

CHARLOTTE COUNTY AIRPORT AUTHORITY

MINUTES OF REGULAR MEETING – NOVEMBER 21, 2019– 9:00 A.M.

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1. Call to Order

2. Invocation

10 Commissioner Herston gave the invocation.

3. Pledge of Allegiance

4. Roll Call

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Present: Commissioners Herston, Coppola and Hancik; Attorney Hackett; CEO Parish; Mr. Mallard; Ms. Hendren; Mr. Ridenour; Mrs. Cauley; Ms. Desguin; Mr. Laroche; Mrs. Miller; Mrs. Delph; Mrs. Harper, and Ms. Pedigo. **Others present:** Jim Kaletta; Lionel Shuman; Dana Carr; Mark Kistler; Steven Henriquez; Paul Piro; Commissioner Deutsch; David Gammon; Gary Harrell; Joe Makray; Richard Pitz, others from the private sector and a member of the press. **Absent:** Chair Seay; Commissioner Andrews, and Attorney Carr.

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5. Citizen’s Input

25 **Joe Makray** – Inquired as to why the electric for the runway closure X’s are being supplied by generators. He opined that there’s electric throughout the runway that they can be tied in to and that it is expensive to keep using the generators.

6. Additions and/or Deletions to the Agenda

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Mr. Parish removed agenda item 12a. School Board of Charlotte County Lease as it is not set to be on the School Board’s agenda until December 10th, agenda item 13a. Election of Officers as there were two Board members absent, and agenda item 13b. Vasey Aviation Group Real Estate Development Agreement as he still has some concerns to address with it.

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7. Consent Agenda

40 Commissioner Hancik inquired as to why the budget adjustment was such a difference. Mr. Parish commented that it is due to grants as they are required to be in the budget, but the Airport did not receive all that were included in last year’s budget. **Commissioner Coppola motioned to approve the Consent Agenda. Commissioner Hancik seconded. Motion passed unanimously.**

8. Secretary/Treasurer’s Report

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50 Mr. Parish reported that regarding accounts receivables, the three past due accounts within 60-90 days have been paid in full. He commented that the income and balance sheets are year end and that he’s working to get the estimated budget closer to the actual budget. He commented that the budget adjustment was due to grants as they must be included within the budget, however one grant for the runway came later than expected and the Airport did not get the \$10 million requested in supplemental funding. Commissioner Herston inquired if it has to be included within the budget once it’s applied. Mr. Parish commented that the budget

requires staff to assume what the Airport is going to do with capital that year, including requested grant funding. Regarding the balance sheet, he reported that end of the year total cash is approximately \$15.6 million with \$82.8 million in assets. Commissioner Herston inquired if cash is kept at SunTrust Bank. Mr. Parish reported that all cash was moved to Centennial Bank, which is providing a much better interest rate in the same government guaranteed account. He commented that total PFC collection approved is approximately \$6.8 million to date.

9. Liaison Reports

- a) **Punta Gorda City Council** – Commissioner Hancik had nothing to report.
- b) **Board of County Commissioners** – Commissioner Herston commented that other than slight discussions on Municipal Service Benefit Units (MSBU), he has nothing to report.
- c) **Metropolitan Planning Organization** – No report due to Commissioner Andrews absence.
- d) **Community** – Commissioner Coppola reported that the Air Show was wonderful and mentioned the newspaper article for the Flybrary.
- e) **State Legislation** – Mr. Parish commented that he is on the state legislative affairs committee for FAC and that weekly phone calls have started to review issues including fuel tax, sales tax on the sale of aircraft, some engineering issues with exemption laws, and that he's following Special District changes. He commented that he will bring any important matters to the Board's attention through email and monthly meetings. Commissioner Herston inquired about the engineering exemption issue. Mr. Parish commented that currently, the Airport hires an engineer to design a project and then the engineer is responsible for certain areas of construction administration. He commented that since the Airport does their own daily inspection through RPR work, the exemption wouldn't change anything however, some airports do not have similar set ups and that the new legislation requires that a second firm certify the work of the other engineer. He commented that it increases cost significantly and that the exemption would stop that requirement.

10. Attorney's Report

Attorney Hackett had nothing to report. Mr. Parish commented that Attorney Hackett has been working diligently on the closing for the land on the north end of runway 22. He commented that the closing documents have been received and that the sale should move forward before the end of the year.

11. CEO's Report

- a) **Air Show Closing Report** – Dana Carr opined that this year's Air Show was the best he's experienced in the four years he's been a part of it and that there was a lot of positive comments made. He commented that the Air Show should be very solvent after this year and that the organizations being donated to should be very happy. Commissioner Coppola inquired if the vendors were happy. Mr. Carr commented that they were happy, but he is having a minor issue with the food vendor he is working through. He opined that future

Air Shows are unknown as he needs to speak with the jet teams at next month's conference and is awaiting to better learn the Airport's construction schedule. He opined that the Air Show is beneficial for Allegiant in terms of marketing.

