

CHARLOTTE COUNTY AIRPORT AUTHORITY

MINUTES OF REGULAR MEETING – DECEMBER 17, 2020 – 9:00 A.M.

5 **1. Call to Order**

2. Invocation

 Chair Herston gave the invocation.

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3. Pledge of Allegiance

4. Roll Call

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Present: Chair Herston; Commissioners Andrews, Coppola, Hancik and Oliver; Attorney Carr; CEO Parish; Mrs. Paglialunga; Mr. Laroche; Mrs. Miller; Mr. Mallard; Mrs. Straw; Ms. Desguin; Ms. Pedigo; Mr. Ridenour (via video); Mr. Liliberte (via video); Mrs. Cauley (via video); Mrs. Harper (via video); Mrs. Delph (via video); Mr. Smith (via video), and Mr. Elijah (via video). **Others present:** Jerry Paul; Steve Henriquez; Jim Kaletta; Paul Piro; Richard Pitz; Stan Smith; Joe Makray; Commissioner Deutsch; Councilmember Miller; Barbotin Laurent (via video); Blake Swafford (via video); Brett Simon (via video); Eric Menger (via video); Gary Duncan (via video); Joshua Hudson (via video); Jorge Roberts (via video); David Oliver (via video); Gary Harrell (via video); Sarah Beaver (via video), others from the private sector, and a member of the press.

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5. Citizen’s Input

6. Additions and/or Deletions to the Agenda

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 Mr. Parish moved Consent Agenda item “T-Hangar Lease Update” to Agenda item 13(h) under New Business. He removed agenda item 13(c) Civil Air Patrol Lease.

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 Commissioner Oliver requested that Agenda items 13(e) Retention of Legislative Lobbyist Firm and 13(f) Timeline for Legislative Priorities be moved under 13(g) Discussion of Bylaws to become subsets. Chair Herston inquired if the Board approves grouping 13(e), 13(f), and 13(g) together for discussion. Commissioner Hancik inquired as to how the first two items relate to the bylaws. Commissioner Oliver opined that 13(f) should be encompassed into the bylaws as the Board should revise the bylaws to include what the legislative priorities will be. She opined that 13(e) was not meant to be directed directly at the Lobbyist but instead serve as clarification of procedures relating to contracts for professional services to also be included in the bylaws. Chair Herston inquired if Commissioner Oliver would be willing to consider each item individually, so the discussion does not become convoluted and confused. Commissioner Oliver commented that they can be individual items.

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45 **7. Consent Agenda**

Commissioner Hancik motioned to approve the Consent Agenda with the T-hangar lease update removed. Commissioner Andrews seconded. Motion passed unanimously.

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8. Secretary/Treasurer’s Report

Mr. Hancik commented that through October 31, 2020, revenue year to date was \$1,049,000, budget year to date was \$1,149,000, with a variance under budget of about \$100 thousand. He commented that expenses year to date was \$680 thousand, budget year to date was \$887 thousand, with a variance under budget of about \$207 thousand. He commented that operating gain, or profit, year to date is about \$370 thousand, budget year to date is \$262 thousand, with a positive variance of about \$106 thousand. He commented that cash on hand through the end of October is about \$21 million, which does not include any of the State Infrastructure Bank Loan, which is about \$2 million. He commented that if anyone would really like to get into the details of the budget itself, the information is posted with the agenda monthly at www.FlyPGD.com. Mr. Parish commented that in regard to accounts receivable, Staff is working with everyone behind, that almost everyone is paid to date with \$6,000 for 91 days and over, \$4,000 in 61-90 days with most paid in full if you view the explanation on the right side of the sheet. He opined that things are looking good although Hertz is still in bankruptcy, that a third-party operator was approved for Hertz, that the Airport is the only commercial service airport that Hertz left and that it was due to Hertz Corporate being unaware that the Airport has commercial service. He commented that Hertz is quickly trying to fix that and that they will operate again once the agreement is signed and their bankruptcy court approves it. Commissioner Hancik inquired if Hertz has been a Corporate entity as opposed to a franchise. Mr. Parish commented that they have been a Corporate entity to date and that they will be a franchise in the future, similar to Budget/Avis rental car. Chair Herston inquired if the total balance within the final column as of August 31st on the accounts receivable sheet is totally paid. Mr. Parish commented that some are still outstanding, as listed in the column to the right of the sheet.

9. Liaison Reports

a) **Punta Gorda City Council** – Commissioner Hancik commented that the Board is aware of the recent events with City Council and opined that hopefully the water has been calmed. He commented that the city would like to have a joint meeting with the Airport at some time in the future, which can be coordinated through Councilmember Miller who is the City liaison. He suggested that the meeting can be in concert with, or directly after, a regular Board meeting to avoid having a separate meeting. He opined that the meeting would take the format of bringing the City up to date with current and future projects, as well as how it may or may not affect the City of Punta Gorda. Chair Herston inquired if Mrs. Paglialunga should arrange the meeting. Mr. Parish opined that the Liaison's should pick dates that can then be brought back to the Board. Commissioner Hancik commented that Councilmember Miller has the Airport's meeting schedule and opined that the City can maybe pick a day. Mr. Parish opined that there is a Workshop in February that can be changed on the January Agenda to become a joint meeting if desired. Commissioner Hancik opined that he'd like to see what the City comes up with to see if they have a concurrent meeting.

b) **Board of County Commissioners** – Chair Herston reported that the County Commissioner's passed a new zoning category for mixed use, opined that everyone should read the ordinance, and commented that it's specific to area as opposed to County wide. He commented that there was discussion concerning the Airport during the County meeting and opined that it may be a good idea to also have a joint meeting with the County. He commented that he will speak with Commissioner Deutsch regarding the matter. He commented that there is discussion on impact fee increases or decreases, that officers were elected, and committee assignments were decided. He reported that Commissioner Deutsch has remained as the

Airport liaison.

- 5 c) **Metropolitan Planning Organization** – Commissioner Andrews commented that he was unable to attend the meeting and that Chair Herston attended in his place. Chair Herston commented that he didn't have a lot of time to prepare for the meeting as the notification from Commissioner Andrews was received a couple of hours prior to the meeting start time. He commented that there was committee selection during the meeting.
- 10 d) **Community** – Commissioner Coppola commented that there isn't much happening due to Covid and that meetings are slowly coming back. She commented that a few Board members attended the City Council meeting, that she was unable to attend the Airport's Christmas party and that Wings Over Charlotte County for the Veteran's tribute on November 21st was beautiful. Chair Herston commented that he also missed the Christmas party.
- 15 e) **State Legislation** – Commissioner Oliver reported that the Legislative Delegation meeting took place last week, that it was very well attended by the Board and Staff, and that Chair Herston gave a wonderful presentation that was very well received. She commented that the Delegation said there isn't a lot of money this year, that there were a lot of wants, and opined that the Airport was smart to contain request to Legislation modification as opposed
- 20 to funding.

