

Authority Commissioners

James Herston, Chair  
Don Lee, Vice-Chair  
Kathleen Coppola,  
Secretary/Treasurer  
Paul Andrews, Asst.  
Secretary/Treasurer  
Pam Seay, Commissioner



Executive Director

Gary P. Quill

Airport Authority Attorney

Thomas Garrard

# Charlotte County Airport Authority

## AGENDA

February 21, 2013 – 9:00 a.m.

Punta Gorda Airport

**1. Call to Order**

Reminder to Turn Off Your Cell Phones

**2. Invocation**

**3. Pledge of Allegiance**

**4. Roll Call**

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

**6. Citizen's Input**

Note: Anyone wishing to address the Board during this portion of the Meeting must state their name for the record and address their comments to Agenda items only. Each citizen will be allowed no more than two minutes to express their opinion.

**7. Consent Agenda**

All matters listed under this item are considered routine and action will be accomplished by one motion without separate discussion of each item. If discussion is desired by a Commissioner, that item(s) will be removed from the Consent Agenda and considered separately.

**Secretary/Treasurer**

Minutes of Regular Meeting – January 17, 2013

**Executive Director**

**Procurement Policy** – The CCAA Procurement Policy needed to be updated to the current State Statutes.

**Recommended Action:** Board approve updated Procurement Policy.

**Lease with Dr. Paige Kreegel** –Dr. Kreegel wishes to lease space in the FBO for a Medical Office.

**Recommended Action:** Board approve lease with Dr. Kreegel.

**Lease with Suncoast Trucking Academy, Inc.** – At a previous board meeting the Board was informed of Suncoast Trucking Academy's desire to lease the site that was occupied by UPS. The terms of the lease have been worked out.

**Recommended Action:** Board approve lease with Suncoast Trucking Academy, Inc.

**8. Secretary/Treasurer's Report**

- a) Accounts Receivable
- b) Profit and Loss Statement
- c) Balance Sheet

Mrs. Coppola  
Mr. Quill  
Mr. Quill  
Mr. Quill

**9. Committee Reports**

- a) Land Use
- b) Economic Development
- c) Personnel
- d) Public Relations/Special Events
- e) Governmental Liaison
- f) Metropolitan Planning Organization
- g) Aviation Activities Report

Mr. Herston  
Mr. Lee  
Mrs. Coppola  
Mrs. Coppola  
Ms. Seay  
Mr. Herston  
Mr. Andrews

**10. Attorney's Report**

Attorney Garrard

**11. Executive Director's Report**

- a) Development Update
- b) One Millionth Passenger
- b) Miscellaneous Items

Mr. Quill

**12. Old Business**

**13. New Business**

- a) Audit Presentation by Tuscan and Company

Mr. Quill

**14. Citizen's Input**

Note: Anyone wishing to address the Board during this portion of the Meeting must state their name for the record and may address their comments to items discussed during the Meeting or items of interest to the Authority's Board. Each citizen will be allowed no more than two minutes to express their opinion.

**15. Commissioner's Comments**

**16. Adjournment**