

**CHARLOTTE COUNTY AIRPORT AUTHORITY**

**MINUTES OF REGULAR MEETING – AUGUST 16, 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, Lee, Seay and Stasko; Executive Director Quill; Attorney Garrard; Assistant Director Parish; Mrs. Cauley; Mr. Coulter and Mrs. Worth-Dugan. **Others present:** Jim Kaletta, Paul Andrews, Ned Rose, Debrah Forester, Jack Cox, Jerry O’Halloran, Commissioner Deustch, Gary Harrell, Robert Harrington, Michael Haymans, other people from the private sector and a member of the press.

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

25           Mr. Quill added under Executive Directors Report Small Community Air Service Development Program.

**6. Citizen’s Input**

30           No Citizen’s Input

**7. Consent Agenda**

35           **Commissioner Lee made the motion to approve the Consent Agenda. Commissioner Seay seconded. Motion passed unanimously.**

**8. Secretary/Treasurer’s Report**

40           Mr. Quill reported an operating gain on the Income Statement for the month of July. He stated that the Authority had budgeted for a loss and this was a pleasant change. He reported a 14% increase in passengers over a year ago. He reported that the Authority is projecting to finish the year in black. He reported improvement on the Accounts Receivable. He reported that Arcadia Aerospace owes the Authority under \$200,000 from \$450,000 a year ago. He reported that a related company to Arcadia Aerospace, Gulf Machine Works, was approved in the Consent Agenda and they are unloading a substantial piece of equipment.

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**9. Committee Reports**

- 5           a) **Land Use** - Commissioner Herston stated that on the land use front Debrah Forester will be giving a report on the Enterprise Zone activity that is occurring. He reported that on the private side there are jobs in Collier, Lee, Sarasota and DeSoto Counties. He reported that Charlotte County is lagging.
- 10          b) **Economic Development** - Commissioner Lee reported that Mr. Quill will be covering the economic development in his report.
- 15          c) **Personnel** - Chair Coppola had nothing to report.
- 20          d) **Public Relations/Special Events** - Chair Coppola reported that the Florida Airports Council Meeting was an interesting meeting. She stated that there is an article on Punta Gorda in the Fort Wayne Living Magazine and she stated that it is a good advertisement for the people in Fort Wayne to visit Charlotte County. She reported that she attended the West Charlotte Republican Club and the Peace River Forum. She commented that at the Peace River Forum she, Commissioners Seay and Lee p-  
25          presented a plaque to Congressman Tom Rooney. She commented that he is going to put it in his office to remind him of the Airport Authority. She reported that there will be a grand opening of the Republican headquarters August 18<sup>th</sup> from 11:00 a.m. to 2:00 p.m. She reported that there will be a Pops Concert at Edison State College on October 6<sup>th</sup>.
- 30          e) **Governmental Liaison** - Commission Stasko had nothing to report. He commented that the primary election had some surprises. He opined that is the way the elections go. He stated that he is looking forward to getting the election season over. He stated that everyone is tired of the signs and politics. He commented that there are a few more months to go until the general election in November.
- 35          f) **Metropolitan Planning Organization** - Commissioner Herston reported that he attended the state level of the MPO Orlando and it was uneventful. He reported that they tackled some difficult issues such as future taxation and fuel revenues. He reported that he attended the regular MPO meeting on August 6<sup>th</sup>. He reported that they had discussed the additions of the Long Range Transportation Plan, which goes out to 2030, and the five-year Transportation Improvement Plan.

**10. Attorney's Report**

40           Attorney Garrard had nothing to report.

**11. Executive Director's Report**

- 45          a) **Development Update** - Mr. Parish reported that the bids are out for the re-configuration of the entrance road to the airport. He stated that this will improve on