10. Attorney's Report

25 Attorney Carr opined that it's been a busy month related to P3 and that as indicated by Commissioner Hancik, the waters have calmed regarding the matter. He commented that he is tasked with trying to understand exactly why the event occurred with the City through inquiries with Mr. Vasey who has not responded for reasons that he fails to understand and through a public records request with the City of Punta Gorda, who has said they are making reasonable efforts despite the fact that is not the standard. He commented he has informed the City that

30 reasonable efforts are not the standard and that they still have not responded, although he is unsure why. He opined that he hopes the City will respond prior to scheduling a joint meeting with the information as to what communication occurred. He opined that it should be considered exactly why the event transpired and whether or not there was a breach of Mr. Vasey's contract as it appears from the public presentations that someone communicated something they shouldn't have and that he will wait to see. He reported that he was also tasked with reviewing a rather substantive rewrite of the T-hangar lease for a number of reasons including a previously discovered hazardous circumstance by a sublessee that required the building to be sealed. He commented that after the circumstance, he decided that the lease should be readdressed for the purposes of making it an absolute right for the Airport to seal a hangar should it be needed. He

40 commented that other changes include a significant modification relative to subleases, which will be addressed later. Commissioner Hancik confirmed with Attorney Carr that the Airport is still under contract with Mr. Vasey. Commissioner Oliver commented that within the termination provisions, there is mutual termination and inquired if anyone has asked Mr. Vasey if he would agree to a mutual termination of the agreement. Attorney Carr commented that Mr.

45 Vasey has refused to respond to him. Commissioner Oliver inquired if Attorney Carr made the request for a mutual termination. Attorney Carr commented that he had not and that he asked for Mr. Vasey to produce the documents that are required to be received under the contract, which Mr. Vasey has declined to respond to from Attorney Carr or Mr. Parish. Commissioner Hancik inquired if it was better for the Airport to maintain the contract in anticipation of Mr.

Vasey's response or what would happen if the Board decided to terminate all contract relationships with Mr. Vasey. Attorney Carr commented that there are two options which are to ask for mutual voluntary termination of the contract or proceed to discharge Mr. Vasey asserting that he has breached the contract or fiduciary duty with the Airport. He commented that he is conducting an investigation due to the last option in order to proceed on good grounds. He commented that if Mr. Vasey were to ask about a voluntary termination, it would be at the pleasure of the Board and Mr. Parish. Mr. Parish opined that he wanted to proceed with the investigation so that if Mr. Vasey does not agree to a voluntary termination, the Airport would have grounds termination. Commissioner Hancik opined that the Airport will be in better standing if Mr. Vasey's contract is maintained while proceeding with determining the violation and gather evidence. Attorney Carr commented that without the subpoena power of the Court, he does not have the ability to force anyone to do anything aside from a public records request to the City, which the City has so far declined to respond to. He opined that he doesn't understand why they haven't responded and that they will presumably do so in due course. He commented that once the information is received, he will be able to evaluate who communicated with who and what exactly was said to determine whether or not Mr. Vasey was part of the process, which is what was alleged or asserted at the public meetings, or if it was something that came up spontaneously inside of the city. He commented that he does not currently have the answer to that question. Commissioner Coppola inquired if Attorney Carr will suspend the contract until the answers are determined. Attorney Carr commented that he does not have that authority and that he was just indicated to investigate what occurred. Commissioner Coppola inquired if there is any cause for suspension. Attorney Carr commented that there is not. Commissioner Coppola opined that it should be something for the future. Chair Herston inquired if Commissioner Coppola is referring to a temporary pause when she says suspension. Commissioner Coppola commented that she means a temporary pause in payments and everything else until the discussion and investigation has an answer as she is unsure why a contract should be continued if there are doubts. Commissioner Hancik opined that if it does not hurt the investigation by Attorney Carr, he assumed the contract with Mr. Vasey should be terminated based upon the events. Commissioner Oliver opined that the matter will most likely come up again under Agenda item 13(g), commented that Chair Seay signed Mr. Vasey's contract and inquired if Mr. Vasey reports to Mr. Parish or the Board. Chair Herston opined that the item will be discussed during Agenda item 13(g) and that the Board should not forget that the discussion is currently within Attorney Carr's report. Attorney Carr commented that he would be glad to continue to respond to any questions. Commissioner Oliver inquired who, in Attorney Carr's opinion, Mr. Vasey reports to. Attorney Carr opined that Mr. Vasey reports to the body politic called the Charlotte County Airport Authority which encompasses both the CEO and the Board. Commissioner Oliver commented that according to Mr. Vasey's contract, he must make quarterly reports to the Board, opined that she isn't sure when his last report was under the contract and inquired if in order to continue with his contract if he would have to come and make a report if the Board requested him to do so. Attorney Carr commented that if the contract states that, that Mr. Vasey is also supposed to respond to provide documents which have been requested and that he has declined to do. He commented that it can be requested and opined that he cannot say if Mr. Vasey will provide a report as he is unsure whether or not he will comply with the contract. Chair Herston commented that the technicalities can be brought up later in the Agenda.

11. CEO's Report

a) **Development Update** – Mr. Parish reported that runway 15-33 flight procedures will be

completed at the end of the month, which will somewhat conclude the entire runway 15-33 project with Staff working to close out the project soon as embankment and excavation is currently being discussed. He reported that Passenger Facility Charge (PFC) Application 3 continues, that a public notice will go out in January, that all projects on the report are already approved in the Master Plan and by the Board and that the first three are modifications to existing projects as they are being closed out. He reported that runway 4-22 is at a standstill as the Federal Aviation Administration (FAA) has new rules for Runway Safety Area (RSA) grading in the edges of the runway out, that to follow the new rules the runway would need to be raised a foot and that Staff has provided the FAA with cost so they can complete a cost benefit analysis as it would be a significant increase in the budget. He commented that raising runway 4-22 would affect runway 15-33 and all of the intersections and opined that the new rule works great in locations with positive drainage away, although the Airport is very flat. He commented that he is waiting on the FAA to finalize funding, that Staff is still moving forward with the design, although the cross section can't currently be done and that the new rule would also require every light to be changed and would be a major task. Commissioner Coppola inquired if the FAA will help with the funding. Mr. Parish commented that the FAA is working to decide that as they're in the project for 90% funding. Chair Herston inquired as to what the runway will be raised a foot relative to. Mr. Parish commented that it's the cross slope leaving the runway. Chair Herston confirmed with Mr. Parish it's the slopes all of the way to a drain. Chair Herston inquired what the cross slope from the centerline is. Mr. Parish commented that the Airport drains at about 1%, that the FAA wants 5% and that there isn't 5% across the entire Airport. He reported that he is looking at bidding the T-hanger and Building 207 replacement in February or March, which will put the projects in construction sequence so that they will finish at about the same time with the general aviation (GA) center and ramp. He reported that Staff is looking to fund the roadway network improvements with some of PFC Application 3 as SIS funding was unavailable this year due to the shortfall in funding with the State and that it is AIP eligible but very low priority. He reported that the RPZ security fencing is currently under construction with a scheduled completion date in January and opined that the project is not as far along as he had hoped, although it is being worked on. He reported that long term parking is moving forward with base material being brought in and opined that the scheduled March completion will happen. He reported that the Florida Power and Light relocation, which was the critical path item before any real work could begin, is finally complete for the new GA ramp and that clearing, and grubbing has begun. He reported that the preconstruction meeting is coming up for the GA center and parking lot and runway 15-33 and the wetlands are being closed out with the contractor so that the projects can be closed out with the FAA. Chair Herston inquired as to if the T-hanger development completion date listed should be January or February of 2021 as opposed to the listed 2020. Mr. Parish commented that the listed date was original and that it will be 2021 as the project was put on hold due to funding of the ramp being postponed. Chair Herston commented that he had the same question on the Building 207 replacement. Mr. Parish commented that the replacement building will also be 2021, that it goes along with the T-hanger development and that the two are similar resulting in the same contractor doing both. He commented that the Airport's funds are increasing due to the CARES Act and opined that it has resulted in an opportunity to look at building some speculative buildings that have not been considered in the past due to funding. He commented that there are two things on the Master Plan that can be considered, which include a hangar between 10,000 and 12,000 square feet next to the FBO that could include office space for the not-for-profit organizations onsite as well as 50 feet by 50 feet hangars that would take some individuals

