

**CHARLOTTE COUNTY AIRPORT AUTHORITY**

**MINUTES OF REGULAR MEETING – AUGUST 13, 2015 – 9:00 A.M.**

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**1. Call to Order**

**2. Invocation**

10           Commissioner Herston gave the invocation.

**3. Pledge of Allegiance**

**4. Roll Call**

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**Present:** Chair Andrews; Commissioners Coppola, Hancik, Herston and Seay; Executive Director Quill; Attorney Garrard; Assistant Executive Director Parish; Mrs. Cauley; Ms. Desguin; Mr. Laroche; Mr. Mallard; Mrs. Smith. **Others present:** Jim Kaletta, Larry McClure, Steve Henriquez, Brian Witaconis, Mike Hirsh, Jim Deutsch, Ron Ridenour, Gary Bayne, Andy Haase, Paul Piro, Gary Harrell, Jerry O’Halloran, Kelly Rubino, Bob Mauti, Ned Rose, Kevin Rainey, 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 moved Gulf Contours Lease Agreement off of the Consent Agenda to New Business.

**6. Citizen’s Input**

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**7. Consent Agenda**

**Commissioner Herston made the motion to approve the Consent Agenda as modified. Commissioner Coppola seconded. Motion passed unanimously.**

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**8. Secretary/Treasurer’s Report**

Mr. Quill reported that the Income Statement for the month of June and Year to Date is over budget. He commented that the Authority would probably do okay for the month of August, and the month of September being yearend and with the decrease in flights the Authority may lose money. He commented that it is a very good year. He commented that Accounts Receivable is looking good considering the last five years.

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**9. Committee Reports**

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a) **Land Use** - Commission Herston reported on the private side that Charlotte, Lee and Sarasota Counties seems to be hopping. He commented that he has expanded to Collier

County. He opined that the buzz of all the clients he talks with is very positive and everybody is in a hurry. He commented that the land use point of view is busy out there.

5           **b) Economic Development** - Chair Andrews reported that Charlotte County is doing pretty well and the real estate is doing well. He commented that single family homes are 7% up from last year for the month of June. He commented that there was a little bit of a slowdown, but moving forward. He commented that building permits are up over last year for the month of June. He commented that Cheney Brothers are now  
10           accepting applications. He commented that more positive things will come out of this.

**c) Personnel** - Commissioner Coppola has nothing to report.

**d) Public Relations/Special Events** - Commissioner Coppola reported that the Board has  
15           been invited to Southwest Florida Blue Chip Community Business Award on November 5<sup>th</sup>, Charlotte County Leadership Dinner on August 15<sup>th</sup> and the Punta Gorda and Charlotte County Chamber Banquets and to let Ms. Laishley know if you would like to attend. She commented that the Airport has received a lot of terrific press. She reported that Allegiant Air has added three new destinations, Grand Rapids, MI,  
20           Akron/Canton, OH and Kansas City, MO. She commented on an article in the press that the Punta Gorda Airport traffic is up 58% compared to July 2014. She commented on an article in Harborstyle Magazine. She commented that she is very pleased and proud to be part of this organization. She commented that when she had started many years ago she had a dream and had professed it when she ran and it has come to fruition,  
25           and she can't be any more pleased or happier to see what is out there today.

Mr. Quill commented that Commissioner Seay is on her way to the meeting.

30           Commissioner Hancik commented that with the Sunshine Law he does not know what the other commissioners are talking about and does not know if this fits in with Commissioner Coppola's report. He commented on the article "Punta Gorda Airport run like a Business Revisited" which was in the Charlotte Sun and it has to do with revenue generation and utilization of county assets. He opined that it is important that the Authority look at some of the thoughts at the Authority's Budget Workshop  
35           Meeting because it has to do with revenues and the business model that has been adopted for Allegiant Airlines and he opined that it needs to be brought to the surface. Commissioner Herston asked for a copy of the article so he can consider some of the aspects.

40           **e) Governmental Liaison** - Commissioner Seay reported that she has been talking with Mr. Jerry Paul and there are a lot of interesting things going on that are tangentially related to the Airport, such as the redistricting of the congressional districts. She explained the changes on Vern Buchanan's and Tom Rooney's district. She commented that it does not redistrict them out of those areas and they will still be able  
45           to run. She commented that there are concerns on the redistricting on the east coast and it looks like there will to be some litigation arising out of that. She commented that it is interesting because it is a democrat against a democrat and she does not

5 understand how that will play out. She commented on a personal note that a friend,  
Margie Bright Matthews, of hers is running for the senator seat in South Carolina if  
anyone would be interested in helping her. She commented if the Authority has any  
legislative issues the Authority needs to work on that now so it can be brought to the  
legislature in the fall. She commented the only issue the Authority is requesting some  
support for Western Michigan University. She commented that the Department of  
Transportation has indicated some interest in supporting, but the Authority is waiting  
for documentation confirming that. She commented that the Authority hears from  
Western Michigan and they are very interested and plan to be here but the Authority is  
waiting for the paperwork before moving forward. She commented that Western  
Michigan University has invested a great deal of time, effort and money in coming to  
Punta Gorda evaluating and assessing and the indication is that they will be here and it  
is just a matter of when. She commented that she had dinner with them and the topic  
of conversation was when they will be here not if.

