

CHARLOTTE COUNTY AIRPORT AUTHORITY

MINUTES OF REGULAR MEETING – NOVEMBER 15, 2012 – 9:00 A.M.

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1. Call to Order

2. Invocation

Reverend Sammy Brooks gave the invocation.

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3. Pledge of Allegiance

4. Oath of Office

Judge Peter Bell administered the Oath of Office to Commissioner Paul Andrews, Commissioner James Herston and Commissioner Pam Seay.

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5. Roll Call

Present: Chair Coppola; Commissioners Andrews, Herston, Lee and Seay; Executive Director Quill; Attorney Garrard; Assistant Director Parish; Mrs. Cauley; Mr. Coulter; Mrs. Worth-Dugan; Mrs. Schindler and Mrs. Sutcliffe. **Others present:** Jim Kaletta, Rev. Brooks, Jim Deustch, Lionel Schuman, Debrah Forester, Ned Rose, Larry McClure, Judge Bell, Gary Harrell, Larry Lippel, Jeannie Benjamin, Carl Parsons, Matthew Herston, Commissioner Deustch and other people from the private sector.

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6. Additions and/or Deletions to the Agenda

No additions or deletions.

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7. Citizen's Input

Commissioner Deutsch - Welcomed the newly elected commissioners and said he looks forward to working cooperatively with them. He commented that they share a mutual interest and concerns for Charlotte County. He wished the commissioners the best of luck and success.

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8. Consent Agenda

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

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9. Secretary/Treasurer's Report

Commissioner Seay commented on the hard work that has been done by the Authority's Executive Director and Staff chasing down the receivables and she opined that they have done a good job and to keep it up. Commissioner Herston asked Mr. Quill if he had any highlights that he would want to share. Mr. Quill reported that the Income Statement for FY 2012 had an operating gain and to keep in mind that Direct Air had been flying

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through March. He commented that it will be a challenging year. He reported that the Authority had a loss in October. He reported that Allegiant Air has added Springfield with the hopes of adding another city in February. He commented that the Authority is on the road to improvement, but it will be a tight year.

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10. Committee Reports

- 10 a) **Land Use** - Commissioner Herston reported that there continues to be activity in other counties. He stated that he is meeting with a new transportation related project within the ECAP. He opined that it looks promising and he will keep the Board posted.
- 15 b) **Economic Development** - Commissioner Lee stated that Commissioner Herston had reported on it. Chair Coppola commented on an article on Arcadia Aerospace that was in the Business Florida magazine.
- 20 c) **Personnel** - Chair Coppola presented a Certificate of Appreciation Award and a Home Depot gift card to Ray Neilson for ten years of service and for being an outstanding employee.
- 25 d) **Public Relations/Special Events** - Chair Coppola reported that the Commissioners participated in the recent Veterans Day Parade with the newly refurbished helicopter. She thanked the Wrong Brothers, Mr. Schuman and Commissioner Lee, for refurbishing the helicopter. She reported that she and Commissioner Lee attended the Mid-County Republican Club and the Peace River Women's Forum where they welcomed the newly elected Commissioners and Commissioner Andrews gave a speech. She stated that there was a Welcome Back Bar-b-que at the Airport. She thanked Mrs. Laishley and Mrs. Schindler on organizing the bar-b-que and Mr. Parish for cooking. She stated that she received a letter on the MPO Transportation Disadvantaged Board which will be discussed later. She stated that the FAC Summit will be held in Tallahassee in February. She explained that this is when the Commissioners go as a group to meet with the Authority's Legislative Delegation. She opined that it is nice to be seen in front of the legislatures and to meet the new ones that will help the Authority.
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- 35 e) **Governmental Liaison** - Commissioner Seay stated that she met with Senator Lizbeth Benacquisto who was very receptive and helpful with the changes to the Enabling Legislation and there should be no problems with it. She stated that she had meetings with Representative Ken Roberson and Senator Nancy Detert and they both said the same thing. She commented that Senator Detert wants to talk to the Authority. She stated that there is one Authority meeting before the Legislative Delegation meets and the Authority has to have the final presentation presented to them before the meeting. She commented that they have seen the draft and are aware that it will be presented to the Board for review and adjustments. She welcomed Commissioner Andrews and congratulated the newly elected County Commissioners, Ken Dougherty and Bill Turex, and is looking forward to their participation in the
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5 Airport. She commented that Commissioner Deustch, liaison to the Authority, recognizes that the Airport is a driving force in economic development. She commented that the Authority is working with the County and Lorah Steiner, Visitor and Convention Bureau, on some promotions. She commented that there is one state representative for the County, Representative Roberson, who has been a strong supporter of the Authority and the Authority has three senators, Lizbeth Benacquisto, Nancy Detert and Bill Galvano. She commented that Senators Benacquisto and Detert have been to the Airport. She opined that they are people that the Authority should get to know because the Authority will need their support and help. She commented that the Authority has an orientation for new board members and she suggested scheduling that orientation after the next board meeting. She stated that she would like to meet with Mr. Quill and the Board members to review the material to make sure it is up to date. She opined that this would be reminder to the Board members as to what they are and what they do. She commented that Cheney Brothers and the Airport were featured in the Florida Business magazine.

