

CHARLOTTE COUNTY AIRPORT AUTHORITY

MINUTES OF REGULAR MEETING – AUGUST 15, 2013 – 9:00 A.M.

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1. Call to Order

2. Invocation

10 Commissioner Andrews gave the invocation.

3. Pledge of Allegiance

4. Roll Call

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Present: Chair Herston; Commissioners Andrews, Coppola and Lee; Commissioner Seay via phone; Executive Director Quill; Attorney Garrard; Assistant Director Parish; Mrs. Cauley and Mrs. Sutcliffe. **Others present:** Jim Kaletta, Gary Bayne, Commissioner Deutsch, Councilmember Cavanaugh, Andy Stultz, Diana McGee, other people from the private sector and a member of the press.

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5. Additions and/or Deletions to the Agenda

6. Citizen's Input

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7. Consent Agenda

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

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8. Secretary/Treasurers Report

Mr. Quill reported that the Accounts Receivables are down from what they were eighteen months ago. He commented that the Authority had a good July. He commented that usually the income is down, but there was a gain and this summer was better than anticipated.

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9. Committee Reports

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a) Land Use – Chair Herston reported there is nothing on the government side and the private side continues to expand.

b) Economic Development – Commissioner Lee had nothing to report.

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c) Personnel – Commissioner Coppola had nothing to report.

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d) **Public Relations** – Commissioner Coppola commented on all of the press the Authority received regarding the expansion of air service. She commented on the death of Sgt. Mike Wilson and asked everyone to keep his family in their prayers. She reported that the Board attended the Florida Airports Council. She congratulated Mr. Quill who was named Aviation Professional of the Year at the conference. Mr. Quill commented that he has a good staff and a good Board, and the Authority has found a niche that works for them which is a challenge at most small airports. He commented that the airport does not want to be gigantic. He commented that there are jobs coming into the area. He commented that the Authority works well with the TSA and ARFF staff. He commented that the Authority is succeeding at a time when most small airports have lost service. Commissioner Coppola reported that at the FAC conference there was a session on space ports and that there are a lot of millionaires that want to fly in space. She commented that there was an interesting session on privatizing TSA. She commented that the Charlotte Assembly Steering Committee has been formed and unfortunately no one from the Airport Authority is on it. Chair Herston commented that they are in the process of selecting members. Commissioner Deustch asked for those who wish to be on the committee to give him the names of those are interested and he will submit them. Commissioner Coppola commented that the Board also attended the Special Districts Conference.

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e) **Governmental Liaison** – Commissioner Seay reported that she is continuing to monitor the contract control tower sequestration. She asked if Jerry Paul, former State Representative, could come and talk to the Board about government relations at the next meeting to see if he can help the Authority.

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f) **Metropolitan Planning Organization** – Chair Herston reported that he attended the MPOAC in Ft. Lauderdale and there was a presentation on the past Legislative Session. Commissioner Coppola asked about expansion on US 41. He commented that he has not heard anything.

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g) **Aviation Activities** – Commissioner Andrews reported that fuel sales dropped which is seasonal. He reported that enplanements are up for the month of June. He commented that it is good news and he can only imagine what next year is going to be like. He reported that Allegiant Air flies into nineteen cities which Commissioner Coppola had covered. He reported that the tower operations are consistent with the exception of air taxi being down. He reported no change in the T-hangar vacancies, which is no surprise for this time of year.

40 10. Attorney's Report

Attorney Garrard had nothing to report.

