

CHARLOTTE COUNTY AIRPORT AUTHORITY

MINUTES OF REGULAR MEETING – SEPTEMBER 20, 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: Present: Chair Coppola; Commissioners Herston, Lee and Seay; Executive Director Quill; Attorney Garrard; Assistant Director Parish; Mrs. Cauley; Mr. Coulter; Mrs. Worth-Dugan; Mrs. Schindler. **Others present:** Jim Kaletta, Tyler Ezzi; Mike Dallenbach, Gary Bayne, Councilman Goldberg; Tom Cavanaugh, Carl Parsons, Matthew Herston and other people from the private sector. **Absent:** Commissioner Stasko.

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5. Additions and/or Deletions to the Agenda

No additions or deletions.

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6. Citizen's Input

Councilman Goldberg - Commented that it was good to be back after being gone for several months after knee surgery. He commented that he has recommended the knee surgeon to Commissioner Stasko. He introduced Mr. Tom Cavanagh, Councilmember Elect for District 4 of the City Council, who will be sworn in and take the seat November 7th, 2012. He announced that November 6th, 2012 will be his last date on the City Council. He commented that it has been an honor, a pleasure and a privilege to work with the Airport Authority as a liaison over the past years. He opined, that together, a great deal has been accomplished. He commented that Mr. Cavanagh is a good person to work with. Chair Coppola commented that there are some big shoes to fill. She commented that Mayor Goldberg has been an excellent liaison for the Authority who was very concerned for the Airport and she opined that Mayor Goldberg loved the Airport as much as the Board does. She wished him good luck.

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6. Consent Agenda

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

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7. Secretary/Treasurer's Report

Mr. Quill reported a loss for the month of August on the Income Statement which is a normal cycle for August and September. He reported an increase for the year. He opined that the Authority is ending up with a good year. He commented that the year ahead will be a challenging year due to a reduction in flights from last year as a result of Direct Air's demise. He commented that the Authority is confident that Allegiant Air will grow. He commented that the main goal for the coming year is to stay in the black. He reported some improvement in the accounts receivable. He reported that a meeting was held with Air Trek regarding their lease rate and their deposit amount. He commented that there will be continued issues considering the state of the economy. Attorney Garrard asked about New World Trade. Mr. Quill stated that they import fly fishing lures from Haiti and the Authority will be following up with them. Commissioner Seay commented that the New World Trade's manufacturing plants are located in Haiti and after the recent hurricane their plants were destroyed. She commented that it was a pretty big hit and since that was their primary source for the manufacturing she stated that she understood how this has progressed. She commented that it is very unfortunate and she knows that they did everything that they possible could along the way.

8. Committee Reports

a) **Land Use** - Commissioner Herston had nothing to report. He commented that there is some activity on the private side out of county, but Charlotte County appears to be dead other than some government work.

b) **Economic Development** - Commission Lee had nothing to report.

c) **Personnel** - Chair Coppola had nothing to report.

d) **Public Relations/Special Events** - Chair Coppola reported that the Commissioners participated in the Pioneer Day Parade in Englewood. She reported that the Punta Gorda Tea Party and Mid-County Republican Club hosted Airport Commissioner candidates. She commented on the passing of the Airport Authority's FBO Director, Gary Steele, and she wished his family well. She stated that he was very supportive of the Airport and he was a smart and good guy. She reported that next month the Peace River Republican Women's Club will host the Airport Commissioner candidates. She explained that there has been a lot of hosting because of the push back of the Authority's election. She commented that there were problems with the election rules and regulations which had to get straightened out. She commented that there are temporary rules and regulations, so the Airport Authority candidates are getting out and speaking to the people in Charlotte County. She commented that if you get a chance, go out and hear them. She reported that some of the Commissioners will be attending the Charlotte County Chamber of Commerce dinner and some of the Commissioners attended the Punta Gorda Chamber of Commerce dinner. She was unable to attend. Commissioner Seay commented that it was an outstanding event and it was a celebration of businesses in the City of Punta Gorda. She reported that the entrepreneur of the year was Keith Tracy, Kay Tracy's husband, and the star of one of Mr. Tracy's videos is Mayor Goldberg. She commented that she took the video with her on the business trip to Brazil and they were impressed with, not only the video, but