5 how to get to the terminal versus parking. He stated that the Authority will have the  
 grant application to the FAA early next week. He stated that the Authority has  
 received a partial funding, but the FAA has not allocated the funds. He reported that  
 the new administration building will have a CO in a few days. He suggested that  
 after the next Board Meeting to come over to tour the new administration building.  
 He reported that he attended a meeting on the Cheney Road Project and they have  
 finalized their pricing, but they are over their budget and have to look at some cuts.  
 He reported that the Authority received some FDOT funding to install a fiber optic  
 loop and this will put all of the Authority's wireless systems on the fiber optic loop.  
 10 He commented that the Authority wanted to do this after the hurricane when the new  
 security system was installed, but it was not cost effective at that time. He commented  
 that the fiber technology has gotten better and the prices have come down. He  
 commented that this will put all of the Authority's gates, except Through the Fence  
 gate, on a fiber optic network. He opined that this will make the gates more reliable.  
 15 Chair Coppola asked if this would save the Authority money. Mr. Parish commented  
 that in the long run it will save the Authority money and be more efficient. The  
 wireless system is susceptible to lighting because of the antennas and the fiber optic  
 system is not as susceptible to lighting. He reported that the Authority hopes to sign  
 off on the scope for the Terminal Phase II Design, which is at the FDOT and the  
 20 FAA, and he stated that the fee will be included in the grant application next week.

25 **b) Pioneer Days Parade** - Mr. Quill asked that the Board Members to let him know  
 before Labor Day week-end who will be attending the parade in Englewood. Chair  
 Coppola asked how the helicopter is holding up. Commissioner Lee commented that  
 he had checked it out and it is ready to go.

30 **c) Enterprise Zone** - Debrah Forester, Economic Development Office, thanked the  
 board for giving her the opportunity to go through the process of creating the  
 Enterprise Zone and she went through the incentives in Charlotte County. She  
 commented that the presentation (copy attached) that she is presenting was shared  
 with her by an employee from Ryan Associates, who works with the businesses that  
 are applying for the incentives, and she wanted to give him the credit. She stated that  
 the Enterprise Zone is covered under Chapter 290 of the Florida Statutes and there are  
 62 zones authorized in the state of Florida. She commented that they were fortunate  
 35 to have the help of Representative Roberson and Senator Bennett to get included in  
 the House Bill 7087, which would allow the Economic Development Office the  
 authority to apply to the state for one Enterprise Zone in Charlotte County. She  
 commented that they can have up to twenty square miles in the county designated for  
 the zone. She stated that there are specific criteria in the statute when qualifying for  
 40 the Enterprise Zone and that is the level of unemployment and the poverty rates. She  
 stated that the proposed boundary includes the key areas for redevelopment and  
 economic development, including the ECAP area. She stated that the no-build zone  
 area on the Airport, the larger retention ponds, properties that are built and owned by  
 local government; such as the parks, fire station and libraries have been eliminated  
 45 because they will not benefit. She stated that the residential properties located on the  
 ECAP, even though those properties are not zoned for future residential development,

would not be included. She went through the incentives so there is an understanding of the benefit. Commissioner Seay asked where the data came from and is there a requirement of high unemployment, high poverty and it not be residential. Ms. Forester gave the example of using the ECAP area with no residents, the state will allow them to claim 20% poverty and an unemployment rate of zero, and when averaging out the census black groups, as long as they are greater than the 8.9%, this will meet the criteria. Commissioner Seay commented that the ECAP is included only because it can average out with the rest. Ms. Forester stated that is correct. Commissioner Seay asked what would happen if there is a change in the unemployment or the poverty rate. Ms. Forester stated that once it is established you would hope the poverty rate would decrease, because that is the goal of the program. She commented that this is the base line to meet the criteria to establish the zone. She commented that the 2011 poverty and unemployment rates are provided by the state. Commissioner Seay commented that the goal is to alleviate the unemployment and poverty rates. Would that take it away from the criteria of an Enterprise Zone and then there would no longer be an Enterprise Zone. Ms. Forester stated that the Enterprise Zone is permanent as long as that program stays at the state level. She commented that the state is due to review the Enterprise Zone Program in 2014 and changes could be made, but once the zone is established there will be no need to go back and reconfirm those census black group poverty rates every year. She commented that the more a company hires someone that lives in an Enterprise Zone, the greater their benefit will be. She commented that the companies can hire someone living in Charlotte, Lee or DeSoto counties Enterprise Zones. She stated that the goal is for more job creation for companies to hire people within the Enterprise Zones. She stated that the sales tax refund on equipment will not impact the local one cent sales tax, but will apply only to the six percent that is paid to the state. Commissioner Seay asked how are the people verified as to where they come from. Ms. Forester stated that the company provides the addresses and the addresses will be verified against the list of addresses in the Enterprise Zone. Chair Coppola asked how is this kept from a discriminatory action. Ms. Forester stated that they do not have to hire anyone, but they are encouraged because they get a greater incentive. She stated that building materials sales tax refund is another incentive and will apply to residential and commercial. She stated that is a good tool for redevelopment of residential properties. She stated the jobs tax credit is another incentive which is for companies that hire new employees, and if they are a Florida Corporate entity they will get a greater benefit because the credits can be carried to five years. Commissioner Seay asked if there will be someone at the Economic Development office who would be able to help potential businesses. Ms. Forester stated that someone will be assigned to the Enterprise Zone incentive package. She stated that there are a number of consultants that work with businesses on helping them fill out the paperwork. She stated that there is a property tax credit incentive on the corporate income tax if they are a Florida corporation. She commented on steps that will be taken in the future. She commented that if anyone is interested they can apply to the advisory committee. She stated that the advisory committee will be involved in writing the strategic plan and help to implement that plan. She stated that by the first quarter of 2013 the Enterprise Zone will be in place and available to the businesses. Commissioner Seay