off the waitlist while allowing the possibility of storing larger aircraft. He commented that if the Board does not have any issues, he'd like to bring up the matter next month to go out for a contract for engineering and design services for both. Commissioner Coppola opined that it sounds good. Commissioner Hancik commented that he strongly encourages doing so as there is a need, especially for cabin class aircraft. Commissioner Oliver inquired as to how long the current hangar waitlist is. Mr. Parish commented that as of this morning, it is 50 individuals, opined that it should be kept in mind that waitlist are approximately 50 percent accurate, commented that the Airport built 95 T-hangars with 180 individuals on the waitlist and that the newly built T-hangars were never filled until recently. Commissioner Coppola inquired as to when that was. Mr. Parish commented that it was after hurricane Charley when the new 600 series T-hangars were built, that a fifth building was added at the time to replace some buildings that were lost in the hurricane and that there was not a waitlist for hangars until recently. Commissioner Hancik confirmed with Mr. Parish that all surrounding airports also have waitlist. Chair Herston inquired if Mr. Parish has enough information to move forward. Mr. Parish commented that he will go ahead and request contracts for engineering services. Attorney Carr commented that as a note, prior to building new hangars, he and Mr. Parish had discussed those on the waitlist being asked to sign a contract in advance and provide a significant deposit so that individuals don't back out after the hangars are built. Mr. Parish commented that when the new T-hangars are built, one-year leases will be signed in advance. Attorney Carr opined that he would recommend the hangars be preleased to some percentage of the construction. Chair Herston inquired as to what that typical percentage usually is. Attorney Carr opined that the Board can speculate as to what would be acceptable although business prudence might suggest that one should follow something similar to a 50% prelease or something to the effect otherwise the Airport can end up with a lot of buildings. He commented that Mr. Mallard could likely speak about often times when someone on the waitlist is offered a hangar and declines due to their circumstances and inquired what happens to the individual if they decline. Mr. Mallard commented that the individual would move to the bottom of the list and that they would have to repay the fee. Attorney Carr commented that a relatively modest fee has been implemented in order to be on the waitlist, that the fee of \$75 to be on the list reduced the waitlist tremendously, that the rotation to take the hangar or move to the bottom has reduced it further. He opined that he is unsure of how many people are passed through currently and that some may not need a hangar as they have sold or transferred their aircraft by the time they can get a hangar. Mr. Mallard commented that there is approximately one hangar that becomes available per month with the average wait time being about one year to 15 months.

b) Marketing Update – Mrs. Miller reported that Staff has been working with AECOM on the interactive GIS map, that it's ready to be released publicly in order for organizations to plan relocation to the Airport, that a news release for it should be going out next week and that she'll then meet with the Economic Development Office to ensure all potential opportunities are reviewed. She commented that the Snack Shack, which was previously SkyView Café, will have self-serve fresh and frozen vending machines with seating areas inside and outside for customers and employees and that it should be open at the end of December. She commented that a red polo shirt opportunity has been presented by Naples Airport to remember Veterans, everyone deployed, and active military and that if each Board member would mark their shirt size, she will be sure to order them a polo shirt. She commented that there is a toy drive that has been organized by Ms. Desguin through the Guardians Ad Latium program to aid those children that will not have Christmas presents due to abuse, negligence, or abandonment. She commented new toys can be dropped off at

the Administration Office by Tuesday, December 22nd. Commissioner Coppola inquired if the children are in their own homes. Mrs. Miller commented that she believes most of them have been moved to foster homes or to relatives. Attorney Carr confirmed with Mrs. Miller that Ms. Desguin will accept cash donations to purchase toys.

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- c) **Aviation Report** – Mr. Mallard reported on passenger counts, fuel sales and gallons pumped, aircraft ops, and hangar vacancies. Mr. Parish reported that he participates in multiple industry calls, that he was on a call yesterday with small hub airports through out the United States, that most are looking at a 50-75% decrease in December compared to their previous year and that everyone, including the Transportation Security Administration, was expecting December's numbers to be better. He opined that lockdowns in the northern states and in California are hurting the industry, that Delta, American and United are significantly cutting flights through out spring and that the biggest time of the year next year for the Airport may still be affected. He commented that with the approval and deployment of the vaccine, he's hoping and expecting there will be improvement although it's not currently being seen. He commented that as the Airports income decreases based on estimates of flights, expenses are also being cut back as much as possible and that Staff will continue to monitor the situation closely. Commissioner Coppola commented that with the weather in upstate New York, she feels there will be an influx of a lot of people soon. Mr. Parish opined that it may happen although the problem arises when those travelers go home as they must quarantine for 14 days. He commented that flights going to New York are often carrying 50 passengers where they should be at 150 passengers for this time of year. Commissioner Coppola confirmed with Mr. Parish that the travelers are not coming due to Covid.

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12. Old Business

13. New Business

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- a) **Liaison Assignments** – Chair Herston commented that Commissioner Hancik will stay with the Punta Gorda City Council, Commissioner Coppola with the community, Commissioner Oliver with state legislation, Commissioner Andrews will change to the Board of County Commissioners and he will oversee the Metropolitan Planning Organization and Charlotte County Economic Development.