f) **Metropolitan Planning Organization** - Commissioner Herston reported he and Mr. Herrington, Executive Director, attended the MPOAC meeting in Orlando and he has literature from the meeting if anyone is interested. He attended the Governing Board meeting and they had transmitted the Authority's revenue study to Governor Scott and that he has a copy of it for anyone to review. He reported that the Florida Transportation Commission is above the FDOT in terms of their operations and that they issue a yearly report. He stated that the Florida Transportation Commission reported that, within the next decade, roads will become a utility. He explained that you will have to pay for use of the road whether it is a local, state or federal road and it would be based on mileage. Commissioner Seay commented that they need to be reminded that the money they are using is not their own, but comes from the taxpayers of cities, counties and the states and that, because they are unable to balance a budget, they should not force the rest of us to pay again for what was paid the first time. She opined to tell them to lower their salaries in Washington. Commissioner Herston commented that Florida's infrastructure is of high class and quality and should be kept up. He stated that in the revenue study there were different ideas that had been looked into and that many are antiquated and not indexed to inflation which was passed in the 1930s and 1940s. Commissioner Seay opined that she is not interested in paying more taxes to do the things that are already paid for. She commented on the overhead signs that were put on the interstate. She commented that it is helpful when there is an accident but it does not tell you what to do and that it is not a good investment. Commissioner Herston stated that they have estimated that an average person spends about \$30 a month in road use taxes. Commissioner Seay commented that they are getting taxes on the purchase of gasoline and then they want a report from the people as to how many miles are driven. Chair Coppola commented that a lot of these things are instituted when times are good and then when times are not so good a decision has to be made of these things when there is not enough money for it.

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11. Attorney's Report

Attorney Garrard had nothing to report.

12. Executive Director's Report

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a) **Development Update** - Mr. Parish reported that the Cheney Road is under construction by the County. He reported that the Authority has worked out the contract details with their contractors and sub-contractors to finish the work on the Nordell Pond to finalize the Master Drainage Plan improvement. He commented that the Authority has been working on this project for over six years and that the project will be completed with the Cheney Road. He commented that when the Authority had finished the design on the Industrial Park Road, the initial estimate to build was over \$2.5 million, excluding the drainage, and there were not enough funding sources available to complete the project. He explained that within the next three to four months the Authority will have built all of the industrial park roads and all of the utilities. The Authority has only spent \$180,000 which was for the lift station. He commented that it was a long process which will open 300 acres of undeveloped land with utilities and access to a four lane road. He commented that it is a great accomplishment for the Authority to have been able to do it with investors' money who had invested in the properties near and/or around the Airport. He reported that preliminary work has started on the access road to the Airport and, that due to the delays of the FAA grant, construction will not start until after the Air Show when there will be a decrease in traffic. He commented that the Authority is working on a lot of little things with the new terminal design. He stated that he is going to Jacksonville, NC to visit their new terminal, which is the same size as the Punta Gorda Airport, and their enplanements are identical to our Airport. He commented that they have more traffic and most of it is regional jet or small planes. He stated that they got \$25 million in funding from the FAA and he is meeting with their planners, engineers and director on how they put it together. He commented that they went straight to Congress, which is a different route, and he wants to talk to them to see how they did it. He commented that his fear is being told by the FAA that the Airport does not need the funding. He opined that Jacksonville did not need it either. He commented that FAA will not allow the Authority to build for the future and it makes no sense. He commented that the Authority wants to build what the Airport requires. He commented that the FAA does not stop funding on major airports when airlines file for bankruptcy but they stopped funding the Authority's project when an airline here filed for bankruptcy. He opined that the Authority has to work through a few hurdles and he will go to Jacksonville and discuss it with them. He commented that the Authority had hand delivered a letter to Governor Scott in regards to FDOT grant issues. He explained that there was an oversight added to the FDOT by the Inspector General which works well on their roadway projects but it doesn't take into account the aviation grant projects and aviation grants projects are the only grant projects that the FDOT does. He commented that this has caused a hardship for the Authority and that some of the things that the Authority has always done has been denied. He opined that it is the opposite of what the Governor's goal is with governments trying to take out the red tape. Commissioner Herston asked if the

