

CHARLOTTE COUNTY AIRPORT AUTHORITY

MINUTES OF REGULAR MEETING – OCTOBER 19, 2023 – 9:00 A.M.

5 **1. Call to Order**

2. Invocation

 Mr. Herston gave the invocation.

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3. Pledge of Allegiance

4. Roll Call

15 **Present:** Chair Hancik; Commissioners Herston, Coppola, and Oliver; Attorney Carr; CEO Parish; Mrs. McLaughlin; Mr. Laroche; Mr. Duncan; Mrs. Miller; Mr. Montoya; Mr. Rosenstein, Mr. Clayton, Mr. White; Mrs. Pardal; Mr. Thames; Mr. Zook; Mr. Quinn; Mr. Emel. **Others present:** Councilmember Dryburgh; Mrs. Lux; Mark Kistler, Michael Baker, Dr. Pitts, Mr. Landing, Ms. Allen-Emrich a member of the press and others from the private sector. **Absent – Commissioner**
20 **Andrews**

5. Citizen’s Input

6. Additions and/or Deletions to the Agenda

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7. Employee Recognition

 Mike Thames – completing his bachelor’s degree in business administration.
 Steve Quinn – completing his certification exam as a Non-Federal Weather Observer.
30 Robert Zook – (Landside Agent) 5 yrs. of service.

8. Consent Agenda

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

9. Secretary/Treasurer’s Report

40 Mr. Parish commented on the financial review. The airport is where it’s expected to be for the month. For August and September are our slowest months of the year and year-to date we're slightly off on our budgeted gains but were still well in the black. The airport continues to operate in a positive manner. Account receivables are paid in full by all, except for Hertz and have called to see what’s going on. The income statement we went over in the financial review. The balance sheet continues to be very positive up \$180 million total assets.

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10. Liaison Reports

a) Punta Gorda City Council – Chair Hancik commented that he reviewed the City of Punta Gorda’s agenda and didn’t see anything that affected the airport. Bill Dryburgh, City
50 Councilman commented not with airport, but we do have that CDD going on now on Jones Loop and that's a number of homes on both sides of Jones Loop. It's a Community

Development District, the same as Riverwood. I'm on The Board of Trustees for Shore Pointe Hospital in Punta Gorda and I'd like to invite everyone to the ribbon cutting next week Oct. 25th at 5:30 pm. Shore Pointe Hospital has spent millions of dollars in the hospital, and everything is all brand new.

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b) Board of County Commissioners – Commissioner Andrews was not in attendance.

c) Metropolitan Planning Organization/Economic Development – Commissioner Herston commented that there was an MPO meeting on Monday, Oct. 16th and reviewed the MPO Director Annual evaluation. The DOT gave a report on no right turns on Edgewater and harbor view. DOT is waiting on equipment for the installation of the work. The other important topic was Commissioner Dougherty wrote a letter to Greg Stuebe and both state senators on the Senate bills that are in house, and they want to up the weight of trucks to 91,000 pounds which is greater I guess than the 88,000 lb. but it has a big effect on our state highway systems and our local roads. Next Thursday I will be in Orlando for the MPOAC to meet and tour our expressway system building and their track.

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d) Community – Commissioner Coppola commented on the Honor Flight. My first experience with Honor Flight was at Fort Myers Airport several years ago. If you ever get a chance to go with any of these service people, please do it, it's a magnificent experience. The celebration at the Bailey Terminal to welcome the veteran's home from their trip was a great turnout. There were a lot of people who came and welcomed them home and a lot of lady veterans on that flight.

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e) State Legislation – Commissioner Oliver commented that Senator Albritton will be leading up the Senate and our legislative delegation meeting is November 20th. James Parish commented on the legal conference with AAAE. I spent time with TSA and FAA talking about some of our real concerns contending resolution that we're currently working under and extended the authorization of the FAA. These are both going to be sunseting shortly in November. They also can't collect the fees on baggage fees and the leg fees everything that the TSA and the FAA have on a ticket does not get collected, which all goes into the grant program, and it becomes a giant mess. Chad Rosenstein commented on the legislative fly in on November 6th 7th and 8th up in Tallahassee, which James and I will be attending. James and I will Advocate up in Tallahassee on the airport's behalf. The items of legislation that we're working on are the live local act that passed last year and some things that we would like to see improved. We're drafting some legislation to amend Florida statute 333 and there was an amendment to the transportation package last year that affected airport zoning; FAC has some legislation to correct. For our general aviation users here at the airport there's a bill that was filed by Senator Wright for aircraft sales and lease tax. That bill was filed I think yesterday, and it'll cap the amount of tax \$4,000 is the most tax that an aircraft or that a purchaser would pay if the aircraft were less than 12,500 lbs., any aircraft that's purchased in the state the tax would be no more than \$4,000, if it's less than 12,500 lbs. that aircraft purchase would be exempt from taxes. This is something that FAC will support.

11. Attorney's Report

5 Attorney Carr commented on the terminal contract and working with Mr. White. Reviewed extensive documents that needed significant editing, reviewed the general conditions in the contract and submitted to the contractor DeAngelis Diamond in draft format. Received the go-ahead to tear down the row hanger and will be proceeding at the end of the month. We're doing a workout with World Trade Center.