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f) **Metropolitan Planning Organization** - Commissioner Herston reported that the next  
MPO meeting is August 24<sup>th</sup> and he will report the happenings at the next meeting. He  
reported that at the MPOAC meeting, which is their state legislative position, the  
primary discussion was the Drive Act which is the national funding for the  
transportation system. He commented that he knew the senate was after a secure bill  
and the house was after a stop gap type thing.

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g) **Aviation Activities Report** - Commissioner Hancik commented that the 58% increase  
in passenger count that was reported is a little misleading because it's from July 2014  
to July 2015. He commented that in looking at the numbers for the fiscal year it  
represents a 31.5% increase overall. He explained how the total passenger count is  
calculated. He commented that a lot of things used in the industry are based on  
enplanements passenger. He reported on fuel sales, airline gallons pumped and Avgas  
sold for the same period as last year. He reported on T-hangar vacancies. He reported  
that the activity for air carriers is up from last year. He reported that "Information  
Mary", who is one of the controller, will be retiring. He commented that she has taken  
care of the general aviation population and she will be missed.

## 35 10. Attorney's Report

Attorney Gerrard had nothing to report.

## 40 11. Executive Director's Report

45 a) **Development Update** - Mr. Parish reported that with the increase flights next year the  
Authority had talked to Allegiant about getting another fuel truck. He commented that  
Allegiant is giving the Authority a fuel/defuel truck which has capabilities the  
Authority did not have. He commented that it should arrive within the next few weeks  
and it will be free of charge general aviation and commercial jet traffic. He reported  
that the terminal will open September 14<sup>th</sup>. He reported on what has to be finished in  
the next 30 days. He commented there will be coordination with the feds on moving  
the TSA equipment, and contracts are in place with the TSA sub-contractors to move

5 the baggage handling, baggage screening equipment and the passenger screening  
equipment. He reported that the bag claim and out bound baggage belts are being  
installed. He reported that the TSA office will be moved to the terminal annex, the  
building that houses the rental cars, from the trailer and the move has to be done by  
10 August 31<sup>st</sup>. He reported on what has to be finished before TSA can move in. He  
reported that the trailer will be relocated to the hangar and World Wide Services will  
move into it. He reported that as soon as the terminal opens Mobile Modular will  
remove the temporary hold room and the existing terminal will be fenced in to start the  
next phase. He reported that will include removing the bag belts, getting the seating out  
15 of it and into the new building, which will happen the day the new terminal opens. He  
explained what needs to be done in the existing terminal with the hopes to open March  
1, 2016. He reported that the Authority is moving forward on the ILS and it should be  
completed by August 18, 2015. He commented on the work that has to be completed.  
He reported that the slab for the car wash is poured, it will be erected and the site work  
20 will be completed. He reported that the entrances to the T-hangars at Henry Street and  
Golf Course Blvd. being redone by installing double gates with center islands and the  
access will be changed from the very expensive RFID to a standard HID. He explained  
that all they need to do is roll down the window of the vehicle and touch it. He  
commented that the Authority hopes to have it completed by September 30<sup>th</sup>. He  
commented that the Authority got the bids on the taxiway alpha and the grant  
application was submitted. He commented that the Authority is waiting on the final  
entitlement monies to be turned back to the FAA so they can pass it out as discretionary.  
He hopes it will be a six to nine month construction period, but the rain could make it  
longer. He reported that modifications will be done in the meeting room with new  
25 monitors being installed and hopes it will be finished by the budget hearing. He  
commented that these projects are with different contractors, different contracts,  
working with the TSA and the rain has been affecting the construction. Chair Andrews  
asked about the monitors in the meeting room. Mr. Parish commented that two drop  
downs will be installed from the ceiling past the soffit and the three in front will remain.  
30 Commissioner Hancik asked where World Wide is moving into. Mr. Parish commented  
that they will move into the hangar space that Allegiant Air has rented and the trailer  
that TSA has been using will be put inside the hangar. Commissioner Hancik opined  
that it is important that people understand how the entitlement money works and tied  
back to the passenger count. Mr. Parish commented that based on 2014 enplanements  
35 next year the entitlement funds will be \$2.3 million. He commented that the entitlement  
funds will be spent on the master plan, which has not been done since 2005 prior to  
airline service, the design and construction of the general aviation ramp, the design of  
an expanded airline ramp going to the north and pay for the baggage system.

