

**CHARLOTTE COUNTY AIRPORT AUTHORITY**  
**MINUTES OF REGULAR MEETING – MAY 11, 2023 – 9:00 A.M.**

5 **1. Call to Order**

**2. Invocation**

Commissioner Herston gave the invocation.

10 **3. Pledge of Allegiance**

**4. Roll Call**

15 **Present:** Chair Hancik; Commissioners Coppola, Herston, Andrews, and Oliver; Attorney Carr; CEO Parish; Mrs. McLaughlin; Mr. Duncan; Mr. Montoya, Mrs. Miller; Mr. Laroche and Mrs. Pardal; Mr. Rosenstein, Mr. Duke. **Others present:** Councilmember Dryburgh; Mr. Kishler; Ms. Naomi Copeland and others from the private sector and a member of the press.

20 **5. Citizen's Input**

There were no Citizens Comments offered.

**6. Additions and/or Deletions to the Agenda**

25 Mr. Parish pulled item 14a from the agenda.

**7. Employee Recognition**

30 Mr. Ben Duke congratulated Mr. Tristan Crimi for completing his FAA Non-Federal Weather certification.

**8. Consent Agenda**

35 Commissioner Andrew motioned to approve the Consent Agenda as presented. Commissioner Oliver seconded. Motion passed unanimously.

**9. Secretary/Treasurer's Report**

40 Mr. Parish reported on financials for the month of March. The airport continues to operate a little behind budget, but definitely still profitable. The airport is moving the hurricane expenses out of the operating/revenue expenses as the expenses are received. This is based on the way we did accounting in 2005, 2006 and 2007. Revenue is slightly down due to Allegiant being a little off for the month of March from what we predicted as having major crew issues, pilot, and flight cabin crews. The expenses are slightly over budget, but overall, the airport continues to be profitable.  
45 Accounts receivables is working with all the tenants who are behind, but most are paid in full by the time of this meeting. There are two that we're working with, but one may have to get the attorney to go further, but all are looking very good. The balance sheet continues to go up as the airport adds projects and cash is holding steady.

**Mid-Year Financial Update:** The airport is working on budgeting for the rest of the year and projecting out for next year. At the end of the year, based on the first part of the year, we're going to end up about \$700,000 under. The operating gain is slightly less than we forecasted and we're  
5 looking at about \$3.4 million this year, which is a combination of expenses being slightly over but mostly revenue is down in the rental cars and parking lot.

## 10. Liaison Reports

- 10 a) **Punta Gorda City Council** – Chair Hancik had nothing to report.
- b) **Board of County Commissioners** – Commissioner Andrews had nothing to report.
- 15 c) **Metropolitan Planning Organization/Economic Development** – Commissioner Herston commented on the next MPO meeting is on Monday, May 15<sup>th</sup> at 2:00pm in Murdock. I drove to Orlando for the MPOAC meeting held on April 27<sup>th</sup> and received an emergency call and had to turn around and go back to Sarasota. I don't have anything to report for that meeting.
- 20 d) **Community** – Commissioner Coppola commented on attending the Women's Club of Port Charlotte which had a charity drive for donations. I've visited the Republican Executive Committee. Chair Hanick commented on the Honor Flight of a lot of people welcoming back the veterans. The logistics and the way the staff handled the crowd. Ray Laroche was a chaperone on the honor flight. Mr. Parish introduced Naomi Copeland who is President of Southwest Florida Honor Flight. The honor flight serves six counties, Charlotte, DeSoto, Hardy,  
25 Hendry, Highlands, and Sarasota counties. The Charlotte County area is diligent since I have become president on May 15, 2022, in serving all our counties. We are always looking for guardian volunteers and community business partners to help us. We're hoping to schedule the next honor flight on October 10<sup>th</sup>. One from Punta Gorda and one flight from another airport. I will be speaking to the Board next week about dedicating Punta Gorda Airport as our dedicated  
30 home airport because of the partnership this airport staff has shown. We could not have done it without Beth Pardal and her staff, all the ground crew that brought flags, banners and decorated the inside of the airplane after it landed that evening. For donations go to [swflhonorflight.org](http://swflhonorflight.org).
- 35 e) **State Legislation** – Commissioner Oliver commented that session wrapped up on Friday. Appropriation is waiting for the Governor to go through with his red pen and cross out what he's going to out, but Charlotte County did very well in general. In the newspaper was an interesting item that passed was a bill on affordable housing. As you know our community has become not very affordable anymore and it's tough for young people to get their start. These  
40 bills should make it easier for more affordable housing to be built in our area. Mr. Parish put together a great summary that was in our packet. Mr. Parish commented on the items were concerned with past the commercial service accountability is getting us back to where we were before they rained things in. The purchasing limits only apply to us if we change ours and are way below the originals which made a lot of things go out to bid, like toilet paper. It takes staff  
45 time and manpower; we want to be able to get back to the way it was. The transparency and accountability as they called it never changed, it changed some of the threshold limits. Enterprise Florida passed; they're going to be called the Department of Commerce which was important for us on the economic part of it. DOT bill passed; this was a change to the DOT for one airport. We're concerned about the language in it and we're going to try for next year to