45 11. Executive Director's Report

a) **Development Update** - Mr. Parish reported that the temporary hold room has been rotated due to some changes. He reported that the rental car parking will be

completed next week. He stated that the Authority plans to have the rental car parking lot finished by the end of the month and then start the rental car facility. He commented that it will be a challenge to get the work done inside the terminal prior to October 22nd when the rental car area has to be moved. He commented that this will allow for the expansion of the TSA personnel check point and the bag screening areas. He reported that the Authority received approval from TSA on their drawings and the architect is putting the drawings together and will be permitted through the County. He commented that the Authority has less than 60 days to get it completed so any help the Authority can get to expedite with the County Permitting would be helpful. He reported that the Authority received approval from the FAA for 610 peak hour enplanements. He explained that the FAA design criteria is based on peak hours and last year the FAA has determined that the Airport's peak hour was 450 enplanements which would make it a three gate terminal. He explained that would make it difficult when you have aircraft taking off within a few hours of each other. He explained that the FAA approves the airports based on current year activity. He commented that the Authority will build next year what was needed this year. He commented that the Authority is trying to get Allegiant and another airline to announce that they will be adding more cities so the FAA may allow the Airport to expand and get funding. He commented that the way the future terminal plans are laid out there will be four gates and two baggage belts. He commented that as the Airport expands the airline's operations area into the FBO hangar it may be necessary to start looking at plans to the south. He commented that the Authority will need to work on plans for relocation of the restaurant. He commented that the Authority received a call from Allegiant to discuss future planning because they are concerned with the Airport's terminal size. He opined that it would mean that they are planning for more planes to come here. Commissioner Coppola commented that the Authority has got their work cut out for them and asked if the FAA knows all this. Mr. Parish commented that they know all of this and claim they understand, but it has to get approved by different levels. Commissioner Coppola commented that puts the Airport a year behind. Mr. Parish commented that it is their planning cycle; you design for the current year for next year's construction. He commented that most airports have empty gates and our Airport has the opposite and that is a concern. He commented that airports have these growth plans and that's how they get the funds. Now they have airports in other cities with empty sections of the terminal, and because of that the FAA reversed their process. Chair Herston commented that it sounds like a reactive policy instead of proactive. He opined that the Authority is doing everything they can and has a good indication of what the Authority is trying to attain. He asked if the Authority is going to try for five gates. Mr. Parish opined that will be the direction that the Authority goes. Chair Herston commented that the next hurdle will be getting the space for the five gates. Mr. Parish commented that the Authority has the space for five gates and parking for the aircraft. He commented that Allegiant will park four aircraft overnight and he stated that four or five parking spaces is all that is needed, but more can be added. Mr. Quill commented that the Authority will be taking a trip to Washington and the Authority will wait to see how things go. Commissioner Andrews commented that the Authority has their job cut out for them

and he is encouraged by what the Authority is doing and he looks forward to the future.

5 **b) Allegiant Announcement** - Mr. Quill commented that the Authority has been able to facilitate job creations in the private sector in Charlotte County and the Authority is creating an environment where this succeeds. He commented that the Authority will be adding a number of jobs this year between the ground handling company, Allegiant, TSA and the rental cars. He commented that Allegiant has informed the Authority that the Punta Gorda Airport is their most profitable location and they want to keep it that way. He commented that it is working well for everyone and that is where the Authority is headed.

10 **c) Budget Workshop Reminder** - Mr. Quill reminded the Board of the Budget Workshop being held on August 28th at 9:00 a.m. He commented that the two public hearings are scheduled for September 11th at 5:01 p.m. and September 25th at 5:01 p.m.

12. Old Business

20 13. New Business

25 **a) Punta Gorda Chamber Banquet September 14th and Charlotte County Chamber Banquet September 21st** - Mr. Quill commented that the Punta Gorda Chamber Banquet is scheduled for September 14th and the Charlotte County Chamber's Banquet is schedule for September 21st. He commented that when they get the Englewood schedule it will be added. **Commissioner Lee made a motion to approve that the Board members and the Executive Director attend the Punta Gorda Chamber Banquet and the Charlotte County Chamber Banquet. Commissioner Andrews seconded. Motion passed unanimously.**

30 14. Citizen's Input

35 **Jim Kaletta** - Commented that the CAP held a Wings program at the EAA facility and about 70 people attended. He commented that they will be holding these programs semi-annually. He commented that A-1 was awarded a five year contract for all maintenance. He commented that it generated at least two jobs for the Airport. He commented that APG has the avionics contract so most of the CAP planes in southern Florida will be coming into this Airport for avionics and maintenance.

