

CHARLOTTE COUNTY AIRPORT AUTHORITY

**MINUTES OF REGULAR MEETING WITH TENTATIVE
BUDGET HEARING – AUGUST 18, 2022 – 9:00 A.M.**

5

1. Call to Order

2. Invocation

10 Commissioner Herston gave the invocation.

3. Pledge of Allegiance

4. Roll Call

15

Present: Chair Hancik; Commissioners Andrews, Coppola, Herston and Oliver; Attorney Carr; CEO Parish; Mrs. McLaughlin; Mr. Laroche; Mr. Duncan; Mr. Montoya; Mrs. Cauley; Mr. Deyarmin; Mr. Satterlee; Mr. Thames; **Others present:** Commissioner Deutsch; Mr. & Mrs. Goin; Mike Grant; Jordon Lupella; Gary Quill; Paul Piro, others from the private sector and a member of the press.

20

5. Citizen’s Input

25 **Stephen Deutsch** – Referred to item 12 on the agenda, Board of County Commissioners. Mr. Deutsch reminisced about his days becoming Commissioner. He thanked everyone and he enjoyed the opportunity working with everyone.

30 **Roger Lanning** - While attending a meeting of the M.P.O. I learned that the Airport’s position on the upcoming construction on the intersection at Jones Loop Rd. and Piper Road is favoring a “round about” instead of a traffic light. I understand and certainly respect your position. In a discussion with the representative of the F.T.O. I was informed that any project such as these take at least five years to evolve. Taking this into consideration I feel certain that there was no knowledge of a new FedEx warehouse being developed in addition to a new warehouse distribution center on Piper Road. Both facilities dictate significant increase of tractor trailer activity. It is certainly a possibility that these companies could entertain the use of tandem trailers to help reduce operational costs. You can see where I’m going with this. Tractor trailer traffic and roundabouts do not fare well. You can verify this with the D.O.T. of State of New Jersey. They are, as I understand it, in the process of eliminating all their roundabouts. With the addition of these new developments, I would ask that you revisit your decisions concerning the intersection of Jones Loop Rd. and Piper Road and give consideration to the alternative – a traffic light, Thank You.

35

40

6. Additions and/or Deletions to the Agenda

7. Employee Service Recognition

45

Mr. Laroche gave recognition to Mr. Satterlee for receiving his ACE Airfield Electrical certification, Mr. Deyarmin for receiving his Weather Observer Certification and Mr. Thames for the Award of Excellence and Airport Operations presented by Florida Airport Council.

50

8. Consent Agenda

Commissioner Andrews motioned to approve the Consent Agenda as presented. Commissioner Herston seconded. Motion passed unanimously.

5

9. Public Hearing for FY 2022-23 Budget

a. Tentative Budget – Chair Hancik gave a recap on CCAA FY 2022-23 Budget Hearing, which was advertised on July 28, 2022, and is available on the Punta Gorda Airport website. The Airport Authority had a proposed budget presentation by Mr. Parish and Workshop on August 4, 2022. An overview of the proposed budget was the subject of an August 18, 2022, Sun newspaper article and no public comments from the Workshop on August 4, 2022. Final Budget and adoption will be held on September 15, 2022.

10

15

Mr. Parish commented on a change to the capital to add some projects that the design build would go into effect.

b. Citizen’s Input – No public comments.

10. Adopt Tentative FY 2022-23 Budget

20

Commissioner Oliver motioned to adopt the tentative fiscal year 2022-23 budget as presented. Commissioner Herston seconded. Motion passed unanimously.

