

Authority Commissioners

Paul Andrews, Chair
Pam Seay, Vice-Chair
Kathleen Coppola,
Secretary/Treasurer
James Herston, Asst.
Secretary/Treasurer
Robert D. Hancik, A.A.E.
Commissioner



Executive Director
Gary P. Quill

Airport Authority Attorney
Thomas Garrard

Charlotte County Airport Authority AGENDA

June 11, 2015 – 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 – May 14, 2015

Minutes of Workshop – May 14, 2015

Executive Director

Purchase Replacement Mower for Facilities – The 12 year old mower at facilities needs to be replaced. A 72" commercial mower can be purchased through a State Contract for \$9,402.00.

Recommended action: Approval to purchase a 72" commercial mower through the State Contract for \$9,402.00.

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

10. Attorney's Report

Attorney Garrard

11. Executive Director's Report

- a) Development Update
- b) Misc. Items

Mr. Quill

12. Old Business

- a) Food, Beverage, News and Gifts RFP Scoring July 2nd 9:00 a.m. Mr. Quill

13. New Business

- a) Set Dates for Budget Workshop, Tentative Budget Hearing and Final Budget Hearing
- b) Resolution #15-03 Joint Participation Agreement with FDOT
- c) Contract with URS for Parking Lot Design
- d) Three Palms Speedway

Mr. Quill
Mr. Quill
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

Agenda Items for June 11, 2015

Old Business

a) **Food, Beverage, News and Gifts RFP Scoring July 2 at 9:00 a.m.**

The RFP for the Food, Beverage, News and Gifts is due on June 30th and the anticipated selection date is July 2nd staff is recommending that the Board meet to go over the tabulations before the July 9th meeting. The RFP's will be available for pick up by the Board members at 3:00 p.m. on the 30th to start their review. The meeting will be advertised.

Recommended action: Board set a meeting date of July 2nd at 9:00 a.m. to go over the scores of the Food, Beverage, News and Gifts RFP.

New Business

a) **Set Dates for Budget Workshop, Tentative Budget Hearing and Final Budget Hearing** – Staff has included a calendar with the proposed dates for the Budget Workshop and Hearings. The dates proposed are not in conflict with any other public agency.

Recommended action: Board set dates for the Budget Workshop and the two Budget Hearings.

b) **Resolution #15-03 Joint Participation Agreement with FDOT** – The Authority has received a grant from the FDOT for the construction the overflow and employee parking lot that has been previously discussed. The grant is a 50/50 grant with \$236,500.00 FDOT funding and \$236,500.00 CCAA funding.

Recommended action: Board adopt resolution #15-03 (copy attached).

c) **Contract with URS for Design of Parking Lot** – Approve the contract with URS to design the overflow and employee parking lot. The design costs will be covered by the FDOT grant that the Authority received. Staff will have the price of the design contract at the meeting.

Recommended action: Board approve the contract for the design of the overflow and employee parking lot with URS.

d) **Three Palms Speedway** – The Authority has asked Mr. Haase to comment on the status of the grandstands at the speedway.