- 40 **b) RFP Airport Display Advertising Concession** - Mr. Quill reported that the Authority  
did not receive any advertising proposals so the Authority will go back out to see what  
interest there is and the Authority will report back to the Board in a few months.
- 45 **c) Miscellaneous Items** - Mr. Quill commented that in addition to all that is going on the  
staff has been working diligently on putting together the budget. He commented that  
the food service award went to Faber Coe & Gregg of Florida, Inc. and they will bring  
in a temporary facility to be running the first day of operation in the new terminal. He

commented that Faber Coe's architects have looked at the space to come up with plans. He commented on the passenger count going through the roof. He commented on the terminal coordination with the number of different contractors, TSA and the airlines. He commented on the passenger survey. He commented on the additional cities that Allegiant has added and the feedback is that the cities are doing extremely well. He commented that Jamie Haase's son will be commenting on the Speedway. Mr. Mallard commented that the Authority gets about five noise concerns per month and another seven noise concerns from the Authority's regulars. He commented that a gentleman who got accustomed to the MD80s and when the Airbus started flying he clearly noticed the decrease in noise, and he thanked the Authority for moving toward that. He commented that the Airbuses are on schedule and the first Airbus to be based here will be in October and by the end of the year the Airport will be 100% Airbus fleet. He commented that it should make a substantial reduction in noise, not perception, but noise. He commented that by December Allegiant will have five Airbuses based at the airport and by February there will be a sixth Airbus. Commissioner Hancik commented that it will take up more ramp. Mr. Mallard commented that they will be inside the envelope. Mr. Quill commented that Western Michigan continues to be interested and a decision may be made in the fall.

## 12. Old Business

a) **Resolution #15-04 support of AIP Renewal** - Mr. Quill commented that this was discussed last month and the Board recessed the discussion to this month. He explained this is a resolution in support of the AIP Program including changes in the current limitations on the Passenger Facility Charge (PFC). Chair Andrews commented that there were concerns about wording with Congressman Rooney, Senators Nelson and Rubio on the support of it. Commissioner Herston commented that at the last meeting he was critical of it but as he re-read it and liked it. Commissioner Seay commented that she does not have any information on the status in Washington of this specific legislation. She commented that she would like a statement from the committee saying that this is coming forward, that they are working on it, what is the timeframe, what are other airports doing and what are other organizations doing to support or remain silent on the issue. She commented that she does not mind being a front runner, but she does not like to be the first in making a resolution of this nature. She opined that if the Authority should jump in as the first she would like to know if there are others. Mr. Parish commented that he had attended the AAAE and the FAC legislative conference and AAAE and ACI are on board with the PFC increase, and they do carry the Authority's legislative waters. He commented that FAC is on board and all of the airports that he had spoken with are on board. He commented that Congressman Rooney had asked him if the Authority was interested and his answer to him was that he supports it and he personally supports the increase. He opined that the Authority would never go to the maximum amount and he doesn't know if the Authority would go to the current maximum amount. He opined that if the PFC increases to \$8 to the north and the south it will give the Authority an economic advantage. Commissioner Seay asked if they had done resolutions. Mr. Parish commented that the legislative liaison for Fort Myers said they had. He commented that he is not sure about Sarasota and Tampa, and that Orlando has been very active in pushing for the increase.

Commissioner Seay commented that the airports to the north and south can push their charges up and keeping the Airport at a low rate would be better for the Airport's opportunities. She asked Commissioner Hancik what direction is his intention and how does the Airport intend to use the resolution. Commissioner Hancik stated that the Airport Authority is not on record of supporting reauthorization of the aviation trust fund. He commented that the Authority would get \$2.2 million if the resolution is reauthorized. He commented that the PFC is just another element which has not been raised in fifteen years and they want to index it. He commented there is nothing in the resolution that states that the Authority is going to put in place the PFC. He commented that as far as the industry is concerned he has the same information that Mr. Parish has and across the country. He commented that if you are an airport operator you would want your congressional people know that the Authority wants a reauthorization of the aviation trust fund. He commented if it is not reauthorized or if there is not a continuing resolution there is no money. Mr. Parish commented on the 22 continued resolutions that happened last time the reauthorization failed to pass. He commented that it will limit the Authority's ability to construct because grants will not be issued on short term reauthorizations and that reauthorization is very important to the Authority and every airport. He commented that the Authority needs to push congress to reauthorize the FAA. He commented that there are a lot of outstanding issues with the Air Traffic Organization, whether that will be privatized or spun off into a separate organization. He commented that he is concerned about the AIP and reauthorization. He explained that with the ability to charge a PFC and an AIP is funded to a certain amount the Authority gets one formula and if it is funded to a lower amount the formula drops by about 65%. He explained the ability to charge a PFC will allow the Authority to reclaim some of the income the Authority had budgeted over the next ten years for construction projects. He hopes that doesn't happen but the Authority knows the budget situation. He commented that sequestration and the contract tower program seems to be secure and shouldn't happen again. He opined that supporting reauthorization is very important for the Authority to do. He commented that Congressman. Rooney specifically asked where the Airport stands and the Airport is his only commercial airport. Commissioner Hancik opined that the Authority may never have a PFC and that is open for discussion, but it is another financial vehicle that would be available to the Authority to pay debt service or put it towards eligible FAA funding. He commented to not have a PFC the Airport could be in trouble, and when they start moving federal programs to private enterprise you can use the PFC to reduce the AIP commitment. Commissioner Coppola asked if it that would affect the entitlements funds and would the Airport see a decrease in number of passengers. Mr. Parish commented that the Airport is considered a non-hub airport based on enplanements and next year based on this current calendar year of enplanements the Airport will jump into a small hub airport. He explained that the way the law is written is if you collect the full amount of PFC and are a medium to large hub the entitlements are reduced by 50%. He commented that he has heard that they are going to extend that down to all airports if they take the full amount. He commented that our country is ruled by congressmen but run by 21 year old attorneys, and a lot of his time spent in Washington is getting in front of the people who are writing the rules and regulations and advising them on how to word it. He commented that no one knows what the final rule will say at this point and that would be a decision factor if the Authority wanted to collect the

