Lost and Found Policy. Commissioner Andrews seconded.** Commissioner Herston inquired as to how and where the lost items are kept. Mr. Parish stated that there is a database where the items are logged, then the items are tagged and currently held for 90 days, which he would like to shorten to 30 days as there is not enough space, and that items are stored in a locked area next to the administration office. Commissioner Herston inquired if there are that many items. Commissioner Coppola inquired as to what is left behind. Mr. Parish commented jackets, sweater, canes, walkers, defoliators, cell phones, stuffed animals, car keys, wallets, and other misc. items are left. He commented that every effort is made to return the items, especially the wallets and cash but if those specific items do not get claimed, cash goes to the petty cash fund, and everything else, such as ID's and credit cards, are destroyed. He commented that cell phones are sent to an organization that recycles them, glasses go to the Lion's Club and all other items go to St. Vincent's. Commissioner Herston opined that he would prefer to hold the items 90 days. Mr. Parish commented that any items through the checkpoint stay with TSA, items from the aircraft go to the airline and that the policy in front of the Board is just the items left in the terminal. Chair Seay requested the policy be changed to 60 days to hold items. **Commissioner Hancik amended his motion to approve the Charlotte County Airport Authority Lost and Found Policy to reflect the retention of articles found according to the policy for a period of 60 days. Commissioner Andrews seconded. Motion passed unanimously.**

- 5 c) **Purchase of Building 208 and 210** – Mr. Parish commented that following a policy set under CEO Quill, staff has always reviewed the potential purchase of hangars on the Airport as they become available. He reported that Building 208 and 210, currently owned by TARGA, Inc. have become available for sale. He commented that one unit is currently leased to Florida Southwestern University as part of their A&P school at market rates and the other is currently used as a gang hangar. He reported that they have come to a LOI for early termination of their land lease for a sum of \$1,100,000 for both buildings, which are 100 ft x 100 ft with upgraded hydraulic doors, which fixes the previous structural fault in the design. He commented that the building being purchased for slightly more is in nice shape with two offices and air conditioning while the other is a straight hangar. Chair Seay commented that it has been a goal to acquire these types of buildings as they do become available and that the cost to build these buildings would be more than the purchase price presented. **Commissioner Herston motioned to approve the purchase of Building 208 and 210 as presented. Commissioner Andrews seconded.** Commissioner Herston inquired as to what the green box in the middle of the apron area on the map is. Mr. Parish commented that it is not associated, that the building directly south belongs to Sarasota Avionics, and just south of that the Authority purchased roughly four years ago. He stated the Authority would be purchasing the two buildings outlined in yellow on the map. Attorney Carr clarified that this is not a purchase, but an early termination of a land lease with a buy-out. He stated that you would normally acquire the hangar at the end of the land lease but they have an extended period. Commissioner Hancik inquired if was a 30-year land lease. Mr. Parish reported it was a 30-year lease with two 10-year options. Commissioner Coppola inquired if there's any perspective tenants. Mr. Parish commented that one building is currently leased and that there's a lot of individuals looking for larger hangars, so he doesn't feel it will be an issue to lease. **Motion passed unanimously.**
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- 30 d) **Purchase of Building 230** – Mr. Parish stated that Dr. Rosenfield's hangar, located just north of the EAA building, has also become available and that an early termination has been negotiated for \$500,00. He reported that the building is 12,000 square feet with an office and is currently occupied by APG Avionics, who is currently an Authority tenant and is excited about continuing in that location. He reported that APG Avionics has just received certification as a Cirrus Jet Repair Center, one of six in the USA, and that they were previously concerned as they had a month-to-month lease, which means they would be forced to move to a new location if the building is sold to anyone other than the Authority. **Commissioner Herston motioned to approve the purchase of building 230 as presented. Commissioner Coppola seconded. Motion passed unanimously.**
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- 45 e) **Deposit for Wetland Mitigation** – Mr. Parish reported that he has been trying to mitigate some wetlands on the infield and approach, that the amount of credits required by the water management district has been negotiated and the design is moving forward. He commented these are isolated wetlands, that there's two basins and he doesn't agree with the divide line. He reported that the Pine Island Mitigation Bank is currently at \$90,000 for a fresh water herbaceous credit, that the Airport needs 15.10466 credits, which is decided by a ratio between the quality, type and habitat of the wetlands, and that it's generally one acre per credit. Commissioner Herston inquired as to what the acreage is. Mr. Ridenour stated that for phase one from Pine Island