11. Secretary/Treasurer’s Report

25

Mr. Parish reported on revenue expenses. The revenue and expenses continue to be a little over in expenses this month and a lot of that’s the cost of fuel. This can be made up in the cost in how it is sold to the customer, so it’s not a total loss, but were ahead of the curve for the month as well as for the year. Keep in mind we’re going into the slow part of the year, but July was busiest July ever. August and September will start to shrink as the airline service shrinks in Florida after school starts and we have a seven-day shut down for construction next month. Accounts Receivables most are zero to thirty and Allegiant is paid in full. I continue to watch the market both in Airlines and in general and hopefully the slowdown we’re seeing in GDP doesn’t affect us much, but people tend to travel less when they feel things are bad. The balance sheet continues to grow as we put project on the books, you’ll continue to see that number to rise once we close out 422 and we’re closing out the GA facility. The PLC income continues to come in as the flights continue and we must apply for a new authority to collect, which will be discussed later in the agenda.

30

35

12. Liaison Reports

40

a) Punta Gorda City Council – Commissioner Hancik had nothing to report.

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

45

c) Metropolitan Planning Organization/Economic Development – Commissioner Herston commented on attending the MPO and MPO AC in July. Commissioner Herston believes he assisted Roger Lanning in obtaining a preliminary report and final update on the Jones

5 Loop intersection. I did make the comment because the DOT presented two or three
different options and I told him as I'm an engineer preferred the roundabout and I
specifically asked the DOT is there a diameter circle size for large trucks as compared to a
location where you expect a lot of cars on Edgewater Drive. The DOT replied that type of
10 highway at Jones Loop is one specific large diameter, and it didn't make a difference of
what percentage of trucks, and they knew that the circle would work. I do have a copy of
the reports. On the MPO agenda there was an adjustment on the unified work program
which is a two-year construction project schedule. The FDOT reported on the new
interchange at I-75 and Raintree. We did talk about North Jones Loop Rd, Taylor Rd., and
Veterans Blvd. Corridor study. I attended MPO AC in Gainesville on July 28th which was
conducted at the FDOT State Materials Lab. I got to see how they test samples of roadways
and asphalt.

15 **d) Community** – Commissioner Coppola commented to remind everyone to go out and vote
and I volunteered to be a poll watcher. I attended the Republican Executive Committee
meeting representing the airport and the Liberty Caucus meeting representing the airport. I
also attended the Women's Republican Club representing the airport.

20 **e) State Legislation** – Commissioner Oliver commented that in November is typically when
we have our State Legislative Delegation meeting. There are only two more meetings in
order to finalize our requests for the Lobbyist RFP.

13. Attorney's Report

25 Attorney Carr commented on he is pleased that we passed the Interlocal Agreement with
the city of Punta Gorda. I was working with Rosati's associated with the new concession
agreement. It's a lengthy document that involves build outs and funding is still under
consideration, which will be reported on later in the meeting. On the new Genera Aviation,
I've worked with Jay and Allen on entities associated with closing out the potential lead's
30 notices to owners. Row hangar 2, where the build for the new automobile rental facility,
there's a big hangar in the way and a lot of unique ownership issues associated with who
oversees the LLC that owns the lease. I'm dealing with a couple of representatives, and we
now have a new manager elected for the LLC. I'm seeking information on two issues one
is best evaluation and two has the legal definition under the FAA, which I received a lengthy
35 explanation on the verbiage of the airport purposes. Update on Gulf Contours as of this
week I have confirmed with the tax collector that 2021 taxes both tangible and real estate
remain delinquent in the amount of \$9,000, he has inquired about a payment plan, but no
response. I have no updates from Mr. Goin associated with a potential move. As you are
all aware he's under an abatement agreement as opposed to a lease. His lease is already
40 terminated there's an abatement period entered for one year for the purposes of him saying
that he would move in that one year. Mr. Goin was supposed to give me a plan associated
with that I have no plan, which will terminate on August 30th. I will be looking for guidance
from the Board next month associated with how the Board wants to proceed. Chair Hancik
asked about the establishing the evaluation privately owned hangars? Mr. Parish responded
45 It was appraised last year and it's being updated and should be completed by the end of the
month, if there's a disagreement, they can get it appraised. Mr. Carr responded we're going
to replace them in another hangar or similar. For the record it remains an amicable
discussion to date but we're working on the issue. Nothing further to report.

