



## OKALOOSA COUNTY AVIATION BOARD MEETING AGENDA



Date and Time:

Monday, October 11, 2021 1:00 PM

Type:

REGULAR

Location:

DESTIN – FORT WALTON BEACH AIRPORT  
ADMINISTRATIVE CONFERENCE ROOM  
1701 STATE ROAD 85 N  
EGLIN AFB, FL 32542

- I. **Prayer**
- II. **Pledge of Allegiance**
- III. **Public Comments**
- IV. **Airports Update**  
Mr. Tracy Stage, Airports Director
- V. **OCAB Business Items**
  1. Vacant Seat 5 / Michael Wooley, Lt. Gen., USAF (Ret)  
Vacant Seat 6 / Gordon Fornell, Lt. Gen., USAF (Ret)  
Vacant Seat 7 / Dr. Richard P. Hallion
  2. Selection of FY 22 Chairman and Vice-Chairman
  3. FY 22 Meeting Calendar
  4. Recognitions  
2021 Chairman Gordon Fornell, Lt. Gen., USAF (Ret)
  5. Approval of August 9, 2021 OCAB Meeting Minutes
- VI. **Board Member Minute**
- VII. **Public Comments**
- VIII. **Adjourn for Baggage Handling Terminal Expansion Tour**

***Okaloosa County adheres to the Americans with Disabilities Act and will make reasonable accommodations for access to this meeting upon request. Please call the Airport Director's Office at (850) 651-7160 to make a request. For Hearing Impaired, Dial 1-800-955-8771 (TDD), and 1-800-955-8770 (Voice). Requests must be received at least 48 hours in advance of the meeting in order for Okaloosa County to provide the requested service.***

Meeting Minutes  
Okaloosa County Aviation Board

Monday, October 11, 2021

1:00 PM

Board Members in Attendance:

Seat 1 Mr. Dick Russell	Seat 2 BG Robert Buhrow
Seat 3 Mr. Don Harrington	Seat 4 Mr. Chip Cook
Seat 5 Lt Gen Mike Wooley	Seat 6 Lt Gen Gordon Fornell (Chair)
Seat 7 Dr. Richard P. Hallion	Seat 8 Commissioner Carolyn Ketchel

Visitors in Attendance:

Mr. Bob Shelton	
Mr. Eric Pilsk (Zoom)	Mr. Jim Bosserman (Zoom)
Ms. Kerry Parsons (Zoom)	Ms. Tracy Tapp (Zoom)

Chair Fornell opened the meeting at 1:00 PM

**Opening Prayer** by Chair Fornell

**Pledge of Allegiance** led by Chair Fornell

**Public Comments – None**

**Airports Update – Mr. Tracy Stage**

Tracy shared his presentation. *See Slides*

- Southwest has been in the news and there is a lot of speculation however, with VPS we have only had some delays and cancellations.
- Over the last year we have accomplished a 38% market share capture in our area. Our area includes: VPS, Pensacola and Panama City airports. We have been and are continuing to lead the market.
- We had over 1 Million passengers fly with VPS between May and August 2021. What the staff did to accomplish this is tremendous. Many companies within the airport were understaffed and in those moments the airport staff stepped up.
- In September we did an airport wide inspection to ensure everything is in great shape as well as well as repaired if needed. We want to be ready for the peak season again in March!
- During peak time (May-August) we have 60 non-stop flight destinations and have just added 2 additional flights.
- We are waiting on a new JUA agreement. We have asked for 10 ops per hour. We had an amazing team for the negotiations including Chair Fornell. We had a group from CGH work with us on this effort and they were incredible bringing over 160 years experience.

Lt Gen Wooley-How does that compare to Pensacola?

*Mr. Stage-We can't really compare, Pensacola annually does about 2000 ops. A rough quick comparison would work out to approximately 15 ops an hour versus our request of 10 ops.*

Commissioner Ketchel-How many terminals does Pensacola have?

*Mr. Stage-They have one terminal.*

Commissioner Ketchel-How is that airport doing?

*Mr. Stage-They are doing well. Competition is significant, but we all work as a team.*

*Mr. Stage continues Airports Update*

- Foy Shaw is completed after over a decade of dedicated work beginning in 2011. With the Foy Shaw project the FDOT invested roughly \$6 million dollars and the airport;\$8 million dollars. Foy Shaw himself was a leader in the community for many years. Today his son is also a local leader and will be speaking at the upcoming ribbon cutting. You all should have received an invitation to the Ribbon cutting set for November 2, 2021.