5 PFC. He commented that if it reduces the entitlement more than it would help the Authority would not move forward. He commented that the law is 50% reduction. Commissioner Coppola asked if the Authority could support this without the passenger facility charge. Mr. Parish opined that the Authority could but the airline industry has been very effective in convincing congress and the people that it is a tax. He opined that it is not anymore a tax than a fifteen dollar charge to carry your bag on the airplane. He commented that it is a fee to use certain airports, like a fee of you go into a park, it is not a tax but a fee to support the airport. He commented that he has heart burn when he listens to the airline industry argue about this as being a tax, but the billions of dollars they are collecting annually in fees are not taxes but fees. He commented that when the fees were bundled a percentage went into AIP from their ticket charges, now they are unbundling everything and charging for drinks and bags and all that money is not being taxed so the AIP and the trust funds have been hurt. He opined that it is very important that the Authority as an airport community stick to the fact that it is not a tax, it is fee and it is up to the Board to decide to increase it. Commissioner Coppola asked if the language “\$4.50 per enplanement for many years” can be deleted from the resolution and approve the re-authorization, because she is concerned that it will affect the entitlement funds per passenger count. Mr. Quill commented that if it stays the same it would be nice to have the flexibility down the road if an airport to decide to use this tool. He opined that the Authority would love it if their neighbors would bump theirs up for it will make the Airport situation look better. Chair Andrews commented that the Authority is saying that the Authority supports the re-authorization and not saying that the Authority is going to charge. There was discussion on how to word the paragraph regarding Congressman Rooney, Senators Nelson and Rubio asking for their support. Commissioner Hancik suggested “Charlotte County Airport Authority urges our congressional delegation to support re-authorization of the airport improvement program including total funding of air traffic control tower program and the adjustment to the current cap on the PFC”. Commissioner Seay suggested to take out the last paragraph and put in “now therefore be it resolved that the Charlotte County Airport Authority urges Senators Nelson and Rubio and Congressman Rooney and congress to”.... She commented that she is in agreement with the passenger facility charge and does not have a problem with including it, but is concerned by the way it is presented giving the implementation that the Authority is using it. She commented that it gives the impression that the FAA is funded this way, the FAA uses a passenger facility charge and the Punta Gorda Airport has made significant strides. She commented that she doesn’t have a problem to saying raise it and she opined that it is a positive thing for many of the airports and maybe someday in the far distance future the Authority might want to consider something like that. She suggested the Authority change it by taking out the fourth paragraph and going straight to “from the federal aviation administration to airport improvement program is funded by users of the system including the purchase of aviation fuels and whereas the Punta Gorda Airport has been able to make important strides benefiting the airport users and whereas Punta Gorda Airport has benefited from safety brought about by the FAA and furthermore the passenger facility charge is an option available to airports to pay for infrastructure improvements and the passenger facility charge authorized by Congress in 1990 has been limited for many years” and then go to “and now therefore be it resolve that the CCAA urges senators, congressmen and congress to support the reauthorization of

5 funding". She commented that the Authority is including a reference to it, the  
importance of raising it but not giving the impression that the Airport uses it because  
the Authority has done a lot of things without it. She commented that all the  
improvements, the increases, the changes, bringing the airlines have been done without  
10 a passenger facility charge up to this point. She opined that is a misleading presentation  
by including it, but if the Authority moves it farther down saying "furthermore it is an  
option available and it has been limited for many years and the Authority wants to  
increase and index it" so all the exact same things are being said but is not shown on  
the top and not giving the impression that it is something that the Authority has done.  
15 **Commissioner Hancik commented that he did not read it that way and he would  
like to make a motion to approve the resolution as written with the change at the  
end encouraging the senators and congressional delegation to support re-  
authorization of the AIP program as stated.** Chair Andrews commented that he read  
the resolution and he does not think it is implying that the Authority uses it. He  
commented that it states that the Authority supports the initiative and that the \$4.50 is  
being identified and limited to that and the Authority supports the increase. He  
commented that it is stating a fact and not that the Authority is using it. He commented  
20 that Congressman Rooney and Senators Nelson and Rubio definitely needs to be  
changed. Commissioner Coppola asked when did the passenger facility charge go into  
effect to be no greater than \$4.50. Mr. Quill commented that it went from \$3.00 to  
\$4.50 in 1990. Commissioner Coppola asked if there is a reason why it has to be  
doubled. Mr. Parish commented that \$4.50 in 1990 dollars is about \$2.00 today.  
Commissioner Seay asked if there was a PFC prior to 1990. Mr. Parish commented  
25 that there was. Mr. Parish commented that the current rate was authorized in 1990.  
Commissioner Hancik commented that there is motion on the floor and he has not heard  
a seconded. **Commissioner Hancik made a motion that the Authority adopt  
resolution #15-04 as written with the exception of changing to "encouraging  
Senators Nelson and Rubio and Congressman Rooney to support reauthorization  
and the adjustment to the PFC". Motion fails. Commissioner Seay made a motion  
30 to approve the revised resolution #15-04 to read as follows....Whereas the  
Charlotte County Airport Authority operates the Punta Gorda Airport and  
whereas the funding of airport infrastructure is critical to aviation safety and  
growth of our nation's economy and whereas the Federal Aviation  
Administration's Airport Improvement Program is funded by users of the  
35 aviation systems including the purchase of aviation fuels and airline tickets and  
whereas the Punta Gorda Airport has been able to make important strides  
benefiting the airport users and community and whereas the Punta Gorda Airport  
has benefited from safety brought about by the FAA Contract Tower Program  
and furthermore the passenger facility charge is an option available to airports to  
40 pay for infrastructure improvements and that passenger facility charge has been  
limited to \$4.50 per enplanement for many years now therefore be it resolved that  
the Charlotte County Airport Authority urges Congressman Rooney, Senator  
Nelson and Senator Rubio to support the congressional reauthorization of funding  
45 for the Federal Aviation Administration their continued support for the Airport  
Improvement Program, Contract Tower Program and an increase in the indexing  
of the Passenger Facility Charge passed and duly adopted at its regular meeting**



