

**CHARLOTTE COUNTY AIRPORT AUTHORITY**

**MINUTES OF REGULAR MEETING – MARCH 21, 2013 – 9:00 A.M.**

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**1. Call to Order**

**2. Invocation**

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Commissioner Andrews gave the invocation.

**3. Pledge of Allegiance**

15 **4. Roll Call**

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**Present:** Chair Herston; Commissioners Andrews, Coppola, Lee and Seay; Executive Director Quill; Attorney Garrard; Assistant Director Parish; Mrs. Cauley; Mrs. Worth-Dugan; Mrs. Schindler and Mrs. Sutcliffe. **Others present:** Councilman Cavanaugh, Commissioner Deustch, Gary Bayne, Lionel Schuman, Carl Parsons, Tyler Ezzi, Paul Piro, Matt Herston, Robin Koth, other people from the private sector and a member of the press.

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

Mr. Quill had no changes to the agenda.

**6. Citizen's Input**

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**Lionel Schuman** - Reported that there will be between two to six Conquistadors attending the airport's ceremonial one millionth passenger celebration.

**7. Consent Agenda**

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

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

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Commissioner Coppola presented the Accounts Receivable, Profit and Loss Statement and the Balance Sheet. Mr. Quill reported an increase for the month of February and it was over budget. He reported that jet fuel sales were down and avgas sales are up. He reported that there is some improvement in Accounts Receivable. He commented that it is just the sign of the times and it is better than a year ago.

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**9. Committee Reports**

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- a) **Land Use** - Chair Herston reported that there is no activity around the Airport. He reported that the Airport has a new tenant, SunCoast Trucking, who is trying to get their building permit.
- b) **Economic Development** - Commissioner Lee had nothing to report.
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- c) **Personnel** - Commissioner Coppola presented a five year plaque to Dick Roberts and Doc Morneau. She commented that these gentlemen are the first that the people meet when flying into the Airport and they are exemplary in their work. Mrs. Schindler accepted the plaques for Mr. Roberts and Mr. Morneau. She presented a certificate to Jeanette Worth-Dugan who is retiring after fifteen years of service of being an outstanding employee with the Charlotte County Airport Authority. She presented a twenty-five year plaque to Cindy Laishley. She commented because of the dedicated
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- people who know what the Airport does and love their jobs, like she does, is why the Authority runs a good Airport. She appreciates all the hard work they have done. She commented that the Authority will miss Mrs. Worth-Dugan.
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- d) **Public Relations/Special Events** - Commissioner Coppola reported that she had attended the Mid-County Republican Club, Charlotte County Republican Club, the Peace River Federated Women's Forum and the Republican Executive Committee. She stated that she mentioned them because she is introduced as from the Charlotte County Airport Authority. She commented that Commissioners Lee and Andrews have attended some of these events with her. She reported that in April there is a retirement party for Mrs. Worth-Dugan and the Lincoln Day dinner will be held at the
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- Event Center and there are tickets available. She commented that the Authority had prayers for an employee who is undergoing an operation today and to keep him in your hearts. She reported that the Air Show will be the weekend of the 23<sup>rd</sup> and 24<sup>th</sup> and it has been difficult because of the sequestration not to have the Blue Angels or the Thunderbirds because of the cut backs. She commented that there is a terrific line
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- up and to bring your kids. She thanked Councilman Cavanaugh from the Punta Gorda City Council and County Commissioner Stephen R. Deutsch for attending the meeting.
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- e) **Governmental Liaison** - Commissioner Seay reported on House Bill 949 which is the change to the Authority's Enabling Legislation and is moving through the appropriate committees. She thanked the Authority's State Representative, Ken Roberson, for doing a fine job of shepherding the bill through. She commented that the Bill will need the vote of the Senate and that the Authority's Senator, Lizbeth Benacquisto, is co-sponsor of the bill and there will be positive news coming out next
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- month. She commented that Senate Bill 538 would have required the special districts in the state, before they could go forward with any capital projects, to get approval from their local government which could require a referendum. She commented that the airports got an exemption because it did not meet their needs and the sponsors realized that it was a hindrance to the economic development and to government. She
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- commented that she is following the bill. She reported on the potential closures of the

