

CHARLOTTE COUNTY AIRPORT AUTHORITY

MINUTES OF REGULAR MEETING – JANUARY 16, 2020 – 9:00 A.M.

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1. Call to Order

2. Invocation

10 County Commissioner Deutsch gave the invocation.

3. Pledge of Allegiance

4. Roll Call

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Present: Chair Seay; Commissioners Andrews, Coppola, Hancik and Herston (arrived at 9:05 A.M.); Attorney Carr; CEO Parish; Mr. Mallard; Ms. Hendren; Mr. Ridenour; Mrs. Cauley; Ms. Desguin; Mr. Laroche; Mrs. Miller; Mrs. Delph; Ms. Straw; Mrs. Harper, and Ms. Pedigo.

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Others present: Jim Kaletta; Lionel Shuman; Steven Henriquez; Gary Harrell; Lakshmi Gurrum; Councilmember Miller; Donna Jablonski; Venessa Oliver; Commissioner Deutsch, others from the private sector and a member of the press.

5. Citizen’s Input

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6. Additions and/or Deletions to the Agenda

7. Consent Agenda

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Commissioner Andrews motioned to approve the Consent Agenda. Commissioner Coppola seconded. Motion passed unanimously.

8. Secretary/Treasurer’s Report

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Mr. Parish commented that finances are tracking well with the budget and cash continues to rise but will fluctuate with current construction projects.

9. Liaison Reports

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a) Punta Gorda City Council – Commissioner Hancik commented that the annual community meeting is coming up and that he will be attending.

Commissioner Herston arrived at 9:05 A.M.

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b) Board of County Commissioners – Commissioner Herston commented that there will be a new permitting system to make the process of submitting projects easier.

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c) Metropolitan Planning Organization – Commissioner Andrews had nothing to report as the MPO has a presentation for the Board under agenda item 11e. CEO’s Report. He commented that he’ll have more to report on next month as he’ll be attending the MPO meeting on January 30th.

- 5 d) **Community** – Commissioner Coppola reported that the Airport has had good publicity recently and reviewed previous newspaper articles mentioning the Airport. She commented that the Wings of Freedom Tour will be at the Naples Municipal Airport from January 23rd through February 2nd, that she saw David Gammon is now within the Economic Development Office and discussed the upcoming Fly on the Ford event at the Airport from January 23rd through January 26th. She commented that she attended the Women’s Republican Forum and a Trump Club meeting.
- 10 e) **State Legislation** – Chair Seay reported that Mr. Parish has been working with the Airports Tallahassee liaison to keep track of the aviation fuel tax bill, a new development regarding payments that come from any airport authority board or special district and the PFAS exception. Mr. Parish commented that Senate Bill 1302, which has to do with sovereign immunity, has no house companion and that he’s going to sit down with the Airports legal counsel to review the proposed language changes. He commented that he is
- 15 keeping an eye on minor bills regarding tax exemption on aircraft sales, drones, public procurement, diesel exhaust capture system and real ID requirements.

10. Attorney’s Report

- 20 Attorney Carr reported that all matters, except for the continuing acquisition of property, have been concluded and that there is no threat of or pending litigation against the Airport.

11. CEO’s Report

- 25 a) **Development Update** – Mr. Parish reported that the property acquisition for the runway 4-22 RPZ has been completed and that plans are in the process of being put out to fence the area. He reported the property acquisition on the runway 33 end is still underway with a late January or early February closing, he’s awaiting determination of SIS funding for the roadway network project and that final plans have been received for the long-term
- 30 parking expansion project so it can be advertised sometime this month. He commented that the Airport will now be using an online bidding service to deliver bid documents to interested parties. He commented that design and cost evaluation is moving forward for T-hangars, the administration building expansion is on hold, a funding application for design has been submitted to the FAA for runway 4-22 reconstruction, the new GA center and hangar 207 replacement is slowly moving forward and runway 15-33 phase one is
- 35 complete. Chair Seay opined that the Development Report is very detailed and that she enjoys reading it.
- 40 b) **Marketing Update** – Mrs. Miller reported that the Why Fly PGD campaign is going well and that she’s working on updating and completing the business card size destination cards. Mr. Parish commented that Wink news ran an article this morning that said Sunseeker Resort was going to have overflow parking at the Airport and that he hasn’t been notified yet of that happening.
- 45 c) **Aviation Report** – Mr. Mallard reported on passenger counts, fuel sales and gallons pumped, aircraft ops, and hangar vacancies. He commented that seasonal service to Savannah, Georgia will begin on June 6th.
- 50 d) **School Board of Charlotte County A&P Program Update** – Mr. Parish reported that the School Board has submitted a Pre-Application Statement of Intent (PASI) to the FAA,

5 which is the statement that says they think they're going to submit a formal application. He commented that this means the FAA has 30 days to decide if the local division can handle the application. He commented if the local FAA division finds they are unable to handle the application, there is an additional 30 days for the FAA to attempt to find another
10 division that can handle it and if they are unable to find another division, it is sent back to the local division, which will have another 30 days to assign the application to one local individual. He commented that if you refer to the flowchart presented at a previous meeting, this is the very first step in the chart and that two people on their staff have been assigned to complete the process.