5 that Mayor Goldberg was actively involved. She commented that when the Brazilian
business people came to Punta Gorda and met Mayor Goldberg and the people in
Charlotte County they decided that this was a good place to do business and that
several of them came back and inquired about Mayor Goldberg. She commented that
10 it is great to have Mr. Cavanagh, but don't let Mr. Goldberg go anywhere. She
reported that the Boys and Girls Club of Charlotte County has put together a program
honoring Mr. Bruce Laishley for all the contributions that he has made to the
community and they have changed the date to November 17th. She commented that
she would like to attend but she does not know if she is allowed, as a Board, to attend.
15 She suggested looking into the possibility of the Airport supporting the
Commissioners to attend. She opined that it is important that the Authority show
support of their neighbor who has done so much for the Authority. Commissioner Lee
commented that the Board had discussed doing a letter for Mr. Laishley. He opined
that it would be a very appropriate means of support for him individually.
20 Commissioner Seay suggested that a resolution can be drafted. Chair Coppola
reported that she was one of the guardians who took 50 WWII veterans from Charlotte
County to Washington, DC. She commented that they saw the WWII Memorial, laid a
wreath at Iwo Jima statue and saw the changing of the guards. She commented that it
was the most amazing thing. She stated that everybody was dressed in uniforms, if
25 they had one, and people of all ages waving the American Flag were lined up shaking
hands at the airports from Fort Myers to Washington, DC congratulating the veterans.
She commented that it was the same way coming back from Washington. She
commented that these gentlemen were sharp as a tack, interesting and funny. She
suggested that if anybody is interested in doing something like this to get involved in
30 it. Commissioner Seay commented that Mr. Steele is already deeply missed and he
was an amazing FBO Director and she was wondering if the Authority can do a
remembrance or a memorial of some kind to remember Mr. Steele for his
contributions to the Airport. Commissioner Lee commented that Mrs. Schindler has
been working on this. Chair Coppola stated that Mrs. Schindler is the Authority's
temporary FBO Manager and she is in the process of getting a plaque made. She
thanked Mrs. Schindler for getting the plaque.

- 35 e) **Governmental Liaison** - Commissioner Seay reported that she talked with
Representative Ken Roberson in regards to a tentative meeting she has scheduled with
Senator Benaquisto about the Authority's Enabling Legislation. She stated that a
Resolution will be coming up later. She reported that the Authority's Enabling
Legislation is clear that the Authority is to be elected as partisan candidates and what
40 is not clear, this is where the problem occurred, is that the Authority's Enabling
Legislation is not available to get a copy. She commented that since it is from 1963,
you have to go through the archives to get a copy of it. She opined because the
Authority is affirming it today, it will go a long way in helping that. She stated to
make sure that section of the Enabling Legislation is available immediately, so if
somebody who only does their research on Google they can find it, and she stated that
45 is the direction the Authority wants to go. She commented that the Authority had
spoken with Terry Lewis, an attorney who has worked on this kind of issue, to re-
write the Legislation and she opined that the expense from this law firm seems
expensive. She opined that the Authority does not need that extensive of a re-write,

5 but that there is an issue in a section of 63-1207 that was written in 1963, which was never repealed, and that is the part of what the Authority is and what the Authority does. She commented that because this was not available by a Google search, it had caused the Authority to have all these problems. She commented that she will continue to talk with the Authority's Legislative Delegation and she should have more information at the next meeting. She commented that this needs to be addressed, but it does not need to be addressed in such a broad fashion that the Authority is addressing everything. She commented that there is nothing wrong with the Authority's Legislation, except that one exception. Chair Coppola commented that she heard on a radio show that Lindsey Harrington expressed the same concern in searching for a certain piece of legislation.

