



**OKALOOSA COUNTY AVIATION BOARD
MEETING AGENDA**



Date and Time: Monday, December 14, 2020 1:00 PM	Type: REGULAR
Location: Okaloosa County Administrative Complex Shalimar Board Chambers 1250 Eglin Parkway N Shalimar, Florida	

I. Prayer

II. Pledge of Allegiance

III. Public Comments

IV. Airports Update – Mr. Tracy Stage

V. Special Visitors

1. Mr. Jack Penning, Owner/Managing Partner and Special ASD to VPS VOLAIRE Aviation Consulting – Presentation

VI. New Business

1. Mr. Jonathan Dunn, Emerald Coast Aviation (ECA) Bob Sikes Airport Proposal Presentation

VII. OCAB Business Items

1. Aviation Legal Support Update – County Attorney, Ms. Lynn Hoshihara
2. Revised FY 21 Meeting Calendar
3. Operation VPS Recovery
4. Debt Free Presentations
5. Approval of October 12, 2020 OCAB Meeting Minutes
6. February 8, 2021 OCAB Meeting Location

VIII. Board Member Minute

IX. Public Comments

X. Adjourn

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, December 14, 2020

1:00 PM

Board Members in Attendance:

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

Board Members Absent:

Seat 3 Mr. Don Harrington	Seat 5 Lt Gen Mike Wooley
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Chair Fornell opened the meeting at 1:05 PM

Opening Prayer by Carolyn Ketchell

Pledge of Allegiance led by Chair Fornell

Public Comments – None

Airports Update – Mr. Tracy Stage

- OCAB Board new member, Dr. Hallion, and new terms for Mr. Cook and Mr. Harrington
- VPS Airport first to receive COVID Compliant Business Partner certification from the Destin Chamber of Commerce
- 5th annual Operation Fly VPS Home for the Holidays

Tracy Stage introduced Jack Penning

Mr. Jack Penning via ZOOM, Volaire Aviation – VPS Post-Pandemic Outlook

Presentation Points:

VPS one of the least affected airports throughout the world
VPS gained five new markets while other airports were losing routes
Allegiant came close to turning a profit in 3rd quarter 2020
Business travel has not come back, still down 86% (Only 14% is back)
Peak summer – 11 markets filled 60% of their seats and 3 filled 70% of their seats
Another 12 markets filled 50% of seats, national average below 35%
Only 40% of VPS market were below 50% load factor
Florida – total seats in market are down 37%
VPS only down 15% even after Airlines have pulled an average of 118,300 seats per day out of Florida
Average load factor 54% for VPS, Florida was 47%

10 years ago, VPS had 24% share of passengers in the region (PNS, ECP, VPS), since Allegiant, VPS now has 32% of market share

New concourse will play a key role in future Allegiant growth, credit goes to the airport leadership.

Mr. Penning asks for questions/comments

Chair Fornell compliments Mr. Penning and is thankful for such great news coming from the presentation, says Economic Development Council needs to see this and requests to show presentation

Commissioner Ketchel agrees and wants the public to know as well

Chair Fornell asks Mr. Stage to present to the TDD and EDC for more exposure regarding VPS's success

Dr. Hallion follows up, thanks Jack, thinks local media need to know about these numbers

New Business

Tracy Stage introduces Jonathan Dunn, owner of Emerald Coast Aviation (ECA)

Dunn – Proposed Construction Project and Lease Extension

Presentation Points:

Could increase based aircraft at CEW from 27 to over 100

Proposes to build \$2.25 million in new hangars and infrastructure in the next three years

Phase 1 – improvements to existing facilities

Old FBO and hangar connected to it will demolished, donate the old hangar to local ministry, with County approval

Phase 2 – 100 x 120 hangar will be constructed

Plans to start offering avionics service and installation workshop, high demand

Phase 3 – Construction of new box hangars

4 box hangars; two 12,500 sq. ft. and two 10,000 sq. ft hangars

Benefits to Okaloosa County:

Revenue, multiple revenue streams, ground rent, increased fuel sales, base traffic, more opportunities

Conservative financial benefit of \$1.9 million over the extended contract life based on projects alone

Plans to bid Department of Defense fuel contract

Will add 50% to flowage

Requests contract extension of 15 years or until 2054

Will have both Phases completed in a 36-month period

Chair Fornell opens for questions

T. Stage – additional notes, reminds the Board of Dr. Hsu partnership, previous OCAB Board requested audit of ECA, CRI concluded that ECA would earn an “A+” if audits had grades

Chair Fornell asks if there are any potential legal matters the board should consider before giving the motion; asks Mr. Stage for clarification on the motion.