10 e) **MPO Presentation** – Gary Harrell and Lakshmi Gurram gave a presentation on the MPO's Long Range Transportation Plan (LRTP) (see attached). Commissioner Hancik inquired as to why there is a decline in K-12 student enrollment. Mr. Gurram commented that when the last LRTP was completed in 2014, the consultant used a projection of 17
15 students per 100 people and the latest version is 10 students per every 100 people, which is more accurate. Commissioner Herston inquired as to why the number of trips into the Airport was not listed within the presentation. Mr. Gurram commented that today's presentation is the first step of the LRTP and that the next step involves traffic analysis. Commissioner Herston inquired how Uber and Lyft will affect the Transit Program. Mr.
20 Harrell commented that Uber and Lyft were added to the Transportation Development Plan Update that was adopted last year and spoke on possible solutions. Commissioner Coppola inquired as to what natural spaces are. Gary Harrell commented that natural spaces are preservations, which will not have any road built through it. Commissioner Andrews commented that when his stepdaughter visited, she found it was cheaper to use
25 Uber rather than a rental car. Commissioner Coppola commented that when she was part of the MPO a long time ago, she proposed an entrance to the Airport from I-75 but was turned down as the MPO didn't feel there was enough traffic at the time. Mr. Harrell commented that in the future, Airport Road over I-75 could have an interchange but opined that as of today, he doesn't see it happening. Attorney Carr inquired if the LRTP impacts
30 the major road system that the legislators have been discussing regarding a road from Naples moving northbound to US-17. Mr. Harrell commented that the legislators passed the Multi-use Corridors of Regional Economic Significance (M-CORES) last year, that there's three different task force applying for it, and that he's currently unsure of where it will go. He commented that M-CORES and the LRTP will both be adopted in October of
35 2020 and that the LRTP will need to be adjusted afterwards to include M-CORES. Attorney Carr confirmed that M-CORES is not being completed in conjunction with the LRTP and that the study is to build a road from Collier County up to Orlando. Mr. Harrell requested everyone visit www.CCMPO.com to complete the LRTP survey.

40 f) **State of the Airport** – Mr. Parish gave a presentation on the State of the Airport (see attached). Commissioner Coppola opined that there's been an amazing improvement from the time she first joined the Board until today. Commissioner Herston inquired if the per enplanement passenger revenue includes any rental car percentage. Mr. Parish commented that it is included. Commissioner Herston inquired if the rental car revenue per enplaned
45 passenger is known. Mr. Parish commented that the revenue is broken down by every source to follow trends and that for rental cars, the contracts are being adjusted to include a radius clause to ensure revenues are not lost to Sunseeker.

12. Old Business

13. New Business

- 5 a) **Liaison Assignments** – Chair Seay commented that she will stay State Legislation liaison and opined that whoever is Chair should hold that position. She reported that Commissioner Coppola will stay community liaison, Commissioner Hancik will stay the Punta Gorda City Council liaison, Commissioner Andrews will stay the MPO liaison, and Commissioner Herston will stay the Board of County Commissioners liaison and serve as an alternate for the MPO.
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- 15 b) **Restaurant Proposal** – Mr. Parish reported that he's received many inquiries as to the operation of the restaurant next to the terminal and that he believes it will be three to five years before the terminal is expanded. He commented that the current restaurant operators are on the first year of a five-year lease extension and that there is concern within the community and from other operators that the Airport is not receiving what they should out of the current facility. He commented that there have been a lot of complaints received from the public and GA community that the restaurant is not open on Saturdays and close at 1:30 pm on other days. He commented that there is a clause within the contract that the Authority can terminate the current lease with a year notice and inquired if the Board has
- 20 any desire to entertain getting a new operator. Commissioner Andrews opined that it would be a good idea to look further into. Commissioner Hancik inquired if there's any known interest from other possible operators. Mr. Parish reported that there are currently two interested parties that have approached staff without any marketing and opined that due to that, there is some interest. Commissioner Hancik opined that the two interested operators may have come to the Authority due to the knowledge of poor performance by the existing operator and inquired if the future terminal expansion will encompass the restaurant. Mr. Parish commented that it will. Commissioner Hancik opined that the restaurant may not be open due to the knowledge of the onsite food trucks. Mr. Parish commented that the food trucks were more of an answer to the restaurant not being open.
- 25 He commented that he met with the current restaurant operator a little over a year ago and asked them to continue serving after 1:30 pm as they closed at 2 pm and the operator's solution was to close at 1:30 pm instead. Commissioner Coppola commented that they close right over lunch time. Mr. Parish agreed and commented that the big crowd rush for flights is 6 am to 9 am, 10 am to 2 pm, and the new rush is from 2 pm to 5 pm, which means a lot of customers are not being served. He commented that he wanted to bring the matter to the Board, that it's not something he really wants to do, and opines that it's something that needs to be discussed. Commissioner Coppola confirmed with Mr. Parish that the same couple is operating the restaurant that has been all along. Mr. Parish opined that it's a hard decision. Commissioner Hancik opined that when viewing the current customer experience, the Airport has a number of customer experience problems which includes traffic and parking. He commented that all of the current problems will be taken care of but it does take time and money to fix and that with an added problem with the restaurant, the operators should be put on notice that says they need to change or the Airport will be seeking another operator. Mr. Parish opined that the previous agreement from 2004, which would not be signed in the future, provides no control by the Airport as to when the restaurant is open. He opined that the options available are to write a strongly written letter asking for change or to terminate the current lease. Commissioner Herston inquired if Attorney Carr can write a letter to the restaurant operators and commented that he was surprised to hear that this was a problem. Commissioner Coppola commented that
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- 50 she was surprised when the food trucks were announced and inquired if the restaurant