5 Jacksonville, NC terminal is a one-story or two-story building. Mr. Parish commented that most of the terminal is a one-story building because they ground load the smaller aircraft and they are building two two-story gates. He commented that the Authority can't get a one-story building funded and he wants to go see how they did it. Commissioner Herston asked what the capacity of gates would be on the new building. Mr. Parish stated the capacity would be four gates. Mr. Quill stated that Jacksonville, NC is located in the southeastern corner of the state close to the coast near a military base which is the majority of their traffic. Mr. Parish commented that it is one of the reasons they received a lot of funding is because their baggage area is 10 three to four times the size of what the Authority is proposing and their argument was that military people carry more bags. He opined that it may be true, but he stated that the Authority has to meet the specific design guidelines put out by the FAA in 1980, which do not include TSA, and other things. He stated that the Authority is being held to those guidelines and requirements and he commented that how do you say that military people carry more bags. He commented that the Airport has more wheel 15 chairs and golf clubs. Commissioner Seay asked if QuickFlight has an estimated number of wheel chairs and golf clubs that come through. Mr. Parish commented that the Authority has a count of wheel chairs which is requested in advance so the Authority knows how many wheelchairs the Airport has. He commented that the Airport has two to three times the average airport per plane. He commented that the Authority purchased 10 wheel chairs a couple of years ago because the airline had 15 and there were not enough for every flight. He commented that on a flight of a 150 people there could easily be 25 wheel chairs. Chair Coppola commented that, not only wheel chairs, there are baby strollers coming off the airplane. Commissioner 20 Seay commented that is something that wasn't done in 1980. Mr. Parish commented that the Airport does not currently need a 3rd or 4th gate, but the Authority sees the need in the near future and he opined that the Authority was not treated appropriately. He commented that the FAA tells you that every airport is different and his argument is if every airport is different then why is there one guideline for every airport. He 25 explained that the Authority had participated in the contract tower program. He explained that it is a program that is a private public partnership and the controllers in the tower are paid by RVA which are under contract to the FAA. He stated that the tower and all the equipment was certified with the FAA in February and that six months ago the FAA sent a Cease and Desist letter to all contract towers using the five brands of secondary weather equipment. He stated that the National Weather 30 Service and the FAA have come to an agreement on four of the brands of equipment and FAA has rescinded their Cease and Desist use letter to the towers that had those four brands. He stated that the Airport tower is one of the seven towers in the nation that have the Orion back-up weather system. He stated that the Authority had sent a letter to Congressmen Buchanan and Rooney and the two Senators requesting that the FAA pay for the new equipment. He commented that it could be up to \$125,000 worth of equipment that would have to be changed. He stated that this equipment was paid for under grant and it was accepted by the FAA. He stated that the Authority received a call from a FAA representative asking what the Authority's 35 intentions are and a time frame to replace that equipment. He commented that the Authority's answer will be as soon as the Authority gets a grant from the FAA to 40 45

5 replace the equipment since the original equipment was approved by the FAA. He
commented that this could be an on-going issue for the next few months. He
commented that hopefully the congressmen can do some inquiries and the FAA hates
inquiries. Commissioner Seay asked if it was a compatibility issue between the
10 computer systems. Mr. Parish stated that the Airport has an ASOS on the field which
is owned by the FAA and maintained by the National Weather Service. He explained
that this is a secondary system in case that goes down. He commented that it
aggravates him because the Airport was not told about this issue. He stated that the
Cease and Desist letters were issued to the tower operators who have been trying to
15 deal with it through their representatives. He commented that the first time he had
heard about it was when he attended the Contract Tower Association Conference in
Washington and there were 150 contract towers and 45 to 50 people from the airport
industry in attendance. He commented that it got a lot of attention and they decided
that four of them were okay and that our Airport and two other airports in Florida
20 have it because they are new towers. He stated that he will keep the Board updated as
time goes. Chair Coppola asked who is going to notify Mr. Parish if they have not
notified you in the first place. Mr. Parish stated that the Authority is actively working
on it. He stated that he is working with the Contract Tower Association through
AAAE and ACI and that all seven airports that are affected by this are working
together to solve it. He opined that the only solution to this will be congressionally
because the FAA is not going to make a decision without being forced.

25 **b) Miscellaneous Items** - Mr. Quill stated that the Authority had suggested to the
Economic Development Task Force of locating a compressed natural gas station at or
around the Airport since there is natural gas on the Airport and the City and the
County will be examining that. He commented that the Airport has a number of
potential users and with the completed Piper Road inter-change you would be able to
30 access it from either way. He opined that it is the coming thing and if you convert a
vehicle at a cost of \$1500, your cost for gas will drop by 30% to 40%. He opined that
in the next few decades there will be a shift to running vehicles on natural gas. He
commented that on the Small Community Air Service Development Grant there is
\$200,000 to promote airline service of which the Authority received \$140,000 from
USDOT, the Authority put in \$30,000 and the Tourist Development Bureau put in
35 \$30,000. He stated that \$50,000 of that will be used for Allegiant's existing cities.
He stated that the Authority will come up with a marketing plan in which the first
draft needs to be submitted to the DOT in early December. He commented that the
grant is for promoting airline service and the Authority will be coordinating with
Lorah Steiner on that. He reported that the passenger traffic was down from a year
40 ago due to the loss of Direct Air's flights. He commented that since the restoration of
service, the Airport will have their one millionth passenger sometime in the spring.
He commented that Commissioner Seay had discussed doing some kind of hoopla
when the Airport has its millionth passenger. Commissioner Seay commented that
Allegiant Air had done that with one of its other cities for the 50,000th passenger for
45 their service and that maybe Allegiant would want to be involved in it. This would
give the Airport a little bit of promotion. Mr. Quill commented that the Authority is
starting to see articles about other airports facing challenges and one small airport that

