

<p style="text-align: center;">GAINESVILLE-ALACHUA COUNTY REGIONAL AIRPORT AUTHORITY</p> <p style="text-align: center;">January 17, 2008 - 5:00 p.m.</p> <p style="text-align: center;">Gainesville Technology Enterprise Center Main Conference Room Monthly Meeting</p> <p style="text-align: center;">AGENDA</p>

✈ Please turn off all cellular phones and beepers. ✈

CALL TO ORDER BY THE CHAIR

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

DETERMINATION OF A QUORUM

APPROVAL OF MEETING HIGHLIGHTS

The Airport Authority will review and approve the GACRAA monthly meeting Highlights of December 13, 2007.

Recommendation: Motion to approve the meeting Highlights of December 13, 2007 and authorize the Chair and Secretary/Treasurer to execute the documents on behalf of the Airport Authority.

ADOPTION OF AGENDA

CITIZENS INPUT – NON-AGENDA ITEMS

AIRPORT AUTHORITY INPUT – NON-AGENDA ITEMS

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GAINESVILLE-ALACHUA COUNTY REGIONAL AIRPORT AUTHORITY

Thursday, December 13, 2007 - 5:00 p.m.
Gainesville Regional Airport
Passenger Terminal – Lounge Area

Public Hearing

Call to Order by the Chair

Chair Peter L. Johnson called the public hearing to order at 5:00 p.m.

Authority Members Present: Billy Brashear, William Breeze, Peter Johnson, Mac McEachern, and Janet Woods were present. Mark Goldstein, Win Phillips, Jim Stringfellow and Kinnon Thomas were absent.

A quorum was present.

Ex-officio member Brent Christensen and City of Gainesville liaison Erik Bredfeldt were present.

Explanation of Purpose of Public Hearing

Mr. Johnson stated that this hearing is being held under the authority and pursuant to Section 147(f) of the Internal Revenue Code of 1986. The purpose of the hearing is to hear comments and discussion concerning a plan of financing relating to the use of the proceeds from the issuance by the Authority of its Grant Anticipation Note, Series 2007 (Airport Terminal Project), in an amount not to exceed \$3,000,000, which will be used to finance a portion of the cost of renovations to the Gainesville Regional Airport terminal. Comments made at this hearing will be used by the Authority to determine whether to approve the issuance of the Note.

Mr. Johnson stated that a legal ad appeared in the November 30, 2007 issue of the Gainesville Sun, a daily newspaper advising of this public hearing.

Comments and Questions from the General Public.

Mr. Johnson opened the floor to comments and questions from the general public; none were received.

Adjournment of Public Comments

Mr. Johnson declared the public comments closed and opened the floor for a motion on Resolution 08-003.

Mr. Johnson moved to adopt Resolution 08-003 approving, pursuant to the requirements of Section 147(f) of the Internal Revenue Code of 1986, as amended, the issues of a Gainesville-Alachua County Regional Airport Authority grant anticipation note, series 2007 (Airport Terminal Project), in an amount not exceeding \$3,000,000, pursuant to a plan of financing; and providing an effective date. Dr. Brashear seconded the motion.

Mr. McEachern stated that he was not in favor of borrowing \$3,000,000.

Mr. Penksa reported that, at a previous meeting, the Board approved the use of anticipated FY2008 FAA Entitlement Grant Funds for the Terminal Renovation – Phase 2 project. He noted that Congress had not yet approved an FAA funding bill for FY2008. He recalled that the Board had already approved borrowing \$3,000,000 for the project, and that today's public hearing was necessary to comply with Tax

Equity and Fiscal Responsibility Act (TEFRA) tax-free financing requirements. He recommended approval of Resolution 08-003 so that the airport could move forward with tax-free financing which would provide a lower interest rate to the airport.

Dr. Brashear noted that the Board had previously approved borrowing \$3,000,000.

A roll call vote followed: Dr. Brashear – aye, Mr. Breeze – aye, Mr. McEachern – nay, Ms. Woods – aye and Mr. Johnson –aye. The motion passed 4-1.

The Public Hearing was adjourned at 5:10 p.m. and Mr. Johnson called the GACRAA regular monthly meeting to order.