14. CEO’s Report

5 a) **Development Update** – Mr. Parish commented on Golf Course and Challenger Rd. we’re
 continuing to work with the DOT on funding. Work needs to be done Golf Course and I’ve
 been working with the city, county, fire department and police department to make sure that
 10 disconnecting Golf Course at utilities and connecting Challenger Rd. and Golf Course all
 the way through to Piper doesn’t affect anything. The FAA is inquiring us to move Golf
 Course Blvd. outside the RPZ which is a significant cost. The added benefit of doing
 15 Challenger to Piper is as we develop Challenger it gives a direct connection and keeps a lot
 of the traffic off Golf Course North side which we’re still dealing with today. It’s a
 development project, we’re looking for funding from CIS and the DOT about other funding
 opportunities. There are no CRP projects out for solicitation planning. The final draft of
 the terminal planning study is complete. I’m looking at doing some flight track analysis
 20 and some planning on the north side. Terminal area planning study in the rental car area is
 currently in design and terminal seating replacement are finalizing the layout. Maintenance
 and Operation and the new industrial facility continues to be in design. I responded to the
 15% plans which are very schematic. Self-serve fuel facility, looking at moving the existing
 25 facility to the Air Center and then putting another facility in a location closer to the 200
 series hangars. Inline baggage continues to work with TSA and we’re looking for funding
 to build that in the future. The FBO hangar we’re back and forth with the contractor on
 pricing and taxiway golf which will be the new connector to 422 is in design right now.
 Under construction taxiway delta will start construction as soon as 422 stops. Building 101
 ramp repair is falling apart and I have contracted to have the work repaired and working on
 30 the schedule. The roadway network improvements on Viking in front of the office has been
 started and the next phase will be the right turn lane on Piper. That’s part of the utility
 relocation that was approved. Runway 422 is ahead of schedule and work on the
 intersection will take seven days during the shutdown in September. Also working on
 35 coordinating some repairs to runway 1533 in a couple of spots at the same time trying to
 coordinate multiple contractors and, multiple trucking companies is going to be interesting.
 Wetland mitigation is on the agenda for finalizing phase two and working on permits. The
 60 x 60 hangars are starting construction and putting up temporary fencing next week. The
 24 T hangars and then the nine other box hangars. The General Aviation Center is open
 and hope everyone can come to look at the completed project.

b) **Marketing Update** – No Marketing reported.

c) **Aviation Report** – Mr. Duncan reported on passenger counts, fuel sales, gallons pumped,
 aircraft ops, hangar vacancies, uplifts and routes.

15. Old Business

45 a) **Gulf Contours** – Commissioner Oliver commented on putting together an abatement
 agreement for the Board to review. Mr. Parish commented it would be put together next
 month once the abatement is up. Commissioner Oliver responded that the Goin’s would be
 in default of the abatement agreement if they stay on past the August 30th. Mr. Carr
 responded yes. Commissioner Oliver commented that’s why I was hoping to see it today