5 gambled with revenue by putting up \$3,000,000 to buy airline service from American Airlines. He stated that a small town in Texas is putting up \$1.5 million for American and in another article, US Airlines are reducing their capacity. He commented that it is a competitive environment. He commented on an airport in Georgia where their answers to the economic problem at the airport is raising T-hangar rent by \$125 and all it does is chase more people out of aviation. He commented that aviation is a very challenging industry. He stated that it is a competitive and expensive atmosphere. He commented that Ms. Steiner in conjunction with the Chambers Tourism Committees will be surveying incoming passengers as they come into the baggage area, asking the passengers for their home zip code and where are they going. He commented that the Authority over the next few years will get more sophisticated on the surveys, but the Authority wanted to get an idea of where the passengers are coming from and where they are going. He reported that the Authority has hired a manager for the FBO who has background and experience in both airlines and airports. He commented he has also been involved in the Reno Air Race and the Air Show people will like that. He will be starting in early January. He reported that Allegiant's second plane came in today so the Airport will be busier each morning. He commented that he attended a CCIM Commercial Realtors meeting and commercial real estate was doom and gloom. He commented that the Authority has utilities in place for an amazing amount of development for when the economy comes back in five or six years. He stated that Cheney will be bringing suppliers to the Airport and the future looks good. He commented that when he first got here and went through the numbers with a consultant in looking at the development costs and the cash flow associated with it for the commerce park, it was so far upside down that the Authority never dreamt that it would get done. He commented that it got done with other people's money and the Authority is ready to go when the economy picks up. Commissioner Herston asked if the Authority would be using the Airport property for the gas distribution center. Mr. Quill commented that the Authority would like it to be located along Piper Road. He opined that, wherever it is located, there is a need and there are potential users close by and in the Airport. Commissioner Herston asked if the Authority would be the operator. Mr. Quill commented the Authority could be the operator or lease the site. Chair Coppola commented that it would cost \$1500 to convert a car or truck and people are doing this. Mr. Quill opined that in the future you would order your car that way but before ordering a vehicle you would want to be comfortable knowing that there is a nationwide network of gas stations which currently there is not. He opined that it might start off with institutional users that come back to the same location every night and as it grows the average person may do it. Commissioner Herston commented that these distribution centers may not be connected to a pipeline and that they would set the pre-made gas stations down with a high volume of gas capacity, which is delivered via truck. Commissioner Lee stated that Mrs. Schindler has done a great job for the Airport and asked what will happen with her position. Mr. Quill stated that Mrs. Schindler will be staying in the same position. Chair Coppola thanked Mrs. Schindler for her excellent work.

45 13. Old Business

a) **Presentation on Enterprise Zone Strategic Plan** - Ms. Forester with the Economic Development Office thanked the Board for giving her the opportunity to update the Enterprise Zone for Charlotte County. She stated that the Enterprise Zone is for new and existing businesses and the benefits for them will be sales tax refund and credits for purchase of new equipment, hiring new employees and/or making a capital investment. She commented that they are drafting an Enterprise Zone Strategic Development Plan which has to go through a series of public hearings including a presentation to the Planning and Zoning Board and to the Charlotte County Board of County Commissioners. She shared with the Board their goals and objectives that are included in the draft document for the Board's input. She explained that the hand-outs goes over the five targeted areas including the ECAP, our CRAs, Charlotte Harbor, Murdock Village, Parkside and a portion of the Punta Gorda CRA. She stated that the community goals are to improve economic growth, increase private sector investment, to provide employment opportunities and to diversify the economic base. She stated that their objectives are to promote a strong economy, increase the skill capabilities of the local employment base, enhance community development and infrastructure, which includes the extension of Piper Road North serving the ECAP area. She stated that she provided a measurement baseline matrix that is required as part of the plan and they are still seeking some of the numbers. She stated that the Charlotte County Board of County Commissioners had appointed a development agency who has been involved in drafting the plan and coming up with the measurements. She stated that the goal is to have the draft plan presented to the Punta Gorda Planning and Zoning Board and to the Charlotte County Planning and Zoning Board confirming that the plan is consistent with the Comprehensive Plan. She presented to the Board a section of the plan and that the entire plan will be posted on the Economic Development website. She stated that the plan will be presented to the Charlotte County Board of County Commissioners and to the City of Punta Gorda for adoption, and then submitted along with an application to the Department of Economic Opportunity for review. They hope to get approval of the Enterprise Zone in the first quarter of 2013. She commented that the Airport can add this to the toolbox with the Brownfield Incentive. She asked the Board if the Airport Authority would like to be listed in the plan as one of the partners. She commented that, as a partner, the Authority will help promote and implement the Enterprise Zone Plan. Commissioner Seay commented that the plan is outstanding and would like to see an exemption for the Airport and the ECAP from any and all residential components of the plan. She commented that she sees community goals to provide employment opportunities for area residents and if that means all of Charlotte County that is one thing but she is concerned if it means the zone area residents. She explained that the Authority has been very protective of the Airport as a commercial industrial site and that the Authority has fought very hard and long with the ECAP to make sure that there were no residential uses that the Authority would be encouraging. She commented that one part of the measurement in the table is to increase the number of residential parcels, increase the number of single family permits and the number of Enterprise Zone residents as job applicants, and she sees that as an area of concern. She opined that an exemption should be created for the Airport and the ECAP from that portion of the plan on the residential side and still be able to participate in the