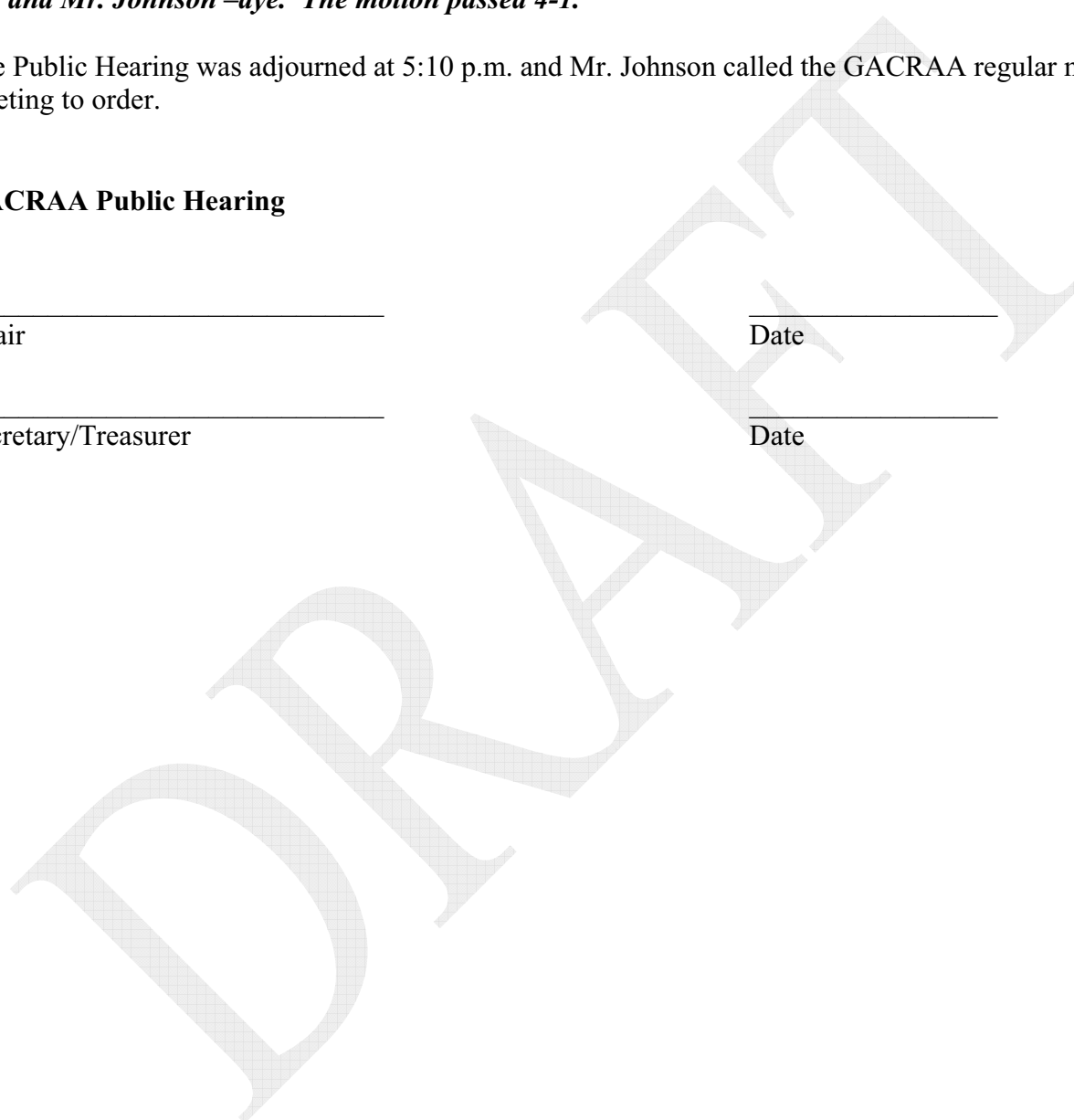
GACRAA Public Hearing

Chair

Date

Secretary/Treasurer

Date



GAINESVILLE-ALACHUA COUNTY REGIONAL AIRPORT AUTHORITY
Thursday, December 13, 2007 –5:15 p.m.
Gainesville Regional Airport
Gainesville Technology Enterprise Center (GTEC) – Main Conference Room
Monthly Meeting
Highlights

Call to Order by the Chair

Chair Peter L. Johnson called the meeting to order at 5:10 p.m.

Invocation: Mr. Mac McEachern delivered the invocation.

Pledge of Allegiance: Chair Johnson led the Pledge of Allegiance.

Authority Members Present at Roll Call: Billy Brashear, William Breeze, Mark Goldstein, Pete Johnson, Mac McEachern, and Janet Woods were present. Jim Stringfellow, Kinnon Thomas and Win Phillips were absent. *(Mark Goldstein arrived at 5:10 p.m.)*

Ex-officio member Brent Christensen and City of Gainesville liaison Erik Bredfeldt were present.