asked could someone from the airport be able to be involved on the advisory board. Ms. Forester stated that they will need to complete the application request to be on the board, and the Board of County Commissioners will appoint. She stated that after August 28<sup>th</sup> the positions will be advertised. Commissioner Herston asked how many miles are included in the twenty square miles allowed in the Zone. Ms. Forester stated sixteen miles are included in the Zone.

d) **Miscellaneous Items** - Mr. Quill reported that the passenger count was up 14% in July over a year ago. He commented that from now until November Allegiant Air will cut back on their scheduled service because the demand for flying is not that great. He mentioned that the County's project on the southern end of Piper Road is proceeding and it will be a nice entrance to the Airport. He reported that the Authority has received notice from the FDOT that I-75 south of the Airport will be under construction for over a two year period commencing in a couple of months as they widen I-75. He welcomed Wayne Coulter back.

e) **Small Community Air Service Development Program** - Mr. Quill reported that the Authority received the Small Community Air Service Development Grant which was put together by Sixel Consulting. He reported that under this grant there will be a match of \$30,000 from Tourism Development, \$30,000 from the Airport and \$140,000 federal money to promote air service. He commented that it was a nice cooperation between the Airport Authority and the County which will grow tourism and have more passengers come through the Airport. He stated that the Airport Authority is very grateful for the grant. Commissioner Seay asked if there will be any information on what the Airport hopes to accomplish with the grant. Mr. Quill stated that the Authority wants the airlines to increase the number of cities and the frequencies. He stated that there is flexibility in it and the Authority will be working with Lorah Steiner from Tourism Development and the airlines to decide where that money will go. He stated that it will be a mixture of various media and various incentives.

## 12. Old Business

No old business to report.

## 13. New Business

a) **Chamber Banquets PG Chamber September 15<sup>th</sup> and Charlotte County Chamber of Commerce September 22<sup>nd</sup>.**

Mr. Quill stated that he will need to know who will be attending the banquets by next week. **Commissioner Lee made the motion to approve that the Board members and the Executive Director to attend the Punta Gorda Chamber, the Charlotte County Chamber and the Englewood Chamber of Commerce's yearly banquets. Commissioner Herston seconded. Motion passed unanimously.**