5 zone. Ms. Forester opined that a statement could be added, but she explained that the
ECAP has a zoning and a land use in place that prohibits any additional residential
developments. She explained that anything that is in the ECAP that has an existing
single family unit on it is not included in the Enterprise Zone boundary. She stated
10 that there are single family houses in the northern portion of the ECAP boundary
which are not included into the Enterprise Zone. She explained that to qualify the
ECAP as an area under the code it had to have certain poverty and unemployment
rates and to not include the residential areas. She stated that there is a conflict
between the Comp Plan and the existing uses in the ECAP and they do have
15 residential units and they know that additional units are not allowed into the ECAP.
She commented that the concerns have been addressed by putting a Comp Plan in
place that will not allow for any residential development and any of the existing
residential units are not included in the Enterprise Zone. She stated that by adding a
statement in the Enterprise Charlotte Airport Park section which states that residential
20 development is prohibited in the ECAP area based on the Comp Plan and zoning will
satisfy that one concern. She commented on a section which states improving the
area residents and that is for the residents within the whole boundary of the Enterprise
Zone, which is 16 square miles. She explained if a company locates in the ECAP and
they hire a resident that lives somewhere else in this entire zone, which includes
Charlotte Harbor, Parkside and Punta Gorda, they get extra credit incentives. She
25 explained that for a company locating here and if they hire someone that lives in
Charlotte Harbor CRA they will get extra credits for their capital improvements and a
sales tax refund. She commented that it is great for a business to hire someone that
lives here and it does not mean right here at the ECAP. She explained that there is
only one zone, which is the Enterprise Zone, and there are five targeted areas within
that zone. She stated that the measurement is for a county wide improvement which
is the only way they can measure it and they do not have the ability to go down to the
30 census track to see what the county annual wage would be increased to.
Commissioner Seay commented that she would be satisfied with the added section on
page eight that states residential development in the ECAP is prohibited.
Commissioner Andrews commented that he shares the same concerns as
Commissioner Seay. Commissioner Lee commented that he is concerned that there
35 could be encroachment which would control the Airport. Mr. Quill commented that
the ECAP zoning and land use would have to change and the Airport is safe as long
as that stays the same. He stated that there would not be any guarantees on the ECAP
beyond what the Airport has on any other zoning change. Ms. Forester commented
that changing the zoning or the Comprehensive Plan requires public hearings and the
Authority will be notified of any proposed changes. Commissioner Seay opined that
40 a special exception should be put in for something that is zoned as residential and
someone could put in a residential property, the County would be able to obtain the
benefits through the Enterprise Zone. She commented how many protections can the
Airport put in and how far can the Airport go and still be involved in something that
is going to be beneficial to the County and the Airport. She commented that the
Authority will be struggling with the balance and if the Authority could incorporate
45 the statement "it is prohibited", and for the Authority to be working with the County
Commission on a regular basis to show why residential property is not a good fit and

5 it is not compatible with an airport. She commented that the other option is to tell the
County that the Authority does not want to be involved because the Authority does
not want the possibility of sometime in the future that somebody might seek an
exemption to put residential property out there. She opined that the Authority has a
possibility or more benefit and growth through participation than the Authority does
by excluding themselves. She opined that she does not see another option. Ms.
Forester stated that to build a residential unit there would have to be a change to the
Comp Plan which would be a burdensome avenue. She stated that from an economic
development standpoint they are promoting this for economic development purposes.
10 She stated that for any remodeling on the residential component there would be an
opportunity to get a sales tax credit on building materials, which would require at
least an \$8,000 investment, and she stated that would be focused towards Parkside,
Charlotte Harbor, City of Punta Gorda and areas that have issues with neighborhoods.
Commissioner Seay commented that assuming that Murdock Village and Parkside
15 never gets off the ground and these were the residential areas that have been focused
on for the measurements, and Charlotte Harbor and Punta Gorda might do okay, and
now there is not enough residential properties in your measurements to show that this
is a viable zone, where would that put the Airport, and would there be a need to make
a change since part of this zone have failed. Ms. Forester commented that they do not
20 have to have residential properties but need to show that there is a poverty need and
there has to be a balance of areas. She stated that it would be fine by taking the
ECAP, Punta Gorda and the two areas and making adjustments to the boundaries, and
there would be no penalties for not showing improvements in certain areas but they
are required by the State to present an annual report and show their progress. She
25 commented that from an economic development standpoint their biggest progress
would be in capital investment and number of jobs created. She commented that
there may be an opportunity to expand the zone and they can go up to 20 square
miles. She commented that there is always a possibility of changes being made to the
development plan and it is to everyone's benefit and interest to keep the ECAP as it is
30 under the Comprehensive Plan. Commissioner Seay commented that assuming in
five years some changes need to be made, could the Authority opt out if the Authority
did not want to participate in the changes. Ms. Forester commented that the Airport
could look at excluding the Airport Authority's property from the proposal.
Commissioner Seay commented that she sees it a positive opportunity for the Airport
35 and the County and to provide that balance the Authority's participation would be a
good thing. Commissioner Lee commented that the Authority is trying to increase
traffic at the Airport and he hopes that it would happen, and if it doesn't happen there
will not be an airport. He stated if the Authority is going to increase traffic it will
affect the people around the Airport and the Authority will have more complaints, i.e.
40 Naples, and does the Airport wants to put themselves in that kind of a position.
Chair Coppola commented that it is a good point because Naples did not get the one
airline because of the people moving into the area. Commissioner Andrews asked
what would be the worst case scenario if the Authority did, versus if the Authority
didn't. Commissioner Seay commented that if the Authority did not go forward the
45 Authority would be in the same boat as they are now. She commented that the
benefit the Authority has is that the Authority is part of the recruitment of business