Mitigation Bank, it's approximately 14.73 acres. Commissioner Herston confirmed with Mr. Ridenour that the Authority is purchasing 15 credits for 14 acres. Mr. Parish commented that the Airport will be purchasing additional credits from the Peace River Mitigation Bank in the future, that Pine Island Mitigation Bank is set to raise their rates in January and that he'd like to give the Pine Island Mitigation Bank a 20% deposit to hold the credits for 12 months. He stated that he's confident that all permitting will be in place by that end of that time period. Commissioner Herston inquired if the basin break has always been at the marked location or if it's more elusive. Mr. Parish commented that the Airport drops roughly .8 feet across the entire property from the south to the north, opines that the basin line is imaginary and that it has been argued in the past. He opined that at the cost per credit, he'd like to use the Pine Island Mitigation Bank. Commissioner Herston inquired as to the difference in price per credit between the two banks. Mr. Parish commented that it's \$90,000 at Pine Island Mitigation Bank and \$140,000 at the Peace River Mitigation Bank. Commissioner Herston inquired as to who negotiated the quality of the Airport's wetlands. Mr. Ridenour commented that it was EAS, a premier environmental firm and subconsultant to EG Solutions. Mr. Parish commented that the basin line determines which bank you purchase from, that the basin to the south flows to Pine Island and the basin to the north flows to Peace River. Commissioner Herston opined that the quality should have been argued. Mr. Ridenour commented that he can provide the Uniform Mitigation Assessment Method (UMAM) scores. Commissioner Herston declined, stating that he was okay if Mr. Ridenour reviewed them. Mr. Parish opined that the individuals arguing for the Airport are one of the most aggressive in the state. Mr. Ridenour commented that the company negotiated the size and value down. Chair Seay inquired as to what direction or vote Mr. Parish needs. Mr. Parish commented that he is requesting approval for a deposit of \$271,884, which is part of the current grant and PFC Application, which will be refunded at a rate of 90% from the federal grant and 10% from PFC's. **Commissioner Andrews motioned to approve a deposit of \$271,884 for the purposes of wetland mitigation. Commissioner Herston seconded.** Commissioner Herston inquired if the \$271,884 is full payment. Mr. Parish commented that it is a 20% deposit and the rest will follow once the permit is complete. Commissioner Coppola inquired as to where that money goes. Mr. Parish reported that when you build a bank, you take land that was previously a wetland before being used, return it to wetland status and then monitor it continuously every month for five years and then you can sell it for credits. **Motion passed unanimously.**

15. Citizen's Input

Jim Kaletta – Commented that the Air Force has taken the pilot shortage into consideration and they have approved a new policy that grants 100% funding to the Civil Air Patrol to give any cadet in the program that attends meetings, gains rank, and does a good job, a complete pilots license. He commented that the cadet must be approaching 16 years of age, will continue until 18 years of age and possibly 21 years of age if they choose to stay a cadet instead of a senior member. He commented that he did sign off on the first application last week and personally approves of the program. Commissioner Andrews commented that there was a cadet that did a similar program on Airport property. Mr. Kaletta commented that there is a scholarship that pays for the airplane, but not the remaining cost, and that this allows there to be no cost to the cadet to become a pilot. Commissioner Coppola commented that there was discussion to put a course in the high

schools and inquired if anything has become of it. Mr. Kaletta commented that may have been the Technical School in Murdock. Commissioner Coppola commented that her daughter took an aviation course at Charlotte High School where they took her flying. Attorney Carr commented that his sister-in-law was the one that did the course, but she passed away. Mr. Kaletta commented that CAP has been designated to fly the ROTC individuals, which may be what Commissioner Coppola is referring to. Commissioner Andrews inquired if prior to the program, cadets could receive flight instruction at no cost other than the use of the aircraft. Mr. Kaletta commented that before the funding, he used to have a pot of money set aside to give any cadet that wanted to fly 20 hours of paid time in an aircraft, so they would only have to pay the cost of fuel, and an additional 10 hours if they solo the aircraft.