Mr. Russell-I don't believe the road signs have been updated around that area yet. Have they?

*Mr. Rogers-It has been called in and is being worked on.*

Mr. Stage-The airport owns the land. Today many people are using the road and land more and more. There is a zone around the airport.

Mr. Russell-Is anyone working the issue of getting the word out and the use of the road?

*Chair Fornell-The EDC is working on that and they could always use more help with it.*

- Baggage Handling System. Although it was estimated to cost a great deal more, a \$14 million-dollar bid was selected. TSA was also petitioned for an extra EDS machine. Originally, VPS was denied the extra EDS machine, however today they are not only approving and sending it but giving it to us. This change will trigger a substantial change order that will go before the BCC most likely on October 19, 2021.

Chair Fornell-I met with Civil Engineers on Eglin. They asked if in the near future the airport could help ease the taxiways (speed off or to expand taxiways) as well as for possible financially help. Chair Fornell discussed briefly the possible plan for a new main road on Eglin.

Chair Fornell-wanted to share how wonderful CGH was during the JUA negotiations. I want to screen that report and action items again. I believe we could share aspects of this agreement and rave on the safety within it.

*Mr. Stage-We have definitely pitched many things that we have worked on. An example would be talking to Jacksonville Center during the JUA meeting. We made a connection with Jacksonville Center and we brought it to the table with Eglin Air Force Base.*

Mr. Stage-We have just purchased a half a half million-dollar tower. Any additional burdens we can take off we want to do.

Mr. Cook- GPS approaches will change things in the long term.

Mr. Stage-We plan to have this new tower up and running by March 2022.

Airports Finance Update – Ms. Allyson Oury

*See Slides*

We have exceeded projections.

With Contracted Services we have flexibility in those contracts, contracts are managed on a daily need. Rental cars are continuing to break records.

Mr. Stage-There has been \$41 million dollars year to date in rental car sales at VPS.

Mr. Harrington-Do they have enough rental cars now?

*Mr. Stage-No. The cars are not really the issue, cars are available but without the chips.*

*Commissioner Ketchel-The chips only come from Taiwan I believe.*

We have received \$24 million dollars of funding.

*Commissioner Ketchel-I believe we received more funding because we are debt free.*

Mr. Stage-We have to spend this money within a time frame. We have four years to spend the money given to us. Chad is walls out with projects.

Ms. Oury-We do have four years to spend the money as it is in our Capital Plan.

Ms. Oury-In summary, we do not have final numbers because we are still closing out 2021 but we have \$0 debt.

Commissioner Ketchel-I do have something I would like to briefly talk about. If we can pretend we are passengers...parking, lobby, crowds, we need to talk about how we can make the airport feel better. I receive phone calls and messages since my voice can be heard over the loud speaker in the airport sharing concerns. We can and should do better. How can we make it more user friendly?

*Mr. Stage-Our plan as an airport is to build a scheduled facilitated program. We will be able to better manage everything with this type of schedule. We will also be opening 30,000 more square feet in the lobby with the new concourse. In addition, we will also have more new passenger ambassadors.*

Commissioner Ketchel-My recommendation is to put together 15 people of all ages and have them tour the airport and then get feedback. I think we could get a good deal of information from that.

*Mr. Stage-I think that is a great idea. We will start that process today. Passenger experience is one of the highest priorities along with safety and security.*

*Dr. Hallion-Can we include people of all ages and people with mobility issues? Also, if we can look at previous complaints, maybe over the last two years, and get information from that as well.*



Chair Fornell-Next, we need to discuss some old and new business. Chair and Vice-Chair need to be selected for the upcoming year.

Commissioner Ketchel made a motion to nominate Mr. Chip Cook for Chairman and Mr. Don Harrington seconded the motion.

RESULT:	Mr. Chip Cook, Seat 4 selected as Chairman for FY 22.
MOVER:	Commissioner Ketchel, Seat 8
SECONDER:	Mr. Don Harrington, Seat 3
AYES:	Unanimous

Brig. Gen. Robert Buhrow made a motion to nominate Dr. Richard Hallion for Vice-Chairman and Lt. Col. Mike Wooley seconded the motion.

RESULT:	Dr. Richard Hallion, Seat 7 selected as Vice-Chairman for FY 22.
MOVER:	Brig. Gen. Robert Buhrow, Seat 2
SECONDER:	Lt. Col. Mike Wooley, Seat 5
AYES:	Unanimous

Chair Fornell made a motion to approve the minutes from August 9, 2021 meeting.