to review ahead of that deadline. I would like the Board to vote on authorizing Mr. Parish to execute an abatement agreement with Gulf Contours. The Goin's have indicated they are interested in the new building, perhaps put together a letter of intent to rent or lease the building and have them sign it. Chair Hancik commented as it relates to various building requirements, I don't know where that is? Mr. Parish responded the Goin's have received the layout of the building and generally we do not have a tenant meet with the architect for specific layout without them giving us a layout from their industrial designer to make sure it fits and then get together with specifics once a lease is signed. As you saw the list of projects under construction, under development, it's extensive and we have two people in that department. It's not at a stage where we could even do more than market a shell. Mr. Herston commented the usual process in my opinion and land development that a landlord will develop a shell of what he can afford and what he can build, then that shape is handed over to a prospective tenant and they hire their own engineers, architects and fit within that outer shell of that building. Mr. Parish commented I can provide schematics, cad and PDF to get the process moving forward, but it could take 18 to 24 months from the time a building is ready to be occupied. Construction is taking a long time based on supply chain issues. Commissioner Oliver asked would it help if we entered into another year-long abatement agreement? Mr. Parish responded I don't think we can enter into an abatement agreement at the current rate. It's been 3 years since it was an increase in rent and must get a fair market value. Commissioner Oliver asked have you calculated what the fair market value would be? Mr. Parish responded that building had an appraisal done. Commissioner Oliver would it help if we authorize you to enter into an abatement agreement with an increase in rent with Gulf Contours for a period of one year and see where we are next August. Mr. Parish responded it that's the Board's pleasure, we can move that direction. I will say we're starting construction on the fuel tanks and delayed that until the end of the abatement agreement. There will be a lot of traffic in that area, and I would recommend that we move forward with some redesigns to the parking area if we're going to have someone in the building for another year. Chair Hancik commented does it make sense hearing what the Attorney said and the Commissioner that we go ahead and instruct staff to bring an updated abatement agreement that has been reviewed by the tenant and ourselves and where his diagram as I don't know how all that figures in. Mr. Carr responded I would like to add Mr. Goin hasn't repaired the fire damage despite having been told by the Board on repeated occasions and \$9,000 behind in taxes. Chair Hancik all these conditions and repairs would have to be in the abatement agreement and Commissioner Oliver agreed. Mr. Carr commented that's not the Boards direction; its Commissioner Oliver's position, but there's no motion or second and will need a vote. Commissioner Oliver motioned that the Board provide the CEO direction to enter into an abatement agreement with Gulf Contours for a period of one year upon terms and conditions as our CEO feels are advisable including an increase in rent and being current on taxes, etc. and to bring it before the Board at the September meeting. Chair Hancik responded we have a motion, do we have a second motion, hearing none, motion fails due to lack of second. Commissioner Oliver commented that means you all want to evict Gulf Contours starting next month? Commissioner Coppola responded I think there's not enough specifics to go on. Commissioner Oliver responded the document will come before the Board with the specifics, we're authorizing our attorney and CEO to come up with the specifics and they can determine the terms and conditions on the lease for a new spec building at fair market value and that can be an attachment or an exhibit to the abatement agreement. Commissioner Herston commented we've been let to believe that Mr. Goin's cannot find 480-volt electricity for his facility anywhere in the

5 county. I brought with me Mr. Sammy Freed who is an electrical engineer and is registered
in the state of Florida. Mr. Goin I'd be glad to meet with you after the meeting and Mr.
Freed has given me a diagram of how the power plant and the power substation and delivery
of 480 volt can be delivered anywhere in this county. Chair Hancik commented the original
motion failed we'd have to have another motion. Commissioner Oliver motioned to
authorize our CEO to enter into an abatement agreement to include details and to come
before this Board before anything is approved for an abatement agreement for another year
upon such terms and conditions as the CEO deems advisable. Chair Hancik commented
there is a motion on the floor to direct staff to draft an additional abatement agreement with
10 Gulf Contours and bring it before the Board at the next meeting. Is there a second motion?
Hearing no second, motion fails.

16. New Business

15 a) **Hangar Projects – Contract with B&B Fencing Solutions Inc.** – Mr. Parish commented
on the current contractor increase to the fencing cost. Contacted other fencing companies
and have a contract with B&B Fencing Solutions, Inc. and increasing the fence line to
Challenger Rd. as we develop more hangars, we don't have to do the fence every time.
Asking the Board to approve contractor B&B for 850 ft of fence for \$95,000.
20 **Commissioner Herston motioned the Board to approve B&B Fencing Solutions Inc.
quote in the mount of \$95,000 and allow the CEO to execute the contract.
Commissioner Andrews second. Motion passed unanimously.**

