



# Charlotte County Airport Authority

## Punta Gorda Airport

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<b>Pamella Seay</b> Chair	<b>James W. Herston</b> Vice-Chair	<b>Kathleen Coppola</b> Secretary/ Treasurer	<b>Robert D. Hancik</b> Asst. Secretary/ Treasurer	<b>Paul Andrews</b> Commissioner	<b>James W. Parish</b> CEO	<b>Darol Carr</b> Authority Attorney
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Thursday, November 21, 2019

9:00 A.M.

7375 Utilities Road, Building 313, Punta Gorda, FL

### AGENDA

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- 1. Call to Order:** Reminder to turn off your cell phones
- 2. Invocation:** For those who wish to join, please rise for the invocation.
- 3. Pledge of Allegiance**
- 4. Roll Call**
- 5. Citizen's Input:** Anyone wishing to address the Board during this portion should state their name for the record. Each citizen is allowed up to two minutes to express their opinion.
- 6. Additions and/or Deletions to the Agenda**
- 7. Consent Agenda:** All matters listed under this item are considered routine and action will be accomplished by one motion without separate discussion of each item. If discussion is desired by a Commissioner, item(s) will be removed from the Consent Agenda and considered separately.

#### Secretary/Treasurer

Minutes Regular Meeting – October 17, 2019

#### CEO

**Enterprise Leasing Company of FL, LLC Lease** – Enterprise Leasing Company of FL, LLC would like to lease Building 313, unit A and B to utilize as a vehicle maintenance center.

**Staff Recommended Action:** Board approve lease with Enterprise Leasing Company of FL, LLC.

**Resolution 2019-03 Budget Amendments** – All budget amendments must be made any time within the fiscal year or within 60 days following the end of the fiscal year. The 2018/2019 Annual Budget needs to be amended to \$22,911,833 from \$42,519,164.

**Staff Recommended Action:** Board adopt Resolution 2019-03.

**Insulation Replacement for Building 210** – The insulation on Building 210 is at the end of its useful life, causing it to deteriorate and fall apart onto the aircraft parked within the

hangar. A proposal from Wentzel’s Insulation, Inc. has been received in the amount of \$31,700 to remove the current insulation and replace it with new insulation.

**Staff Recommended Action: Board approve proposal from Wentzel’s Insulation, Inc. in the amount of \$31,700.**

**AAAE Federal Affairs Membership Invoice** – The Airport supported the AAAE Federal Affairs Membership from CY 2015-2018. The membership for CY 2020 will cost \$18,000 to assist in defraying the cost of services for information collection and dissemination, staffing and other association resources dedicated to airport legislative and regulatory issues as well as subscription/access to AAAE policy department electronic communications.

**Staff Recommended Action: Board approve AAAE Federal Affairs 2020 Membership in the amount of \$18,000.**

**8. Secretary/Treasurer’s Report**

- a. Accounts Receivables
- b. Income Statement
- c. Balance Sheet

**Mrs. Coppola**  
Mr. Parish  
Mr. Parish  
Mr. Parish

**9. Liaison Reports**

- a. Punta Gorda City Council
- b. Board of County Commissioners
- c. Metropolitan Planning Organization
- d. Community
- e. State Legislation

Mr. Hancik  
Mr. Herston  
Mr. Andrews  
Mrs. Coppola  
Chair Seay

**10. Attorney’s Report**

**Attorney Carr**

**11. CEO’s Report**

- a. Air Show Closing Report
- b. Development Update
- c. T-hangar Update
- d. SuperTrak Update
- e. Marketing Update
- f. Aviation Report

**Mr. Parish**  
Mr. Parish  
Mr. Ridenour  
Mr. Parish  
Mr. Parish  
Mrs. Miller  
Mr. Mallard

**12. Old Business**

- a. School Board of Charlotte County Lease

Mr. Parish /  
Attorney Carr

**13. New Business**

- a. Election of Officers
- b. Vasey Aviation Group Real Estate Development Agreement

Attorney Hackett  
Mr. Parish

**14. Citizen’s Input:** Anyone wishing to address the Board during this portion should state their name for the record. Each citizen is allowed up to two minutes to express their opinion.

**15. Commissioner’s Comments**

**16. Adjournment**

## Agenda items for November 21, 2019 Meeting

A copy of all the attachments are at [www.flypgd.com/airport-authority/meeting-minutes-and-agendas/](http://www.flypgd.com/airport-authority/meeting-minutes-and-agendas/)

### 12. Old Business

- a. **School Board of Charlotte County Lease** –During the October 17<sup>th</sup> meeting, Attorney Carr reported that he had reached final negotiations with the School Board of Charlotte County but was awaiting their signature. The Board agreed to accept the lease with negative notice by 4 p.m. on October 18<sup>th</sup>. Following the meeting, the School Board requested additional modifications to the lease.

**Staff Recommended Action:** Board discretion.

### 13. New Business

- a. **Election of Officers** – Attorney Hackett will hold the Election of Officers to elect a Chair, Vice Chair, Secretary/Treasurer and Assistant Secretary Treasurer.
- b. **Vasey Aviation Group Real Estate Development Agreement** – Vasey Aviation has been providing development services to PGD for over 10 years. As we develop the North Side of the Airport and look at PPP opportunities Staff would like to have an experienced expert on call to help navigate the potential problem and look for opportunities that may exist. Vasey brings that experience to PGD.

**Staff Recommended Action:** Board approve Real Estate Development Agreement with Vasey Aviation Group.