5 **b) Development Update** – Mr. Parish reported that he applied for a grant to speed up the
design of runway 4-22 by approximately six (6) months, 50% funding was approved for
the fencing around the new property, the Airport is acquiring property at the end of runway
10 33, the roadway network improvements which includes terminal curbside will be ready
for funding soon, and permitting is being completed for the long-term parking lot. He
commented that a cost estimate from the engineer has been received in a total of \$3.3
million for 24 units, the administration building is being held off on, and that he will bring
back the terms for the SIS funding for the general aviation center. He commented that
15 regarding the runway closure X's for the rehabilitation of runway 15-33, runway lights are
a constant current network, as opposed to a constant voltage network, therefore the X's
cannot tie into them. He commented that the lighted X's are the FAA's requirement for
shutting down runways during night and that the maintenance of the four (4) that the
Airport currently have is included in the construction project. Commissioner Coppola
inquired if there was going to be a traffic light installed at Airport Road and Piper Road.
Mr. Parish commented that there is not one planned and that there is a traffic light study
20 being done at the intersection of Henry Road and Piper Road.

c) T-hangar Update - Mr. Parish reported that quotes have been received and that he's
working on analysis of how to build and fund more hangars. He commented that FDOT
25 has included \$1 million in year 2025 for funding, that approval has to be received to use
it upfront and be reimbursed, and that due to FDOT not being able to obligate funding five
(5) years out, there is no guarantee of reimbursement for the Airport. He commented that
the project has an engineer's estimate of just over \$3.3 million for 24 units. He opined that
current hangar rent is \$275 and the new units would need to be around \$400, with the
current tenants staying at the current price and new tenants being at the new rate regardless
30 of unit. Commissioner Herston commented that the price per unit would be \$133,000 and
that at \$275 per month, it would take decades before there was a return on investment. Mr.
Parish commented that steal has doubled and that in 2005, when the other five units were
built, they averaged approximately \$43,000 per unit. Commissioner Hancik opined that
\$400 per month is reasonable. Mr. Parish commented that he is going to work to get
35 preapproved with FDOT to spend the \$1 million and complete the permitting and bidding
on the project. He commented the engineers estimate of \$3.3 million is based on three
other Airports who have recently bid and build T-hangars. He commented that Sarasota
built new T-hangars and now have vacancies and opined that he would like to ensure the
Airport does not over build new hangars. Commissioner Coppola inquired as to if there
40 has been any market analysis completed for potential tenants. Mr. Parish commented that
he would want to prelease the hangars prior to building and that there's 64 people on the
current waitlist for a hangar priced at \$275 per month. Commissioner Herston inquired
how many hangars Sarasota built. Mr. Parish commented that he does not have that
number off hand as they replaced some, that he has it in the office if anyone is interested,
45 and that it wasn't many additional units. Commissioner Hancik commented that the public
should understand that building new hangars consist of more than just building the
building.

d) SuperTrak Update – Mr. Parish reported that a second appraisal and commercial
50 building inspection has been performed, and that SuperTrak is working to complete the

5 items on the list. He commented that there is three (3) years left on the current land lease, then they would go into a building lease if purchased. He opined that if the building were to be purchased by the Airport, it would make a wonderful Airport maintenance facility. Commissioner Hancik inquired if the Airport will end up with the building at the end of the lease. Mr. Parish commented that by the lease, the Airport will only receive the land. Commissioner Hancik opined that he isn't sure it would be a good maintenance building as it's not directly located on the Airport and that a workshop should be set to discuss the matter. He inquired into what the benefit of owning it would be. Mr. Parish commented that the Airport would own the facility and receive the lease rates for the building instead of just the land. Commissioner Hancik opined that there are other priorities for \$1.7 million, such as building T-hangars. Mr. Parish opined that the decision isn't to either purchase SuperTrak or build T-hangars. Commissioner Hancik commented that he has not read SuperTrak's lease agreement but generally, the building reverts back to the Airport at the end of a lease. Mr. Parish commented that this lease is not written in that way. Commissioner Hancik commented that at the end of 2024, SuperTrak has the option to walk away from the building or tear it down and opined that there's no reason to boost their revenue source by \$1.7 million. Commissioner Coppola inquired if leasing part of the building once it's a maintenance center would recoup some of the money. Mr. Parish commented that SuperTrak is agreeing to a five (5) year extension to their lease. He commented that he will send the Board financials on the matter and that if a workshop is desired, it can be arranged.

