

Authority Commissioners  
Don Lee, Chair  
Paul Andrews, Vice-Chair  
Kathleen Coppola,  
Secretary/Treasurer  
James Herston, Asst.  
Secretary/Treasurer  
Pam Seay, Commissioner



Executive Director  
Gary P. Quill

Airport Authority Attorney  
Thomas Garrard

# Charlotte County Airport Authority

## AGENDA

September 18, 2014 – 9:00 a.m.  
Punta Gorda Airport

- 1. Call to Order**  
Reminder to Turn Off Your Cell Phones
- 2. Invocation** - For those who wish to join, please rise for the invocation
- 3. Pledge of Allegiance**
- 4. Roll Call**
- 5. Additions and/or Deletions to the Agenda**
- 6. Citizen's Input**

Note: Anyone wishing to address the Board during this portion of the Meeting must state their name for the record and address their comments to Agenda items only. Each citizen will be allowed no more than two minutes to express their opinion.

### **7. Consent Agenda**

All matters listed under this item are considered routine and action will be accomplished by one motion without separate discussion of each item. If discussion is desired by a Commissioner, that item(s) will be removed from the Consent Agenda and considered separately.

#### **Secretary/Treasurer**

Minutes of Regular Meeting – August 14, 2014  
Minutes of Emergency Meeting – August 28, 2014

#### **Executive Director**

**Christmas Holiday** – Christmas falls on a Thursday this year. The CCAA's Personnel Policy Manual states that Christmas Eve Day and Christmas Day are observed. Staff is requesting observing the day after Christmas, December 26<sup>th</sup> instead of Christmas Eve.

**Recommended Action:** Approve observance of December 25<sup>th</sup> and 26<sup>th</sup>, 2014 for the Christmas Holiday.

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

- a) Accounts Receivable
- b) Profit and Loss Statement
- c) Balance Sheet

Mrs. Coppola  
Mr. Quill  
Mr. Quill  
Mr. Quill

**9. Committee Reports**

- a) Land Use
- b) Economic Development
- c) Personnel
- d) Public Relations/Special Events
- e) Governmental Liaison
- f) Metropolitan Planning Organization
- g) Aviation Activities Report

Mr. Herston  
Mr. Lee  
Mrs. Coppola  
Mrs. Coppola  
Ms. Seay  
Mr. Herston  
Mr. Andrews

**10. Attorney's Report**

Attorney Garrard

**11. Executive Director's Report**

- a) Development Update

Mr. Quill

**12. Old Business**

**13. New Business**

- a) Contract for Restaurant Door Repairs
- b) Contract for T-Hangar Door Repairs

Mr. Quill  
Mr. Quill

**14. Citizen's Input**

Note: Anyone wishing to address the Board during this portion of the Meeting must state their name for the record and may address their comments to items discussed during the Meeting or items of interest to the Authority's Board. Each citizen will be allowed no more than two minutes to express their opinion.

**15. Commissioner's Comments**

**16. Adjournment**