

CHARLOTTE COUNTY AIRPORT AUTHORITY

MINUTES OF REGULAR MEETING – MAY 15, 2014 – 9:00 A.M.

5

1. Call to Order

2. Invocation

10 Commissioner Andrews gave the invocation.

3. Pledge of Allegiance

4. Roll Call

15

Present: Chair Lee; Commissioners Andrews, Coppola, Herston and Seay; Executive Director Quill; Attorney Garrard; Assistant Director Parish; Mrs. Cauley; Mrs. Henry; Mr. Laroche; Mr. Mallard and Mrs. Smith. **Others present:** Jim Kaletta, Councilman Cavanaugh, Steve Henriquez, Lionel Schuman, Robert Hancik, Tyler Ezzi, Jim Deutsch, Jerry O’Halloran, Brett White, Commissioner Deutsch, Carl Parsons, Alex Haak, other people from the private sector and a member of the press.

20

5. Additions and/or Deletions to the Agenda

25 None.

6. Citizen’s Input

30

Lionel Shuman – Commented on the letters in the newspaper and that Mr. O’Halloran wrote a response to correct the misinformation. He commented that former County Commissioner Bob Starr wrote against the airport and he responded to the incorrect information.

35

Commissioner Deutsch – Commented on the Board of County Commissioners unanimously voted to send a letter a letter to the Governor in support of the Airport Authority. He commented on the great working relationship between the BCC and the Authority. He suggested that the Tourism Office coordinate with the Airport Authority to avoid a conflict with their breakfast meetings. He opined that the Airport Authority and the Tourism relationship is awesome along with what is being done at the Economic Development office. He commented that he is very comfortable in saying that his four colleagues on the commission feel good about the relationship they have with the Authority and the job the Authority is doing. He complimented the Board.

40

45

Councilman Cavanaugh – Read a letter the City of Punta Gorda wrote to the Governor in support of a line item that the Authority requested for the terminal expansion (copy attached).

7. Consent Agenda

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

8. Secretary/Treasurers Report

10 Mr. Quill commented that the Board has a copy of the Accounts Receivable but it is too early in the month for the Profit and Loss Statement. He commented that during the budget cycle he may suggest moving the meeting to the fourth Thursday of the month.

9. Committee Reports

15 a) **Land Use** – Commissioner Herston reported that the private side continues to escalate. He encouraged everyone to participate in the modifications of the County’s Comp Plan and land use regulations as they will affect the airport.

20 b) **Economic Development** – Chair Lee had nothing to report.

 c) **Personnel** – Commissioner Coppola introduced Pam Henry who moved from the FBO to the accounting department.

25 d) **Public Relations** – Reported that there were several things in the newspaper which included an article on Jim Kaletta, the report by City Manager Howard Kunik about the airport, an article about Arcadia Aerospace in Florida Trend and an article that Jim Kaletta gave her on Charlotte Harbor and the surrounding area. She reported that she attended several republican meetings and a mixer at the Wyvern.

30 e) **Governmental Liaison** – Commissioner Seay reported that she has been a little busy regarding the appropriation that the Authority requested. The Authority is still in the running thanks to those who responded to her request to send letters of support to the Governor. She explained it is a separate line item.

35 f) **Metropolitan Planning Organization** – Commissioner Herston reported that he attended the MPOAC meeting in Tallahassee and was well attended. He reported that he attended the MPO meeting in Murdock and the ten year transportation plan was adopted. He commented that the MPO hired a consultant to do a study on a transit operation in Charlotte County.

40 g) **Aviation Activities Update** – Commissioner Andrews reported that fuel has been pretty consistent. He commented that the enplanement/deplanement numbers for April were spectacular. It was a 155% increase over April of 2013. He reported that there have been approximately 252,000 passengers from January through April. He reported on the operations reported by the tower. He explained that the Authority is going into their summer months and there are more vacancies in the T-hangars.

45

10. Attorney's Report

Attorney Garrard had nothing to report.

