

CHARLOTTE COUNTY AIRPORT AUTHORITY

MINUTES OF EMERGENCY MEETING – APRIL 23, 2015 – 9:00 A.M.

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1. Call to Order

Chair Andrews read the meeting notice into the record (copy attached).

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2. Invocation

Commissioner Herston gave the invocation.

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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 and Assistant Executive Director Parish. **Others present:** Anna Parish.

5. Citizen's Input

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6. Resolution 15-02 for the JPA with FDOT

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Mr. Quill commented that the Authority has an upcoming grant for the general aviation terminal for a total project of \$2.4 million. He explained that this kicks off the project. Mr. Parish explained that this is a site study to determine where to put the building. He commented that it is a kick off of the Authority's master plan. He commented that the master plan will start next year. He explained that the Authority wants to get ahead of the game because the FDOT money will become available in July. He commented that the last master plan had the FBO located in its current location and the Authority needs to look where to put it. He commented that some of the locations include off of Challenger Blvd. by the 600 series T-hangars and where the Authority was thinking about putting Western Michigan University or southwest of the EAA building. Commissioner Herston asked the approximate size of the operation. Mr. Parish explained that the current idea is 10,000 sq. ft. that would house offices for flight schools, offices for the CAP and a common meeting room with kitchenette. Commissioner Herston asked how much space the CAP has now. Mr. Parish replied that they are in 1,250 sq. ft. Commissioner Herston asked who would do the study. Mr. Parish commented that it would be URS and they will do the master plan next year. Commissioner Herston asked about the FDOT time frame. Mr. Parish explained that the project needs to be started after July. Commissioner Hancik commented that the Authority's building is not a FBO and suggested that it should be called general aviation terminal. He commented that the Authority does not do maintenance or repair. Commissioner Coppola asked what goes into the site selection.

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5 Mr. Parish explained that it is how the airport is developing and where it is going in the future. He commented it also includes traffic, location, development costs at the different locations and making sure there is good separation between general aviation and commercial aviation. Mr. Quill proposed that there is a motion to accept the JPA and authorization for him to sign the contract. Mr. Parish explained that the Authority has the contract but it cannot be signed until the JPA comes back executed by FDOT. **Commissioner Hancik made the motion to accept Resolution 15-02 for the JPA with FDOT and authorize the Executive Director or his representative to sign the contract. Commissioner Herston seconded. Motion passed unanimously.**

10 Commissioner Hancik asked who was doing the site study. Mr. Parish commented it would be URS. He explained that the Authority had selected three consultants four years ago. He commented that RW Armstrong, Hanson and URS where the three selected. He commented that the principles of Hanson have left and formed their own company. They had previously been with Mosby and MEA group, who the Authority is familiar with. He explained that RW Armstrong basically disappeared out of Florida because they were bought by a company that closed all of their Florida offices. He commented that URS is the only one the Authority has left. He explained that this summer staff will be proposing going out for qualifications. He commented that they were five year contracts. He commented that URS is now AECOM. Commissioner Coppola asked if the people from the firms are retiring. Mr. Parish explained that the team from URS is the same team and AECOM was a company that was not big in Florida.

7. Citizen’s Input

25 8. Adjournment

Meeting adjourned at 9:15 a.m.

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Paul Andrews, Chair

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Kathleen Coppola, Secretary/Treasurer