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- b) **Resolution 2020-11** – Commissioner Andrews read Resolution 2020-11 into the minutes (see attached). **Commissioner Andrews motioned to approve Resolution 2020-11 as presented. Commissioner Hancik seconded.** Commissioner Hancik commented that under the State Statute, as he understands it, if the Airport goes belly up, it is given to the County. Chair Herston commented that Commissioner Hancik is correct. Commissioner Hancik inquired if the Resolution will provide any opportunity for anyone, especially at the State Legislative level, to open the existing State Statute for any changes. Chair Herston opined that the State law can be opened at any time. Mr. Parish opined that the Resolution does not provide opportunity but instead states the Authority's position if anyone does open the law. He opined that there is always the opportunity for a Legislative change although generally, the local bills need to be supported by the entire local Legislative Delegation and that if there is a lot of controversy, the bills are generally not supported. He commented that the Resolution simply states the Authority's position. Commissioner Hancik commented that he does not have an issue with the Resolution. Mr. Parish opined that the Resolution

enforces what has been said and done at past meetings. Commissioner Oliver commented that she questions the number listed within the second to last recital pertaining to the Airport Invest Partnership Program (AIPP) as there were never any offers presented, opined that it would be hearsay and suggested striking the entire recital as it isn't encompassing the entire picture. Commissioner Andrews opined that he doesn't have any problem with striking that recital. Chair Herston inquired if it would help if the word potential in the recital was changed to estimated. Commissioner Andrews commented that estimated is in the recital and opined that the entire dollar amount can be taken out. Commissioner Oliver commented that she questions whether the number is accurate as the previous recital opens the door to capital improvements and that either everything should be included, or nothing should be included for the clarity of the public. She opined that she doesn't want to open the Resolution up for attack from anyone who says the Authority is being less than accurate. Chair Herston inquired if the word potential could be eliminated and replaced with preliminary up-front proceeds estimated at \$200 million as he met with Mr. Vasey on several occasions and were told the listed amounts. Commissioner Oliver opined that if any numbers are going to be included, all numbers should be included. Commissioner Andrews opined that he doesn't have an issue with striking the entire recital. Chair Herston opined that he has no issues striking it. Commissioner Hancik opined that it won't make a difference if it is removed and that any mention of the AIPP from this point forward is a dead issue as it was voted down. Commissioner Coppola opined that she's okay with removing it. **Commissioner Andrews amended his motion to adopt Resolution 2020-11 without the second to last whereas paragraph. Commissioner Hancik accepted the amended motion. Motion passed unanimously.** Chair Herston confirmed that the Board will allow Commissioner Deutsch to speak for a moment. Commissioner Deutsch commented that when the discussion came up, each County Commissioner was completely supportive of the Airport and the job the Authority Commissioners are doing. He commented that there was no interest or desire at all, by any Commissioner, to run the Airport. He commented that every environmental land transaction that he has ever witnessed has had a reverted clause in it, that the bottom line is that if reverted, the Airport property would go to the County and that the County Commissioners didn't see that happening. He commented that the County Commission was 100% supportive of the Authority and that they look forward to having a better working relationship with the Airport. He wished the Board a Merry Christmas. Commissioner Coppola commented that she saw the rebroadcast on the County meeting and that the County Commission was very supportive of the Airport Authority. Commissioner Deutsch opined that the three Commissioners were somewhat outspoken at the MPO meeting and that positive things can happen between the County, City and Airport.

c) **Civil Air Patrol Lease** – Removed during Agenda item 6. Additions and/or Deletions to the Agenda.

d) **Economic Impact Study of AIPP** – Commissioner Oliver commented that this item was originally placed on the Agenda after she spoke to Mr. Parish and understood that another Commissioner was going to be requesting a Workshop relating to the AIPP. She commented that she saw that was removed when the Agenda was published and opined that it's a good opportunity for the Board to discuss doing another economic analysis of the Airport. She opined that they have been traditionally completed every two to three years and that it would be a good idea to complete in order to establish a baseline to judge recovery post Covid. She commented that she reached out to the Economic Director at Florida Gulf Coast

University (FGCU) and requested a quote for the analysis. She commented that there are two different scopes, that one is \$3,000 and one is \$5,000. She commented that the \$5,000 quote encompasses the Airport's economic contribution on the region and opined that she would like to go broader in scope for the difference of \$2,000 as that small difference in cost is pretty much nothing for the Authority. She opined that it would be good to have an updated analysis to place on the website as the 2018 economic analysis is relied on heavily and due for an update. Commissioner Andrews commented that the analysis in 2016 was completed by Volaire. Mr. Parish commented that one was completed in 2016 through an aviation consulting firm that does economic impact studies of airports and that the FDOT completes one on a scheduled time frame, which is faster now due to Covid. He opined that another analysis can be completed although he would want to ensure that FGCU understands aviation and its impact throughout the region. He commented that he did not have any input on the production of the deliverable and is unsure of exactly what FGCU would look at although they are qualified. Commissioner Hancik commented that he objects to the language on the Agenda as it mentions the AIPP, which he opines is a closed topic. Mr. Parish opined that the language may have been his misunderstanding of the study as he did not have the document available at the time. Commissioner Hancik commented that he'd like to note that the proposal, which was provided late, is being completed by FGCU, which is where former Chair Seay, who was adamant about the Board not moving forward with the AIPP, is employed. He commented that his concern, which could be incorrect, is that the proposal is a backdoor effort to bring the AIPP subject back up. He opined that if an economic impact study is going to be completed, you should do so with an aviation consultant as they understand how airports work, how money is generated, what the expenses are and how they are managed. He commented that he will be voting no on the proposed analysis. Commissioner Oliver commented that Commissioner Hancik brings up excellent points, that she would always like to void the appearance of improprieties and that she would be happy to amend her request to use Volaire for the study. Commissioner Hancik opined that he would like to have more evidence to decide if the study really needs to be completed at this point in time as there have been studies completed in the past and the master plan has a financial map, which is what is generally used as a guideline when looking at capital improvements. He commented that his concern is that a backdoor is being opened to the AIPP. Commissioner Oliver inquired if Commissioner Hancik can further explain his reasoning as she is honestly not trying to open anything but instead trying to determine the Airport's condition post Covid. She commented that the Airport has traditionally completed economic analysis prior to her running, or the AIPP being mentioned and that she ran for office on the platform of economic development. She opined that a baseline is needed for where the Airport stands post Covid and what the economic output is within the community so that the Board can judge whether or not the Airport is improving moving forward. Commissioner Hancik opined that there is almost real time information within the financials for what is happening post Covid. Commissioner Oliver inquired where the financials show the \$1.275 billion economic impact that was referenced in the previous Resolution. Commissioner Hancik commented that number is from the State. Chair Herston confirmed with Mr. Parish that the \$1.275 billion economic impact was from a study completed by the FDOT. Commissioner Andrews commented that the report was from 2018. Chair Herston inquired what Commissioner Oliver means by post Covid. Commissioner Oliver commented that its ongoing and opined that the Board needs a baseline to see as the Airport begins to recover with the economy. She opined that the analysis can be held off until March if desired although she wanted to bring up the idea since traditionally, an analysis is completed every two to three years with the last one being 2018. She commented that