**this 13<sup>th</sup> day of August 2015. Commissioner Hancik seconded.** There was further discussion. **Motion passed unanimously.**

### 13. New Business

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a) **Chamber Banquets** - Mr. Quill reported that the Punta Gorda Chamber of Commerce will have their banquet on September 19<sup>th</sup> and the Charlotte County Chamber of Commerce will have their banquet on October 3<sup>rd</sup>. He is requesting authorization for Board members that are interested in attending and to let staff know who will be attending. **Commissioner Herston made a motion to approve attending the Punta Gorda and Charlotte County Chamber of Commerce banquets. Commissioner Coppola seconded. Motion passed unanimously.**

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b) **General Aviation Terminal Site Study** - Mr. Parish commented that this is a preliminary piece of the Master Plan funded by the FDOT. He explained that the Authority has the grant for the general aviation terminal and the Authority wants to make sure it is put in the right location so a planner was hired to do a small study. Brian Witaconis, Airport Planner with AECOM, did a presentation, copy attached. He covered existing conditions and requirements, development constraints, preliminary site layouts and went over the alternative that AECOM recommends. He commented with the current expansion and the increase of the markets that Allegiant is serving is not sufficient enough for the current demand. He commented that to the north there is significant infrastructure with the general aviation hangars and traffic control tower. He went over the facility requirements. He commented that the first part of the study that is identifying what sites can be developed. He commented that the dark blue is surface constraints, FAA safety areas, object free areas, runway protection zones and the lighter blue area is constraints from a height prospective. He commented that the Authority can build in the light blue area but will be restricted to height. He commented they have identified three sites, site A north of runway 9-27 has 70 acres, site B north of the Sheriff's building and T-hangars has 28 acres and site C on the southwest side has 40 plus acres. He commented that the east side of the airfield was not considered because it is predominantly wetlands and it will be very costly to construct. He commented that there are two options for site A. He commented that option 1 will maintain the existing runway 9-27 and upgrade and relocate existing taxiway E accessing the T-hangars, which was intended for smaller aircrafts, because larger aircrafts will be coming into the flight schools and the GA terminal and there will be a new access to taxiway A. He commented that since it is a Brownfield site some of that will be incorporated into the retention ponds. Commissioner Seay asked if the Authority looked into the Brownfield grant funding that is available for development of the Brownfields. Mr. Quill commented that in the past year the state has made revisions and there are not the advantages that there use to be and the Authority's Brownfield is pretty mild. Mr. Parish commented that the whole airport is considered a Brownfield and the incentives was for jobs more than construction costs. Commissioner Seay commented that there could be some jobs associated with this that the Authority might be able to get some funding. Mr. Parish commented that the Authority is rebuilding the FBO and there could be some Brownfield incentives for the flight schools. Mr. Witaconis commented that site A option 2 is the same layout as

