

**CHARLOTTE COUNTY AIRPORT AUTHORITY**

**MINUTES OF REGULAR MEETING – MARCH 20, 2014 – 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, Seay; Executive Director Quill; Attorney Garrard; Assistant Director Parish; Mrs. Cauley; Mr. Laroche; Mr. Mallard and Mrs. Sutcliffe. **Others present:** Jim Kaletta, Tom Patton, Bruce Laishley; Gary Bayne; Lionel Schuman, Steve Henriquez, Tyler Ezzi, Paul Piro, Jet Worth-Dugan, Councilman Cavanaugh, Commissioner Deutsch, Carl Parsons and other people from the private sector.

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

25           Mr. Quill added 11 c) Cheney Brothers and 13 d) Resolution for Credit Card Authorization.

**6. Citizen's Input**

30 **7. Consent Agenda**

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

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

Mr. Quill commented that February was a good month and that March will be better than February. He commented that as the Authority goes through the summer months this will taper off. Commissioner Coppola asked if Allegiant Air will be flying through the summer. Mr. Quill commented that Allegiant Air will be flying but by the second week of August they will taper off the number of flights and start rebuilding before Thanksgiving. Commissioner Herston asked if Gulf Contours' money is good. Mr. Quill commented that Gulf Contours is on a month-to-month status. He commented that they have had some encouragement from some of their customers but Gulf Contours is heavily tied to single family construction which has diminished.

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## 9. Committee Reports

- 5 a) **Land Use** - Commissioner Herston reported that the private side continues to tick upward. He commented that he has a submission to turn into Sarasota County for a 200 unit adult congregate living facility. He reported that the County is working through their land development code. He commented that two to three chapters of the code are on the web for review.
- 10 b) **Economic Development** - Mr. Quill commented that a presentation will be made by Tom Patton who heads up ECEC. He opined that it is an encouraging sign of cooperation and a good idea on the part of Mr. Patton.
- 15 c) **Personnel** - Commissioner Coppola announced that Patti Sutcliffe is retiring on April 4<sup>th</sup>, 2014 after 15 years in the Accounting Department. She commented that Mrs. Sutcliffe has taken care of all the Authority's troubles, problems, expenses and she has kept the Board on track and has done an excellent job. She commented that she is sorry to see Mrs. Sutcliffe go. She thanked Mrs. Sutcliffe and they will miss her.
- 20 d) **Public Relations/Special Events** - Commissioner Coppola reported that she and her colleagues represented the Airport at the Charlotte County Republican Club, EAA dinner and the Port Charlotte Republican Club. She reported that the Thunderbirds will be at the Air Show on March 29<sup>th</sup> - 30<sup>th</sup>. She reported that there was a ground breaking for Cheney Brothers which was well received. She welcomed Cheney Brothers and the start of their new endeavor and putting local people to work. She commented that it is wonderful news for Charlotte County. She thanked the Authority for giving Cheney Brothers the right of way to put a road through. She reported that the Aviation Partners Group Inc. is another business at the Airport putting the local people to work. She thanked the Aviation Partners Group Inc. for enlarging their facility. She reported that the Florida Airports Council Meeting will be August 3<sup>rd</sup> - 30 6<sup>th</sup> in Jacksonville.
- 35 e) **Governmental Liaison** - Commissioner Seay reported that several things are going on but she does not want to mention them because they are in a state of limbo. She commented that the Authority has been doing very well and it is possible that some of the legislative requests may come to fruition.
- 40 f) **Metropolitan Planning Organization** - Commissioner Herston commented that Representative Roberson had informed him that it was a great move for the Authority to hire counsel and he is happy with the results and they have been doing a good job in Tallahassee. He reported that there was a MPO meeting and there was nothing of major importance and it was the standard agenda. He reported that there is an MPOAC meeting in Tallahassee on April 24<sup>th</sup>, 2014 and he will report on that. He commented that the MPOAC chairman had sent letters to the Senate and the House asking them to not to do anything to diminish the local jurisdiction's ability to install red light intersection cameras.
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- 5           g) **Aviation Activities Report** - Commissioner Andrews reported that February was a great month. He reported on gallons pumped for avgas, jet fuel and airline fuel for the month of February. He reported that enplanements and deplanements for Allegiant Air are up 167.45% from a year ago. He reported there were 5,375 operations for the month of February. He reported that the hangar vacancies remain consistent. He reported that on Tuesday, March 18, there were six Allegiant Air planes parked on the ramp.