25 b) **Passenger Facility Charge (PFC) Application and Amendment – Contract with
AECOM** - Mr. Parish commented the airport is approaching the end of our ability to collect.
The staff has put together PFC application number four which amends number two and adds
additional projects, were still in the development phase of the projects. All the projects are
in the master plan. This agreement is with AECOM and Leibowitz and Horton will continue
to do our PFC application costing \$85,000, which PFC eligible and all those funds will be
30 paid for by collections in the PFC.
**Commissioner Herston motioned the Board approve the scope of work and fee in the
amount of \$85,000 with AECOM and allow the CEO to execute the contract.
Commissioner Andrews second. Motion passed unanimously.**

35 c) **Restaurant Concession License Agreement** - Mr. Parish commented bringing to the
Board the License agreement for the use of the restaurant facility. As discussed last month
the airport will be funding the build out of the restaurant and will be paid back through this
licensing agreement. Needs Board approval to sign and move the project forward.
Commissioner Herston commented on a typo, it's a 10-year term and if you review the lists
40 the first two years then the next two years and then six-year period goes through 2027 to
2037. You will need to change from 2037 to 2032. Chair Hancik commented on the
anticipated completion date. Mr. Parish responded 12 months. Mr. Carr commented on the
negotiations to agree guaranteed minimum payment each month and all the equipment is to
be maintained and maintenance of the equipment once installed is going to be maintained
45 by Rosati's. **Commissioner Herston motioned the Board approve the Restaurant
Concession License Agreement with the modification to the paragraph adjusting the
six-year period. Commissioner Andrews second. Motion passed unanimously.**

5 d) **FDOT Public Transportation Grant Agreement Amendment No. 1 – Roadway Network Improvements Project** – Mr. Parish commented I would the Board to save time and include all FDOT grants d, e, f, g. All are FDOT PTGA grants, and they are for payback or increases to the roadway network. Payback on runway 1533 for monies that was previously expended, additional monies on the GA taxiway and ramp, and additional monies for the taxiway Delta rehab, since that became a full reconstruction project. We can discuss each grant or if the Board desires we can motion to approve all four and the required resolution for each one as presented.

10 e) **FDOT Public Transportation Grant Agreement Amendment No. 5 – Runway 15-33 Project.**

f) **FDOT Public Transportation Grant Agreement and Corresponding Resolution for the General Aviation Terminal Project.**

15 g) **FDOT Public Transportation Grant Agreement – Taxiway “D” Rehabilitation Project.**

Commissioner Herston motioned the Board to approve items d, e, f, and g related to the FDOT Grants and allow the CEO to execute associated resolutions as presented. Commissioner Andrews second. Motion passed unanimously.

20 h) **New Taxiway “G” Contract with Kimley-Horn and Associates, Inc.** – Mr. Parish commented on the selection process and negotiated a contract with Kimley-Horn and reviewed the independent fee estimate, reviewed the negotiations with independent fee estimate and Kimley-Horn and settled on an agreed amount of \$620,485. **Commissioner Herston motioned the Board to approve the contract with Kimley-Horn and Associates, Inc. in the amount of \$620,485.00. Commissioner Andrews second. Motion passed unanimously.**

30 i) **Design-Build Services RFQ Selection** – Mr. Parish commented on the state allows the airport staff to design build contracts for almost everything, but we can have an on-call contract for projects under \$250,000, small items that need to be taken care of. With the growth were seeing and a lot of small things that are cropping up, I think its prudent to have someone on call we can use. The Board allowed us to submit an RFQ and received 5 options and have ranked the top 2 as Halfacre Construction Co. and Capital & CMT. **Commissioner Herston motioned the Board to select Halfacre Construction Co. and Capital & CMT as the firms to provide design build services for projects under \$250,000 as presented. Commissioner Andrews second. Motion passed unanimously.**

40 j) **Wetland Mitigation – Contract with EIP Credit Co.** – Mr. Parish commented on the contract with EIP Credit Co part of the 422 phase 2 wetland litigation. Started phase 1 of 1533 and this is the 2nd phase under 422. It’s a contract to purchase 12.15 acres of wetlands dual fresh water herbaceous credits and 0.25 core freshwater herbaceous credits in the amount of \$1,352,000 and is 100% funded by PFCs and it was in the original scope of the contract. It’s a major wetland at the end of 422 that has been a problem with birds for years. There is a continuation of the wetland off our property on the IDA land. **Commissioner Herston motioned the Board to approve the contract with EIP Credit Co. in the amount of \$1,352,000 and allow the CEO to execute the contract as presented. Commissioner Andrews second. Motion passed unanimously.**

