

CHARLOTTE COUNTY AIRPORT AUTHORITY

MINUTES OF REGULAR MEETING – MAY 17, 2012 – 9:00 A.M.

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1. Call to Order

2. Invocation

10 Commissioner Herston gave the invocation.

3. Pledge of Allegiance

4. Roll Call

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Present: Chair Coppola; Commissioners Herston, Seay and Stasko; Executive Director Quill; Attorney Garrard; Assistant Director Parish; Ms. Straw and Mrs. Sutcliffe. **Others present:** Jim Kaletta, Gary Bayne, David Ward, Gary Queior, Councilman Goldberg, Commissioner Deustch, Lorah Steiner, Paul Andrews, Larry McClure, Jerry O'Halloran, Carl Parsons, Andy Stultz and a member of the press. **Absent:** Commissioner Lee.

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5. Additions and/or Deletions to the Agenda

Mr. Quill added 12 a) Developers Agreement for Cheney Brothers and 13 b) History.

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6. Citizen's Input

7. Consent Agenda

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Commissioner Seay made the motion to approve the Consent Agenda. Commissioner Stasko seconded.

8. Secretary/Treasurer's Report

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Mr. Quill reported a profit for April. He commented that the Authority expects a loss for May and to pick up in late June when Allegiant Air starts flying to four more cities. He reported that the Accounts Receivable continues at a slow progress. He stated that Arcadia paid two months so they continue on their commitment. He reported that Gulf Contours paid \$4,500. He commented that overall a slight continued improvement over this past year, but the Authority is owed a substantial amount of money. He commented that it is the sign of the times and he stated that in talking to other airports the situation is pretty uniform across the country.

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9. Committee Reports

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- 5 a) **Land Use** - Commissioner Herston reported no development in land use. He stated that he attended a meeting/workshop with Chair Coppola held by the County Commissioners. He reported that there were discussions of funds being available, which was for purchasing a right-of-way in western Charlotte County, but that project has been put off for ten to twenty years, and there is a possibility of moving those funds to acquire right-of-way to extend North Piper Road to Highway 17. He stated that Commissioner Skidmore had some reservations about moving money from the western part of the county, but the commissioners will review the amount of funds needed to write the legal descriptions for the parcels that need to be acquired for the Piper Road extension. He commented that, all in all, it was positive and he stated that if anybody can get with their commissioners to talk on this issue, it would be appreciated.
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15 b) **Economic Development** - Mr. Quill had nothing to report, but he did comment that a focus group with Economic Development will be held later in the day.
- 20 c) **Personnel** - Chair Coppola presented a camera to Gary Queior for thirty years of outstanding service to Charlotte County Airport Authority. She commented that this goes to show what a great employer Charlotte County Airport Authority is and what a great employee he is. She commented that he is one of the greatest guys that she has ever met and she has known him for twenty years and he has always been helpful. Mr. Queior thanked everybody.
- 25 d) **Public Relations/Special Events** - Chair Coppola reported that several of the Board members attended the Legislative luncheon. She stated that in attendance were Representative Roberson, Representative Aubuchon and Senator Nancy Detert.
- 30 e) **Governmental Liaison** - Commissioner Seay commented that she has been to three different events and all were focused on legislative updates with Representatives Kreegel, Aubuchon and Roberson, and Senator Detert as guest speakers. She stated that the number one item on their list was redistricting, which would affect them being re-elected. She stated that there will be one House District for all of Charlotte County and Representative Roberson is planning to run for that office. She stated that there will be three State Senators. She commented that there has been a lot of shuffling because people are deciding to run for new seats. She stated there will be two Congressional Districts and Congressman Tom Rooney is running for one and the other one is a free for all. She stated that they had discussed the budget on how to address a short fall, if needed. She reported that they had discussed Crossroads and of the goods things that organization does for the young people in our community.

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40 She commented that Crossroads is a very successful group and the Legislation that they passed said it was not intended to get rid of it. She commented that if anyone is interested in learning more about Crossroads you can go to supportCrossroads.com. She stated that the Governor is the only one who can do anything to help them. She opined that Crossroads is a very important organization and has done a lot for our youth.