## 10. Attorney's Report

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Attorney Garrard had nothing to report.

## 11. Executive Director's Report

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- a) **Development Update** - Mr. Parish reported that the Authority is continuing to work on the terminal. He reported that the Authority has met with the FDOT and the FAA to finalize the grants for the terminal. He commented that the Authority has to finish the design and to put it out to bid. He reported that the Cheney Brothers broke ground and there will be construction going on in the Industrial Park Area for the next year. He hopes that this would bring interest to the properties in the Industrial Park area. He commented that in the next few months the Authority will get extremely busy. He commented that the Authority will be expanding the ramp in various areas and doing some things with the FDOT in the near future. He commented that six planes were parked on the ramp and there is a rumor of a 7<sup>th</sup> plane coming soon, which will fill the ramp and there is talk about more planes coming next year. Commissioner Coppola commented that everywhere she goes people are raving about Allegiant Air and they keep asking will they fly here and there. She asked if there is any way that people with interests in other areas that Allegiant Air does not fly to can let them know that they are interested in going there. Mr. Parish commented that the best thing to do is go to Allegiant's website and let them know on their Contact Us Page. He commented that the Allegiant move from Sanford to Orlando, Sanford had a big campaign to get Allegiant back. He commented that he did not know if that was the total decision making factor, but they had a lot of people contacting Allegiant Air saying that they don't want to go to the big airports. Commissioner Herston asked what percent is the Authority on the terminal design. Mr. Parish commented because of the changes the Authority is at 15-20%.

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- b) **Florida International Air Show** - Tyler Ezzi commented that they are transforming the world class Airport into world class Air Show venue. He commented that an entrance tower was built, which is something new this year. He commented on when the Thunderbirds will be arriving. He commented that as long as the weather hold out the Air Show will be in great shape. He thanked the Authority's staff for working hard putting the Air Show together. He commented that there were some challenges with Allegiant Air expanding. He invited a member of the Board to speak at the opening ceremonies on Saturday and Sunday.

5 c) **Cheney Brothers** – Bruce Laishley commented that three years ago they had talked with the Authority about getting businesses into Punta Gorda. He commented that it is a great feeling to work with the Airport and to get the support that is given to private businesses. He commented that the project starting off with a 225,000 square feet building and by the time the drawing is finished it ended up being 340,000 square feet because the business is growing faster than the plans can be drawn. He commented that it is positive when you talk about how well the City of Punta Gorda, Charlotte County, the Airport Authority and private businesses work together. He commented that it was perfect timing when Charlotte County hired Mr. Tom Patton with his experience, because it is a big project. He commented that it was a great joint effort between the City of Punta Gorda, Charlotte County and the Airport Authority. He opined that a lot of airports do not have administrators that work as hard as Mr. Quill and Mr. Parish and the Commissioners should be very proud of them. He explained that Cheney Brothers got the Business of the Year Award in the State of Florida. He commented that Mr. Bryon Russell gave a speech commenting on how well it was working with Charlotte County and the different agencies. He commented that Commissioner Seay and Mr. Tom Patton were at the same meeting along with State Senators and Representatives. He commented that Commissioner Seay, while she was there, was politicking for the Airport which is good for the Airport and Cheney Brothers and it will help with the Airport getting grants. He commented that when he thinks about the Airport Authority, enthusiasm and energy jumps out at him. He gave an example of this after Hurricane Charley. He explained that Cheney Brothers was looking at South Georgia to expand, but when they came to Punta Gorda it all came together between the private sector, Charlotte County, City of Punta Gorda and the Airport Authority and Cheney Brothers did not have to do anything. He commented that it was the easiest project that Cheney Brothers had to go through and they are looking forward to being in Punta Gorda. He thanked the Airport Authority, City of Punta Gorda and Charlotte County for their efforts. He presented Chair Lee a rendering of the Cheney Brothers' building on their site. There was discussion on comparison of a 350,000 square feet building to the Walmart store and distribution center. He commented that it will be the largest building in this area next to the Towne Center Mall. He commented that the building is designed to hold 850 employees.