and she sees that recruiting businesses through the Economic Development and the County the Authority is able to tap into their resources. She commented that she has seen a lot of good work done in bringing businesses to the Airport and using the Airport as a showcase, and with the zone there would be a balance, bringing
5 businesses to the Airport while they are living in lovely place. She opined that the residential aspects it are not good for the Airport or the County and she commented on what happened at Naples. She commented that the Airport has a protection in place which the Authority has struggled and worked very hard to get and as long they are incorporating that in the zone, emphasizing that point, the Airport is absolutely no
10 worse off than the Airport was before. She stated that the Authority may have a better protection being partners with the Economic Development and the County. The Authority would have a direct voice in the recruitment, economic development and will be participating in the process. She opined that she would like the Authority to work with the County and that she does not know what partner means but would like to find out how the Airport could do that. She commented that by adding that protection that says residential development is prohibited in the ECAP, gives the Authority greater protection than the Authority currently has and a greater notification to potential businesses. Commissioner Andrews stated that the only concern is the vulnerability of residential encroachment and to eliminate that to the
20 absolute best that the Authority can do. Commissioner Herston asked Ms. Forester if the zoning and Comprehensive Plan absolutely does not allow residential development in the ECAP. Ms. Forester stated no new residential development. Commissioner Herston commented that he has been approached by developers that were interested in developing residential lots and they had provided quotes, worked with the County on the zoning and worked with the City on utilities and nobody with the County has said to them do not consider residential use in the ECAP. Ms. Forester stated that they have existing residential in the ECAP and legally they can continue with that residential, but nothing is zoned residential anymore in the ECAP and the ECAP is its own zoning classification. Mr. Quill commented that might have
30 been one of the areas carved out on the north end. Chair Coppola asked Ms. Forester if she is asking the Board to give their okay for the Authority's part. Ms. Forester commented that she wanted to give the Board the opportunity to be able to give some input, to see what they are doing and to review the entire plan. She commented that the Airport Authority is not a partner and that in the plan, the partners will help implement the plan and recruit businesses by showing them the benefits. She stated if it gets approved by the State in 2013 there will be workshops to learn more about the benefits. Commissioner Seay commented that she would like the Board to consider being a partner with the Enterprise Zone and for Mr. Quill and Ms. Forester to report to the Board at the next meeting as to exactly what this means. Ms. Forester
40 commented that they are on a tight time table and the plan will have to be completed this week so the public hearing process can be started. She stated that it is a simple statement in the plan about what the partners are expected to do. Commissioner Seay asked what the cost would be to the Authority. Ms. Forester stated that it would not cost the Authority anything. Commissioner Seay asked if there is a time commitment, are there meetings, do they appoint someone to participate, is it through
45 the Authority's staff and what does it mean to be a partner, other than to have the

Authority's name on a piece of paper. Ms. Forester commented that it would be the Authority's staff understanding the benefits so when they meet with potential clients they can share it with them. Commissioner Seay asked what would be beneficial for the businesses or the Airport to say that the Authority is a partner. Ms. Forester
5 opined that when the Airport Authority is seeking a grant they can say that they are in an Enterprise Zone and are a partner in the implementation of a strategic development plan for the Enterprise Zone. Commissioner Seay commented that when she submits grants for other things they ask what are your involvements and relationships to the grant and that the more she can say being actively involved in this, a partner in and a
10 member of that, strengthens the application even though it might not be directly related. She opined for that reason alone the Authority should consider it. She opined that she does not see a downside to being a partner and there are benefits to continue the relationship with the County for the work they do for economic development and the more the Authority participates in that process the better off the Authority will be. Commissioner Herston asked when the plan goes to the Charlotte
15 County Board of Commissioners is that for approval of the final draft. Ms. Forester commented that they will be approving the final draft. Commissioner Herston asked Ms. Forrester to forward the document to Commissioner Seay for review. Ms. Forester stated that the Board has 24 hours for any comments. Commissioner Lee
20 commented that he does not agree with simple statements. Chair Coppola asked if the Board is approving only the ECAP portion and she has problems with the other CRAs. Ms. Forester commented that the Board does not need to make a motion today but she wanted to give the Board the opportunity to review the plan and to seek public comments and input. She commented that the statement about the residential
25 issue will be included in the plan. She commented that the entire plan will be posted online and she has copies of the plan to distribute. She commented that she is going to list it as an opportunity that she has come here for public input. Commissioner Seay commented that she would like the Board to proceed as a partner and she opined that it would not look good for the Board to say that we do not want to be a partner.
30 She opined that it is important for the Board to review the plan and she would be happy to review the plan. Ms. Forester commented that they will go forward with the draft to the City of Punta Gorda Planning and Zoning to review the plan for consistency with the Comprehensive Plan. She commented that as changes come in they can go to a public meeting and add it into the record for the Board's approval.
35 She commented that if the Board has any comments to get them to her by November 21st to be included in the next draft. Chair Coppola asked if she has presented this plan to any of the other CRAs. Ms. Forester commented that it was discussed at Charlotte Harbor and at Parkside and that Murdock Village has not had the opportunity to review the plan but they have supported the Enterprise Zone
40 establishment to date. Commissioner Seay asked if she wanted the Board to channel this through anyone or to send it directly to her. Ms. Forester commented to send it to her directly which will expedite the changes. Commissioner Seay suggested that this should go through the Airport Authority's Executive Director or the Assistant Executive Director so if there are conflicts, the Authority's staff will be aware of
45 them. Ms. Forester will send copies of the plan to Mr. Quill and Mr. Parish for distribution and she has to have the comments back by November 21, 2012 and will