Determination of a Quorum: It was determined that a quorum was present at roll call.

Approval of Meeting Highlights for November 15, 2007

Mr. McEachern moved approval of the meeting highlights for November 15, 2007. Mr. Goldstein seconded the motion. Motion passed.

Adoption of the Agenda

Mr. Goldstein moved to adopt the agenda as presented by staff. Mr. Breeze seconded the motion. Motion passed.

Citizens' Input – Non-agenda Items - None

Airport Authority Input – Non-agenda Items - None

Consent Agenda

Mr. McEachern moved to adopt the consent agenda as presented by staff. Mr. Breeze seconded the motion. Motion passed.

With the adoption of the consent agenda, the Board approved the following motions:

- ➔ Arthur J. Gallagher & Co. – Renewal of Property Insurance for Airport: Motion to approve an expenditure of \$148,000 for annual property insurance policy.
- ➔ Employee Health Care Insurance for 2008 – AvMed Health Plans: Motion to approve staff's recommendation to elect employee group health care insurance with AvMed Health Plans and apply anticipated workers compensation insurance premium savings to the FY2008 increased cost for health care insurance.

Airport Business:

Information Items:

Mr. Penksa reported that staff continues to work with RD Air Services to finalize the lease agreement for the Corporate Hangar Site.

Mr. Penksa reported that DayJet has based fourteen (14) aircraft at Gainesville Regional Airport.

Mr. Penksa reported that staff is working with the Mil-Con Construction to negotiate the installation of additional HVAC equipment. He reported that a new electrical transformer has been installed by GRU and that an early morning power outage following the installation did not significantly disrupt airline operations due to the quick response of airport staff. Mr. Penksa reported that work in the new administration area is almost complete and may be ready for occupancy in early February.

Mr. Steve Harrill, Reynolds, Smith & Hills, Inc. reported that the terminal renovation is progressing according to plan; he stated that the skylight has been installed over the atrium.

Mr. Penksa reported that St. Johns River Water Management District (SJRWMD) is willing to consider the airport's purchase of property for conservation easement purposes to mitigate the unapproved tree cutting on airport property in the 1990s. SJRWMD staff will identify property it considers suitable for purchase by the airport for conservation easement purposes.

Mr. Penksa reported that airport neighbor, Sergio Quintana, has verbally indicated that he is willing to accept the appraised value of approximately fifteen (15) acres of land adjacent to airport property. Mr. Penksa stated that the land would provide a noise buffer and could possibly be used to mitigate the SJRWMD issue. He stated that FAA funding could be pursued if the land falls within the Part 150 Noise contours. Mr. Penksa stated that he would move forward with an appraisal upon receipt of written confirmation from Mr. Quintana that he is willing to accept the appraised value as the selling price of the land.

Mr. Penksa reported that staff is waiting for the FAA to propose a use for the AFSS building. He noted that it may be necessary to check with the Attorney for the Authority to determine if the current lease with the FAA can be extended beyond September 30, 2008 to accommodate the FAA Airways Facilities group.

Mr. Penksa reported that TowerCom has erected the cell tower and work is underway to build a wall around the compound.

Mr. Penksa reported that a Notice to Proceed has been issued to Reynolds, Smith & Hills, Inc. to conduct the FAA Part 150 Noise Study. He stated that staff and RS&H are assembling a list of potential candidates to serve on a Technical Advisory Committee. He reported that a meeting of the TAC and a Public Workshop will be scheduled for Thursday, January 24.

Mr. Penksa distributed a proposed budget for in-house ARFF services. He stated that the City of Gainesville recently notified staff of its plan to raise the fee for providing ARFF services by \$223 thousand to approximately \$654 thousand annually starting October 1, 2008. He reported that he has met with the Fire Chief several times to negotiate a lower fee.

Mr. Penksa reviewed the details of the proposed budget for ARFF services. Based on staff's research, he estimated that it would cost approximately \$411 thousand to hire in-house ARFF personnel.

Mr. Penksa indicated that he would like to negotiate a contract that is within 10% of the in-house estimate with the City. He reported that the Fire Chief has provided a new figure of \$450 thousand for ARFF labor

and is willing to review the list of duties that Gainesville Fire Rescue (GFR) personnel would perform at the airport. Mr. Penksa recommended that staff continue to negotiate with GFR and develop an agreement with the City of Gainesville.

Mr. Penksa reported that he received a budgetary quote from a private ARFF provider and the fee quoted was approximately \$500 thousand.