35 Mr. Quill thanked Mrs. Sutcliffe who has been with the Airport Authority for fifteen years and she saw the many changes in the Airport. He commented that it is always a team effort and he opined that he does not often take the effort to thank all of the Authority's team.

40 He commented on positive trends; jobs from Cheney Brothers and the passenger count for February was the highest ever. He commented the Airport exceeded passenger count at Melbourne and Daytona Beach in January.

45 He is concerned that young people are not getting into aviation and it is a national problem. He explained that there were people coming out of the service with an aviation background and they would get into general aviation. He commented that it

5 has to be tackled on a national scale to get young people into aviation. He commented  
that there will be great aviation opportunities in the next 10 to 15 years. Commissioner  
Seay commented that years ago Charlotte High School had an aviation  
course. Chair Lee commented that people are not learning to fly like they use to and  
the Authority needs to encourage that, but it takes money. Commissioner Coppola  
10 suggested getting scholarship money through FAC. Chair Lee suggested that the  
Authority get together with the school system to see what can be done. Commissioner  
Andrews commented that the Tech Center has a very good aviation  
program. Commissioner Seay commented that she is on a board and they have been  
working to make a stronger connection between the Tech Center and the Airport. She  
commented that there is a possibility of some other programs coming to the Airport.  
15 She commented that the Airport is the ideal location to bring in younger people to  
aviation. Chair Lee suggested appointing Commissioner Andrews to get that done.  
Commissioner Andrews commented that the Airport has a good Civil Air Patrol  
Squadron which has young people involved in aviation. Commissioner Seay  
commented that she has been actively involved in helping to bring one university to  
Punta Gorda.

## 20 12. Old Business

20 a) **Entrance Sign** - Mr. Parish commented that last month the entrance sign design was  
presented and the cost for the sign that was chosen by the Board is \$25,000 each. He  
plans, with the Board's approval, to build the south facing sign on Piper Road and  
build the other one next year. He commented that it would be a budget amendment.  
25 Commissioner Seay commented that she likes the sign and asked about landscaping  
around the sign. Mr. Parish commented that the Authority has a landscape design and  
the Authority will be doing the landscaping. Commissioner Coppola asked if the  
signs will be lighted. Mr. Parish commented that the signs are illuminated back-lit  
with LED strips. He commented that the blue will match PGD logo. Commissioner  
30 Seay commented that the signs have a sense of motion and they did a good job  
capturing that. Mr. Parish commented that it is the same size sign as the new signs at  
St. Pete International Airport that cost them \$71,000 each. He explained that the  
Authority's goal was to have a sign that is interesting, get the people to the right  
location and keep it in a budget that was affordable. **Commissioner Herston made  
35 the motion to approve the signage as presented to the Board by the Berlin Sign  
Company and installation at the locations as recommended by Mr. Parish.  
Commissioner Seay seconded. Motion passed unanimously.**

## 40 13. New Business

40 a) **Locate to Paradise Presentation** - Mr. Patton commented that Mr. Bruce Laishley  
was named Volunteer of Year for Enterprise Florida for his efforts in bringing a  
business to Punta Gorda. He commented that the Airport Authority's staff has been  
remarkable to work with. He commented that the Governor and Enterprise Florida  
45 came to Cheney Brother's ground breaking and while he was here he talked to the  
Governor about the road that the State funded and explained how many other parcels