- 15 f) **Metropolitan Planning Organization** - Commissioner Herston reported that the MPO meeting is scheduled for October 15th in Murdock. He reported that he will be attending a MPOHC meeting held in Orlando and they will be discussing consolidating the MPOs because of budget cuts. He reported that he will be attending the MPOAC staff, directors and governing board members meeting. Commissioner Seay asked if there was any discussion of consolidating Charlotte County and Punta Gorda MPOs with either the Sarasota or Lee County MPOs. Commissioner Herston commented that there has been some discussion of that nature. He explained the purpose of the meeting is so the MPOs can get ahead of the situation and have a solution prior to any legislator or anybody else coming up with a solution. Chair Coppola opined that the matter of concern with consolidating with either entity was that the Authority would get lost in the shuffle because of being smaller than both of them. She commented that it was the original opposition in doing that several years ago. Commissioner Herston commented that he has heard of a grandfathering type clause that if you are over a certain population you'll be grandfathered and the newer and smaller ones will be in danger.

30 **10. Attorney's Report.**

Attorney Garrard had nothing to report.

35 **11. Executive Director's Report**

- 40 a) **Development Update** - Mr. Parish presented a diagram (copy attached) of the project which will soon be kicked off as part of the FAA grant and included in that are the existing long term parking and short term parking. He explained that they will be creating an entrance to the Airport which will not require a right turn. This will require a small change to the parking lot for the FBO and changes to the entrance and exit to the short term parking lot. He stated that the current exit will be the entrance and a new exit will be created. He commented that this will allow the Authority to combine the exits in the future so eventually there will be one exit that will be a manned pay station booth. He stated that Airport Road will become one-way exiting west from the Airport and Golf Course back to the terminal. He commented that people have gotten confused and they go in the exit. He stated that this new entrance will give the people a clearer direction with signage showing parking on the left and terminal on the right. He

commented that this will fill in a ditch that Mr. Quill has disliked since he arrived here. He commented that the Authority continues to work with Cheney Brothers on the road and there are not any significant changes.

- 5 **b) Miscellaneous Items** - Mr. Quill reported that the passenger count for the month of August is up 9% from a year ago. He stated that the month of September will be up and in October and November there will be a decrease in passenger count for the next six months from last year because of the Direct Air flights. He reported that both Avgas and Jet for the month of August were up substantially. He is not sure what contributed to it other than increased flying.
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12. Old Business

No old business.

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13. New Business

- 20 **a) Award Terminal Phase II Site Improvements to Lowest Bidder** - Mr. Parish commented that the three projects; a, b and c are part of the FAA grant that was approved at the emergency meeting last month. He commented that the Authority had bid the site improvements originally as a Design/Build with RW Armstrong doing the design and Halfacre doing the construction. He stated that the FAA had denied the Authority's request to use Design/Build because there were two bidders. The Authority then bid it as a Design/Bid/Build and RW Armstrong is doing the design and Halfacre doing the construction which the FAA approved. Chair Coppola commented that it is unusual to have only 2 bidders in this economy. Mr. Parish explained that when the Authority did the Design/Build the Authority had three interested bidders but one went out of business a day before it was due. He stated that the project has not changed and the same people are doing the work. He commented that the Authority had five bidders and Halfacre Construction was the successful bidder. He commented that the Authority would like to get authorization to approve their bid and put Halfacre under contract for construction. He commented that RW Armstrong will be the lead on the design of the terminal since they are one of the Authority's consultants. He stated that Schenkel Schultz will be the designer and the architects will be under them. He commented that the Wildlife Hazard Assessment is part of the grant and URS will be doing the work. He commented that a pre-project meeting with all three will be on Tuesday to finalize and award the contracts and to allow Mr. Quill and Attorney Garrard to sign them. **Commissioner Seay made a motion to award the Terminal Phase II Site Improvements to the lowest bidder which is Halfacre Construction and allow Mr. Quill to sign subject to Attorney Garrard's review. Commissioner Lee seconded.** Commissioner Herston questioned if this award was covering the plan that was presented in 13 a). Mr. Parish stated that it was. **Motion passed unanimously.**
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- 45 **b) Award Terminal Design** - **Commissioner Seay made a motion to award the Terminal Design contract to RW Armstrong and authorize Mr. Quill to sign**

subject to the approval of Attorney Garrard. Commissioner Lee seconded. Motion passed unanimously.