RESULT:	Meeting Minutes from the 08/09/2021 meeting were approved.
MOVER:	Gen Mike Wooley, Seat 5
SECONDER:	BG Buhrow, Seat 2
AYES:	Unanimous

Mr. Russell-I recommend that any agreement with do with a touring company should have a 135.  
*Mr. Stage-Mr. Pilsk is working on draft agreements.*

Lt. Gen. Wooley-Do we have an update on the lawsuit?

*(Mr. Stage asked Mr. Eric Pilsk to respond to this question.)*

*Mr. Pilsk-The Okaloosa County Office is working on a response to the complaint. No discovery has started. We may reach out to you all. We have not met with a judge or received a timeline. There has been a preliminary injunction requested that could allow operations to resume.*

*Ms. Parsons-We can obtain or pull up records if needed. If you need to or would like to have us store any of your records we can do that, please just let us know.*

Lt Gen. Gordon Fornell-Tour company is ferociously promoting their company.

Dr. Hallion-In doing some research there are other law firms that have researched Robinson Helicopters and their operations in detail. Perhaps this is something the attorneys should research.

Ms. Parsons-We need to all be very cautious with our words. We can set up times to talk directly with anyone that would like to.

Mr. Cook-Issues of air space, I met with Mr. Jim Hicks to find a better way to communicate between the FAA and Eglin, articulate concerns and help facilitate things.

Chair Fornell-We have a few more action items today to talk about.

Vacant Seats-We have three vacant seats. The three individuals that were in them have volunteered to remain in those seats.

Recommendation to maintain Board Member for Seat 5. Brig. Gen. Robert Buhrow moved to have Lt. Gen. Mike Wooley, Seat 5, remain on the Board, Commissioner Ketchel seconded.

RESULT:	Lt. Col. Mike Wooley on the Board in Seat 5 with the term ending September 30, 2025.
MOVER:	Brig. Gen. Robert Buhrow, Seat 2
SECONDER:	Commissioner Ketchel, Seat 8
AYES:	Unanimous

Recommendation to maintain Board Member for Seat 6. Brig. Gen. Robert Buhrow moved to have Lt. Gen. Gordon Fornell, Seat 6, remain on the Board, Commissioner Ketchel seconded.

RESULT:	Lt. Col. Gordon Fornell on the Board in Seat 6 with the term ending September 30, 2025.
MOVER:	Brig. Gen. Robert Buhrow, Seat 2
SECONDER:	Commissioner Ketchel, Seat 8
AYES:	Unanimous

Recommendation to maintain Board Member for Seat 7. Brig. Gen. Robert Buhrow moved to have Dr. Richard Hallion, Seat 7, remain on the board, Commissioner Ketchel seconded.

RESULT:	Dr. Richard Hallion on the Board in Seat 7 with the term ending September 30, 2025.
MOVER:	Brig. Gen. Robert Buhrow, Seat 2
SECONDER:	Commissioner Ketchel, Seat 8
AYES:	Unanimous

Approval of the Aviation Board meeting calendar for upcoming year 2022 – the Board will continue to meet on the second Monday of every other month at 1:00 PM.

RESULT:	Accept the FY 22 calendar as proposed.
MOVER:	Brig. Gen. Robert Buhrow, Seat 2
SECONDER:	Commissioner Ketchel, Seat 8
AYES:	Unanimous

Commissioner Ketchel-I want to take a minute and invite you all to the Veterans Park Ceremony.  
*Commissioner Ketchel walked around the table of Board Members and gave each of them a coin.*

Commissioner Ketchel-Thank you Mr. Stage for all of your assistance in this event.

Mr. Harrington-Let's make sure we don't make any remarks about the lawsuit. When in doubt say nothing.

Mr. Stage-We will now do the tour of the new Baggage Handling System. Mr. Chad Rogers will lead us on the tour.

Meeting Adjourned

APPROVED:

By: \_\_\_\_\_

Name: Gordon Fornell. Lt Gen (ret.)

Title: Chairman

Date: \_\_\_\_\_

Dec. 12, 2021

APPROVED:

By: \_\_\_\_\_

Name: Tracy Stage, A.A.E.

Title: Airports Director

Date: \_\_\_\_\_

\*These minutes are a summation of the meeting.