17. Public Comments

5 **Jerry Goin** – I own Gulf Contours and I’m at a loss to know where we’re at this moment. I go back to March and April conversation the Airport Authority was looking to build a building that would serve our needs. Talking to Mr. Parish and Mr. Hancik a couple weeks we will get with you to talk about it and you’re looking to build a maintenance building, I received nothing from you other than a basic drawing showing the building. I have asked for a contact with people that could talk about it, and you want a lease, we will sign a lease. Our backs are against the wall and right now we’re being forced out and you keep repeating the fact that we have not repaired the fire damage. I have put new baffled screen and new fire suppression, which I have told repeatedly. I will repair the drywall, but we will not repair the insulation between. I had a contract signed and issued a check to the airport would not approve it. I’m not behind our 21 taxes, I have turned around as always and set up an agreement with the county, that’s not an issue. You have not put us out of business, we have no place to go, I will go back and tell my people that we’re going to have to sell of the machinery and go out on the street. I certainly thank you for all your help for the 23 years. If this isn’t a kick in the head, I don’t know what is.

20 **Janet Goin** – Good afternoon gentlemen, I say that not very nicely. I want to thank Vanessa for all your help, you’ve been great. Paul, we helped get you on this board; I hope you never get back on the Board. Mr. Herston, I want you to know something you do not belong on the board, you have misrepresented your district. Mr. Hancik, give me a minute, I have every right to tell him everything that he has said and voted on should be non and void, because he doesn’t belong and he has misrepresented his district.

25 18. Commissioner’s Comments

Commissioner Andrews - I would like to thank everyone for attending.

30 Commissioner Oliver – this is government at its absolute worst. We have strung Gulf Contours out for months telling them this spec building; we’re going to put you in and be able to stay on the airport. It’s a bait and switch is what you all did today; it’s disgusting. I’m absolutely sick over it. They’ve been in constant contact with staff and for us to stand back. This was supposed to be a formality and what you did today; you evicted this company and I hop you understand that because Mr. Carr can’t wait to evict them; he’s going to start on September 1st. It’s gross and I’m disappointed in each and every one of you.

Commissioner Coppola – I’m glad everyone is here and it’s a full house. It’s been a very interesting meeting. I want to thank you all for coming today.

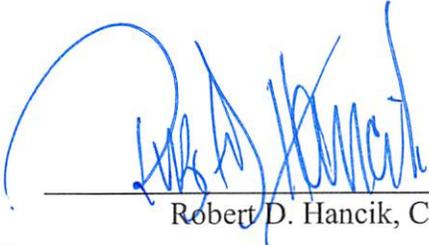
40 Chair Hancik – Interesting end to the meeting. I would like to recognize Mr. Gary Quill in the audience. I want to invite everyone at 11 o’clock the opening and ribbon cutting for the new General Aviation Air Center. I will try to keep my comments brief and when finished there will be some cake, please come out. Open house starts at 11:30 with welcome and introductions.

45 Commissioner Herston – Staff great job as always. Sandy, I know you worked hard at our accounting. Good seeing everyone, commissioner Deutsch, Sammy Freed our electrical engineer, Chris Chase in the audience. Thanks for coming out, everyone.

19. Adjournment

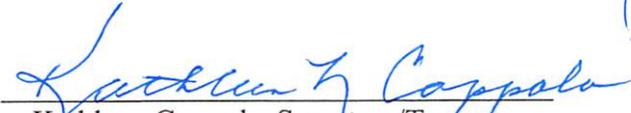
Meeting adjourned at 10:25 a.m.

5



Robert D. Hancik, Chair

10



Kathleen Coppola, Secretary/Treasurer