get that changed to tighten up. The housing bill that Commissioner Oliver brought up, I'm in agreement with 90% of it. I would allow a 135-foot building to be built right in ECAP piece down by the mobile home park to keep it residential off the airport. We're going to work on this next year to make sure it complies with other Florida State Statute that your zoning must regulate residential within an airport zone. The vehicle for hires bill did not move forward. Ad Valorem tax exemptions for airports bill exists already. Working on getting one line changed in it and the legislature doesn't want it to move forward until the lawsuit is settled with Tampa.

## 11. Attorney's Report

Attorney Carr commented on two bids that were published and received a bid protest. I communicated with the individual and they realized they were in error and as a result withdrew. I'm trying to finish up the resolution with Johnson Locks and the general terminal. I've met with staff about trying to resolve that we did release some of the money, but we have one pay and hopefully they'll complete some minor punch list items. It's a complex process, we've communicated with a lot of subs and material men and trying to make sure they get paid even though it's not our responsibility we prefer not to have any bad press to us that we don't pay our bills. MotoBros lease has been completed and signed. The matter with Row Hangar 2. Mr. Parish commented that we're going to move Row Hangar 2. The tenants are currently in building 207 and is on the north ramp, it's a privately owned hangar on a land lease. The master plan shown to be a rental car facility, rental car parking return and QTA. I want to move them into 615, which is where we're building 10 units. In negotiations we decided to put them in unit 611, which is a new building we'll construct for them for the remainder of their land lease. Mr. Carr commented that the approximate value is \$2.4 million for that structure. The tenants contested two items; one whether we had the right to make them leave. The lease says that we can terminate it for "airport purposes". The question is what's "airport purposes". I researched and could not find a definition of "airport purposes". Then hurricane Ian hit and collapsed the face of this hangar along with other hangars and probably sustained a million dollars' worth of damage. The tenants were crushed because they are self-insured. The tenants decided to swap our real estate and have their own hangar built over by the general aviation.

## 12. CEO's Report

a) **Development Update** –Mr. Parish commented as we continue to finalize the PFC application and amendment. The northside infrastructures in development. The helicopter siting study, ALP update has been completed and is being reviewed. In talks with other contractors on the new FBO hangar to keep the cost within our budget. Self-serve is moving, cement pad is poured and electrical is underway. The slab has been poured on the 50 x 50's. The 60 x 60's look to be ready by July and the T-hangars will be completed shortly after.

b) **Marketing Update** – Mrs. Miller reported on the relaunch of the flypgd.com website. There have been some hiccups on missing links but we're working on getting all of those taken care of and if you happen to see anything that's missing or a dead link, please let me know.

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

### 13. Old Business

- 5 a) **Row Hangar II Final Agreement** – Mr. Parish commented on the final agreement that Attorney Carr spoke about earlier in the meeting. This agreement is to amend the ground lease and substitute property for row hangar 2. The tenants have signed the lease and we're asking for Board approval.

10 **Commissioner Herston motioned the Board to authorize CEO to execute agreement to amend ground lease to substitute property and move occupants with Row Hangar No. Two, LLC. Commissioner Andrews seconded. Motion passed unanimously.**

### 14. New Business

- 15 a) **Mr. Parish pulled item 14a from the agenda.**

- 15 b) **Rules and Regulations** – Mr. Parish commented at the last meeting that the rules and regulations were reviewed in draft and to give the Board a month to review. They were written by staff and a combination of a few airports around our location and have been reviewed by our attorney. There was a change to section 4.13 on commercial vehicle on the definition of capacities to match the ground transportation.

20 **Commissioner Herston motioned the Board to approve the airport Rules and Regulations as presented. Commissioner Oliver seconded. Motion passed unanimously.**

### 15. Public Comments – Punta Gorda Airport

25 There were no comments offered.

### 16. Commissioner's Comments

30 Commissioner Oliver – Happy Mother's Day.

30 Commissioner Andrew – As a veteran two of my sons are veterans and I have a grandson serving as well. Knowing what the various groups of veterans of World War II and Korea, these people contributed to the honor flight. Happy Mother's Day to all the mothers.

35 Commissioner Coppola – I want to echo everybody's comments. I have two brothers that served in Korea and my husband served in the Navy for 20 years. I have a lot of respect for the veterans.

40 Commissioner Herston – The staff once again thank you for your hard work and dedication. It's good to see Mr. Dryburgh from the city of Punta Gorda.

Chair Hancik – Thank you for coming and for the people watching on YouTube, we like to keep transparency and the community aware of what's going on at the airport.

17. Adjournment

The Meeting adjourned at 10:00 a.m.

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Kathleen Coppola, Secretary/Treasurer

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James Herston, Vice Chair