Chair Fornell clarifies that the proposal requires \$0 from the County to proceed.

Mr. Stage asks for the motion to be a vote of support by OCAB

Mr. Cook and Commissioner Ketchell request to see a more detailed proposal.

Mr. Stage stated this will be an amendment to the current lease agreement

Ms. Kerry Parsons stated County Legal team and Airport can work on an amendment and bring back to OCAB for full review.

Chair Fornell proposes a detailed amendment be brought to next OCAB meeting

OCAB Business Items

1. Aviation Legal Support Update – County Attorney, Ms. Lynn Hoshihara
 - a. NGN will procure a sub-contract under the County’s existing legal contract for a firm, to be selected, to provide aviation specific legal counsel to the County
2. Revised Calendar FY 21 meeting
 - a. Mr. Stage – February date needs to be the second Monday not the third, correction to Feb 8th not the 15th

RESULT:	Revise OCAB February 2021 Meeting date from February 15 th to February 8 th
MOVER:	Commissioner Carolyn Ketchel, Seat 8
SECONDER:	Dick Russell, Seat 1
AYES:	Unanimous
Motion Carried.	

3. Operation VPS Recovery
 - a. Mr. Stage recommends Operation VPS Ready Plan be taken to Okaloosa County BOCC for adoption and approval
 - b. Ms. Parsons states this is similar to the TDD plan that was approved.

- c. Mr. Cook – Great idea, almost a vision statement for VPS, Airports Director taking proactive measures
- d. Chair Fornell – voices support

RESULT:	Request the Okaloosa County BOCC adopt the Airports Department VPS Ready Plan
MOVER:	Dick Russell, Seat 1
SECONDER:	General Robert Buhrow, Seat 2
AYES:	Unanimous

4. Debt Free Presentation

- a. Mr. Stage – The airport remains a healthy system and is the only three-airport system in the country that is debt free
- b. Presents keys to OCAB members
- c. Chair Fornell – major accomplishment, OCAB recognizes how big of a deal this is.
- d. Presentation to Commissioner Ketchel for the establishment and success of the Okaloosa County Aviation Board and her guidance and support toward the goal of becoming debt free

5. Approval of October 12, 2020 OCAB Meeting Minutes

RESULT:	OCAB Approved the Minutes from October 12, 2020 meeting as presented
MOVER:	Commissioner Carolyn Ketchel, Seat 8
SECONDER:	Dick Russell, Seat 1
AYES:	Unanimous
Motion Carried.	

6. February 8, 2021 OCAB Meeting Location

- a. Mr. Stage asks that all meetings for the near future stay at the Shalimar building and be moved from 10am to 1pm

Board Member Minute

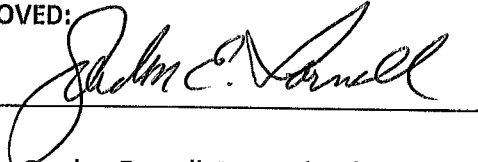
Mr. Chip Cook – Applauds Tracy Stage and Airports leadership for the success of the Airports
 Commissioner Ketchel – Will work on getting the Airports success story out to the public. Recognizes Tracy Stage for the cleanliness of the Airport and the safety precautions put in place.
 Chair Fornell – wanted to report to group, Stage briefed new Civil Engineering Commander Col. Osbourne
 Chair Fornell – Recommends getting CITS at VPS, important for growth and would be a big deal
 Chair Fornell – Most other airports have RNAV in the airplanes
 Mr. Dick Russell – excited about what Dunn is doing at CEW, eventually need a tower at CEW

Public Comments – None

Meeting adjourned – 2:39 PM

APPROVED:

By:



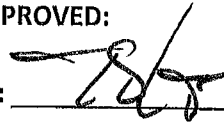
Name: Gordon Fornell, Lt Gen (ret.)

Title: Chairman

Date: 6/14/21

APPROVED:

By:



Name: Tracy Stage, A.A.E.

Title: Airports Director

Date: 5.19.21

*These minutes are a summation of the meeting.