It was the consensus of the Board that staff should continue to pursue an agreement with GFR and the City of Gainesville for ARFF services.

Mr. Penksa reported that the FAA informed staff that the airport would receive funding of \$1.65 million in FY08 for a Taxiway B Rehabilitation and Lighting project. The FAA indicated that bids would need to be received by late July 2008. Mr. Penksa reported that staff advertised an Request for Statement of Qualifications for engineering services for the design of the project.

Mr. Penksa reviewed the air traffic volume reports.

Finance Report

Mr. Matthew Lyons, Business Manager/CFO, reviewed the Finance Report for the period ending November 30, 2007. He reported the following results:

Revenue	November Year-to-Date Actual (2 mos.)	November Year-to-Date Budget (2 mos.)	Variance Over / (Under)
Total Operating Revenue	\$749,751.38	\$738,894.18	\$10,857.20
Expenses	November Year-to-Date Actual	November Year-to-Date Budget	Over / (Under)
Total Expenses	\$569,098.81	\$620,381.04	(\$51,282.23)
Income (Loss) Before Depreciation	\$180,652.57	\$118,513.14	\$62,139.43

FDOT LAP Agreement Amendment # 1 – Resolution 08-004

Mr. Penksa recalled that the Board previously accepted a Local Agency Program (LAP) to fund the construction of the first phase of a new access road from S.R. 24 to the airline terminal. He reported that the Florida Department of Transportation (FDOT) has made available an addition \$12 thousand for the project.

Mr. McEachern moved to adopt Resolution 08-004 accepting Amendment # 1 to FDOT LAP agreement # 207614-4-38-01, 58-01 and authorizing execution by the appropriate officials. Mr. Breeze seconded the motion. A roll call vote followed: Mr. Breeze – aye, Mr. Goldstein – aye, Mr. McEachern – aye, Ms. Woods – aye, Dr. Brashear – aye, and Mr. Johnson – aye. The motion passed 6-0.

Facilities & Planning Committee Report

Mr. McEachern reported that the Facilities and Planning met prior to the GACRAA monthly meeting. He stated that the committee recommends adoption of Resolution 08-005 authorizing execution of a contract with Peek Pavement Markings to paint new, enhanced taxiway and runway 11-29 markings.

Mr. Goldstein moved to adopt Resolution 08-005. Mr. Breeze seconded the motion. A roll call vote followed: Mr. Goldstein – aye, Mr. McEachern – aye, Ms. Woods – aye, Dr. Brashear – aye, Mr. Breeze – aye, and Mr. Johnson – aye. The motion passed 6-0.

Mr. McEachern moved the committee recommendation to adopt Resolution 08-006 authorizing execution of change order #4 with Mil-Con Construction of Jacksonville, FL for Phase Two (2) Renovation of the airline passenger terminal.

Mr. Penksa noted that funding for change order #4 will come from Passenger Facility Charge (PFC), contingent on FAA approval.

A roll call vote followed: Mr. McEachern – aye, Ms. Woods – aye, Dr. Brashear – aye, Mr. Breeze – aye, Mr. Goldstein – aye, and Mr. Johnson – aye. The motion passed 6-0.

Mr. McEachern moved the committee recommendation to move forward with Request for Statements of Qualifications 08-001 for General Engineering Consulting Services. Motion passed.

Mr. Breeze moved the committee recommendation to move forward with Request for Statements of Qualifications 08-002 for General Engineering Consulting Services for a Taxiway B Rehabilitation and Lighting project. Motion passed.

Airport Authority Attendance

No issues to report at this time.

Tenant Reports

Mr. Bill Pokorny, University Air Service general manager, announced that UAC will offer new aircraft detailing service starting on December 17. He reported that UAC staff has been trained to refurbish and clean aircraft inside and out.

Ms. Carolyn Bomberger, president, Southeast Aircraft Charter, announced that SAC acquired a 2007 C90GP aircraft for its fleet.

Airport Authority Comments

Mr. McEachern stated that the Gainesville Sun’s recent characterization of the new access road as a “road to nowhere” was inappropriate. He stated that even though the initial portion of the road will not connect S.R. 24 to the airline passenger terminal, the first phase of the road construction will open up 35 acres of airport land for development for general aviation facilities.

Adjournment

There being no further business, the meeting was adjourned by the Chair at 6:32 p.m.

