

CHARLOTTE COUNTY AIRPORT AUTHORITY

MINUTES OF REGULAR MEETING – DECEMBER 19, 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 Lee; Commissioners Andrews, Coppola, Herston and Seay; Executive Director Quill; Attorney Garrard; Mr. Pizzi; Mrs. Smith and Mrs. Sutcliffe. **Others present:** James Haase, Commissioner Deutsch; Bob Hancik, Bob Thompson, Councilman Cavanaugh, Jim Kaletta, Paul Piro, Lionel Schuman, Bob Herrington, Jerry O'Halloran, Carl Parsons, other people from the private sector and a member of the press.

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5. Additions and/or Deletions to the Agenda

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Mr. Quill commented that Commissioner Deutsch would like to speak after Additions and/or Deletions to the Agenda and before Citizen's Input and he added 13 d) Lease with Pierre Aviation, LLC.

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Commissioner Deutsch commented that he met with the Governor of Rhode Island and they discussed the utilization of a large airstrip in North Kingstown, Rhode Island. He explained about 25% of Charlotte County's population comes from the Boston, Rhode Island, Connecticut area and about 1.5 million live within an hours drive. He explained that the airstrip is at a Navy military base and has been kept in good condition and is used very little. He commented that the Governor said he would be working with the Airport Commission in Rhode Island. He explained that there are challenges. Commissioner Seay asked what types of facilities are there. Commissioner Deutsch commented that there is a terminal and it was a huge base. He explained that they did have commercial flights at one time. He commented that he will be trying to meet with the Governor again in March and will keep Mr. Quill informed.

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40 **6. Citizen's Input**

7. Consent Agenda

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

8. Secretary/Treasurer’s Report

Commissioner Coppola presented the Board with the Accounts Receivable, Profit and Loss Statement and the Balance Sheet. Mr. Quill commented that there is substantial improvement in the Accounts Receivable. He reported that the Income Statement is slightly below budget. He commented that Thanksgiving was late in November and the revenues associated with the Thanksgiving holiday will lag into the first week of December. He commented that the parking numbers were great for that week-end and the Authority won’t see the rental car revenues until January.

9. Committee Reports

a) **Land Use** - Commissioner Herston reported that on the private side work continues in Lee, Sarasota and Manatee Counties. He reported that Charlotte County is lagging, and that is the opinion of the people working in the private construction sector. He reported that a medical project came up in Murdock a couple of days ago. He explained that a building is being converted into a medical facility. He commented that it is positive in terms of job creation. He reported that Toys-R-Us is closing in Murdock and that it sounds bleak because of job loss. He reported that there are applications in the County that Darden restaurants had purchased the building and will be creating two to three outparcels. He commented that it looks like jobs are lost, but it will be creating 150 jobs. He reported that the RaceTrac gas station in Charlotte Harbor is closing. He reported that there was a meeting on the extension of Piper Road North and they are working on different angles to get that final phase completed.

b) **Economic Development** - Chair Lee commented that Mr. Quill will be discussing economic development later in the meeting.

c) **Personnel** - Commissioner Coppola presented a gavel to Commissioner Herston for his outstanding leadership as the Board’s Chairman last year. She commented on the passing of Mr. Wayne Coulter. She commented that it was very sad, and he was a wonderful, kind, intelligent and knowledgeable gentleman and he will be missed greatly. She commented that she attended the memorial service and the service at the Sarasota Memorial Gardens where he was laid to rest.

d) **Public Relations/Special Events** - Commissioner Coppola reported that the Board participated in the Christmas Parade and that people came up to the float and commented that they did not know that Allegiant flew to all the different cities. She opined that the big banners and posters bring a lot of attention. She explained that her granddaughter, Amy, was the pilot again this year. She thanked Mr. Pizzi, who was dressed to the nines, for being the driver. She reported that she went to the Warbird’s Christmas party, Linda and Phil Wilson’s Christmas Barbecue breakfast, Port Charlotte Republican Club’s Installation of Officers luncheon and the Peace River Republican Women’s Forum. She commented that at these different events they are introduced as Airport Authority Commissioners. She commented that she had missed

the Authority’s Christmas party because she had a prior commitment. She wished everybody a Merry Christmas and a prosperous New Year and thanked everyone for attending the meeting.