option 1 and the only difference is converting runway 9-27 to a taxiway making the movement between the primary runways more efficient and it will eliminate the need to upgrade taxiway E. He commented that upgrading taxiway E can be a problem with the north fork of Alligator Creek and grading concerns. He commented that site B has  
5 28 acres and when they started to develop this option they had to reduce the acres because the fire station needs to access Utilities Road and Piper Road to get to Henry Street as quickly as possible, and this site requires closure of Golf Course Blvd. north of Mooney Avenue and south of Henry Street. He commented that this will allow two small flight schools, one large flight school, the FBO and vehicle and aircraft parking  
10 but there will be no room for expansion. He commented that airfield access will be limited to taxiway D. He commented that this site would require a conversion of runway 9-27 to a taxiway because it would impact the runway protection zone. He commented that site C has good airfield access with three entrances and exits points, tying into the existing GA apron and maintaining the utilization of the self-service fuel area, and it can be tied into a proposed future extension of taxiway A and runway 4.  
15 He commented that due to the proximity of runway 4 there is concern about the approach to runway 4 and the departures from 22. He commented that there is some expansion capabilities and there is an existing pond that would require to be filled which is permitted. He commented that the pond is eight feet deep and it would be expensive to fill. He commented that in looking at all the sites they recommend site A  
20 option 1 and maintain 9-27 as a runway. He commented that this would provide the most efficient airfield access and flow, good visibility, and plenty of room to expand. He commented that landside access would require some improvements. He commented that this will support infrastructure and environmental impacts. Commissioner Hancik  
25 commented that option A is the most expensive if they look at the cost. Mr. Witaconis commented that cost estimates was not part of this study and in looking at it overall the cost would be a very minimal difference. Commissioner Hancik asked what percentage of runway 9-27 is being utilized. He commented that you would never want to lose a runway as long as you have one. Mr. Quill commented that there are two alternatives  
30 on the site, one would require it and would not. Mr. Witaconis commented that keeping the runway you have a complicated intersection when you get into the 9N and 15N with the taxiways, and taxiway A has to be relocated and upgraded. He commented that the FAA will probably make you address that issue. Mr. Parish stated that runway 9-27 is the Authority's non-federally funded runway and has been on the Master Plan since  
35 1972 to be closed. He stated that the Authority had to re-mill and re-pave the runway after the hurricane with funds given to the Authority by FPL. He stated this put a five year fix on runway 9-27 and it is going on seven years and to keep that in mind because there are very limited to none federal funds to fix it. He commented that intersection  
40 9-27 and 15-33 has been brought up by the FAA as what not to do and every time they bring it up he talks to them to fix it and they say it is not eligible. He commented that it is not the Authority's goal to close runway 9-27 but it may happen. Commissioner Hancik asked what staff thinks about the recommendations. Mr. Quill commented that on the 70 acre site you are not crowding anybody and there is room to grow for many years. He commented that there is water and sewer on the south side of Challenger. He  
45 commented the Authority will have to spend some money on retention. Mr. Parish commented that this site is included in the master drainage plan. He commented that the swale would have to be updated to get it to the lake by putting pipes in, and this

5 area is already developed as part of the Piper Road project. He commented had the Authority not spent the money to do the study this is the site he would recommend. He opined that it fits the future expansion of the Airport and the Industrial Park on the north side and it ties in very well. Commissioner Hancik asked if there has been any coordination with the existing Authority's tenants on site A on how they might look at this. Mr. Quill commented that this is the first phase in the master plan. He opined that the middle site is out of the question, too many complications and he opined that it is north versus south. He commented that site A has more space and it will give a lot of flexibility for unforeseen events down the road. Mr. Mallard recommended the north side because FAA has asked the Authority to consider putting the south side as a hotspot which is an area of high congestion, the ILS, alpha coming in and all the runways conversion. Commissioner Hancik asked if it will be subject to a public hearing. Mr. Quill commented as the Authority goes through the master plan it will go through the public hearing. Commissioner Herston commented that it was a very nice presentation. He asked Mr. Parish, as a professional engineer, what site would he select of the site A plan, option 1 or option 2. Mr. Parish commented that site A, option 1 which will preserve 9-27 as long as possible. Mr. Witaconis commented that in choosing option 1 it does not preclude ever to converting it to a taxiway in the future. Commissioner Herston commented that he didn't want to be surprised in a few years to have big expenditure. Mr. Parish stated that it doesn't preclude the closure of the runway and the extension. Commissioner Herston commented that the money has been spent and might as well use it for its full life. Mr. Parish commented that the money was spent for five years and it's at seven so whether the Authority converts it or use it there is money to be spent on 9-27 in the future. Commissioner Herston commented that the roadway, the utility system and the storm water management system was designed for ten driveway connections to fill in the retention areas, and if the Authority goes with site plan A, option 1 there could be a more prominent entrance for the facilities. He liked the connections to the T-hangars and to the T-hangar drive from the general aviation terminal and a much more prominent entry would be nice. Mr. Parish commented that this is a planning study and if the Board authorizes the design the Authority has the FDOT grant for the design and construction. Mr. Parish opined that he would like to reserve more space on the frontage road and expand the parking east/west so the Authority has more depth for future development along Challenger Blvd. Commissioner Herston commented that site plan A is a good recommendation and he liked the idea of the separation and room for expansion. Chair Andrews commented that site A has the T-hangars so it will keep general aviation closer to the general aviation ramp. He commented that it doesn't preclude the other businesses from getting into maintenance. Commissioner Hancik asked who owns the old UPS facility. Mr. Quill commented that it is leased to a truck driving school. Commissioner Herston asked if it would be possible that the Authority can take care of their storm water management problem at the same time. Mr. Parish commented that it will. **Commissioner Herston made a motion to approve site plan A, option 1 as presented by the consultant on the general aviation facility. Commissioner Seay seconded. Motion passed unanimously.**