GACRAA Monthly Meeting

Chair

Date

Secretary/Treasurer

Date

CONSENT AGENDA

1. 2008 Master Calendar of Board / Committee Meetings

Staff recommends adoption of the proposed 2008 Master Calendar of Board / Committee Meetings. Monthly Board meetings are scheduled for the 4th Thursday of the month with the exception of November and December due to the Thanksgiving and Christmas holiday season. Standing committees are scheduled on a quarterly basis, but may be cancelled or held more frequently at the call of the committee chair. Governance and Nominating Committee meetings are scheduled to provide for an annual appraisal of the Chief Executive Officer; the appraisal is to be completed prior to June 1 in accordance with the terms of the agreement between the Chief Executive Officer and GACRAA. A meeting of the Governance and Nominating Committee is scheduled to occur in August in accordance with GACRAA By-Laws Article III, Section 2 which states that the committee's nominations for officers must be presented to the Board at its regular monthly meeting in August. Revisions to the 2008 Master Calendar of Board / Committee Meetings will be published as needed.

Recommendation: Motion to adopt the proposed 2008 Calendar of Board / Committee Meetings.

Gainesville-Alachua County Regional Airport Authority

2008 Master Calendar of Board / Committee Meetings

	GACRAA Board	Standing Committees			Ad Hoc Committee
	Regular Monthly Thursdays 5:00 PM (4th Thursday of Month)	Business Devl. & Marketing Thursday 3:00 PM (Quarterly)	Facilities & Planning Thursday 3:00 PM (Quarterly)	Audit, Finance & Operations Thursday 3:00 PM (Quarterly)	Governance & Nominating Thursday 3:00 PM (As Needed)
January	**17		**10th at 2:00 PM		
February	28	14			
March	27			13	
April	24		10		17
May	22	8			15
June	26			12	
July	24		10		
August	28	14			21
September	25			11	
October	23		9		
November	*13	6			
December	*11			4	

* Denotes a change in the regular schedule due to holidays.

** Denotes a change in the regular schedule due to scheduling conflicts.

AIRPORT BUSINESS

1. Information Items

➔ Project Summary

1. **Transportation Security Administration Hurricane Preparedness**

Gainesville Regional Airport has been chosen to house emergency supplies such as food, water, generators and trailers required to support TSA staff at airports affected by hurricane damage. The inland location is strategic for distribution, with some protection afforded through distance from the Atlantic Ocean and Gulf of Mexico. Materials will be staged at GNV, standing ready for dispatch anywhere in the southeastern United States. Materials have begun to arrive, many of them housed at Florida Food Service, and staff will develop a lease amendment to accommodate this new TSA activity.

2. **RFP # 07-002 Corporate Hangar Area Development**

The Board accepted a proposal from RD Air Services, LLC to develop approximately 2.75 acres of property as a Corporate Hangar site to include ramp and taxi lanes. RD's construction site plan has been approved by the City and approved by GACRAA at its June 27 meeting. A Phase I environmental audit of the property has been completed. A copy of the report was submitted to RD Air Services. Staff is awaiting certain documents from RD required prior to lease signing. Staff needs RD Air Services' performance bond or other acceptable security. Staff had asked for all items necessary to execute the lease by the end of September. RD Air reports that they have completed their appraisal for the loan and final loan approval but they expect to have all documents for GACRAA legal review and lease execution by mid-December. **RD Air is now considering alternative means to financing and guarantee construction. These will be submitted to staff for review. A ground breaking ceremony was held on December 19.**

3. **Relocation of Entrance Road between Airline Terminal and Waldo Road**

An earmark was received in the USDOT Highway Reauthorization Bill. \$950,000 in additional funding for this project was also announced as FDOT Growth Management funding. A member of the Delegation has expressed an interest in putting a sign with Airline logos on Waldo Road. A task order for design was approved by the Board and an FDOT grant agreement has been accepted. The Airport needs to develop additional airside land to meet future general aviation

needs. The FAA's Orlando ADO is of the opinion that the project does not qualify for AIP or PFC funding. The federal grant does not require any local match, but is insufficient to complete the project. More federal funds will be needed to complete the project without a large local share. FDOT has notified staff that construction of a partial road using 100% of the available federal funds with no state or local match is acceptable. The partial road will provide access to approximately 33 acres of airport land for future aeronautical development as well as a connection to the proposed county commerce park. The City Plan Board, in its approval of rezoning the current fairgrounds site for use as a business park, is in favor of utilizing access from Waldo Road via the proposed Airport Entrance Road. GACRAA has approved moving forward with the project to use up the federal funds available at 100% of project costs. The available funds will pay for approximately 1,700 feet of two-lane roadway. The road will not connect with the terminal loop road until additional federal funds are made available. Staff will pursue additional federal funding at the appropriate time in hopes of completing the road. Design work is scheduled to be completed by 6/2/2008 with bidding scheduled to occur on 8/14/2008. Construction of Phase I is scheduled to be substantially complete in June of 2009.