12. CEO's Report

10 a) **Development Update** – Mr. Parish reported on the development report as we continue to work on our PFC amendments and our current application. Working on grant application for the new ARF truck. The airport continues to operate two trucks and our second truck is now at the end of its life. Moving forward with the design specs and will put that out for bid in the next couple of years. Taxiway Alpha Charlie and the Charlie Delta intersection improvements are currently in design. We selected the contractor last month and are working on a master drainage plan update. Waiting for the ALP to get approved. The FBO hangers are designed and waiting for pricing to normalize. Working on finalizing the design on Golf Course Boulevard. The tech facility is moving forward at \$8.5 million design. Perimeter Road will be out for bid soon as well as the fuel farm road and security improvements. The north side infrastructure is the road access and utilities coming into the north side on the east side of the general aviation area. The commercial terminal expansion is in the process of finalizing our contracts with AECOM and DeAngelis Diamond. In construction in some manner whether it's preconstruction or finalizing it is the inline baggage system. The M&O facility will be starting shortly right across the street. Taxiway Gulf which is the connector taxiway from the general aviation ramp all the way to taxiway Alpha, that project's going well. The new 60 x 60s are now open. The 24 T-hangers are open and the 50 x 50s should be done by the end of the month. Airfield lighting and control has been ordered and it's been a year now; it's supply chain issues. The new self-serve facility for the 200 t-hangars site work is done. Taxiway Delta reconstruction is in final close out and the final paint is completed. 207 building replacement as reported by Attorney Carr; is in the process of being removed and the new one is in design. The change order has been signed and the contractor is getting us preconstruction.

35 b) **Marketing Update** – Mrs. Miller commented on the marketing report. The triennial exercise was held on October 3rd and is an FAA requirement to test the speed and efficiency of a non-emergency response operation. Josh Deyarmin our Airside Ops Manager worked hard coordinating fire, EMS, Charlotte County Emergency Management, and the Civil Air Patrol helped as well. The Air Show Media event attendees were Commissioner Hancik, Herston, City Council Bill Dryburgh, Vice Mayor Lynne Matthews, Commissioner Deutsch, and Mr. Carr. Mr. Duncan commented on the honor flight that took place on Oct. 3rd and was his first one. I've been wanting to do this for a while and let me tell you it's just like Kathleen indicated, it's a wonderful event and amazing event. I was so impressed with how well coordinated it was, not only locally but everything that was done for the veterans. Spirits were high on this flight we had five World War II veterans, 30 Korean veterans and 60 Vietnam veterans and the flight was about 30 of those veterans were female military members. At Arlington Cemetery we saw The Changing of the Guard. Hats off to everybody that coordinates it here at the airport. Beth Pardal does a lot of that with her staff from the front end when everybody leaves at about 4 in the morning and then when all the

veterans come back at 10:00 at night. Kicking off our United Way campaign Aviation gives back, and United Way is the County's lead Health and Human Service nonprofit and serves everyone from infants to seniors and the working population. The chili cookoff campaign will kick off at the PGD Air Center on December 5th. We'll do the wrap up February 13th where we'll do all the fabulous prize drawings and probably do another lunch for everybody that contributed at the Air Center. To give you an update on my marketing report is the air Show is coming up on Nov. 4th & 5th. The Veterans parade is Nov. 11th and then is the Charlotte County Chambers Christmas parade on December 9th.

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

13. Old Business

15 **14. New Business**

- a) **Amendment #1 to Concession License Agreement (“License”) with Faber Coe & Gregg of Florida, Inc. (Licensee) for Premises located in the Airport Terminal** – Mr. Parish commented this is an amendment to the Faber and Gregg license agreement for concessions in the terminal. Staff negotiated with Faber and Gregg on the installation of a Duncan Donuts in baggage claim, it'll be replacing a few of the vending machines that are currently in that area. There will be signage on the outside of the terminal so people can stop by and get their donuts on the way to work in the morning. This will be in an unsecured area. **Commissioner Oliver motioned the Board to authorize the Chair to execute Amendment #1 to concession license agreement as detailed with Faber Coe & Gregg of Florida, Inc. Commissioner Herston seconded the motion. Motion passed unanimously.**
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15. Public Comments – Punta Gorda Airport:

30 **Roger Lanning** - I live at Venturia Lakes which butts the property for the airport. Where are you in the process with the restaurant that was started in 1812? Mr. Parish commented that the restaurant in the GA building is currently under construction. Waiting on permits from the county. You're all doing a great job. Thank you.

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Debbie Lux - I want to reiterate about Honor Flight. We talk about how good it feels for us to do it, but what we hear from our veteran's best day of my life, I don't want it to end, I didn't know I was remembered, and it gives them a lot of closure. We always think it's a long day and it's a hard day, but what did these men and women do for us to allow us to be free. I just want to say thank you to the airport for allowing the Honor Flight to exist here and it is just one of the most amazing things. If you've never done it before I highly recommend going and doing it. Thank you.

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16. Commissioner's Comments

45 **Commissioner Coppola** - Thank you all for being here.

Commissioner Hancik – Have a great day and thank you all for coming.

Commissioner Herston - Staff did a great job, Commissioner Deutch was not able to make it, he is on a radio show. Good to see Dr. Pitts, some of our engineering firms, Kimley-Horn, and AECOM. Good job Mr. Carr and Mr. Parish. Have a great day.

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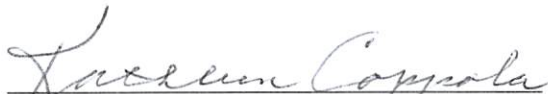
Commissioner Oliver - Thank you all.

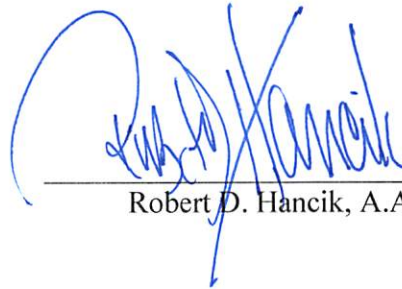
17. Adjournment

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Meeting adjourned at 9:45 a.m.

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Kathleen Coppola, Secretary/Treasurer


Robert D. Hancik, A.A.E., Chair