



Charlotte County Airport Authority

Punta Gorda Airport

Pamella Seay Chair	James Herston Vice-Chair	Kathleen Coppola Secretary/ Treasurer	Robert D. Hancik Asst. Secretary/ Treasurer	Paul Andrews Commissioner	James W. Parish CEO	Darol Carr Authority Attorney
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Thursday, January 17, 2019

9:00 A.M.

7375 Utilities Road, Building 313, Punta Gorda, FL

AGENDA

- 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. Citizen's Input:** Anyone wishing to address the Board during this portion should state their name for the record. Each citizen is allowed up to two minutes to express their opinion.
- 6. Additions and/or Deletions to the Agenda**
- 7. Employee Service Recognition** **Ms. Desguin**
- 8. 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, item(s) will be removed from the Consent Agenda and considered separately.

Secretary/Treasurer

Minutes Regular Meeting – December 20, 2018

CEO

NBC-2 Web Cam - Partnership with NBC-2 and Earth Networks, Inc. to install a weather station and broadcast a camera feed from PGD's tower showing the commercial ramp area that will be available on NBC-2's website and for TV broadcasts. This partnership will provide significant free marketing value for PGD through on-air TV mentions/news coverage and website views. The agreement is for a one-year period, which renews monthly, and is of no charge to CCAA. For security purposes, CCAA staff will have the ability to limit the camera view and discontinue the feed if necessary.

Staff Recommended Action: Board approve the agreement between Earth Networks, Inc. and Punta Gorda Airport

PGD Flybrary - Partnership with the Charlotte County Library System to create and maintain a 20 ft. x 3 ft. area adjacent to baggage claim in the Bailey Terminal with reading materials for various age groups to take, borrow, or trade free of charge. The PGD Flybrary will become a resource for airport visitors which is intended to promote literacy, reduce anxiety, and promote a positive travel experience. CCAA will be primarily responsible for designing the space/signage and the Library System will stock the shelves with reading material. The agreement is for a one-year term which automatically renews annually.

Staff recommended action: Board approve the MOU between the Charlotte County Library System and Punta Gorda Airport.

APG Aviation Lease – Previously, APG Aviation sublet on Airport property. With the acquisition of Building 230, APG Aviation would like to continue leasing Building 230.

Staff Recommended Action: Board approve lease with APG Aviation.

9. Secretary/Treasurer’s Report

- a. Accounts Receivables
- b. Income Statement
- c. Balance Sheet

Mrs. Coppola
Mr. Parish
Mr. Parish
Mr. Parish

10. Liaison Reports

- a. Punta Gorda City Council
- b. Board of County Commissioners
- c. Metropolitan Planning Organization
- d. Community
- e. State Legislation

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

11. Attorney’s Report

Attorney Carr

12. CEO’s Report

- a. Development Update
- b. Marketing Update
- c. Aviation Activities Report
- d. Airline Update
- e. State of the Airport

Mr. Parish
Mr. Ridenour
Mrs. Miller
Mr. Mallard
Mr. Mallard
Mr. Parish

13. Old Business

- a. Iowa International Investment Inc. Purchase Agreement

Mr. Parish

14. New Business

- a. EDP Voting Rights

Mr. Parish

15. Citizen’s Input: Anyone wishing to address the Board during this portion should state their name for the record. Each citizen is allowed up to two minutes to express their opinion.

16. Commissioner’s Comments

17. Adjournment

Agenda items for January 17, 2019 Meeting

A copy of all the attachments are at <http://www.flypgd.com/meetingminutes/>

13. Old Business

- a. **Iowa International Investment Inc. Purchase Agreement** – As discussed in previous meetings, this agreement is for the purchase of approximately 60 acres of real property within the future Runway Protection Zone of Runway 22. Details of the purchase are contained within the purchase agreement.

Based on previous appraisals, the purchase price is estimated to be approximately \$400,000.00. Upon approval of the agreement, it will be forwarded to the Seller for execution. Upon receipt of the executed agreement, the appraisal, boundary survey, environmental assessment and title work will begin, along with other conditions as specified in the agreement.

Staff Recommended Action: Board approval and execution of the Agreement of Purchase and Sale.

14. New Business

- a. **EDP Voting Rights** – The EDP bylaws have been modified to allow for community partners to recuse themselves from all voting rights to stave off political pressure for their respective organizations. These voting rights include not only board agenda items but also the election voting for new and renewing board members. A decision needs to be made to determine if the Board would like to allow Mr. Parish to participate in voting matters for the upcoming year or abstain from EDP voting.

Staff Recommended Action: Board discretion.