4. DayJet™

DayJet is a "Per-Seat, On-Demand" air taxi operator based in Delray Beach, FL. Gainesville is one of DayJet's first 5 DayPorts in Florida. DayJet has also established its first DayBase in Gainesville. DayJet is also considering Gainesville for an operations maintenance center; these two activities would together require as many as 120 employees. DayJet has been performing intensive pilot training activities at the Airport and has received their FAA certificate to carry passengers. The official passenger service kick-off event was held on Friday, October 5th and was well attended. DayJet has begun revenue passenger operations and is pleased that the number of operations is "within the envelope of their business plan".

5. Airline Passenger Terminal Renovation

The building permit was issued and the contractor began work in mid-May. A surplus trailer has been acquired to house offices for facilities maintenance and operations staff displaced by construction work in the former terminal restaurant area. The project is several weeks behind schedule. Airport staff is evaluating the contractor's requests for additional time. Construction barriers have been erected in the main passage ways in the terminal and overhead plumbing and HVAC work has begun as well as some wall demolition. Erection of structural steel to enclose the courtyard is complete. Conduits for upgraded electric service cables have been installed beneath the terminal drop-off lane. Staff is recommending proposed changes to the concession area with the contractor. Proposals to replace HVAC equipment in the ticketing and bag claim areas are being evaluated. The pump house for the new chiller is complete and equipment is being installed. New chilled water lines are being installed on the roof from the chiller to various equipment locations. Roof for air handlers have been installed for the new atrium.

A new main electrical service panel has been installed and energized. Light fixtures and fire suppression systems have been installed in the atrium. Metal studs for drywall are being installed. A temporary passageway through the atrium has been constructed to allow passengers to pass through while the new TSA screening area is being completed. Final painted finishes are to be installed in the administration area in January and the space should be ready to occupy in early February. A report detailing the increased efficiency of the new HVAC system has been completed. This information will be used to apply for an Energy Savings Rebate from GRU.

6. RD Air Services, LLC

RD Air has established and occupied temporary offices next to the Bi-fold Door Hangar they lease. The new door arrived and installation will be completed as soon as storefront modifications to the hangar are completed. Work will resume when RD completes a phase inspection of one of its jet aircraft around December 20th.

7. Multi-Modal Facility

Utilizing the FY05 USDOT grant and FDOT Growth Management funding, a Phase I scope of work is being developed. A bus/shuttle stop, taxi cab queuing area, and private vehicle waiting area are anticipated as elements of this project. Staff has submitted an application to use 100% of the federal funds available (approximately \$291,534) with the minimum amount of local match (10%).

8. St. Johns River Water Management District

The water management district is pursuing resolution of conservation easement recordation and wetland clearing permits associated with work done in the early 1990's (Taxiway A Extension) and mid-1980's (tree clearing in the approach to Runway 29) respectively. The water management district has tentatively agreed to the proposal of recording the easement on Gum Root Park property. The City Commission approved recordation at its June 26, 2006 meeting if they receive \$118,000 from GACRAA. The Commission must now approve Amendment # 2 to the Interlocal Agreement that the GACRAA Board approved on October 26, 2006. A survey of the easement has been prepared by RS&H as well as a draft easement area management plan. Both have been submitted to SJRWMD for approval. Airport staff will work with the City of Gainesville to develop an MOU for continued city maintenance of the area to remove exotic species. Comments to the proposed easement language have been received from SJRWMD and have been forwarded to the City Attorney's office for review. The City would like the Airport to remove the Gum Root area from the FAA Exhibit A map. The FAA will not approval removal of the property unless the Airport can demonstrate that it was added by mistake. The FAA is not in favor of a transfer of the funds from GACRAA to the City as they would consider this revenue diversion. FAA also must approve the easement language and wants the Airport to retain authority to

mitigate potentially hazardous wildlife. SJRWMD is not in favor of such language. Staff has asked SJRWMD if there are opportunities to purchase land for conservation off-site. SJRWMD is investigating. Staff has approached the City about working together to mitigate off-site as well.