circumstances have changed which means the impact of the Airport has changed and opined that you must establish what the baseline is so that the Board can judge whether or not the Airport is improving or not. She opined that the Airport cannot say it has a \$1.275 billion impact on the region without considering the changes that are happening. She opined that the \$5,000 analysis is not a lot to ask when the Board just approved looking into building new hangars for \$10 million. Commissioner Hancik commented that he does not have an issue with completing an appropriate economic impact study and that what has been presented does not define what the Airport should be looking for in a proposal. He commented that he has completed many economic impact studies in his career and that what is involved cannot be compiled into one and a half sheets of paper. He commented that he would not have a problem with instructing Staff to move forward with a scope of work in order to receive proposals from qualified firms in order to complete the analysis. Commissioner Oliver commented that if that is a motion, she will second it. Commissioner Hancik commented that it was not a motion. Commissioner Coppola commented that she's curious about the timing and inquired if it is too soon to complete an analysis as we're still in the middle of the pandemic. Mr. Parish commented that if the Board would like, he can reach out to the individuals that completed the previous economic impact study and that it should be kept in mind that they did change names halfway through the previous study. He commented that he can bring back feedback from the individuals as to when the best time would be to review the impact and the cost to do so. Commissioner Coppola inquired if other Airports are completing studies. Mr. Parish commented that he has not heard of anyone looking at it as so much is in flux right now and the impact of the CARES Act is unknown. He commented that although the Airport is doing really well, other airports are struggling and that there may be some significant defaults at other airports with significant debt as the CARES Act will not cover significant bills coming up. He opined that there is also a new Covid relief bill that is being discussed and that last night on one of his nationwide calls, it was indicated that it was close to finalization with hopes of it being completed before the end of the session. He commented that the amount of the bill is known but the formula as to how the FAA and FDOT will disburse the money is unknown and that it's assumed it will be based strictly on enplanements, although it is not known. He commented that he told the Board that the last CARES Act that the Airport was expecting was between \$3 million to \$8 million based upon professionals calculating the numbers and that he was wrong. He commented that this relief bill is almost as large as the first one at \$17 billion to \$19 billion, that there is money for essential air service, concessionaires, and airline and airport development, and that the money will be broken up different. He opined that the Airport may need to wait until the new relief bill settles out so that there is an accurate number of what will need to be dealt with over the next 24 months. He commented that if the Board agrees, he'd like to talk to the consultant and bring the item back to the next meeting. Commissioner Hancik opined that it may need to be put on the back burner for now. Commissioner Andrews opined that it is not the time as it's too soon based upon what Mr. Parish has said and that he is for an analysis by Volaire but not at this time. Mr. Parish commented that it should be kept in mind that the scope of the Airport's study is different than the scope of the FDOT study, that the last study showed an approximate \$300 million and that FDOT's two years later showed \$1.2 billion. He commented that the study completed by the Airport was very conservative, that all companies use the same program to complete the analysis including FGCU, and that it varies by the information you input into it. He commented that as an industry, airports tend to take credit for every dollar spent and that the hotels, resorts and amusement parks do the same. He opined that the study completed by the Airport cannot be compared to the State's study and that the State can

5 compare their studies to one another. Commissioner Coppola opined that there will be a large movement in passenger traffic between Covid and the snow up north. Chair Herston commented that he is hearing a consensus to bring the item back after the second CARES Act is clearer. Commissioner Oliver confirmed with Chair Herston that the Board will receive an update at the next meeting and that Mr. Parish will reach out to aviation economic groups. Chair Herston inquired if the Volaire study was a result of a Request for Proposals (RFP). Mr. Parish commented that the Airport is under a continuing contract with Volaire to complete work, that they were selected through an RFP, that the study was just one of the items offered and that Volaire completes many studies for the Airport as they're airport and airline experts. He commented that he just had a meeting with Volaire yesterday on the newest airline leakage study, which will be presented to multiple airlines in the coming weeks. Chair Herston confirmed with Mr. Parish that Volaire is under continuing contract with the Airport.

15 e) **Retention of Legislative Lobbyist Firm** – Commissioner Oliver commented that she does not have a motion to present on the matter and that she is aware of discussion that took place when an appeared conflict was present between the City and the Airport regarding the City's Legislative Priorities. She commented that she is of the understanding that there is no conflict at this point. She opined that the Airport's current Lobbyist has been excellent, that he was masterful last session in getting the Airport funds towards the general aviation area and to implement the master plan. Commissioner Hancik commented that he would like to express a vote of confidence in Jerry Paul as he has done a good job and opined that the Board was all blindsided by the City. Mr. Parish commented that he was furious when he saw Mr. Paul's name on the City's document, that in subsequent conversations he was made aware the Mr. Paul had no prior knowledge of the document and opined that Mr. Paul's service is invaluable to the Airport and Mr. Parish, especially during sessions. He commented that he would like to continue with Mr. Paul from a Staff position. The Board agreed that there is a vote of confidence in Mr. Paul.

30 f) **Timeline for Future Legislative Priorities** – Commissioner Oliver commented that she's not asking for a motion and opined that it goes along with the discussion of the Bylaws. She commented that she would like to have a Workshop to discuss current policies and codify them for consistencies sake. She opined that legislative priorities falls between Mr. Parish's role of day-to-day operations and the Board's role as the policy setters. She opined that it's a hybrid position and that legislative priorities are best voted upon by the entire Board to the extent that they encompass the policy of the Board. She opined that all priorities should be voted on prior to presentation, commented that the Board unanimously agreed on the Resolution presented today and that she would like to ensure the Board is following the correct procedures in the publishing of the Board's policies prior to them being released. She opined that everything needs to be ratified by the Board to the extent that it encompasses the policies. Commissioner Coppola commented that she thought the Board always did that. Chair Herston opined that it is a good discussion and that it's important for the Board to establish priorities and agree with them. He opined that a running list that Mr. Parish keeps all year that is continually updated by the Board may be the best option. Mr. Parish commented that he needs clarification as legislative priorities of the Board are generally what is submitted to the Legislative Delegation, that through-out the year legislative items come up, and that he needs the authority to take positions. He commented that for example, there is a new fiscal transparency bill this week that would require the Airport to change in a way that may be in conflict with the FAA's PFC. He commented that as a Board member

of the Florida Airport's Council (FAC), positions are taken based upon all of the airports. He commented that he needs clarification as to if there needs to be a Board meeting for him to discuss the position taken, that draft legislation on PFAS is being submitted today, that there is another bill being submitted about DEF that he has been following for two-years.