of land that the road opened up. He commented that the Governor was very impressed that it wasn't just a road to one business, but opens up an industrial area. He commented that Enterprise Florida attended APG's ribbon cutting event and this gets the word out to Enterprise Florida of things that are going on in the community. He commented that they give leads to places where a project makes sense. He commented that the Authority is starting to get an aviation cluster with manufacturing type businesses and that caught Enterprise Florida's attention. He applauded the Authority for their help in building the industrial area. He explained that the Enterprise Zone sign was put up prior to the Governor coming which is up for renewal at the state legislature this year and he hopes it gets renewed. He commented that they have a certificated site program where there are shovel ready sites available at the Airport. He commented that they started marketing and they have a budget that the County Board of Commissioners gave them. He commented that they just started getting into the campaign and it has been very effective. He commented that they have focused their efforts towards the Allegiant Airline markets. He commented that they and the Authority have gone over businesses in each city that Allegiant Air flies into and selected businesses to target to look at SW Florida as a place for them to do business and with that they created a Locate to Paradise Website. He thanked the Authority for their participation along with the Realtors Association, Home Builders Association, Tourism office and the Chamber of Commerce. He commented that the Locate to Paradise campaign was put on the weather channel. He commented that it has been very effective and picking the worst winter in the Midwest has helped. He commented on the different accolades the community has received and is being promoted through the ticker tape, attached. He went over the results of the campaign. He commented on the viewers getting an impression of Charlotte County and Punta Gorda. He commented that the biggest concern that Allegiant Airlines had was brand recognition of Punta Gorda and that Punta Gorda is not recognized nationwide. He reviewed the daily hits statistics from the Weather Channel. He reviewed the top 20 cities that have visited the site. He commented that they are hitting all the surrounding towns where Allegiant Air flies. He presented a chart showing the people moving to Charlotte County and converting their driver's licenses in the last 10 years and property owners outside of Charlotte County. He commented that a portion of Cheney Brothers business is helping restaurants do renovations and he received a post card promoting that. He commented that they borrowed their idea and the cards will be mailed to businesses in the cities that Allegiant Air flies to and from. He commented he really appreciated the comments on the Air Show coming up and the Sound of Freedom and he opined that Allegiant Airlines is like a "Pledge of Allegiant". He commented that Allegiant Airlines have made this area a remarkable community for people to commute into and out of Punta Gorda. He opined that this year will be a real good year. He is excited with the leads coming in and he stated that the marketing is starting to work. He thanked the Authority for their efforts in helping with Cheney Brothers including the right of way and water retention ponds. He commented that Mr. Bruce Laishley had said it right, "that it is all about everybody working together." Commissioner Coppola commented that over 400,000 New Yorkers have left New York to go elsewhere. She commented that on a flight from Long Island there were younger people coming to this area for a mini-vacation. Mr.

Patton explained that the business climate in New York and Illinois is driving businesses out of state and the number of “hits” on their website from Illinois was off the charts. He commented that you would think the people looking at homes would be in the retirement age but half of that group was under 35 years old. He commented that they are attracting a variety of demographics. Commissioner Herston commented that it would be interesting to see what the assessed value is of the categories on the Out of Area Property Ownership chart. He opined that the people with the most tax bills are buying \$2,000 lots instead of \$400,000 condos.

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**b) Florida Association of Special Districts Conference June 16-19** - Mr. Quill requested approval on travel to the Florida Association of Special Districts Conference on June 16 - 19, 2014. **Commissioner Herston made a motion to approve the expenditure to send Chair Lee and Commissioner Coppola to the Florida Association of Special Districts Conference on June 16 through 19, 2014. Commissioner Seay seconded. Motion passed unanimously.**

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**c) Florida Airports Council Annual Conference August 3-6** - Mr. Quill commented that the Authority is requesting approval of travel to the Florida Airports Council early due to getting hotel reservations. **Commissioner Seay made a motion to authorize the expenditure for the Board and relevant staff to attend the Florida Airport Council. Commissioner Herston seconded. Motion passed unanimously.**

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**d) Resolution for Credit Card Authorization** - Mrs. Cauley explained the resolution for the credit card authorization. **Commissioner Seay made a motion to approve the Resolution for Credit Card Authorization. Commissioner Herston seconded. Motion passed unanimously.**