9. Edge Lights on T/W A

The new Taxiway A lights are now **fully operational**. The project is substantially complete. The FAA has granted permission for the Airport to use any excess project funds on the ARFF building door and exhaust system modifications, installation of a dry chemical fire fighting system on the existing ARFF vehicles, as well as an update to the Airport Airfield signage plan as required by FAA. The vault emergency generator and automatic transfer switch **have been** tested and signed off. A preliminary walk through of the project was completed. All tower/vault fiber optic lines are installed and are operational. **Employee training on the new vault has been completed. The megger test on the new cable has been received as required and the cable has passed inspection. Testing on the fiber optic cabling is being evaluated by the engineer. The contractor still must perform fiber optic training. The Airport is awaiting as-built drawing from the contractor and the engineer. All other closeout documents have been received.**

10. Gainesville Regional Utilities (GRU) Rebate

A rebate check in the amount of \$13,594.90 has been received from GRU **for the Taxiway A Lighting project. Applications are being prepared for rebates associated with the new terminal HVAC system and LED exit lighting.**

11. Florida Food Service

Florida Food Service plans to expand its facility in the Airport Industrial Park. City and GACRAA approvals have been obtained; modifications to the sale have been approved, requiring \$50,000 be set aside from net proceeds to pay for potential environmental remediation. The closing took place on January 17, 2007. The City of Gainesville has drafted an Escrow Agreement to define the terms for holding the \$50,000 in escrow. The Escrow Agreement was approved by GACRAA in May 2007, and holds the sum in escrow until 2011. The funds are currently in an interest bearing account. The construction at Florida Food Service is nearly complete and no contamination has been found. Staff expects the escrow may be released early.

12. Automated Flight Service Center

The FAA has outsourced Automated Flight Service Station (AFSS) functions to Lockheed. A letter outlining the merits of keeping the GNV station open was sent to Senator Mel Martinez, Senator Bill Nelson, Congresswoman Corrine Brown, Congressman Cliff Stearns, FAA Administrator Marion Blakey, and Mr. Dan Courain, Vice President and AFSS Program Manager, Lockheed Martin Information Technology. Lockheed took over operation of the GNV AFSS station

on October 1, 2005. Lockheed closed the GNV AFSS on July 30, 2007. Staff has contacted AFSS to confirm their intentions for the building. The current lease expires September 30, 2008. FAA Airways Facilities management is considering vacating its current location across the road from UAC and occupying the AFSS building. Staff will prepare recommendations for future use of the building at market rate for presentation to the Facilities and Planning Committee. Mr. Penksa has left several messages with FAA real estate personnel wishing to discuss FAA's desires regarding the building. Staff has sent a formal request letter in order to prompt a response. We are awaiting a reply from FAA. Staff will meet with the local FAA Airways Facilities manager on or about December 13th to discuss FAA's plans and how additional private tenants might fit into those plans. Staff intends to contact our legislative delegation to assist in having FAA move forward and formalize a proposal.

13. Consolidated Rental Car Facility

A \$3.00 Customer Facility Charge (CFC) went into effect August 1, 2005. Initial conceptual design work has been completed. The project scope must be revised in order to fit within the original budget. A meeting with the local rental car representatives was held on April 20, 2007. Only the representative from Hertz attended. Staff has prepared a reduced facility to fit within the original scope of work. A drawing of the revised project site plan has been prepared by RS&H and has been circulated to the rental car companies for comment. Three companies have submitted comments so far and the concept plan will be revised as comments are received.

14. Expanded Rental Car Ready Lot

A Rates and Charges study is underway that will help staff develop a strategy for constructing additional ready/return parking spaces.

15. Financial Policy

A new Financial Policy is needed to describe the Authority's financial strategy and accounting structure that is now in place.

16. Facility Solicitation / Evaluation / Leasing Policy

A policy is needed to describe how the Authority intends to go about leasing facilities it owns, and when competitive processes will be employed. A draft policy has been developed for the Facilities and Planning Committee to consider.

17. ADS-B Installation

Gainesville is one of five sites in Florida to receive new technology that will broadcast traffic information to aircraft. Installation of equipment was anticipated in 2004. An obstruction survey of the approaches has been completed. Several trees were identified for removal to minimize visibility minimums. The Airport

located and marked the trees for eventual topping or removal. Some of the trees closest to the airport have been topped. Staff has requested an updated schedule for funding and installation of the approach from FAA.

18. Fairground Property

The County Commission has adopted Plan East Gainesville, which includes redevelopment of the existing fairgrounds into a Business/Commerce Park. County staff has recommended moving the fairgrounds to a site just north of the Airport Industrial Park. The County has purchased the aforementioned property. A deed restriction on the current fairground site has been moved to the new site and the County has petitioned the City to rezone the current site for business use.