5 He commented that he would like to ensure he has clarification as to how he proceeds with those items as they are important to the Airport and the industry and that the Board may not be completely up to date on PFAS, which is a requirement that is used in the firefighting foam and is about to be declared a hazardous chemical. He commented that he needs clarification on how he moves forward protecting the Airport from potentially hazardous

10 legislation as he cannot ask or poll the Board about their opinion based upon laws. Commissioner Coppola inquired if some things are instant answers. Mr. Parish commented that the Airport and FAC's lobbyist call often when a bill is of concern and that he needs to know if it is being said that there needs to be a Board concurrence or approval on every policy that is presented to FAC or Mr. Paul. Commissioner Oliver commented that she appreciates Mr. Parish bringing the matter up, that she in no way intended to hinder the ability for Mr. Parish to respond dynamically to changing circumstances and opined that the two bills brought up seem to do more with the day-to-day operations of the Airport. She opined that the Board should be fully informed if a position is being taken as an Airport and that it's different than if Mr. Parish is taking a position as a member of FAC. Mr. Parish

15 commented that as a member of FAC, he is representing the Airport. Commissioner Oliver inquired with the Board if Mr. Paul could speak on the best way to handle the situation as he has other clients that deal with similar situations. Chair Herston inquired if it would be acceptable to add an update during monthly meetings. Mr. Parish commented that historically at every meeting he has presented an exhaustive list published by the FAC of items being tracked, opposed, and supported. Commissioner Hancik opined that he agrees with Mr. Parish as there are certain instances that require immediate action, especially on the federal level, that the Board approved becoming part of the AAAE Legislative Affairs Committee. Mr. Parish commented that as an example, while in Washington D.C. in late

20 2019, PFAS was introduced during an Omnibus discussion and he, along with four other members of AAAE/ACI-NA, immediately went into meetings with Senator Rubio and Senator Scott's Legislative Aids, Mr. Stuebe and three other congressmen. He commented that he would just like to ensure that the Board is still going to allow him the latitude to do what is necessary to make sure the Airport and aviation field is protected. Commissioner Hancik opined that he would hope if a large question comes up in a policy nationwide that it would pop up on the Airport's intelligent sources to respond quickly. Mr. Parish

25 commented that if there is something that he feels is an emergency action that the Board needs to take, he would create a Resolution or request a letter be sent to the Airport's Legislative Delegation. He commented that he would like clarification moving forward. Commissioner Oliver commented that part of the matter came up when she saw the Airport's letter to the Legislative Delegation that included a dynamic response to something included on another organizations letter. She commented that she had opined that she would like to hold an Emergency Meeting to ratify the item and ensure that Mr. Parish and the Board were speaking with one voice. She commented that the Emergency Meeting didn't

30 happen, that it was ratified today, and that under Chapter 189, the Board has a right to vote upon whether or not to continue as it exist. She commented that the Board could vote tomorrow if it was desired to dissolve, opined that it is a policy decision, and that she would like to ensure the Board is discussing the big picture of what the Board's duties are under Chapter 189 and Florida Statutes. She opined that the Board's job is oversight and policy making and that she'd like to make sure the Board isn't delegating that task. Chair Herston

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5 inquired what the pleasure of the Board is. Commissioner Hancik opined that a motion is not needed as there is no substantial change. Commissioner Andrews commented that no changes are being made. Commissioner Coppola commented that some change will be made as there will need to be a waiting period for something to come up so the Board can get together to vote. Attorney Carr commented that Commissioner Coppola's comment is not correct. Commissioner Coppola inquired if the non-motion is to allow the process to continue. Commissioner Oliver commented that as far as the Airport's legislative priorities are concerned, she would make a motion. **Commissioner Oliver motioned for the Board to vote upon all written and submitted Legislative priorities at a meeting prior to presentation at the Legislative Delegation meeting. Commissioner Hancik seconded.** Commissioner Hancik commented that he believes the City and County set their Legislative Priorities in that way. Mr. Parish commented that up until this instance, the Board has provided concurrence on Legislative Priorities prior to the Legislative Delegation meeting. Commissioner Hancik commented that it is usually completed during Mr. Paul's yearly presentation. Mr. Parish commented that in the future, it will be moved to New Business instead of being a report on the Agenda. **Motion passed unanimously.**

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g) **Discussion of Bylaws** – Commissioner Oliver commented that as the newest Board member, she's trying to catch up and opined that it would be helpful as a new Board member to have some of the current policies only spoken about put into the Bylaws. She opined that the best practice is to update Bylaws every three to five years, that the Authority's current Bylaws were passed in March of 2016 with a slight amendment in 2017, and that it is a good opportunity to do a Workshop to review and codify some of the general practices. She commented that for instance, she feels it would be helpful to clear up the chain of command with direct independent contractors and the Board to the extent that every contract has to go through the Attorney and be signed off on. She opined that she's unsure if it would be a good thing to put after the January Workshop, commented that Commissioner Hancik commented at a previous meeting that it was desired to improve ethics relating to the AIPP, and opined that it would be a good thing to look at and discuss in relation to the Board. She opined that the Board should not just hold itself to the minimum standards presented by Florida Statutes and that it is worth at least having a discussion at a Bylaws workshop. Commissioner Andrews commented that he is not opposed to reviewing the Bylaws as everything has changed. Commissioner Coppola inquired if the last update was in 2016. Mr. Parish commented that a major rewrite of the Bylaws was completed in 2016 as it had not been done in about 10 years. Commissioner Coppola inquired if there are any recommendations for changes. Mr. Parish commented that the Bylaws are at the pleasure of the Board and that they are always open for discussion. He commented that if the Board decides they'd like to review the Bylaws, there is a February Workshop scheduled with no Agenda. He commented that he can get Bylaws from other airports and independent special districts to review examples. Commissioner Andrews opined that it's not a bad idea. Commissioner Hancik opined that he would like to have a document to review that has been corrected in order to evaluate the possible changes and that he doesn't think having a stack of Bylaws from other airports to draw from is a lot. He opined that there should be a document developed as to the issues that the Board has with the current Bylaws. Mr. Parish commented that if the Board would like to send him comments, he can sit down with Attorney Carr to complete a track changes document in order to have a more useful conversation. Chair Herston opined that a good process is to provide comments to Mr. Parish so that he can create a document with Attorney Carr and Commissioner Oliver for review. He commented that he doesn't want to use a lot of administrative employee time as