5 e) **Governmental Liaison** - Commissioner Seay commented that she has been
 monitoring legislation and reported that there is nothing on the horizon that would
 have any significant impact on the Airport. She commented that she is going to keep
 an eye on taxation and a couple of things that might have an impact on the
 Authority’s tenants. She commented that she gave a brief presentation at the Team
 10 Punta Gorda meeting where she gave them an update on the Brazilian connections
 that the Authority maintains. She commented that there is a lot of interest but lacking
 the connection of putting it into action. She commented that they are discussing how
 to make it happen and she is impressed with the group in trying to find a way that the
 Authority might be able to capitalize on it. She commented that by keeping the
 15 dialogue open with the people who have expressed an interest, and to maintain that
 interest, the Authority is headed in the right direction to make it happen.

f) **Metropolitan Planning Organization** - Commissioner Herston reported that there
 was a joint meeting with Lee County and they had agreed that Burnt Store Road will
 be jointly maintained and it should be on everybody’s hot button. He commented that
 20 Charlotte County is doing better than Lee County. He commented that Charlotte
 County had split the road into three phases and they are currently working on the final
 phase getting it funded and designed. He commented that Lee County is out to 2026
 on their end of Burnt Store Road. He reported that there is movement by Collier and
 25 Lee County to purchase the railroad right-of-way. He commented that the MPO had
 indicated interest in joining. He stated that the MPOAC next meeting will be in
 Orlando on Jan 23, 2014. He commented that the main issued is the gas tax revenue
 and the alternatives to the gas tax.

g) **Aviation Activities Report** - Commissioner Andrews commented that the season is
 upon the Authority and the numbers reflect that. He reported that Avgas, jet fuel and
 airline fuel are up for the month of November along with the enplanements and
 deplanements. He reported that operations by the tower are up for the month of
 November but general aviation is down and is not certain why. He commented that
 35 everybody is coming back which is reflected in the hangar vacancies.

10. Attorney’s Report

Attorney Garrard had nothing to report.

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11. Executive Director’s Report

a) **Development Update** - Mr. Quill reported that Mr. Parish and Mr. Mallard are meeting
 with the FAA to review grants for the coming year. He reported that the paving in the
 45 long term parking lot was finished the week before Thanksgiving. He reported that the
 parking lot had four empty spaces and he opined that if the lot was striped there would

5 have been more empty spaces. He opined that the landscaping looks nice in the new
parking lot. He reported that canopies will be installed over the parking lot entrances and
exits and this will help with the parking cards not working during wet weather and the
displays will be readable on bright days. He reported that the modular hold room is in
10 place and it is a giant trailer that will hold 280 people. He commented that with the
additional flights both the main building and the modular building will be used for the
hold room and it is connected by a walk-way with an overhead cover. He reported that a
trailer was moved for use by the TSA for the next two years until all the construction is
completed. He reported because of the FAA regulation Part 139, the Authority had to
15 lease a third ARFF vehicle for approximately nine months. He commented that the
Authority has a bid for a new fire truck and the Authority hopes that it gets delivered in
about nine to ten months. He reported that the Authority met with Captain Thompson to
discuss air service possibilities in the future. He reported that the Authority had met with
the FAA and City Council on noise control. He commented that a noise report will be
20 given at the January meeting. He reported that the Authority received tracks of the flight
patterns and the Authority is in good compliance with the existing noise program. He
reported that the Economic Development Office will be changing their name to the
Charlotte Business Partnership which defines their role more appropriately. He reported
that they have developed a website, www.locatetoparadise.com, to promote real estate
and hotels in the area. He opined that is a nice meshing of interest and the Authority is
very pleased. He commented that there have been meetings with a group to promote the
construction of the north section of Piper Road with the involvement of the MPO. He
thanked the MPO. He recognized Wayne Coulter who had started working for the Airport
in 1996 and handled a variety of areas over the years. He commented that when the
25 Authority was able to receive airline service Mr. Coulter took on the handling and
coordination of the security aspects with TSA. He explained that Mr. Coulter did a very
good job.