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5 **f) Metropolitan Planning Organization** - Commissioner Herston stated that the regular meeting for this month was held in Murdock for the first time so the meetings could be televised. He commented that Commissioner Deutsch and Vice-Chair Goldberg also attended the meeting. He stated the meeting was uneventful other than some standard actions that were taken on work programs. He stated that the first week-end in June he will be attending a Metropolitan Planning Organization University being held in Tampa.

10 **10. Attorney’s Report**

 Attorney Garrard had nothing to report.

15 **11. Executive Director’s Report**

15 **a) Development Update** - Mr. Parish reported that the work on the Administration Building is coming along well and will be able to move in by August or September. He reported that they are continuing to develop plans for the terminal and are working with the FAA and FDOT to finalize the exact size. He explained that the terminal is being held to a 1980 Advisory Circular (A/C) that dictates space requirements for terminals, and that Advisory Circular does not mention security, IT, baggage claims, in the sense that we have it today, and it does not go beyond 400 passenger peak hour and the terminal is at 700. He explained that it was designed for smaller airports with commuter planes and before this terminal was built. He stated it is for non-hub airports, which does not fit us, but we will extrapolate and make our case for the grant, which will slow things down. He commented that the ADO is supportive, but they are requesting more and more information and that by the end of the day he will have written a thesis on terminal design. He stated the Authority asked and received a Letter of Support from Congressman Rooney which has been helpful and the Authority will seek other congressional support. He reported that the Authority has been in discussion with Cheney Brothers on finishing the road, and the County and the Authority are in final negotiations with the group that won the bid to build the roads. The modification of the grant was received by the County. He reported that the Authority will expand the rental car and long term parking lots to make room for the terminal expansion. He reported that the General Aviation Terminal is being modified to accommodate the exiting of Xtra Airways and the arrival of Allegiant Air. He commented that Allegiant is asking for a full maintenance facility space, and he opined that was a positive sign because they will be putting more assets and more personnel in Punta Gorda. He commented that this is a challenge because the Authority has only so much existing space and the Authority is trying to accommodate the people who want to be in the General Aviation Terminal. He commented that he would rather not have them in there, but that is the only space available that is near the Commercial Terminal.

45 **b) Miscellaneous Items** - Mr. Quill reported that the Authority is continuing to work with Arcadia on the lease that the Board approved last month, subject to Attorney Garrard’s approval; however, the lease has not been executed. He explained that the

Authority and Deborah Forester, Economic Development, is working with Arcadia to see if there is a Federal Agency that could fund some of the improvements that Arcadia needs.

5 He reported that the Punta Gorda Chamber and others have expressed an interest in trying to have an intra-state connection from Punta Gorda to one of the Florida airline hubs to facilitate traffic coming to Punta Gorda, particularly Europeans. He commented that intra-state is harder than going out of state and is very challenging. Commissioner Seay commented that is one of the questions she had asked of the
 10 Legislature and she had hoped that they would focus on Representative Rehwinkel Vasilinda who has been working on this project for the last four years. Chair Coppola suggested referencing the old PBA flights. She stated that she had flown on it when it was going from here to the Tampa Airport and it was inexpensive and quick. She stated that it is a shame that they went out of business and she had suggested looking
 15 into the old stats, such as how many passengers came in and where they flew to, because there is a track record.

Mr. Quill reported that the Authority is working with Allegiant Air to accommodate their growth and to accommodate other tenants to rent space in the FBO, which is getting very popular and crowded. He reported that he attended the annual Allegiant
 20 Air conference at their headquarters in Las Vegas, NV which was very nice. He stated that a number of Airport Directors had stated that they would like a flight to Punta Gorda now that a base is located there. He reported that in their presentation they awarded Punta Gorda and Owensboro, KY with the Low Cost Airport Award
 25 and that is a first time a base has ever been selected.