5 c) **Award Wildlife Hazard Assessment - Commissioner Seay made a motion to award the Wildlife Hazard Assessment contract to URS and authorize Mr. Quill to sign subject to the approval of Attorney Garrard. Commissioner Lee seconded. Motion passed unanimously.**

10 d) **Resolution #2012-04 Reaffirming the Authority's Creation -** Attorney Garrard commented that at the last meeting the Board members requested a resolution reaffirming the Legislation which created the Authority. He stated that with the help of Mrs. Laishley the new Resolution 2012-04 will need to be voted upon if the Authority wants to adopt it. Commissioner Seay commented that the Authority needs to do this because of the confusion that had occurred over the last several months relating to the unavailability of 63-1207. She stated had that been available this would never have occurred. She stated that the Authority was created in 1963, not 1998, and that the Authority is subject to elections in the same fashion as the County officials, which is partisan and it has been since 1963. She stated that this resolution will bring it to the fore and that it would remind the people that the Authority has been in existence and that the Authority should be operating under the Authority's Enabling Legislation from 1963 and as amended through time. She opined that it is important that the Authority approves the Resolution. Chair Coppola suggested adding Commissioner Seay due diligence on this is and it is very much appreciated by all the board members because this was a heck of a mess. **Commissioner Lee made a motion to adopt Resolution #2012-04 and waive the reading. Commissioner Herston seconded. Motion passed unanimously.**

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14. Citizen's Input

30 **Tyler Ezzi, Florida International Air Show -** Commented that he had been elected as the Chairman replacing Mr. Buckingham who retired. He commented that he was on the board for several years and his main role is parking, security and public liaison with the County Commission and other entities. He updated the Board on the 2013 Air Show stating that extensive planning has been started. He commented that the dates of the 2013
35 Air Show are scheduled for March 23rd and 24th with a back-up of March 16th and 17th and the dates were selected before he was elected as Chairman. He commented that all the military, demos and jet teams will be announced in December and Mr. Hall is working with the civilian performers. He commented that they have regular monthly meetings with the Airport staff and his goal is to keep the lines of communication open at all times. He
40 stated that the Blue Angels have adopted a two year scheduling system. The deadline for the forms to be submitted for the 2014 show is October 15th, 2012. He commented that he will need to discuss what the plan will be for the 2014, Air Show and to request approval from the Authority before they submit the form. He stated that they are looking at a primary date of March 28th and 29th, 2014 with April 5th and 6th as an alternate. He
45 explained why the dates are selected. Commissioner Lee asked if there will be any conflict with the commercial airlines. Mr. Quill commented that there is always a potential for that particularly with the jet teams, because they fly in a given time window. He commented