5

11. Executive Directors Report

- 10
- 15
- 20
- 25
- 30
- 35
- 40
- 45
- a) **Development Update** – Mr. Mallard reported that the new flight tracking software has been installed. He explained that the link for noise concerns has been added to the Authority's website and there has been an extension added for those who call in. He commented that staff will respond within seven business days. He reported that at the FBO there is information for transient aircraft on the noise abatement procedures. He commented that staff has talked with the chief pilot for Allegiant to remind him about the noise abatement procedures at PGD. He reported that he, Mr. Parish and Mr. Quill have all been encouraging Allegiant Air to switch to the A320 aircraft which is much quieter. He went over the slides that show the flight patterns of departing and arriving flights for a two week period. He explained the slide showing the altitude of a particular aircraft at a specific area (copies attached). Mr. Parish explained that if someone calls in with a complaint at a certain time, staff can pull the information and data. Staff can then get with the pilot and find out why and sometimes there is a reason. Commissioner Herston asked about the slide that shows the altitude of the aircraft. Mr. Parish explained that it is the range of how high the plane is above the house. He explained that the reason staff is saying seven days to respond is because staff does not get the data in real time. He explained the data has to come from RSW radar system and purged of all of the data that does not apply to PGD and it takes about twenty four hours to forty eight hours to get the information. He presented a slide of the artist's rendering of the front of terminal expansion. He explained on the right hand side is the existing terminal. He presented a couple different angles (copies attached). He presented the floor plan which is based on the study that RS&H put together for the Authority and was approved by the FAA. He explained that ticket counters, bag makeup and office space take up the existing building. He commented that the new expansion, about 45,000 sq. ft., is a four gate expansion, personnel screening, small concessions area, TSA office space and two baggage belts. He explained after this meeting he will be meeting with the architects and engineers to hammer out the last pieces of this before going into the final design phase. Commissioner Seay commented that she is asked about murals. She suggested putting it on the back side so when you step off the plane you see them. Mr. Parish explained the main reason they do not do the back side it is the working side of the building. He commented there will be some wall space. Commissioner Seay does not know the feeling of the Board. Commissioner Herston commented that he is in favor of some consideration regarding murals. Commissioner Coppola commented on the past controversy over the airplanes that were painted as being incorrect. Commissioner Seay suggested that the Authority makes sure the airplanes are correct. Commissioner Herston liked the idea of using the roof for advertising. Mr. Parish explained that the roof is corrugated metal and cannot be walked on to paint it. He commented that there may be some opportunities around the gates. Commissioner Andrews suggested that

the murals be in the terminal. He commented that he is not opposed to it if it works out. Mr. Parish explained there will be two walls in baggage claim until another picture of the community like the one that is there, is done. Commissioner Seay suggested working with Mr. Parish on this. Chair Lee commented that it is up to Mr. Parish and his staff to suggest the best way to handle it and if the Board does not like it, it can be changed. Commissioner Seay asked Chair Lee if he liked the idea of murals at all. Chair Lee stated that he runs hot and cold. Commissioner Coppola commented that is because of the old murals that were done incorrectly and it would depend on the artist and the rendering. Mr. Parish commented that a decision does not need to be made right away. Commissioner Seay commented that at least the Board is thinking about it. Mr. Parish explained that the exit lane will have a long wall and Sarasota has school art resulting from a contest that they put on their exit lane. He opined that there are some opportunities for art in the terminal.

Mr. Quill commented that corporate jet fuel continues to be down and avgas is holding its own. He commented on the passenger count of 71,000 being up 154% and that he read that Daytona Beach was happy that their traffic was up 11% to 60,000. He reported that it was a good season in regard to T-hangars. He reported that Arcadia Aerospace announced that in conjunction with GKN Aerospace. It is going to be involved in a facility in Alabama related to the Airbus work. He explained that Airbus is constructing a facility in Alabama so there should be more work here supporting that facility.