12. Old Business

a) **Developers Agreement – Cheney Brothers** - Mr. Parish reported that Cheney Brothers
 30 had purchased land west of the Authority’s FEMA village, which is the County’s old FEMA village. He explained that a road will be developed jointly with the County and the Airport Authority and, because of Cheney Brothers, there is development money from the state for the road. He stated that the County developed the grant half and the Authority is assisting with the design. He explained that part of that the Cheney Brothers
 35 site will sit on the east/west section of the road and the Development Agreement with Cheney Brothers would allow them to drain their run-off into the Authority’s pond, located on the Nordel property which the Authority had purchased and developed into a master storm water pond, and for that, the Authority will off-set with the FAA the benefits of the road. He stated that it would not be the whole road and the Authority is
 40 granting them an easement. He stated that this will increase the value of nine sites of four to five acres that the Authority is putting together and larger sites on the left side of the road. He commented that the Authority will be getting water, sewer and other utilities extended at the expense of the County and Cheney Brothers. He commented that Cheney Brothers has agreed to re-work or pay for the modification and update of the Authority’s
 45 master drainage plan. He stated that the original master drainage plan and the subsequent updates will run about a \$100,000 each and the Authority is going to offset the value of

the area that they are using in the Authority's pond with gain value from the road with the utilities running through it. He stated that the Authority is asking permission to move forward with developing the Developers Agreement, which the Authority is 90% finished, and submitting it to the FAA for their approval and bring it back to the Board for approval. He commented that the road is important to Cheney Brothers because they cannot operate without it, and the road is important to the Authority because it completes the Industrial Park facility. He commented that when Mr. Quill first got here this was one of the first projects presented to Mr. Quill that MEA had been working on for years, and the question was how was the Authority able to afford to build this. He commented that the entire Industrial Park facility has been built for about \$150,000 of the Authority's money. He stated that Publix built the large section, Cheney Brothers and a grant from the state will build the other section and this has been on the Authority's master plan for years. He commented that this is a benefit for the Authority. The Cheney Brothers site draining into the Authority's pond is a benefit to them and Cheney Brothers will offset it with non-cash but value added to the Airport. Commissioner Stasko asked with the Cheney Brothers accessing the pond would it handcuff the Authority in any other section of the Authority's property for future availability if the Authority wanted to develop somewhere else and not have enough capacity. Mr. Parish stated that it will take out a number of acres of capacity from the pond and it will not handcuff the Authority because the pond can be expanded. He stated that the Authority has additional storage in the pond because it was an existing pond and the original master drainage plan had a significant amount of impervious, more than the County allowed on the sites to show the maximum developed area going into the pond. He stated that with the County's guidelines and the free open area that is required to be maintained on the Airport for run-way safety areas and the over-run areas, the Authority will never approach that, and he stated that the pond has an ultimate capacity and none of us will be here when the pond gets over capacity and he opines that it will not hamper the growth of the Airport over the next twenty-five to thirty years. Commissioner Seay stated that she would like to hear from Mr. Bayne about the project and she stated that the Board is not approving the Agreement today, but to approve moving forward towards an agreement. **Commissioner Seay made the motion to authorize Mr. Quill, Mr. Bayne and Cheney Brothers to proceed with the development of a Developers Agreement for the retention pond and other things and send it to the FAA and to bring it back to the Board. Commissioner Stasko seconded.** Mr. Bayne, representing Cheney Brothers, followed up on Mr. Parish's comments regarding the capacity and how much the Cheney Brothers would affect the pond. He stated that they ran preliminary calculations by taking the thirty-five acre sites and threw it all at once to Nordel to see what the impact would have on the pond. He stated that they ran it at 100 year 24 hour storm, which would be the worst case scenario. He stated that they are going through the conceptual designs for Cheney Brothers and the building is getting bigger and as they program the building, the storm water in the pond might be four to six acres. He commented that there is a lot of green space. He explained that when they took the worst case scenario it added one inch and a half impact to the overall pond. Commissioner Herston asked what was the background condition of the Airport beyond Cheney Brothers for a 100 year 24 hour storm. Mr. Bayne commented that they took the existing 2009 model, which was done by Hanson, and they ran that model by trading a separate basin and did a direct link to Nordel. Mr. Parish stated that