#### 14. Citizen's Input

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**Jim Kaletta, Civil Air Patrol** – Commented that the CAP has a one week ground school for the cadets free of charge. He explained when they leave that they can pass the private pilot test. He explained that a lady does a hot dog roast once a week to help pay for the program. He commented that they take about 30 to 35 cadets to the ground school. He explained that they stay there and all the food is paid for and the top two cadets get a scholarship. He commented that for the last three years Charlotte County has won two top scholarships. He explained that one of the cadets is going to work for the airlines. He commented that it is held in the first two weeks of June. He explained that the Civil Air Patrol is run by volunteers and donations.

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**Councilman Cavanaugh, City of Punta Gorda** – Commented on the marketing brochure that he presented to the Board earlier is now in the final stage. He explained that the City has printed 50,000 of the brochures. He explained who has contributed to the printing of the brochures. He asked if the Authority could contribute some funds toward the marketing brochure. Commissioner Seay agreed and asked that Mr. Quill to see if there are marketing funds.

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5 **Lionel Schuman** – Thanked Mrs. Sutcliffe and hates to see her leave. He commented that Mrs. Worth-Dugan is in the audience. He commented that the Board has a positive attitude and is pro-active. He commented that the EAA is trying to get the Young Eagles program going again but because of the high cost of fuel it is holding them back. He explained that the EAA 565 sponsors a student to go up to the EAA Academy. He commented that there are people trying to get the young people involved. He commented on noise complaints.

## 10 **15. Commissioner’s Comments**

15 **Commissioner Coppola** – Commented that she hates to see Mrs. Sutcliffe leave and that she has been a great employee. She thanked her for her service. She commented on the length of time that staff stays employed. She commented on all the nice things that were said today. She commented on working with Mr. Laishley and his group and the community. She thanked Mr. Patton for everything that he does. She commented that people are leaving the cold for better business opportunities. She commented on trying to get more people interested in flying and suggested maybe a celebrity that flies to encourage that.

20 **Commissioner Andrews** – Commented on the drawings of the entrance sign and that the sign signifies a runway taking off. He explained that he read a saying that a mile of highway will take you a mile but a mile of runway will take you anywhere. He commented that is what this airport signifies to the community. He commented on Mr. Laishley and Mr. Patton bringing people in on Allegiant Airlines to see our community, the jobs and the growth that is going to go on in the community and as a result, that is what the Punta Gorda Airport represents.

30 **Commissioner Herston** – Commented that it was great to see Commissioner Deutsch, Councilman Cavanaugh, Mr. Laishley, Mr. Bayne, Mr. Patton and everyone else in the audience. He commented it’s nice to hear that Mr. Laishley and Mr. Bayne encountered cooperation from agencies staff to get the project done. He challenged Commissioner Deutsch and Councilman Cavanaugh to somehow eliminate the 25% surcharge on the water and sewer accounts that is charged to those outside the City limits. He thanked staff for another great month and opined that the Authority has the best staff in the region. He suggested registering the “Sound of Freedom” name. He congratulated Mrs. Sutcliffe on her retirement.

40 **Commissioner Seay** – Commented that people make a difference and that the Board hired Mr. Quill and he kept some great people and added other great people. She commented that Mr. Patton, when he was brought on, kept some of the best staff she has seen for economic development. She stated that she does not know how Mr. Laishley does all of the things he manages to do. She commented that Mr. Bayne has done a tremendous job making sure the right people are in the right place. She commented to Councilman Cavanaugh and Commissioner Deutsch that they are bringing people in and people are staying and it shows in economic growth. She opined that things are

happening all for the best in our community. She commented on the Authority, Charlotte County and the City of Punta Gorda working together to make it happen.

5           **Chair Lee** – Commented that the Authority has a good Board and have done great things because of our staff. He commented that the Airport Authority will make its mark on the whole area.

**16. Adjournment**

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Don Lee, Chair

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Kathleen Coppola, Secretary/Treasurer