30 12. Old Business

35 a) **Executive Director's Evaluation** - Chair Lee commented that the Board had a tough
time evaluating Mr. Quill because it is a difficult position. He reviewed what has
happened in Accounts Receivable, revenues, passenger counts, cities served and the
economic development to the community. He compared the salaries of different
airport directors in the area and he proposed increasing Mr. Quill's salary to
\$185,000. He commented that it is a modest increase in comparison to where the
Airport is and what Mr. Quill has done. **Commissioner Seay made a motion to
increase Mr. Quill's salary to \$185,000. Commissioner Coppola seconded.**
40 Commissioner Seay opined that it is a steal that the Authority has someone of Mr.
Quill's caliber with his proven skills and ability. Chair Lee commented that Mr. Quill
agreed on the increase and next year it will be even larger. Commissioner Seay
commented that when comparing what other airport directors are making, knowing
the success that Mr. Quill has had and the tremendous job he has done the Board
needs to reward Mr. Quill for that and to encourage Mr. Quill to continue doing that.
45 Commissioner Herston commented that he has seen Mr. Quill in action and from a
professional engineering level he represents himself and the Authority well. He

commented that Mr. Quill is highly technical and that Mr. Quill was the MVP in the State of Florida for Airport Executive Directors, and he had a good chairman last year. **Motion passed unanimously.**

5 **13. New Business**

- 10 a) **Committee Assignments** - Chair Lee commented that if anyone on the Board wants to change assignments to let him know. He commented that things are going well and he suggested keeping everybody where they are. Commissioner Herston agreed and he commented that all aspects are being covered.
- 15 b) **Authorization for the Executive Director or the Assistant Director to Sign One Year Leases for Office Space in Building 229** - Mr. Quill commented that the Authority has the ability to sign T-Hangar leases in-house. He explained that the Authority has small offices in the Fixed Base Operation that periodically come open and the Authority may shift people around. He is requesting authorization for staff level to execute those leases for no longer than one a year period. **Commissioner Seay made a motion to authorize the Airport's Executive Director or his designee to sign one year leases for office spaces in building #229. Commissioner Andrews seconded. Motion passed unanimously.**
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- 25 c) **FAC State Summit in Tallahassee February 3-5** - Mr. Quill requested authorization for travel for Commissioner Seay and Mr. Parish to go to Tallahassee. **Commissioner Herston made a motion to approve travel for Commissioner Seay and Mr. Parish. Commissioner Seay seconded. Motion passed unanimously.**
- 30 d) **Lease with Pierre Aviation LLC** - Mr. Quill requested authorization to lease a small office in the Fixed Base Operation for Pierre Aviation LLC. **Commissioner Herston made a motion to approve the lease for Pierre Aviation LLC. Commissioner Seay seconded. Motion passed unanimously.**

14. Citizen's Input

35 **Carl Parsons** - Commented that he was saddened to hear of the passing of Wayne Coulter. He commented that they had a close working relationship over the last six years. He commented that Mr. Coulter was a great representative of the Airport. He congratulated Mr. Quill and wished everybody a very Merry Christmas. He commented that Commissioner Seay had hit some chords with Team Punta Gorda's Community Development Committee and he opined that there are items that will be followed up to

40 see where it goes. He commented that there are opportunities in Punta Gorda and he hears about the growth in Sarasota and Lee County and it is a hard sell to get in capital improvements in Charlotte County. He commented that we all have to work harder.

45 **Councilman Cavanaugh** - Wished everyone a Merry Christmas and a very prosperous New Year from the City Council. He congratulated the Board on the continued economic success and he looks forward to another great year. He thanked Mr. Quill for attending

the City Council's meeting and explaining the progress being made on noise. He commented that it is helpful when the boss explains the situations. He informed the Board that a group had worked with the City and created a brochure marketing the City, County and the Airport and he has copies available. He opined that they had done a very professional job. He commented that the City will be working towards enhancing the website to enhance economic development. He commented that he is looking forward to having the Authority a part of that.

Lionel Schuman - Congratulated Mr. Quill on the wonderful job that he is doing. He commented that it is interesting that the Authority has an underpaid Executive Director and an underpaid Board of Commissioners.

Bob Thompson - Commented on an article that was in the paper on noise complaints. He opined that it was an outrageous remark against Mr. Quill and Chairman Lee. He commented that the gentlemen mentioned that the Authority does not have a published noise abatement procedure per Jeppesen manuals. He opined that it may be an issue that the Authority would want to look into in the future. He commented that the majority of the noise is departure noise. He suggested that the Authority should come up with a procedure similar to Reagan National Airport and they have a very strict noise abatement procedure. He opined that something like that might help stop the complaints that are being thrown at the Authority.