the permit requires that they hold an eighth of an inch on site. Commissioner Herston asked if the District had hit the Authority with any type of impaired water body. Mr. Bayne commented that the Airport Authority is grandfathered in. He stated that any time additional land is added to the Master Storm Water it is a major modification and that
5 Cheney Brothers will pay for it and the updating of the models. Commissioner Herston asked who will pay for the Developers Agreement. Mr. Bayne stated that Cheney Brothers will pay for the Developers Agreement. Commissioner Seay commented that the shape of the road looks different than what was originally done by the MEA group. Mr. Parish stated that Piper Road was not considered when the original road was laid out
10 years ago and it has been modified through the years to make it tie into the new Airport Road. He stated that the layout will allow that all of it is built with the money in the grant and it will give the Authority sites to the east and west. He commented that on the larger sites to the east the Authority will have to build a cul de sac road after development to get in there to develop smaller sites. He commented if someone wanted a ten acre site
15 the Authority would be set, but to reach the two to five acre sites an access road will have to be built. There was discussion of the outline of the Cheney Brothers property. Mr. Bayne stated that Cheney Brothers are in negotiations with Mr. McQueen for a little triangle piece of land. Commissioner Seay asked if there is an access point from the backside that would get through to the racetrack area that would allow for parking. Mr. Parish stated that there is a major swale that drains the entire Industrial Park and the Publix site runs through there and there is a chance that they could get back there. He
20 stated that they filled the swale to move tires and it could be piped over again if they wanted to lease some additional land. He stated that part of this development of the road will include enhancing that swale which Publix never completely developed. Commissioner Seay asked if the surrounding land-owners and the tenants are aware of the changes that are going on, particularly the race track because they might be interested in finding a way to work with that space. Mr. Parish stated the Authority can talk to them, but they have not presented to the Authority their master design. Commissioner Stasko asked if the road will be a two lane. Mr. Bayne stated that it will be two-lane and
30 Cheney Brothers estimated about a thousand trips a day. Commissioner Stasko asked if there will be any controls or stop signs at the intersection. Mr. Bayne stated that it is not warranted, but they will pay impact fees so if Publix comes in the future, the impact fees will go towards the rebuilding of the infrastructure and signalization. There was discussion in regards to the traffic during peak hours. Mr. Bayne stated that as part of the agreement, Cheney Brothers will be supplying water and sewer to all of the parcels. Chair Coppola asked if the Authority needs to monitor when something like that goes into the retaining pond. Mr. Parish stated that the pond and the initial one-eighth of an inch will make sure the gas and oils are treated in the pond. He stated that if there are any spills on the Cheney Brothers site they are responsible under their MPDES permit to clean it up
40 and if anything got into the pond. Part of their agreement is that they would pay for remediation, and if any additional guidelines come along, federal, state or local, they would pay their proportionate share of the modified facility. He stated any major spills would stay on their side, unless you had a major spill during a rain storm event. Commissioner Seay suggested that Commissioner Herston act as a liaison for the Authority's staff while the original Developers Agreement is being worked on.
45 Commissioner Herston accepted that role. **Motion passed unanimously.**

13. New Business

- 5 a) **Meeting Schedule for Summer Months** - Mr. Quill proposed that the July meeting be cancelled. **Commissioner Seay made a motion to cancel the meeting for Thursday, July 19th, 2012. Commissioner Stasko seconded. Motion passed unanimously.**