5 wait to include the Airport Authority as a partner until she has a comment back from
the Authority suggesting that. Commissioner Seay asked if it would be reasonable for
the Authority to say that the Authority is a partner assuming that all the Board
members agree on that document. Ms. Forester stated that would not work. She
commented that the only change that will be incorporated today is the residential.
Commissioner Herston opined that the consensus of everybody is that the Authority
will be a partner, but he stated that the Board would like to look at the document.
Chair Coppola stated that the newly elected Commissioner Andrews would need to
familiarize himself with the plan. Commissioner Andrews commented that he like
10 the idea of new businesses to the Airport along with the benefits and not to sacrifice
protection of the Airport. Chair Coppola opined that is the main thing and to be
absolutely sure and the Airport had trouble in the past with different mobile home
parks and other things.

15 **14. New Business**

a) **Election of Officers** - Chair Coppola passed the gavel to Attorney Garrard to hold the
Election of Officers. Attorney Garrard explained that he will be holding elections for
position of Chair, Vice-Chair, Secretary/Treasurer and Assistant Secretary/Treasurer.
20 He asked for nominations for the office of Chair. Commissioner Lee nominated
Commissioner Herston. Commissioner Seay made the motion to close the
nominations. Commissioner Herston seconded. Motion passed unanimously.
Attorney Garrard stated that Commissioner Herston is the new chair. He asked for
nominations for Vice-Chair. Commissioner Coppola nominated Commissioner Lee.
25 Commissioner Seay made the motion to close the nominations. Commissioner
Herston seconded. Motion passed unanimously. Attorney Garrard stated that
Commissioner Lee is the Vice-Chair. He asked for nominations for the
Secretary/Treasurer. Commissioner Seay nominated Commissioner Coppola.
Commissioner Seay made the motion to close the nominations. Commissioner
30 Herston seconded. Motion passed unanimously. Attorney Garrard asked for
nominations for Assistant/Secretary Treasurer. Commissioner Coppola nominated
Commissioner Andrews. Commissioner Seay made the motion to close the
nominations. Commissioner Herston seconded. Motion passed unanimously. The
gavel was passed to Chair Herston. Chair Herston thanked everybody for the vote of
35 confidence and he asked as a newly elected Chairman and for the new Board
Members an additional blessing request. Reverend Sammie Brooks gave the
blessing.

b) **Executive Director's Evaluation** - Commissioner Coppola stated that the results for
40 Mr. Quill, Executive Director, from all five Board members averaged 4.28, which is
above average. Chair Herston explained that the point system ran from 1 to 5 with 1
being poor and 5 being excellent and 4 being above average. Commissioner Seay
commented that the next step is to meet with Mr. Quill to discuss whether there will
be a raise or other benefits that need to be addressed and she suggested that Chair
45 Herston would be an appropriate person to handle that discussion. Chair Herston
commented that he will assume that responsibility. Commissioner Coppola

commented that the audit will be done by next month and the Authority will know what the situation is. Mrs. Cauley stated that the final numbers will be done in January.

- 5 c) **FAC State Summit Tallahassee February 11-13, 2013** - Mr. Quill reported that
Legislative Session will be held in Tallahassee with the Florida Airports Council in
February. He commented that the State for the last couple of years did not have
10 money for grants. This year it would be adjustments to the Enabling Legislation for
the Authority and suggested, because of that, he would like to send one
Commissioner and one staff person. He is requesting approval for travel from the
Board. Commissioner Seay commented that she would like to attend so she can
continue the discussions with the legislators relating to the Enabling Legislation and
15 to make sure that the process is going forward. She commented that she wanted to
make certain that they get to see every one of the Authority's legislators and the
decision makers and that she has been successful before. Chair Herston commented
that he would also like to attend. He commented that he did not know if it was
budgeted in the budget. He opined that it would be helpful if all the Board members
attended to sit with the legislators. Commissioners Lee, Seay, Andrews, Coppola and
20 Chair Herston will attend the meeting. **Commissioner Lee made a motion to
approve the entire trip for all Board members. Commissioner Coppola
seconded. Motion passed unanimously.**
- 25 d) **City of Punta Gorda's 125th Anniversary** - Mr. Quill reported that on November
29th there will be a luncheon at the Charlotte Harbor Events Center for the 125th
anniversary of the city and there will be dinner that evening. He needs to know who
will attend the luncheon or dinner. Commissioner Lee suggested that all the members
should attend the dinner. **Commissioner Lee made a motion for four Board
members to attend the City of Punta Gorda's 125th anniversary dinner at the
30 Charlotte Harbor Events Center. Commissioner Seay seconded. Motion passed
unanimously.**
- 35 e) **Budget Amendments** - Mr. Quill presented to the Board the final budget
amendments for approval. He explained that the Authority is required within 60 days
at the end of the fiscal year to do final budget amendments and that this settles the
final accounts. He requested that a motion be made to approve the budget
amendments. **Commissioner Seay made a motion to approve the final budget
amendments. Commissioner Lee seconded. Motion passed unanimously.**

15. Citizen's Input

- 40 **Lionel Schuman** - Commented that he was pleased to see the Board being proactive
rather than reactive and keeping the responsibility of protecting the Airport despite
carrots being dangling in front you. He commented that he is very happy to see the
Board especially at today's meeting and it is good to see Commissioner Seay back on
45 board. He commented that it is great to see Commissioner Andrews on the Board

because of his extensive business and aviation background. He thanked the Board for the Appreciation Day gathering. He stated that it is good to be back.