Jerry O'Halloran - Wished everybody a very Merry Christmas and a happy and prosperous New Year. He commented on County Commissioner Deutsch leaving too soon. He congratulated the City for referring to the Christmas holiday as opposed to the county having a holiday tree. He congratulated Mr. Quill. He commented that everything has gone up during Mr. Quill's tenure, including the noise abatement complaints. He commented on articles in the paper about the planes flying 300 feet above the houses and soot on the patio. He commented that it is nice to see the font in large size so it can be seen from the back room. He commented that when airplanes are coming down from the north they are directed by Tampa, handed off to Miami and the next contact they get is the tower and that is the first time they know what runway they are going to land on. He commented that by the time they get to that point they are at a certain altitude preparing to land and when they get the word that they have land on another runway they are already low. He commented that looking at it from an airlines point of view they don't like pilots burning gas for the sake of burning gas because it is an expensive proposition and the airline's profit margins are narrow. He suggested that the Authority sit back and listen to the complaints which are small compared to the economic results. He commented that an alternative would be to come in from the east and make a right hand turn. He commented that an Airport is here and jets make noise even though the new jets are quieter than they were in the past.

15. Commissioner's Comments

Commissioner Coppola - Congratulated Arcadia Aerospace Industries for being honored as one of Florida's fifty companies to watch which was hosted by Growth

5 Florida in Orlando. She commented that Arcadia Aerospace came to the Authority with a terrific idea and the Authority hung with them, encouraged them and it paid off. She commented that the Authority's good instinct with Arcadia is something that we all should be proud of because they are doing well. She wished everybody a Merry Christmas and thanked everyone for be coming. She wished everybody a Happy New Year and she looks forward to a great 2014.

10 **Commissioner Andrews** - Thanked everybody for attending the meeting and wished everybody a very Merry Christmas. He commented that he is looking forward to a very prosperous year and the Airport has come a long way. He opined that the Airport is a great economic generator for the County.

15 **Commissioner Seay** - Commented that noise is a good problem but nobody wants to have their windows rattle. She commented on studies done by Enterprise Florida showing a \$143,000,000 impact annually by the Airport in Charlotte County. She commented that the airline has provided opportunities in Charlotte County and the location is desirable. She commented that the businesses had come here and are continuing to come and that more of an economic engine the Airport becomes, the more likely there will be aircraft flying in and out. She opined that Mr. Quill is doing an outstanding job of working with the airlines and the FAA to find a way to keep the noise factor as low as possible and that the noise will never be eliminated. She commented that the timeframes and locations can be changed, but there will be airplanes flying over someone's house and there is no other option unless the Airport closes. She commented that Mr. Quill has been working very hard in a challenging time to balance that and every airport gets complaints and that will never be eliminated. She commented that the Authority's job is to limit the complaints and to accommodate as much as possible the areas that are affected by the noise. She appreciated Mr. Thompson's comments and the Authority will look into it. She stated that the comments that the Authority receives are taken to heart, but the results do not always come out the way the people would want them to. She thanked all the people that do complain because they tell the Authority what needs to be worked on. She commented that the Authority will continue to work with the elected officials to make this work, because \$143,000,000 impact on this County cannot be thrown out the window. She thanked Team Punta Gorda for the great meeting. She thanked Commissioner Herston for his chairmanship work last year and Mr. Quill to keep up the good work. She opined that he is best the Authority has ever had. She wished everybody a Merry Christmas and a Happy New Year.

40 **Commissioner Herston** - He wished everybody a Merry Christmas and prays that everybody has a healthy and prosperous 2014. He commented that it was great to see Councilman Cavanaugh, Commissioner Deutsch and Executive Director Herrington of the MPO, here at the meeting. He commented that the Authority's Christmas party was great. He opined that it was the most people that had ever attended and that everybody stayed and had a great time. He commented that Mr. Quill is only as good as the Authority's staff and he congratulated the Authority's staff. He commented that when anything is bragged about Mr. Quill it is really bragging about the Authority's staff. He commented that it was a great year. He thanked the Board for the souvenir gavel. He

commented that it was a great 2013 for the Authority and he prays that 2014 and beyond will continue to get better for the Authority.

5 **Chair Lee** - Thanked everybody for coming. He commented that the Authority had a great year and that next year is going to be better. He commented there absolutely will be noise, but it will be joyous noise because the Authority will be doing something for the County and the City. He commented that the Airport is going to grow and be better every year, especially with the Authority's staff. He commented that the Authority is blessed with a perfect staff and they do a good job. He wished everybody a Merry Christmas and
10 a Happy New Year.

16. Adjournment

15 Meeting adjourned at 9:56 a.m.

Don Lee, Chair

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Kathleen Coppola, Secretary/Treasurer