40 **Commissioner Deutsch** - Commented that the County Commissioners are proud of the Airport for what they are doing. He congratulated Mr. Quill for the job he has done. He commented that Allegiant Air had left out New England when they added new cities. He commented that if anyone would like to be on the Assembly to contact him as soon as possible. He commented that the County is anticipating that Cheney Brothers to be opened by the first of the year and are hopeful that the airlines will be adding new destinations in the near future. He commented that depending on the formula and the

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number of jobs that will be created the County may be able to secure some funding assistance. He commented that the Authority has a good rapport with Tom Patton at the Economic Development.

5 **Councilman Cavanaugh** - Commented that the City of Punta Gorda is excited and proud of the job that the Authority has done with the Airport. He commented that they had addressed a letter of appreciation to the Legislature in Washington for their efforts toward the funding of the tower. He commented that each year the City of Punta Gorda enters a contest for the Best Smallest City that is put on by Rand McNally and Punta Gorda is in
10 first place with only a few weeks left to vote. He suggested going to their website, www.bestoftheroad, and to vote for Punta Gorda every day.

15. Commissioner's Comments

15 **Commissioner Coppola** - Commented that she appreciated that Commissioner Deutsch and Councilman Cavanaugh came to the Authority's grand opening announcement. She commented that all the Board members were in Orlando at the Airport Conference and they could not be here. She commented that they met with two sharp young men from Allegiant who know the business and she was very impressed. She commented that this
20 will be a very successful partnership. She thanked Mr. Quill and Mr. Parish for the good job they have done and she appreciates all the work that they have put into it. She suggested that whatever needs to be done to get information to these gentlemen to make them come to our Airport. She commented that the community would also thank you because that will bring people to see Punta Gorda to open their own business. She
25 commented that the Authority is hoping to get businesses and industries to move to Punta Gorda. She commented that she is very happy with today's meeting and it is a good success story for Charlotte County.

30 **Commissioner Andrews** - Thanked everyone for coming to the meeting and sharing the good news. He congratulated Mr. Quill for receiving the Aviation Professional Award of the Year and thanked Mr. Quill for all his work. He commented that he is looking forward to the winter season and he opined that the Authority will be seeing a lot of good things with the airline service. He commented that the addition of jobs is definitely on the horizon. He opined that the County and the real estate world will benefit greatly from
35 this. He commented that he is looking forward to a very positive year.

40 **Commissioner Lee** - Thanked everyone for coming. He commented that the Authority has come a long way since hurricane Charley. He opined it is because of the Authority's staff and the leadership. He suggested that the Authority should get a plaque made naming all the people who used to be on the Board and put it in the new terminal building. He commented that they were all part of where the Airport is today. He thanked everyone again and wished them all a great afternoon.

45 **Commissioner Seay** - Thanked the Board for allowing her to participate by phone while she is sitting at another airport. She congratulated Mr. Quill on his achievement and to Mr. Parish "good job". She stated that the reason the Airport got to this point is

because it happened under Mr. Quill's leadership, his vision, his drive and his status, and she opined that is a great statement for the Airport. She commented that it is great news to hear that Allegiant is doing well and to keep up the good work.

5 **Chair Herston** - Commented that it was nice to see Commissioner Deutsch and Councilmember Cavanaugh. He commented that the Authority's staff has done a good job and he stated that it is absolutely amazing that everywhere I go people make good comments about the Airport.

10 **Diana McGee** from Senator Bill Nelson's office commented that she represents this area and she is so proud of the Authority, the tower and all the accomplishments. She commented that with the new airline destinations coming in it will be a real treat to this area with a lot of new jobs. She commented that she has been hearing nothing but good things so she had to come here to see what was going on with the group that is doing all
15 this and they appreciate what is being done here. The Board thanked her for attending the meeting.

Commissioner Deutsch gave a closing prayer.

20 **16. Adjournment**

Meeting adjourned at 9:43 a.m.

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James W. Herston, Chair

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Kathleen Coppola, Secretary/Treasurer