5 operators understand the business, they're losing by not being open. Mr. Parish commented that his previous meeting with the operators was a little less than cordial and that the operations have changed through the years. He commented that the reason the matter is on the agenda is because two separate operators, one from St. Martin and one local individual, are very interested in taking the restaurant space over. Commissioner Andrews inquired what would happen to the food truck service if another operator took the space over. Mr. Parish opined that it would be something that could work in conjunction if there's an agreement the restaurant will be open during certain hours and the food trucks only come in on busy days or weekends. Chair Seay opined that it appears 10 the Board would like Mr. Parish to speak with the current restaurant operators to attempt to find a resolution and bring it back in February for any additional action. Commissioner Herston inquired if it would be a better idea to send Attorney Carr to meet with the current operators. Mr. Parish opined that he would like to send friendly faces from the Airport instead and that staff will move forward and bring it back next month.

15 c) **Supplemental Agreement No. 6 – On-Call Planning Services with AECOM** – Mr. Parish commented that AECOM is the organization who assembled the Master Plan and Environmental Assessment and that it's a requirement the Airport Layout Plan (ALP) and electronic ALP stay up to date. He commented that presented is a contract not to exceed 20 \$25,000, that includes subcontractors, that can be used over the next few years to update finished projects on the ALP. **Commissioner Herston motioned to approve Supplemental Agreement Number 6 as presented up to an amount of \$25,000. Commissioner Hancik seconded. Motion passed unanimously.**

25 d) **FDOT Public Transportation Grant Agreements and Corresponding Resolutions for Runway 15-33 Project, New General Aviation Terminal Project, Runway 4-22 Design, Rehabilitation and Construction Project and Back-Up Generator at the Fuel Farm** – Mr. Parish commented that there are four Public Transportation Grant Agreements (PTGA): one for additional money the runway 15-33 rehabilitation project, 30 one for the first part of the million dollars for the general aviation terminal project, one in the amount of \$78,450 for 5% of the cost of runway 4-22 design and one in the amount of \$25,000 for a backup generator at the fuel farm. **Commissioner Herston motioned to accept all four PTGA's and approve Resolutions 2020-01, 2020-02, 2020-03 and 2020-04 as presented.** Commissioner Coppola opined that the generator is absolutely necessary 35 with the upcoming hurricane season. **Motion passed unanimously.**

14. Citizen's Input

40 **Commissioner Deutsch** – Commented that he's been a long-term fan of the Airport. He commented that when he flew out of the Airport recently, he parked in short-term as he has trouble walking, that he was charged \$79 for three days of parking and opined that it was expensive. He inquired if the new flights with Allegiant are a sign that the snowbird population is growing.

45 15. Commissioner's Comments

Commissioner Herston – Thanked staff for their work and inquired if there's any form of reimbursement program for Commissioner Deutsch's \$79. Chair Seay commented that she'll have Mr. Parish look into it.

Commissioner Andrews – Opined the MPO and State of the Airport presentations were interesting and all about change. He commented that he enjoys being a part of the Airport and its contribution to the community and economic impact. He thanked staff for their hard work.

5 **Commissioner Coppola** – Commented that there was a large sign displayed during a news story in New Jersey that said, “We’re all moving to Florida”.

10 **Chair Seay** – Thanked Commissioner Deutsch and Councilmember Miller for attending the meeting and Mr. Harrell for his presentation. She inquired if Venessa Oliver would be interested in providing an update during next month’s meeting regarding what’s happening with Economic Development. She requested everyone visit www.CCMPO.com to complete the LRTP survey.

15 **16. Adjournment**

Meeting adjourned at 10:50 a.m.

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Pamella A. Seay, Chair

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Kathleen Coppola, Secretary/Treasurer