Councilwoman Carey – Commented that she was contacted by Commissioner Hancik earlier in the week regarding the new Liaison Reports, that she mentioned it during the comment section of the City Council meeting and that their Board is thrilled to have a contact person from Punta Gorda for the Airport.

Richard Pitz – Commented that he attended the GA Stakeholder meeting on the 13th and was taken back by the disproportionate size of the roof over the underpinning of the building. He opined that the building should have a hip roof in case the Authority would like to develop a second floor.

16. Commissioner's Comments

Commissioner Andrews – Thanked everyone for attending and wished everyone a merry Christmas and happy new year.

Commissioner Herston- Wished everyone a merry Christmas and thanked staff and council for their good job.

Commissioner Hancik – Commented that at the last meeting, he inquired about building additional aircraft storage hangars. He commented that he hasn't seen any movement in that area, that it wasn't reflected in the minutes and opined that staff was going to engage AECOM to look at building more hangars. Mr. Parish commented that the building was increased from 6 to 10 units and that the Authority is building two additional box hangars. Commissioner Hancik inquired how many are on the T-hangar waiting list. Mr. Mallard commented approximately 52 people. Commissioner Hancik opined that half of that list is valid, that it takes a year to get a hangar, that it's expensive to build hangars but feels something should be put out that the Airport is looking at building additional hangars. Commissioner Seay opined that right now, the Airport has the least expensive hangars and certain that those on the waiting list are excited about the possibility of renting a hangar for so inexpensive. She commented that if the Authority builds more hangars, they'll be at the higher rate that is not competitive and is interested in how long it would take before the Authority begins regaining the investment being made. She opined that it should be talked about at a later date when there is additional information. Commissioner Hancik opined that the Board is saying there's no current interest in building new hangars, even though the tenants are asking him when the Airport will build more hangars. He commented that it's not about cost and that Venice Airport just opened a new group of hangars for \$500 per month. Mr. Mallard commented that in the past year, there have been 34 new T-hangar

leases, which shows there is turnover, and that Naples has approximately a four-year waiting list. Mr. Parish commented that the Airport will be requesting state funds in 2024-2025, that he is going to Tallahassee, FL to attempt to receive that money prior, and that money is key to building T-hangars that will return on investment. Attorney Carr commented that there was an RFP that was sent out earlier this year that received no response. Commissioner Hancik opined that staff never contacted the companies to see why there was no response to the RFP. Mr. Parish commented that staff did call every company and that the reason was due to no return on investment. Commissioner Hancik opined that the Authority should take existing hangar revenue and apply it to build new hangars in a similar way to how the parking lot was built and commented that some Airports are subsidizing hangars. Chair Seay commented that she is not interested in subsidizing anything. Commissioner Hancik inquired if at this time, there is interest from the Board to build additional aircraft storage hangars. Commissioner Seay confirmed with Mr. Parish that in 2024-2025, the Airport is looking at funding for hangars. Mr. Parish commented that the Airport has also expanded the other complex to add hangars. Chair Seay opined that there is a waitlist of a year for our current hangars and that it would take two years to build hangars. She opined that the Authority does want additional hangars, however, they can't be built right now but will be reviewed in the future. Mr. Parish agreed and commented that he has great information on the cost of construction for T-hangars, that he'll review the cost of box hangars and bring a report back at a later date. He commented that DOT no longer allows Airports to spend money ahead of time and receive reimbursement, even though the Airport has done that before with the 600 series hangars. He opined that he'd like to push the grant forward so the Authority is not paying 100%. Commissioner Hancik wished everyone a merry Christmas and prosperous new year.

Commissioner Coppola – Wished everyone a merry Christmas, thanked Chair Seay for the lovely calendar, complimented CAP and Mr. Kaletta on their positive article in the newspaper, and reported on the Christmas Parade, EDP luncheon, and 75th anniversary celebration. She commented that the CARE Ball is January 26th and thanked staff for their work.

Chair Seay – Wished everyone happy holidays.

17. Adjournment

Meeting adjourned at 10:35 a.m.



 Pamella A. Seay, Chair



 Kathleen Coppola, Secretary/Treasurer