air traffic control towers under the contract tower program. She commented that the Airport's control tower is on the list to be closed if a sequester goes forward as it is currently designed. She commented that a lot of people are following the sequester bill and that it should have been across the board so everybody would feel the pain. She commented that the FAA plans to take the cut out of one pot and that happens to be the Contract Tower program which means 189 towers out of 251 towers nationwide would have been cut. She commented that general aviation and all other aviation organizations stated that it will destroy the general aviation community, create a safety issue, damage economic development and harms jobs nationwide. She commented that Senator Moran, of Kansas, has a proposal for an amendment to the sequester bill which is in discussion. She commented that Mr. Harry Reid does not support the bill and he is not in favor of helping the airports. She commented that Allegiant Airlines, the Authority's Congressman Tom Rooney and the Authority have been sending letters in support to preserve and protect the air traffic control tower Contract Tower program. She opined that in the interest of aviation safety and economic development that the sequester bill should be changed appropriately so there would not be a significant impact on all contract towers. She commented that the Authority attracted the airlines before the Airport had a control tower. She opined that the likely hood of the Authority getting a larger airline without the control tower is probably not in the cards, but the Authority will retain the airline that they have and there is the possibility of getting smaller airlines. She commented that the Authority's problem may not be as huge as other airport towers and does not know what the impact will be, but the Authority does know what the track record is and that the airlines do prefer flying in and out of a controlled air space. She commented that this is a problem unless Congress realizes that the safety of the public is important and that the economic development is a part of the growth of our nation. She commented that if anyone has the opportunity and wish to contact their legislators they should do so. Mr. Quill commented that Mr. Moran tried to have a vote on the amendment to fund the towers, but Mr. Reid blocked it. He commented that there are four amendments being considered and they do not include the air traffic control towers. He commented that it is very frustrating. Commissioner Seay commented that there is a petition and if anyone would like to sign it to send her an email and she will forward a copy. She commented that this petition goes straight to the White House.

f) **Metropolitan Planning Organization** - Chair Herston reported that the biggest agenda item at the recent MPO meeting was adding additional seats to the MPO. He commented that Mr. Herrington presented them a matrix of the different possibilities of adding seats and it was voted unanimously to leave the composition of the board as is. He commented that a representative from Desoto County, Mr. Tom Cookingham, was in attendance and he showed no interest. He commented that an MPOAC meeting will be held in Tallahassee in April.

g) **Aviation Activities Report** - Commissioner Andrews reported that enplanements for February was up compared to last month and that judging the weather up north he is surprised that it is not up more. He reported that the total passenger count is down

5 compared to last year by 46% which is attributed to the loss of Direct Air and that  
there is a future to bring it back to where it once was. He reported that Allegiant Air  
serves eleven cities and has cards showing the cities if anyone would like some. He  
reported a decrease in total operations by the tower in February compared to last  
10 month. He reported that the air carriers, air taxi and military are up and general  
aviation is holding stable. He reported 26 vacancies in the 600 series hangars and 4  
vacancies in the 200 series hangars for the month of February. He attributed it to the  
snow birds who like to fly their own planes. He reported that construction has begun  
on the terminal and FBO. He reported that the section for GA updates on the website  
is updated and that the pilots should consult with that. He reported that the new  
access gate on Golf Course Blvd. is being added to the security system and is  
scheduled to be operational by the first of May.

## 10. Attorney's Report

15 Attorney Garrard had nothing to report.

## 11. Executive Director's Report

20 a) **Development Update** - Mr. Parish reported that construction on the access road to  
the terminal started a month early. He commented that the construction will not  
affect the air show which was a concern of starting the construction early. He asked  
Mr. Bayne to discuss the Cheney Road and the Cheney Development. Mr. Bayne  
commented that the Cheney development is one of Charlotte County's biggest  
25 projects going on in the last decade and it is very important for SW Engineering and  
the Authority. He commented that the road is finished and the walk through will be  
done within the week. He commented that the as-built record drawings will be  
completed two weeks after the walk through and then be submitted to the appropriate  
agencies for complete sign off. He commented that the Cheney building has  
30 increased to over half a million feet based on future sales and the first phase will be  
250,000 square feet. He reported that the pre-app meeting is scheduled with  
Charlotte County next week, the official design kick-off meeting will be held in April  
and by the end of June they plan on submitting their preliminary site review to the  
County. Commission Seay asked if there is a target date for completion of the  
35 construction on the Cheney site. Mr. Bayne commented that construction is  
scheduled to start by the end of the year and according to the contractor they  
anticipate a nine month construction schedule. Chair Herston asked what the attitude  
of SWFWMD is in respect to the properties around the Airport. Mr. Bayne  
commented that they are continuing to work on the Master Storm Water plan so they  
40 can certify that the Master Storm Water permit for the Airport is complete and it will  
be done during the Cheney Road submittal. He commented that once this is done the  
Airport will have a sound permit and approvals from SWFWMD should take 30 days.  
He commented that the record drawings will be a separate submittal that the  
Authority will be handling. Mr. Parish commented that the Nordell Lake will be  
45 surveyed at and the Authority will submit that, they will submit their portion and the  
County will submit Piper Road at the same time. Commissioner Seay commented