5 **Carl Parsons** - Congratulated Commissioners Seay and Chair Herston on their re-election and Commissioner Andrews election. He commented that he has observed and seen the progress of the Airport Authority Board over the last four years and he can see where it is going and it is a very positive move for City of Punta Gorda and Charlotte County. He congratulated the Airport Authority Board.

10 **Sammie Brooks** - Commented that it has been twenty years since it has been his privilege to have been installed as a Commissioner. He commented that when he took his seat he heard from David Dignam that The Authority was no longer going to get ad valorem tax money and good luck. He commented that what they had to do then and what all of us have to do, individually, is to find out where the money is, what are the
15 expenses and either cut the expenses or add to the revenue stream to make it work. He commented that the group back then struggled to make that happen and that since then, this board and other boards have done amazing things that make us proud as citizens of Charlotte County. He is encouraged by the composition that the Board has now. He thanked the Board for what they have done and he looks forward to great things in years
20 to come. He opined that one of the great things they will do this year is survive.

16. Commissioner's Comments

25 **Commissioner Lee** - Congratulated Chair Herston. He stated that the Authority needs to do something about merchandising this Airport. He stated that they have ignored the fact that the Airport does not have anybody to merchandise the Airport. He commented that he may be all alone but the Authority needs to find some person who has the ability to go and market the Airport. He commented that every company that he has dealt with has had a marketing division with the exception of this Airport. He is urging the board and
30 staff to get together and find a marketing person to market this Airport great.

35 **Commissioner Seay** - Commented that is it good to be here. She congratulated Chair Herston. She commented that they are at the start of another four years and two more for her colleagues and it is time for the Authority to continue their success. She commented that the Authority has done great things and none of it would have been accomplished if it were not for the Authority's fantastic staff that carried the weight of the policies of what the Board puts in place. She commented if it wasn't for the Authority's staff, the Airport would not be where they are now and she expressed her ultimate gratitude to the staff for making and getting the Airport to this point and that the Board can only do so
40 much in establishing policies. She stated that she is excited about the airline service, the second based aircraft located here and looking at new destinations. She commented that commercial aviation is one part of a three part airport and the Authority is focusing on general aviation. She commented that Ms. Schindler has done a super job of jumping in when the Airport needed her and thanked her for her service. She congratulated Mr. Parish on the completion of the Commerce Park project and how the Authority was able
45 to get it done from a \$2.5 to \$3 million task to a couple hundred thousand dollars. She

commented that the Authority's staff is amazing to do that kind of work and that when things are good it is easy, but when things are tough it shows the kind of folks you really are. She commented that the Authority has strong leadership which showed in the evaluations and that it shows with the good shepherding of resources that the Executive Director and his staff have done with creative approaches to economic development growth. She thanked the Authority's staff and she stated that she is glad to be here and she is looking forward to positive things over the next few years.

Commissioner Coppola - Commented that it was a very challenging year, they got diverted with the new voting registration where you were elected, then you were unelected and then you were not a Republican, being a nobody particularly as far as what party you belonged to. She commented that three of the board members went through a really bad time changing bank accounts, signs and whatever else was involved. She stated that they prevailed and we are in the black, not by a lot, but that is okay. She commented that she is looking forward to a better economy and that they would need a few prayers. She commented that she is looking forward to Chair Herston's guidance through the next year. She congratulated Chair Herston on his re-election and Commissioner Andrews on his election. She congratulated Commissioner Seay on her re-election. She commented that she is looking forward to the legislation for the Authority to change the election rules and she thanked Attorney Garrard and Commissioner Seay for their hard work on the election rules. She congratulated the new officers, including her. She thanked everyone for attending the meeting.

Commissioner Andrews - Thanked everyone for attending the meeting and their kind comments and confidence in him. He commented that the Airport comes first and that with the airport, the County has an excellent economic generator and that he would like to see it continue to grow positively. He commented that he knows that the Authority has a great team with the commissioners and staff. He commented that it is a wonderful group and he looks forward to keeping the Airport moving in a positive direction and keeping us in the best shape we can be.

Chair Herston - Thanked everybody for their vote of confidence on the Chairmanship and he welcomed the people who have visited. He commented that Commissioner Seay was correct in stating that when times are tough that is when the character of an organization shows up, and that the Authority had election and economic problems. He thanked Mr. Quill and Mr. Parish and all the Authority's staff for coming through with flying colors. He stated that the best is ahead of us and we are poised and ready to go.

17. Adjournment - Meeting adjourned at 10:51 a.m.

James W. Herston, Chair

Kathleen Coppola, Secretary/Treasurer