- 10 b) **History** - Commissioner Herston stated that he is working with local organizations in Charlotte County; the Charlotte County Historian, the Charlotte County Advisory Board for Historical Structures, the EAA on the Airport's facility and the International Air Show group. He explained that there are three marker destination programs; the National Historic Registry, the State Master File Program and the Charlotte County Marker Program in the state of Florida. He is asking for conceptual approval from the Board for him to continue to work with the groups to formulate a program that can be presented to the board on the five markers that they would like to have at the Airport. He stated the five markers include 1) the flag pole base, that was one of two original structures from the original airfield, and they would like to get a marker for the base to include a flag pole and a flag that will be funded by others, 2) the EAA building, which was a practice range for the guys prior to going off to war, 3) the possibility of a National Registry designation or a marker for the Airport, 4) the mural group had some murals at the Airport that got lost during hurricane Charley and with a new terminal it would be a great time to get the mural restored, 5) an actual historic exhibit in the terminal. Currently all the documents are on display at the Train Depot in Punta Gorda. He commented that the Authority is to protect the Airport and the Board should not do anything that would harm or impede the Airport from moving forward and he opined that none of those programs do that. Chair Coppola appointed Commissioner Herston to be the liaison with the Charlotte County Historic Marker Groups. Commissioner Herston commented that in 2013 it will be the 500 year anniversary of the Spanish Conquistador arrival in Florida and that the King and Queen of Spain will be visiting Florida and he opined that it would be an opportunity for them to come to Punta Gorda. Chair Coppola questioned if Mr. McQueen did something with the flag several years ago. Commissioner Herston passed a photograph showing the eighteen County markers and he noted that two of the Desoto Landing markers are missing. Commissioner Stasko commented that he met with the mural society a few years ago and the Airport did not have a location for the restored mural at that time. He commented that the Airport is the only mural site that has not been restored. He commented that with the timing of the new terminal building it would be a good time to restore the mural. He opined that the murals in the City are professionally done and it would add something nice to the Airport. Chair Coppola commented that as long as the mural is accurate. Commissioner Herston stated that they he had asked that question and he opined that the confusion in the mural was showing a guy standing next to a P40 and/or P51. He commented that the key in identifying the plane is the number of propellers and the people saw the four propellers and thought it was the P40, but it was a P51. Commissioner Seay commented that the artists doing airplanes on the murals need to be accurate.

15. Citizen’s Input

5 **Jim Kaletta** - Commented that it has been a wonderful month for CAP. He stated that they had their Group Five meeting at the new facility where everybody gets together to plan for coordination of emergencies. He stated that they held a training session where they prepare for the hurricane season or any other emergencies. He commented that he wanted to clear a misunderstanding and that the Air Force funds missions, such as the training missions, the cadet orientation rides, one blue uniform for each cadet and they do not fund any other items to the squadrons. He stated that he will request a letter from the Air Force clarifying the misunderstandings. He commented that the CAP is in their new facility and invited everyone to see it after the meeting. He commented that it will be a few weeks before they will be unpacked and back in service. He stated that the radios have been established so they can start their flights tonight. He commented that they hoped they would not have to do a new lease since the mailing address stayed the same and it is a mess when they have to go through the wing and Air Force. He commented that the teamwork of the Authority’s Maintenance personnel did an outstanding job and the Authority is lucky to have this group. He commented that Mr. Parish had put together a good package. He suggested that they add the Civil Air Patrol to the historical markers because they have been here since 1947 and had the facility across from the tower, and he opined that they were the first true squadron in the state, if not first, then second. Commissioner Stasko asked if the move has worked out for them and he stated that you have more room. Mr. Kaletta commented that it will work better for meetings, but they will have to overcome the problem of getting to the field in the event of a disaster. He commented that it will keep the cadets in an area that they can control and less space for them to hide. He commented that they have a locked radio room which is a requirement of the CAP. Commissioner Herston asked if they were able to connect to the wi-fi. Mr. Kaletta commented that it is a secured wi-fi and that they will add that to their telephone package.

30 **Commissioner Deutsch** - Thanked the Board for the positive letter regarding the north Piper Road section. He stated that some of the County Commissioners are supportive, but he wanted to let the Authority know that they are looking into it. He opined that it will not be easy to make it happen. He commented that they got the three votes to look at it, but he opined that it is divided by the County Commissioners. Chair Coppola asked if it will be on their agenda. Commissioner Deutsch stated that it will not be on the next meeting but will check to see if it is on for June. Commissioner Stasko asked about the eight million dollars. Commissioner Deutsch commented that they are trying to transfer the funds necessary to get the work done. Commissioner Stasko asked if that was from the Placida Road Expansion. Commissioner Deutsch commented that the original plan for the Placida Road expansion was considered unnecessary and the expansion will not be needed for another twenty years. He stated that they did agree to appropriate money for a turn lane and some work in the area and that the money that was left over the bulk of it went to Burnt Store Road. He commented that they are in discussion of using the money for the right-of-ways on Placida Road, which would be consistent with the engineering, and he stated that at some point they would move ahead with that. He stated that if the