5 Staff is already stretched due to the current situation. Mr. Parish opined that the 2016 Bylaw
rewrite was extensive and that a significant amount of time was spent on it. Commissioner
Oliver commented that if Mr. Parish can reach out to get other airport's Bylaws, she would
be happy to put something together unless the Board would like the task completed more
independently. Chair Herston commented that it stands that each Board member should
review the Bylaws and provide Mr. Parish with individual comments. Commissioner
10 Coppola opined that she hasn't come across any problems so far with the current Bylaws
and inquired if anyone else has. Commissioner Oliver commented that she would like the
Board to at least discuss codifying within the Bylaws that a Board Attorney is needed, to
review the ethics requirements previously brought up by Commissioner Hancik and opined
that the Conflict-of-Interest portion is vague. She commented that she'd like to lay out what
the Board's expectations are, the process in which contracts are brought to the Board and
Mr. Parish's ability to approve transactions under a certain amount. Chair Herston
15 confirmed with Mr. Parish that he will receive individual comments from each
Commissioner. Mr. Parish commented that changes can be referenced with attachments of
purchasing policies and other applicable documents if the Board desires. He opined that the
Board should have an open discussion during a Workshop and then bring it back to a
meeting for approval as if there are changes, it's harder to make the changes and then vote
on it during a meeting. He commented that there is a January and February Workshop
20 scheduled, that it should be kept in mind that the ethics rules have changed to a required
four-hour ethics course and that the January Workshop does not count towards that
requirement. He commented that the January Workshop will be a Government in the
Sunshine refresher and new Commissioner orientation. He commented that he will bring up
the matter next meeting under Old Business to decide if the February Workshop will be
25 utilized or if another will be scheduled.

h) **T-Hangar Lease Update (moved from Consent Agenda)** – Mr. Parish commented that
as Attorney Carr discussed earlier, there was a complete update performed of the T-hangar
lease a few years ago and that additional sections were reviewed in light of the situation that
30 happened with a sublease. He commented that the sublease documents were not a
straightforward as desired and that it wasn't part of the original review, so it was recently
rewritten. He opined that the only item he feels needs to be discussed is the insurance
requirement as the rest of the changes explain the Authority's ability to enter a hangar and
lock it if something is found that is hazardous. He commented that it was always assumed
35 the Authority had that power and that the update codifies that. He commented that the
situation was a sublessee painting in a hangar, which was unknown to the lessee, that the
electrical system had been modified into an unsafe way, and that injury occurred from
someone falling that was not because of the painting. He commented that Staff thought the
situation had been stopped through a Cease-and-Desist letter however the hangar was not
40 locked and that the changes presented will give Staff that authority. He commented that the
one issue that came up with the changes is that the Authority does not require liability
insurance for T-hangar tenants and that after checking around, it has been determine that a
million-dollar liability policy cost approximately \$500 per year. He commented that both
Fort Myers Airports requires half a million in liability, Sarasota Airport requires \$1 million,
45 and Venice Airport does not require liability. He commented that it only becomes an issue
in situations like the one in Venice about 20 years ago where there was a fire in a unit that
destroyed eight aircraft and the Toys for Tots Christmas presents that were stored in an end
unit. He commented the individual responsible for the fire did not have liability insurance,
that the airports coverage will rebuild the hangar but does not cover any airplanes, opined

5 that \$1 million would not have been enough during the Venice fire and probably wouldn't
be enough if a fire happened at the Airport today. He commented that it was Attorney Carr's
opinion to add the insurance clause and that he wanted the Board's opinion on the matter as
opposed to it being passed on the Consent Agenda. Attorney Carr commented that in
10 reviewing the lease, he was concerned that none of the contents of the hangar are insured
by the Airport and that he wanted to make that specific in the lease. He commented that
aircraft are stacked side by side and separated by small walls in the hangars and opined that
it is unknown what happens in all hangars. He opined that the sublessee painting with a
15 modified electrical system was shocking, commented that the hangars are inspected on a
periodic basis giving Staff the right to enter into the hangars, and that it should be realized
that if someone does something with an aircraft filled with fuel, a fire can start that can
potentially destroy an entire hangar and any hangars attached to it. He commented that it is
not currently required for a tenant to have insurance for that the operation of an aircraft on
20 the airfield, such as hitting a hangar, an object or another aircraft while pulling out of the
hangar. He opined that he doesn't particularly care if the hull of an individual's aircraft is
insured however a tenant should carry insurance for if they impact others. He commented
that there is insurance to cover the hull of the aircraft in case it's destroyed, which is the
tenant's decision, and there's insurance to cover the impact had on others such as damage
25 to another aircraft or individual, which should be required. He commented that the Airport
currently requires no coverage for liability and opined that it should be added to include
coverage of \$1 million. He commented that Mr. Parish was reluctant to institute the
requirement as a policy absent the Board's approval as some T-hangar owners will say they
don't want to spend the \$500 for the liability policy. Commissioner Hancik inquired if it is
30 a liability policy, such as someone tripping and falling, or a casualty loss policy, such as
property damage. Attorney Carr commented that his understanding is that it ensures the
aircraft, anything that occurs as a result of the aircraft, and the storage of the aircraft in the
hangar. Commissioner Hancik inquired if the coverage extends to the hangars next to and
directly behind the aircraft. Attorney Carr commented that it does and that for example, if
35 a pilot accidentally runs into an Allegiant aircraft and causes damage, it could be a large
amount to fix, that it's currently not required for a T-hangar tenant to have insurance for
that occurrence, and that he recommends the Airport require that coverage. He commented
that the question after deciding to have that coverage would be the amount or limit the Board
would like to require, that he recommended \$1 million based upon the cost of the coverage,
40 that other local airports were requested to provide their coverage requirements based upon
Mr. Parish's concerns, and that when he views the value of the aircraft in some hangars, he
feels \$1 million is the minimum that he would recommend. He commented that the matter
is the pleasure of the Board and that \$500 a year is just over \$1 per day. He commented that
the policy would be phased in as an individual's renew their hangar lease and that Staff was
previously working on making the process of renewal electronic through DocuSign. Mr.
45 Mallard commented that the DocuSign program is now in place. Mr. Parish commented that
all leases began two years ago when the annual lease was implemented, that all leases are
due for renewal in the first half of the coming year, and that Staff felt this was a good time
to implement any changes as well as the digital process. Commissioner Hancik opined that
some kickback should be expected and that when he ran an airport in his past, it was a
requirement. He opined that it might be interesting to find out if the general aviation tenants
could find a group policy for the amount of \$1 million for each individual through one
organization in order to reduce cost. Attorney Carr commented that his policy through the
Aircraft Owners and Pilots Association is cheap and opined that he can't imagine tenants
needing to group up for that amount. He opined that it perplexes him that anyone who owns