25 e) **Marketing Update** – Mrs. Miller reported on the new Why Fly PGD campaign, the upcoming Chamber Parade, the Airport therapy dog program and inquired if the Commissioners would allow the therapy dogs to ride on the parade float. Commissioner Herston inquired if it would be better for the dogs to walk beside the trailer. Mrs. Miller commented that the little dogs may get tired walking beside the float. She commented that EDP has requested to set up more one-on-one meetings in January and possibly April with each Commissioner. Commissioner Hancik commented that Mr. Parish is on the EDP Board and opined if it would be more informative for Mr. Parish to provide a monthly report. Mr. Parish commented that he can provide a report but there are items that he has signed a confidentiality report not to discuss, such as EDO projects. Commissioner Herston inquired as to how many people are on the EDP Board. Mr. Parish opined approximately 20. Mrs. Miller inquired if the Board would like to continue with the quarterly one-on-one meetings. Commissioner Hancik opined he would if he knew what was happening. Mrs. Miller commented that the meetings are set up to inform the Board of the projects happening. Mr. Parish commented that EDP meets with the City monthly, the County every other month and that the private meetings are to provide the updates currently being requested. Commissioner Coppola opined that it's important for Mr. Parish to be on the Board as the Airport has so many businesses onsite. Mr. Parish commented that the Airport has been a member of the EDP since it was established as the Airport is a large economic driver for the community. He commented that an Airport Board member used to sit on the EDP Board, but the by-laws changed so that you cannot be an elected official and on the EDP Board. Mrs. Miller reported that the Airport won a Visit Florida bronze award in the creativity and public relations category for the destination spotlight program.

50 f) **Aviation Report** – Mr. Mallard reported on passenger counts, fuel sales and gallons pumped, aircraft ops, and hangar vacancies. He commented that there were only two noise complaints from the Air Show.

12. Old Business

- 5 a) **School Board of Charlotte County Lease** – Removed from agenda during agenda item 6. Additions and/or Deletions to the Agenda.

13. New Business

- 10 a) **Election of Officers** – Removed from agenda during agenda item 6. Additions and/or Deletions to the Agenda.

- b) **Vasey Aviation Group Real Estate Development Agreement** – Removed from agenda during agenda item 6. Additions and/or Deletions to the Agenda.

15 14. Citizen's Input

20 **Joe Makray** – Opined that the Airport should build larger hangars for larger aircraft. Mr. Parish commented that the hangars being designed are the same size as hangars 601-603 and that the plan is to build ten (1) 60' by 60' hangars as part of the new general aviation center. Mr. Makray requested that the Board consider building hangars approximately 48 feet wide with a deeper depth. Mr. Parish commented that when viewing the waitlist, there are only two planes that will not fit into the planned hangars. Mr. Makray commented that it may be true, but he is aware that Stan Smith has a plane that he would rather have in Punta Gorda. Mr. Parish commented that the additional ten (10) units will be capable of housing larger aircraft. Mr. Makray opined that he doesn't understand why the runway closure X's won't tie into the runway lighting. Mr. Parish commented that there are constant current regulators that would have to be turned on and off continuously as the demand changes as the lights have to flash by FAA rules. He commented that electrical engineers have previously said it cannot be done in any Airport across the United States. Mr. Makray opined that specific wires should be run to light future closure X's while everything is torn apart.

35 **Richard Pitz** – Opined that after speaking to a member of the School Board, he feels as if the A&P program is not a priority for the School Board. He suggested that more demands should be placed upon the School Board by the Authority.

Lionel Shuman – Commented that general aviation has changed in the years as he remembers when it was difficult to rent out hangars and wished the Board a happy Thanksgiving.

40 15. Commissioner's Comments

Commissioner Coppola – Wished everyone a happy Thanksgiving and thanked the audience for their attendance.

45 **Commissioner Hancik** – Commented that regarding the School Board, he opined the School Board has been offered two (2) different opportunities to lease different facilities and they have accepted neither facility. He commented that he read the School Board has hired someone to obtain proper licensing, opined that that individual should meet with Airport staff, and questioned how long the Authority should wait for the School Board to sign the lease. He
50 opined that if the School Board won't sign the lease, AeroGuard's terms should be

renegotiated and that he'd like to discuss it during a workshop. He commented that he does not know enough about Vasey Aviation Group and would like to be educated on who they are. Mr. Parish commented that he would be more than happy to discuss who Vasey Aviation Group is. Commissioner Hancik opined that the Board should be educated during a workshop or Commissioner's Comments. Commissioner Herston inquired as to how soon a workshop should be held. Commissioner Hancik opined that a time would be up to the Chair and that he would be fine with discussing the matters under Commissioner's Comments as long as the Board understands the meeting will run longer.

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Commissioner Herston – Thanked staff for their work and everyone in the audience for attending. He wished everyone a happy Thanksgiving.

16. Adjournment

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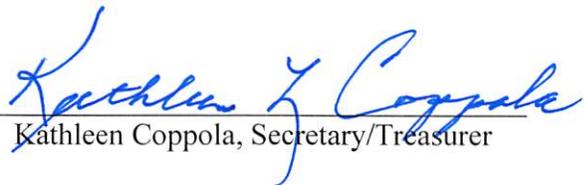
Meeting adjourned at 10:05 a.m.

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Pamella A. Seay, Chair

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Kathleen Coppola, Secretary/Treasurer