right-of-ways are done now there would be no additional engineering costs. He commented that he looks to the future, but he stated if there is a greater need that is important now then that should be given consideration. Commissioner Stasko asked what would be accomplished on Piper Road if that is approved. Commissioner Deutsch stated that they would finish the road. He opined that a distribution center may have renewed their interest in moving to Charlotte County because they have moved some of their operations here and they have relocated some people into the Sun Trust Building. He apologized that he will not be able to attend next month's meeting because of a commission event. Commissioner Herston asked if it was his opinion that with the three votes they will explore the cost of acquiring the parcels. Commissioner Deutsch commented that they will try to get together and look at the project to determine if they can move ahead on Piper Road. Commissioner Herston commented that he knows two of the land owners that will do a swap. He commented that the Piper Road design is 100% complete and the discussions are about the parcels and acquisition of right-of-ways. Chair Coppola opined that with the businesses coming into Charlotte County that it would be beneficial to the entire community to finish this road. Commissioner Herston opined that it does not make economic sense to put money in the ground around Placida Road as compared to putting money into the ground around the Airport. He asked Mr. Bayne if a SWFWMD permit can be obtained without actual control of the properties that may contain the storm water management facilities. Mr. Bayne stated that it is done all the time if it is a government agency. He referred to Edgewater as an example.

15. Commissioner's Comments

Commissioner Herston - Stated this it is good see everybody, Commissioner Deutsch, Council Goldberg, Mr. Stultz and Mr. Bayne and that it is good to be here.

Commissioner Stasko - Apologized for not attending the government Liaison luncheons and meetings for the last several weeks. He reported that a month ago he was diagnosed with cancer and he had an operation where they had taken an inch and half circle off of the side of his tongue. He opined that it does make him more humble. He commented that he appreciated everybody's thoughts, prayers and support. He stated that Commissioner Seay was able to attend the functions that he had planned on attending. He commented that he hoped everything has worked out well with the CAP move and he opined that since it was the Authority's desire to move the CAP that they will not be incurring any additional expenses per the Agreement with the Authority. He thanked everybody for attending and he stated his cancer is gone but there are a lot of other people that are a lot sicker. He commented that they should pray for these people and he thanked everybody for their support.

Commissioner Seay - Commented that she keeps hearing that there is not a lot of development going on, but she sees evidence of good things happening here at the Airport and every little step that is taken towards the growth and development is tremendous. She commented that as a follow-up to the Brazil trip the gentleman that attended the meeting will be in town at the end of the month and he is expressing additional interest. She commented that she has been in touch with Mr. Michaelis in

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Brazil and she stated that there is still a strong interest and that these things take time. She opined that if you never start you never will get anywhere. She commented that there has been a lot of growth at the Airport when you look back to thirty years ago. She commented that the Authority has a lot to be thankful for and the Authority has been able to ride through many storms and the Authority is still going strong. She opined that it has to do with the people that are working for the Airport Authority and she thanked the Authority's staff.

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Chair Coppola - Commented that the Board was always business minded, had a plan in place before the Authority needed to do something, good engineering and everybody has like minds to make the Airport successful as the Authority has. She commented that when she started on the Board PBA had left the Airport and it was only a General Aviation airport. She commented that the things she started campaigning on twenty years ago has happened. She opined that is because of the Authority's staff, the Board and all the employees. She suggested saying a prayer for all the servicemen who have served our country on Memorial Day. She thanked and congratulated Mr. Queior on his thirty years of service and she appreciates all his hard work.

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16. Adjournment

Meeting adjourned at 10:13 a.m.

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Kathleen Coppola, Chair

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Gary Stasko, Secretary/Treasurer