12. Old Business

13. New Business

a) **Set Dates for Budget Workshop and Hearings** – Mr. Quill commented that the Board has the proposed dates for the budget meetings. Commissioner Seay suggested sticking with the Thursdays and asked if the 28th of August is picked is it realistic that the changes will be made by September 4th. Mr. Quill commented that now staff can project the budget early. **Commissioner Seay made the motion to hold the Budget Workshop on August 28th at 9:00 a.m.; hold the Tentative Budget Hearing on September 4th and Final Budget Hearing on September 18th both at 5:01 p.m. Commissioner Herston seconded. Motion passed unanimously.**

b) **Resolution for Florida International Air Show** – Commissioner Seay explained that the idea came up from at the Punta Gorda City Council to honor the Florida International Air Show for all its efforts and she thanked Councilman Cavanaugh for sharing the idea. She commented that the air show has done a tremendous job including this year and brought a lot of recognition to the community and the airport. She read the Resolution (copy attached). **Commissioner Herston made the motion to approve the Resolution as read. Commissioner Coppola seconded. Motion passed unanimously.** Commissioner Seay presented Mr. Ezzi the Resolution.

5 c) **New World Trade Sublease** – Mr. Quill explained that the lease with New World Trade requires any sublease to obtain the Authority’s approval. He commented that New World Trade is negotiating with someone to lease a small portion of their building. He is asking the Board to approve the sublease subject to Attorney Garrard’s approval. **Commissioner Seay made the motion to approve the sublease for New World Trade subject to Attorney Garrard’s approval. Commissioner Herston seconded. Motion passed unanimously.**

10 d) **Summer Meeting Schedule** – Mr. Quill proposed cancelling the July meeting as the Authority did last year. **Commissioner Seay made the motion to cancel the July meeting. Commissioner Herston seconded. Motion passed unanimously.**

15 Mr. Quill asked to let Ms. Laishley know who will be attending the Post Legislative Delegation Luncheon.

14. Citizen’s Input

Alex Haak – Read a list of documents he wished to have copies of (copy attached).

20 **Jerry O’Halloran** – Commented on a letter to the editor that was written by another individual that the County should take over the Airport Authority. He commented that he was discussing this at the republican club meeting and that before a letter is written to the editor the facts need to be correct. He commented that he was sitting with the gentleman that wrote the letter. He commented that he talked with him and addressed some of his
25 statements including the American Disabilities Act and the slope required on the passenger ramps. He commented on the Authority’s new flight tracking software.

15. Commissioner’s Comments

30 **Commissioner Herston** – Commented that it was good to see Commissioner Deutsch and Councilman Cavanaugh. He commented that staff has done another great job and Mr. Parish is working hard on the terminal. He opined that there are a lot of positive comments made by the majority of the public and there are a few with negative
35 comments.

Commissioner Seay – Commented on the hard work Mr. Ezzi did on the air show and that it was one of the best. She commented that the air show, airport staff and the airline worked to make it a success. She commented that the opportunities that the Authority has for this airport continue to grow. She read a prayer by Mother Theresa.

40 **Commissioner Coppola** – Read a letter from Governor Scott congratulating the Authority for being in the Jacksonville Business Journal (copy attached). She reported that she had two comments from people who flew to Allentown and that the service was great and the flights were on time. She commented on the air show being the Best in the
45 World. She commented that the air show brings people here by the thousands and opens

up the doors of the community's restaurants, hotels, shopping centers and real estate. She opined that Charlotte County is the most beautiful place and happy to be a part of it.

5 **Commissioner Andrews** – Thanked everyone for attending the meeting including Commissioner Deutsch and Councilman Cavanaugh. He commented on the relationship the Authority has with the County Commission and City Council is an example of how agencies can work together for the betterment of the community. He commented on the noise mitigation program. He stated that it was a great air show this year and enjoyed it and is looking forward to a positive 2014.

10 Attorney Garrard commented that he will be out of town for the August meeting and asked that it be rescheduled. Commissioner Seay suggested the 14th. Mr. Quill explained that this item will be added to the June meeting agenda.

15 **Chair Lee** – Thanked everyone for coming. He commented that he has been told that the Authority is not open and transparent. He opined that the Authority is very open and transparent. He commented that he remembers what the airport looked like years and ago and what it is today is astounding. He opined that it was done by staff and the Board.

20 **16. Adjournment**

Meeting adjourned at 9:56 a.m.

25

Paul Andrews, Vice Chair

30

James Herston, Assistant Secretary/Treasurer