that she has been tracking HB357, Manufacturing Competitiveness Act, and that this bill will mandate that all counties and agencies do a simultaneously permit review. She commented that SWFMWD has to get in at the start so it can be done together. Mr. Bayne stated that the bill was passed in June and before that the County had requested that all the permits had to be into the County before they would give theirs and with this bill the County can no longer do that and that it has to be done simultaneously. Commissioner Seay commented that they are looking into expanding some of that. Chair Herston commented that it has worked out well in his experience. Mr. Parish reported that the Authority has engaged RS&H as a consultant to do an expanded terminal study which will be kicked that off next week with a conference call. He commented that the Vice President of Allegiant Air will be visiting the Authority next week and the Authority hopes to hear some news. He commented that the Authority is waiting on a couple things to start the study because it could affect the report in favor of the Authority being able to fund a larger building. He commented that the contract for the design is on hold until the Authority gets that report reviewed and approved by the FAA. Chair Herston asked how much of the terminal study has to do with the Authority's input as to what the Authority wants. Mr. Parish commented that this is a space study for how many square feet is needed for hold rooms which is based on formulas that the FAA has. He commented that the FAA has expansion criteria that they would let the Authority use. He explained that FAA had done a study and put it on a spreadsheet where all you do is put in the flight number and passengers and it will tell you what you need. He explained how this spreadsheet works when inputting small and medium size airports and it does not work for the Airport. He commented that the Authority is working through this and the Airport is a special case, and that is the reason why the Authority hired RS&H who had handled a special case in North Carolina very well and hopes they can help us out. Chair Herston commented that in North Carolina they were successful at a two story terminal. Mr. Parish commented that they are looking at a two story terminal and that they have the expansion capabilities to get a two story terminal. He commented that most of the smaller airlines prefer ground boarding. Chair Herston commented that the Authority would welcome a two story possibility. Commissioner Coppola commented that she had suggested a two story when the first terminal was built. Mr. Parish commented that the Authority would do whatever, but he stated that the airlines do not want to pay for extra space on the second floor. He commented that the Authority can only compete if the Airport is cheap and that RSW and Sarasota provide a better product, but they charge a lot of money. He commented that Allegiant is here and Direct Air was here is because the Airport is inexpensive and a nice alternative. He commented the Authority will lose that if the Authority goes to a second floor and the FAA will not pay for the space underneath. He commented that the Authority can do whatever they want and he has been told by the airlines that they love Punta Gorda because of the fee structure, and if the Authority goes to the two story option the fees would probably exceed Fort Myers. He commented that the Authority will have to pay for the space that is not required. Mr. Quill commented that he attended an Allegiant conference and the message that they reinforced is that the costs have gone up and they are upset about that. He commented that Allegiant is nervous about one of theirs hubs in Mesa, AZ, which is similar to the Airport, except