that so far it has worked out, but it is always a concern. Commissioner Lee asked if the Authority adds a couple of additional airlines, would that have an effect on it. Mr. Quill commented that it would complicate it further. Chair Coppola asked would a tentative agreement be made based on another airline or how would that be managed. Mr. Quill commented that the most of the Air Show is flexible. The Blue Angels and the Thunderbirds are set in a timeframe and they practice in that given timeframe. He commented that what Mr. Hall had done in the past is to work with the airlines to flex their schedule and he opined that there is not a perfect solution but so far it has worked, but the possibility is clearly there. Chair Coppola asked if there was any flexibility in the Air Show schedule. Mr. Ezzi stated that it depends on the practice times and the jet teams won't fly after 3:30 in the afternoon. He commented that they usually close the show with the jet teams and they have discussed moving the jet teams to an earlier act. He stated that when they practice on Thursday and Friday they only have a set variance of 15 minutes either way of that practice time. He commented that with the military cut-backs there is no guarantee that a jet team will be here. Commissioner Herston asked what the construction schedule will be on the three projects that were approved. Mr. Parish commented that construction will be starting early October and to be finished with the driveway before January and the Wildlife Hazard Assessment will be ongoing for 13 months. Commissioner Herston stated that the parking lot will then be completed. Commissioner Lee commented that the Authority has to keep in mind that the Airport operates on the money that the Airport gets every day and it is not just once a year. He commented that he has no objection to the Air Show as long as it does not hamper the Authority's ability to work. Commissioner Seay commented that she loves the Air Show. She commented that she had appreciated talking with Bob Hall, Fred Buckingham and Bucky McQueen in prior years in that they have been willing to work with the Authority. She commented that she appreciated that they have reached out to the Authority to discuss what is coming up and to discuss how we can work together to make the Air Show a success. She commented that they have to recognize that the Authority is first and foremost an airport year around and to make sure that the Airport is not being jeopardized in anyway. She opined that the Air Show is a positive promotional thing for the Airport, it brings in a lot of young people and it has greatly benefited the Airport. Mr. Ezzi commented that his intention is to be at these meetings from here on out in case there are any questions, especially when it gets closer because there will be traffic issues and concerns and to address any questions. Commissioner Seay asked if Mr. Hall would still be the air boss. Mr. Ezzi stated that Mr. Hall will be the air boss. He commented that the change in their organization is that the secretary retired and Mr. Hall has assumed the Vice President role in the corporate structure and they added a new director, Pam Brown, who has been working on the concession side for five or six years with Sam Sanders. Mr. Quill commented that Mr. Hall's son was in a motorcycle accident, so we all need to say a prayer for him.

Jim Kaletta - Commented that Dick Morrell, Commander of the facility, is in Washington this month. He reported that they had flown 40 cadets in the last month for cadet rides and they have used over 500 gallons of fuel from the Airport. He reported that on the maintenance side it is getting heavier by the day. He stated that they have four airplanes with engine changes.

14. Commissioners Comments

Commissioner Herston - Thanked everybody for coming. He commented that the Airport has the best staff.

5 **Commissioner Lee** - Thanked everybody for coming. He commented that he is glad to see that Mrs. Schindler is here and that she is doing a good job.

10 **Commissioner Seay** - Commented that it was a good meeting. She thanked everybody for coming. She opined that it is good to see that the Airport is moving ahead and she is very happy to see the changes. She commented that one of the biggest complaints that she gets, aside from airplanes flying too low, is that it is confusing to get in and out of the Airport and she opined that the project will go a long way towards correcting that. She thanked the staff who have been working on the project for some time and a lot of headway has been done. She thanked the Authority's staff for the work on the budget to make sure that it is working. She commented that the Authority is in good shape and she commented how many governments end the year in the black without taking local government money.

20 **Chair Coppola** - Thanked everybody for coming. She mentioned that she received a letter from Commissioner Deutsch sending his regrets for not being able to attend this meeting. She thanked Commissioner Seay for all her work on the Resolution and she noted that it was not easy to deal with all of it. She thanked Attorney Garrard for his help in straightening out what was a tumultuous election season and she feels bad for the board members who were elected, then unelected, and elected. She opined that this will put the Authority right on track. She commented that while attending the meetings to hear the Airport Authority candidates, the people were asking about the Authority's marketing and she commented that she is glad that the Authority got the grant for Marketing and she hopes that the Authority will develop a good marketing plan. She commented that anybody that she has talked to that has flown Allegiant Air raves about Allegiant Airlines. She commented that a program should be put together to let more people know about what is going on at the Airport. She commented that the new office is nice. Mr. Quill stated that the building does not leak. She commented that the honor flight was a privilege to be with all the gentlemen. Let her know if you want more information.

35 **15. Adjournment** - Meeting adjourned at 9:52 a.m.

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Kathleen Coppola, Chair

Gary Stasko, Secretary/Treasurer