**b) Resolution #2012-03**

5 Attorney Garrard reported that Chair Coppola had received an email from the  
 Supervisor of Elections informing her that the Authority must pass a Resolution  
 requesting the Supervisor of Elections to hold the Authority’s election in  
 November. He commented that he has been representing the Authority for  
 twenty-two years and this is the first time that the Authority had to do this. He  
 commented because of the time constraints it is not worth fighting over since the  
 10 Authority will amend the Legislation. He stated that he has drawn up a resolution  
 asking the Supervisor of Elections to hold the Authority’s election stating who is  
 up for election and what the terms are (copy attached). Chair Coppola commented  
 that it was based on what was published in the newspaper, such as times, dates,  
 card numbers and qualifying fees. Commissioner Seay opined that the Governor  
 and Secretary of State would take precedence over anything else and she opined  
 15 that the Secretary of State fixed the dates and that should be all the Authority  
 needed to do. She opined that it is not necessary for the Authority to provide a  
 resolution, but if Attorney Garrard is recommending to do this, she stated that she  
 is in. Chair Coppola commented that it was sent to Mr. Stamoulis and he has sent  
 20 back an approval. Commissioner Herston questioned according to Section Five,  
 which states that the election shall be non-partisan, will that lock the Authority to  
 all future elections unless the Legislation changes. Attorney Garrard commented  
 that this is only for this election. Commissioner Seay suggested adding after the  
 first paragraph following pursuant to Chapter 189 “as originally authorized by 63-  
 25 1207 and subsequent amendments” which specifically identifies that the  
 Authority has been in existence since 1963. She commented that the Supervisor of  
 Elections has been claiming that the Authority has only been in existence for  
 fourteen years. **Commissioner Seay made a motion to request that Attorney  
 Garrard draft a resolution, for the next Board meeting, in which the Board  
 30 reaffirms the creation of the Charlotte County Airport Authority in 63-1207  
 and the subsequent amendments and that the Authority continues to operate  
 under those. Commissioner Lee seconded. Motion passed unanimously.**  
 Chair Coppola asked if another approval has to be received. Attorney Garrard  
 commented that the Authority would need to get another approval. Commissioner  
 35 Seay opined that it should not make any difference to Mr. Stamoulis, because the  
 Authority is identifying their own enabling legislation which is part of what the  
 Authority has to do. Commissioner Lee opined that this needs to be done.  
 Commissioner Seay requested that the Board, by resolution, reaffirm that the  
 Authority was authorized in 1963 under 63-1207, and has been operating under  
 40 that and its subsequent amendments since that time. She opined that it is  
 important that the Authority clarifies for the record that they have been in  
 existence since 1963. She commented that she finds it disturbing when she was  
 told that she was elected to something that did not exist. There was discussion on  
 Chapter 189. **Commissioner Seay made a motion to waive the formal reading  
 45 of resolution and adopting by title only. Commissioner Herston seconded.  
 Motion passed unanimously.** Chair Coppola asked if this would that have any

impact when the Board was the Development Authority. Commissioner Seay commented that by referring to the original and subsequent amendments we are incorporating all the names changes along the way.

5 **14. Citizen’s Input**

**Commissioner Deutsch** - Commented that in recognition of the Airport’s 50<sup>th</sup> Anniversary next year he would be honored if the Authority wanted a representative from the Commission to work on the plans with them.

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**Richard Morrell, CAP** - Distributed a copy of Harborview magazine that highlights “What is right with kids today”. He reported that they have 70 cadets and 85 seniors in the squadron making them one of the largest in Florida for the Civil Air Patrol. He stated that they are in their new facility and he thanked everyone for their efforts. He stated that they had hosted a meeting and were able to fit them all in the same place with everybody in chairs. He stated that twelve of their kids were sent to summer encampment. He stated usually they send three to five kids, but with the numerous new cadets and the Authority’s efforts they were able to afford to send more. He stated that they had sent some of their cadets to various classes in various states. He stated the squadron has done cadet orientation rides in the aircraft supporting all the squadrons in the area. He stated they did a practice photo mission of the Boca Grande Bridge, assigned by the Air Forc, to make sure the CAP’s photo can uplink and go to the emergency services at the state and local levels. He stated that the CAP supported an assessment for hurricane Debby on the west coast from north of Clearwater to south of Marco Island. He stated that they are supporting the Republican National Convention by visiting the airports and handing out posters. He stated that their aircraft has gotten a lot of hours and it is currently being assessed for a new interior and a new paint job. He stated that next month they will get a GPS which will help conduct emergency preparedness. He thanked everybody for their support.

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**15. Commissioner’s Comments**

**Commissioner Herston** - Had no comments.

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**Commissioner Stasko** - Thanked everybody for coming to the meeting and he stated that it is nice to see so many people that are interested and involved with the Airport.

**Commissioner Lee** - Had no comments.

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**Commissioner Seay** - Stated that it was wonderful to see that kind of press with “What’s right with kids” and to know that the Civil Air Patrol had a huge part in that and she congratulated the CAP. She wished the CAP luck with the TFR and the Republican National Convention. She commented that Ms. Forester gave a positive presentation and she is looking forward to working with the County to see how that develops. She commented that is one of the best things that she has seen come along, with one

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exception, getting some help with the development grant that will be beneficial for the Authority. She congratulated the staff for all their hard work on putting it together.

5        **Chair Coppola** - Welcomed Commissioner Deutsch back and she thanked him for attending the meeting and for the suggestion on the 50<sup>th</sup> Anniversary. She thanked everybody for coming to the meeting.

Meeting adjourned at 9:50 a.m.

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Kathleen Coppola, Chair

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Gary Stasko, Secretary/Treasurer