5 much larger, because they are envisioning a fancy terminal. He commented that the  
Authority's niche is inexpensive and he has numbers for what it would be either way,  
but he commented that the Authority cannot afford a second floor and keep the  
airline. Chair Herston commented that the Board would like to see the numbers for  
discussion purposes. Mr. Parish commented that the biggest downfall would be the  
jet bridge at a million dollars each and the maintenance would be \$100,000 a year.  
Commissioner Seay commented then she would prefer handing everybody an  
umbrella. Commissioner Lee commented that an umbrella is not very satisfying  
when you are walking out to an airplane and he would like to see the numbers.  
10 Commissioner Seay commented that seeing the numbers is good but is the Authority  
trading off a lot of comfort or the ability to have airlines. Mr. Parish explained that  
Gainesville is a one story terminal having three jet bridges. He commented that you  
do not have one or the other and the second floor comes with a lot of expense, and the  
Authority has to find out why the Authority wants a second floor. Commissioner  
15 Commissioner Seay commented what if the Authority ignored the jet bridge and keeping the gates on  
the first floor and have the second floor as office space available as administrative  
offices or rental space. Mr. Parish commented that second floor space cost more than  
first floor space and it would be at the Authority's expense. He commented that the  
Authority is looking at a six million dollar building. He commented that the  
20 Authority is advertising the office space on Viking with no luck and there are a lot of  
empty office spaces around the county. He commented that the fear that the  
Authority has is if the Authority builds something that the airlines deem too  
expensive and the Authority has to charge a landing fee, gate fee, etc. to cover the  
costs, there already is another option for them. Commissioner Seay commented that  
25 changing the nature of this Airport is something that she would not like to see but the  
Airport cannot compete with Fort Myers, Sarasota or anybody else. She commented  
that part of the attractive feature of this Airport, for the airlines, is that the Airport is a  
savings to them and that is how the Authority has been marketing to the airlines.  
Commissioner Lee commented that the Board should look at all the numbers and  
30 make a decision. He commented that the Authority is getting to a point where the  
Airport is serving customers going all over the place and the Airport is no longer a  
general aviation airport servicing little airplanes. Commissioner Andrews  
commented that the Board needs to look at the numbers and he understands that the  
costs are a big thing for the smaller carriers like Allegiant.

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b) **One Millionth Passenger** - Mr. Parish reported that the Authority had tentatively  
scheduled the one millionth passenger for April 3, 2013, and the Authority has  
submitted all the information to Allegiant and it is stuck in their legal department  
because of Allegiant's concerns over how the Authority is doing this. He commented  
40 that the Authority had called Mesa and asked them how they did their one millionth  
passenger, since Allegiant was their only carrier, and they had sent the Authority all  
their documents which Allegiant had approved earlier. He commented that  
everybody that was in legal and in marketing at the time is no longer there, so there  
are some hiccups on how they did it and how the Authority is going to do it. He  
45 commented that the Authority may have to delay it a week or two and that is why no  
one has gotten invitations. He commented that the Authority is working on it and the

Authority will let the Board know as it gets closer. He opined that it is aggravating because Allegiant has had the documents forever and the Authority saw no issue with the documents, but their attorneys are saying that you cannot require someone to purchase a ticket to win the prize. He opined that it is impossible to be the millionth passenger unless a ticket has been purchased. He commented that the Vice President of Allegiant will be here next week and that is one of the subjects to be discussed. He commented that the Authority did it this way to avoid this and all the Authority did was copy the documents that Allegiant had already approved for Mesa and changed the name. He commented that Allegiant has always been very mindful of using their name for anything and that any advertising that the Authority does has to go to their legal department. Commissioner Seay commented that it is PGD's one millionth passenger and not Allegiant's one millionth passenger so why would the Authority need Allegiant's approval. Mr. Parish commented that the Authority needs Allegiant's approval because the Authority is collecting the names of the people at Allegiant's gate. He commented that the Authority could do something random, but the problem with that is the Authority won't have the required release stating that the Authority can use their likeness and name because there will be press there. He commented that if it cannot be done at the gate the Authority can have someone on the airplane pass out raffle tickets and when the winner is picked that person signs the release.

c) **Miscellaneous Items** - Mr. Quill commented that the sequestration was originally setup to cut 2 - 8% in the federal agency budgets and that the Authority is upset about the disproportionate hit to the Contract Tower Program. He opined that it is a matter of politics and it is like the Authority is on a front line in a gigantic game of chicken. He commented that it may get solved before April 7<sup>th</sup>, and if not, the Authority will operate the Airport without the control tower. He reported that March 31<sup>st</sup> ends the lease for Speedway and that half of the stands are down. He commented that the Authority had gone through the property and that the Authority will have another walk through with Mr. Williams prior to the end of the lease. He commented that the Authority's intention is to put it out for bids sometime in April. He commented that the Authority is not anticipating any revenue for the remainder of the fiscal year because the Authority has been informed that the profitable part of the race cycle starts in the fall. Tyler Ezzi, Chairman of the Board for the Florida International Air Show, reported that set up is ahead of schedule for the Air Show and it is looking good. He reported that there will be Marine assets, two Harriers and a C-130 and they are begging for a Harrier demo. He reported that the F-22 has been canceled. He commented that the Florida International Air Show was named as one of the top ten air shows in the world by USA Today. He commented that it is a collective effort and it is a big deal. He commented that they have beaten some bigger shows and they are thankful. He commented that the ticket sales are moving good and doing well on line and if the weather holds out it will be a great year. He thanked everyone for their help and hoped to see everyone there. Mr. Quill commented that the County and the State have funded Piper Road from Jones Loop Road to Henry Street and it is paid off. He commented that the \$14 million investment has created jobs and he thanked the County for the road. He opined that the investment on Piper and the Cheney