an aircraft doesn't have coverage with the exception of someone with a grounded or non-operational aircraft that has let their policy lapse. He commented that if someone has a non-operational aircraft without insurance in a T-hangar, it can't be certain that someone in a near hangar may not cause damage to the grounded aircraft, leaving the grounded aircraft with no coverage regardless of its value. Commissioner Coppola inquired if regular inspections are completed. Mr. Parish commented that Staff completes a fire extinguisher and multiphase inspection annually, which is based upon the new FAA guidelines for T-hangars. He commented that Staff also completes drive-through's, although Staff does not randomly enter hangars and tenants are notified prior to entrance. Attorney Carr commented that the question being presented is what policy the Board would like relative to T-hangars and if desired, the amount of required insurance. Chair Herston commented that he is still unsure of Commissioner Hancik's question regarding liability insurance as the Airport has the structure insured. Commissioner Hancik commented that the Airport does not insure the contents of the hangar. Chair Herston opined that it is similar to renter's insurance. Attorney Carr commented that if an aircraft was to have a problem and destroy its own individual T-hangar, the Airports coverage would fix the hangar and the carrier would look to subrogate to the owner of the aircraft, so if the person is required to have coverage and the Airports carrier recovers from the individual's carrier, it will reduce the Airports loss runs under the Airports coverage. He commented that the forms were provided for review, that it is desired for the Board to approve the forms as a policy for T-hangars, and that the Board's direction is needed for the one specific issue of the insurance requirement. **Commissioner Andrews motioned to approve the T-hangar lease as presented requiring \$1 million worth of insurance coverage. Commissioner Hancik seconded.** Commissioner Hancik inquired if Mr. Mallard feels that half a million in coverage would cover most of the aircraft in the T-hangars. Commissioner Hancik commented that he can understand raising the amount due to damaging the aircraft in the adjacent T-hangar. Mr. Parish commented that the Airports hangars are new, that there is firewall separation, that the Venice hangars had half wall hangars built in the 1970's and 1980's, that the chances of the Airport having a multiunit fire is less because of the construction and that the information can be used to determine the amount. Commissioner Hancik inquired if the firewalls are every two units. Mr. Parish commented that every unit has a firewall, and that there are 2-hour and 4-hour firewalls. Mr. Mallard commented that ARFF is also onsite whereas general aviation only airports do not necessarily have any firefighting on site. Commissioner Coppola inquired if having ARFF onsite would make the insurance cheaper. Commissioner Hancik commented that those thoughts should be added to the discussion and inquired as to the thought of the value of most of the aircraft as he isn't aware of any aircraft in the T-hangars that are worth over half a million dollars. Mr. Mallard commented that if you combine an entire row of T-hangars, it's at least half a million. Commissioner Hancik opined that there's a half million dollars in each unit. Commissioner Coppola inquired as to how many incidents have taken place in the last five to ten years. Mr. Parish commented that there was an incident where an aircraft was hand propped that was not correctly chocked that hit a hangar and damaged the contents of the hangar, although the incident was settled between the two individuals and the Airport repaired the hangar. Commissioner Oliver inquired if the \$1 million policy would also cover anyone who is injured as a result as medical bills can get costly. Attorney Carr commented that he believes it does as it is comprehensive coverage associated to anything that is damaged by the aircraft. Commissioner Oliver opined that it's a good idea to protect the Airports patrons and general aviation tenants from injury for \$500 per year. Commissioner Hancik commented that most aircraft owners have their own liability insurance for injury of others. Attorney Carr commented that the insurance is not currently

required. Mr. Parish commented that the change requires that a tenant name the Authority additionally insured. Commissioner Coppola inquired if there is any idea of how many tenants do or do not have insurance. Mr. Parish commented that there is no guess as it's not required. Commissioner Oliver confirmed with Mr. Parish that there is not a federal or state requirement for insurance. Commissioner Andrews confirmed the change would take affect at the tenants next lease renewal. Mr. Parish commented that each tenant will sign a new lease with the changes proposed and that the only question is if there is an insurance requirement and if so, what amount is required. Commissioner Hancik inquired how Staff would handle the individuals with an inoperable aircraft. Mr. Parish commented that the current lease requires a liability policy for those building aircraft, that the Airport has required insurance since the 1990's but has never enforced or collected the information. Commissioner Hancik opined that the requirement may reduce the T-hangar waitlist. Mr. Parish commented that if there is a huge pushback on the price of insurance, the amounts can be brought back and modified. Attorney Carr commented that his personal policy through AOPA is \$513 for single limit coverage, including passengers and liability and that the hull is totally different. Commissioner Oliver inquired if anyone had received comments on the lease. Mr. Parish commented that it was added to the Agenda late and that there haven't been any comments received. He commented that the only reason he wanted it on the December Agenda is because renewals begin next month and therefore he wanted at minimum the new language on the new documents, DocuSign and insurance requirement. He commented that he did check with surrounding airports that own their T-hangars, that it's about 50/50 for required insurance, and that St. Pete-Clearwater International Airport does require it but doesn't own their T-hangars. Commissioner Coppola inquired if it's an individual policy that each person who has a hangar should be doing for themselves. Mr. Parish commented that it's similar to renter's insurance. Chair Herston commented that the \$513 yearly price for a policy compares to about half the price of a Starbucks coffee every day at \$1.42 per day. Commissioner Hancik commented that the document should list the \$1 million policy as a minimum. **Motion passed unanimously.**

30 **14. Commissioner's Comments**

Commissioner Coppola – Wished everyone a Merry Christmas and safe and happy New Year.

35 **Commissioner Hancik** – Wished everyone a safe and prosperous New Year and commented that 117 years ago today, the Wright Brothers first flew their aircraft.

40 **Commissioner Andrews** – Wished everyone a Merry Christmas and commented that he attended the Welcome Home Vietnam Veterans event, which was excellent. He commented that those that put the event together did a fantastic job. Chair Herston commented that the major contributor to the event was Commissioner Deutsch.

Commissioner Oliver – Wished everyone a happy holiday season, thanked Ms. Desguin for organizing the holiday party and commented that she enjoyed getting to meet everyone.

45 **Chair Herston** – Wished everyone a Merry Christmas and commented that Staff does a great job.

15. Adjournment

15. Adjournment

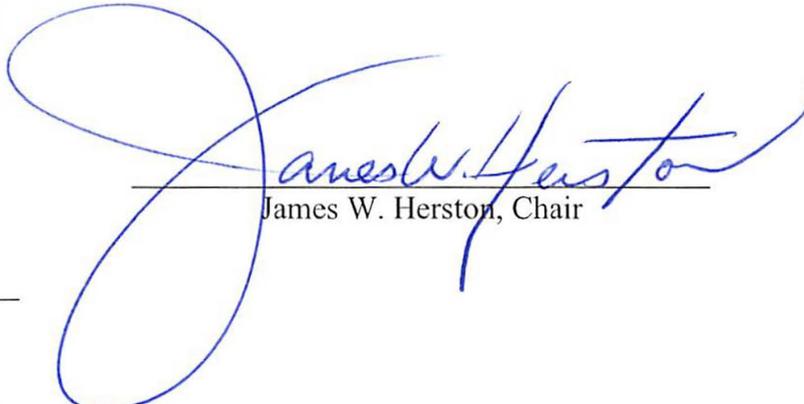
Meeting adjourned at 11:12 a.m.

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Robert D. Hančík, Secretary/Treasurer

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James W. Herston, Chair