45 c) **Taxicab/Limo Services RFP** – Mr. Quill explained that the Authority continues to have issues with the taxicabs and there is no guarantee that going with one company

will eliminate those. He is asking for permission for staff to put together an RFP to select one company to serve the airport. He commented that there are a lot of disputes among the drivers. Commissioner Coppola asked if there is one company that could do it. Mr. Quill commented that he has already had an interest from a company. He commented that the customer service issues are reflecting on the airport. He commented that there needs to be some standards such as appearance of the drivers, appearance of the vehicles and standard fares. Commissioner Hancik asked if Charlotte County had any ordinances. Mr. Quill commented that they do but they are out of date. He commented that the airport is the main destination for cabs in the county and the Authority probably should take on the issues themselves. Commissioner Coppola asked if the gypsy cab companies would be joining the cab company. Mr. Quill opined that most of the cabs would be contractors and not employees. Commissioner Seay asked if a cab drops off someone can the Authority prevent them from picking up a fare. Mr. Quill replied that they could. Commissioner Seay commented that she has been getting complaints including drivers about other drivers. She commented that reflects poorly on the airport when the airport's customers see that going on. She opined this is a good idea. Commissioner Herston asked if the RFP will limit the Authority, if a company falls short and suggested the Authority add a second company. He commented that he has received phone calls and had a couple of drivers show up at his office. **Commissioner Seay made the motion to approve staff to draft and publish an RFP for the taxicab/limo services.** Commissioner Herston asked if the RFP would come back to the Board before it is issued. Mr. Quill commented on the time frame, the amount of time that is being spent on this issue and the permit fee that is paid. Commissioner Seay asked if the current permit fee holders will get a refund. Mr. Quill explained that they expire on September 30<sup>th</sup>. Commissioner Coppola asked if there will be a clause if the new company has problems. Mr. Quill commented that there will have to be a performance criteria. **Commissioner Herston seconded. Motion passed unanimously.**

**d) Change Order – Airline Office Space to Hold Room Area** – Mr. Quill commented that the FAA sometimes projects backwards and it hard for the FAA to accommodate airports that are growing fast. Mr. Parish commented that a few years ago the Authority hired RS&H to do a terminal study on how big the terminal should be to convenience the FAA. He explained that the FAA came back that the terminal peak hour would be no more than 450 peak hour passengers. He commented that the Authority knew that would work in 2012 and 2013 but the Authority did not start construction until 2015 and the Authority knew they would be running into some issues. He commented that the area that is currently the hold room the Authority left for airline offices but the offices are not funded by the FAA so the Authority left the space empty. He commented that the Authority has come to the conclusion that more hold room space is needed and this plan will take the terminal from four to six gates. He commented that the terminal is at about 620 peak hour passengers because of the increase of cities and the decrease of time between departures. He commented that this will convert the unused office space into additional hold room space and will push Allegiant into leasing portions of the current FBO and that will push the new general aviation terminal project faster. He commented that the contractors will be putting in new ceilings, flooring, mechanicals and electrical and the cost is around \$63.00 a square foot. Commissioner Seay asked

5 where the funding will come from. Mr. Parish explained that the Authority has a 50%/50% grant with FDOT for this. She asked if the Authority had their share available. Mr. Parish replied yes. Commissioner Herston asked if there is any credits. Mr. Parish commented that there are some items but other items are being added that were not in the original plan. Commissioner Herston asked if the Authority was going to build it out as offices. Mr. Parish commented that it was going to be left as unfinished space and the airline could build it out if they wanted to rent it. He pointed out on a drawing the space that was being discussed. **Commissioner Seay made a motion to approve the change order for the additional hold room areas at an amount not to exceed \$221,936.00. Commissioner Herston seconded.** Commissioner Hancik asked if the Authority's share will be recovered by the earnings of the airline. Mr. Quill commented that it will be pointed out during the budget meeting how well the Authority is doing because of the airline. Commissioner Hancik asked if it will be coming out of retained earnings and not debt service. Mr. Quill commented that the Authority is in the process of borrowing \$5.8 million from the State Infrastructure Bank which is funding terminal related things, the parking lot and the terminal annex. Commissioner Coppola asked about the additional parking spaces. Mr. Parish explained that it is a three phase project and will be adding 130 parking spaces in the first phase, 300 in the second phase and another 300 in the third phase. He commented that phase one will be done and maybe the grading for phase two for the overflow parking. He commented that phase two could be built as long as the retention is built for the entire project. He commented that the airport has been running out of parking on the weekends this summer. **Motion passed unanimously.**

25 e) **Gulf Contours Lease** – Mr. Quill commented that he pulled this off of the Consent Agenda because the agreement has not been executed. He is asking Board approval subject to Attorney Garrard's approval. **Commissioner Seay made the motion to approve the lease agreement subject to approval by counsel. Commissioner Herston seconded. Motion passed unanimously.**