5 development will be paying dividends for the coming decades for the County and the Community, and he would like to ask them to fund the northern section of Piper. He commented that Cheney’s building is up to a half million square feet which is just awesome. He commented that there will be a lot of jobs for the local community and hopefully a shot in the arm for the real estate market. Commissioner Coppola opined that it is a cooperative effort, which is the biggest story here that got this done.

**12. Old Business**

10 No old business to report.

**13. New Business**

15 a) **Florida Airports Council Annual Conference** - Mr. Quill requested approval for travel of the Board and appropriate staff to attend the Florida Airports Council Annual Conference being held in July at Orlando. **Commissioner Lee made a motion to approve travel for the Board and appropriate staff to attend the Florida Airport Council Annual Conference. Commissioner Andrews seconded. Motion passed unanimously.**

20 b) **FASD Annual Conference** - Mr. Quill reported that the annual conference for the Florida Association Special District will be held in Westin in June and he wanted to know if anyone would like to attend. Commissioners Seay, Coppola, Andrews, Lee and Chair Herston commented that they would like to attend the FASD annual Conference. Commissioner Seay commented that she is working on obtaining the certification that they offer and there are programs that she would like to continue. She commented that it has always been a helpful presentation and conference. **Commissioner Seay made a motion to approve the travel to the FASD Annual Conference for the Board and appropriate staff. Commissioner Lee seconded. Motion passed unanimously.**

**14. Citizen’s Input**

35 **Jeanette Worth-Dugan** – Gave a tribute to Mrs. Laishley. She explained how they met when working together at Fishermen’s Village and how she got the job here at the airport when Mrs. Laishley had to have some surgery. She commented on some of the events that happened over the years at the airport. She read a statement regarding her retirement (copy attached).

40 **Commissioner Deustch** – Commented that the County Commission is delighted with the relationship they have with the Airport Authority. He commented that if Commissioner Seay will send the information he will bring up the tower situation under comments at the next Commission meeting and will suggest that the County Commission write a letter of support.

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**Councilman Cavanaugh** – Reported that Commissioner Lee commented at the City Council meeting the tower situation and the City has sent a letter to the Senate and the House requesting that they take another look at this. He reported that he is taking flying lessons.

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**Andy Haase, Marketing Director for Haase Investments** - Commented that they are here to represent the bid that will be going out for the Speedway that will hopefully happen next month. He commented that they are a family based company that is looking forward to racing this year. He explained they have been to the Speedway, have seen the Speedway's potential and things that can be done to improve the race track.

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### 15. Commissioner's Comments

**Commissioner Lee** – Thanked everyone for coming and told Mrs. Worth-Dugan not to go to far.

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**Commissioner Seay** – Congratulated Mrs. Worth-Dugan on her retirement and thanked her for all she has done. She commented on Mrs. Laishley's twenty five year anniversary.

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**Commissioner Coppola** – Thanked Mrs. Worth-Dugan for everything she has done for the Authority and she has done a great job. She congratulated Mrs. Laishley on her twenty five years. She commented that she hopes the air show has good weather and the air show is a great event.

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**Commissioner Andrews** – Thanked everyone for coming. He thanked Mrs. Worth-Dugan and Mrs. Laishley for their service. He commented that there is a great group of people at the airport. He commented on the upcoming military aircraft for the air show. He commented on Councilman Cavanaugh taking flying lessons.

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**Chair Herston** – Thanked Mrs. Worth-Dugan for her service. He thanked Councilman Cavanaugh and Commissioner Deustch for coming. He commented on stopping by the City Council meeting and there was a discussion on airport noise and Commissioner Lee answered their questions. He commented if the City or County needs anything regarding natural gas to let the Authority know.

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### 16. Adjournment

Meeting adjourned at 10:13 a.m.

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James W. Herston, Chair

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Kathleen Coppola, Secretary/Treasurer