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#### 14. Citizen's Input

35 **Andrew Haase, Three Palms Speedway** – Commented that they are working on the final permitting to install the grandstands. He commented on the progress of the scoring tower and should be done by next week. Commissioner Seay asked when the permits for the grandstands will be submitted. Mr. Haase commented that they have to have a walk through on the scoring tower first. Commissioner Seay asked if the permit has been submitted for the tower. Mr. Haase commented that it has been an open permit and the building inspector is on vacation. Commissioner Seay commented that next week will be the walk through on the tower and then what will be done for the grandstands. Mr. Haase commented that the final drawings have to be submitted to the county and then approval from them to start construction. Commissioner Seay commented that it should take three weeks to get the permit and the Authority could expect to see the installation of the grandstands in three to four weeks. Mr. Haase said that is a rough guestimate. Commissioner Seay asked what they look like. Mr. Haase stated they have twelve inch planking. He explained that the biggest issue was not knowing the thickness of the slab until they had it drilled so the drawings had to be adjusted. He commented that the contractor is doing the drawings and has not seen

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5 them. Commissioner Seay asked where the grandstands are coming from. Mr. Haase replied that they were purchased from a company called something like Grandstands, Inc. and they are a company in Arkansas and have been in a storage unit there since they purchased them. Commissioner Seay asked when they were purchased. Mr. Haase replied the beginning of this year.

10 **Bill Banganer (sp?)** – Commented that has been coming to the speedway since 1992. He commented that he wanted some answers to the delay that has been going on for the past two and a half years. He commented on the grandstands and asked if there is any proof that they have been purchased. He asked if there is a deadline on when this is going to happen, on the back taxes that are due, on the investor who purchased the fence and lent money to Mr. Haase. He commented on the insurance lapses and who is covered. He commented that it is disheartening that he has a hobby and no place to race. He commented that the track is the worst it has been since Mr. Davidson built it in 1992. He commented that a lot of drivers are spending extra money to race at other race tracks. He commented that it is not good for the economy here or a good light on the Authority for letting it go on for such a long time. Commissioner Seay commented that each of the questions that have been raised need to be looked at as a Board. She commented that the delays, taxes and insurance are significant issues. Chair Andrews commented that it does need to be addressed. Commissioner Herston suggested adding the speedway status to the agenda next month. Commissioner Coppola asked what the Authority's options are and is there a time limit to do all of this. Commissioner Seay suggested asking Attorney Garrard to look into the lease agreement as to what happens if the taxes are not paid and what are the options if the terms of the agreement are not made. She commented that according to Mr. Haase he stated that the grandstands will be up by the next meeting so the Authority will have a good idea of what the status is.

30 **Mike Hirsh** – Commented on the taxi RFP and if the Authority does create a monopoly situation for a single company what agency will set the rates that the people will pay and if it is the Board do they have the expertise and authority to do that. He commented that if it is not the Board then a situation will be created where one company can charge what they want to charge. Commissioner Hancik suggested that there will be some coordination with the County. Mr. Quill commented that the Authority has the ability to structure the agreement the way the Authority wants. He commented that there is going to have to be a performance criteria. He gave an example of some of the fare issues. Commissioner Hancik asked about the County's licensing. Mr. Quill commented that they would have to be licensed by the County and have had discussions with the County about modifying the ordinance. He commented other than the Authority there is not a lot of push on this topic so the Authority can address it for their situation. Commissioner Seay commented that other airports are doing something similar that can give the Authority guidance and the Authority is not the first to do this. Commissioner Coppola asked if the main objection is everyone is charging a different price. Mr. Quill commented that there are other issues such as service, disputes among the drivers and fares. He commented that the agreement will have what the fares would be.

#### 45 15. Commissioner's Comments

5 **Commissioner Herston** – Commented that it was great to see everyone including Mr. Harrell, Mr. Bayne and Mr. Rainey. He commented that staff has done a good job with all the things that are needing to be addressed. He commented that there was a flag pole base monument dedication that was scheduled and has been postponed. He explained that it is the original flag pole base from the Army base that was here. He commented that the consultants on the GA terminal did a great job.

10 **Commissioner Seay** – Commented that a lot is going on and a lot of positive things are happening at the airport. She commented that site A on the north side is a good option. She commented that the master plan showed a mid-field expansion and opined that this is the better option. She commented on the three new cities that Allegiant added to their destinations.

15 **Commissioner Coppola** – Commented that Mrs. Laishley will have copies of the two invitations if anyone would like to go. She commented that it was a good presentation from AECOM. She commented on the three destinations and the terminal expansion.

20 **Commissioner Hancik** – Commented that he was at a meeting and Commissioner Duffy commented that she was not going to run for the County Commission again.

25 **Chair Andrews** – Thanked everyone for attending. He commented that site A has a lot of room for expansion and does keep 9/27 open longer. He commented on the three new cities which means more people coming to Florida and more people buying houses, more people eating in restaurants and enjoying our weather.

**Workshop** – Chair Andrews commented that the Workshop scheduled to follow this meeting will be reconvened at a later date. He suggested getting the Budget Workshop out of the way first and then come back and finish up the By-Laws.

30 **16. Adjournment**

Meeting adjourned at 10:56 a.m.

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Paul Andrews, Chair

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Kathleen Coppola, Secretary/Treasurer