19. Consolidated Communications Antennae, RFP # 05-005

The Ground Lease Agreement is fully executed, and the tower developer has begun the permitting process. Engineering of the antennae is nearing completion. The City required zoning changes to accommodate the tower and other potential developments. The necessary zoning changes were approved by the City Commission in April 2007. The Board authorized TowerCom to build a “flag-ready” unipole tower. Staff has received a site plan for review. The site plan for the tower, including the U.S. flag presentation was approved by the City Plan Board on July 19th. The approval was granted with some minor modifications requested by city staff. The contractor is to supply a performance bond to cover demolition and removal of the tower in the event it is abandoned. TowerCom received their building permit from the City in late October. A preconstruction meeting with the building contractor and airport staff was held on October 25th. Construction commenced on November 6th. The tower is up. **A decorative masonry security wall has been constructed around the tower.** Additional work on communications equipment remains. The Airport has been approached by AT&T to provide an easement for telephone service lines to the tower and a proposal will be submitted to the Board at a later date.

20. Hatchet Creek Development

On February 28, 2007, a developer held a Neighborhood Workshop to discuss a proposed Large-scale Comprehensive Plan Amendment on 498± acres near the Ironwood Golf Course. The proposed project will change the land use from Single Family Residential and Industrial to Planned Use District (PUD) to allow for mixed-use development including single-family residential units, multi-family residential units, commercial space, and office space. The eastern boundary of the site is approximately ½ mile from the end of Runway 11-29, the Airport’s primary runway. Staff has communicated to the City Manager and to City Commissioners the airport’s opposition to the proposed zoning change on land adjacent to airport property. The property in question is within the 65 ldn – 70 ldn noise contour, and residential zoning is not a compatible use for this land. City Planning staff has provided its recommendation, to approve with conditions, to the City Plan Board.

The developer has re-submitted his application and proposes 1,500 age restricted dwelling units, 500 assisted living units, 100,000 square feet of office space and 100,000 square feet of retail/commercial space. Staff believes the developer has agreed to provide noise insulation and aviation easements over the entire property. The developer is to provide copies of the easement language to GACRAA's attorney. The application went before the City Plan Board on September 20, 2007. The city arranged a conference call with FAA personnel at the Orlando Airports District office on September 5th to discuss FAA's concerns and available options. FAA is not in favor of changes to existing Industrial zoning to Residential. City Staff has recommended approval with conditions but does not recommend changing existing Industrial zoning or allowing residential construction within the City's established 65 dnl zone. The City is encouraging GACRAA to update the airport noise contours as quickly as possible. GACRAA and the City will need to decide which contours are appropriate for update of the City's Airport Hazard Ordinance and comprehensive noise plans. GACRAA has approved a task order with RS&H to update noise contours as the first phase of and FAA Part 150 Study.

21. Part 150 Study (Phase 1)

The independent fee review has been completed. The proposed task order is within 10% of the independent fee review. The FAA's Orlando ADO has included the project in its proposed 2008 program and issued concurrence with the award to RS&H. Notice to proceed was issued to the consultant on December 4th. The project should take 120-150 days to complete. A kick-off meeting was held with the consultant on November 30th and various aircraft/airport operational data are being collected. The first meeting of the project Technical Advisory Committee (TAC) and Public Workshop for interested members of the public will be held on January 24th.

22. City of Gainesville Fire Rescue Services

The City of Gainesville, in anticipation of budget shortfalls due to the State Legislature's actions regarding property taxes, has advised the Airport that it will increase the fee to staff the Airport's Fire Station. The City intends to increase the fee by approximately \$230 thousand dollars. Staff submitted a response to the City's proposed increase on July 14th. Staff has met with the City Manager and Fire Chief to discuss various options for reducing cost. The airport and city staff agreed to try and negotiate costs and explore a change in staffing with the firefighter union. The City Commission approved a motion giving GACRAA one-year notice of termination of the agreement on October 1, 2007. The Authority will have the option of continuing the agreement for an additional five (5) months beyond October 1, 2008 at 100% cost reimbursement. The City Commission directed staff to work with GACRAA to negotiate a new agreement and explore cost reduction measures. Staff met with the Fire Chief on October 16th to begin discussions on possible cost cutting measures. Staff had a follow-up meeting with GFR on December 7th. GFR presented a general plan that addresses most of staff's concerns and would result in a significant reduction over the City's proposed

FY2009 rate. GFR is also receptive to taking on some additional airport operations duties to add value to the contract. Staff will update GACRAA of the GFR proposal and recommends moving forward to formalize a contract for consideration in January 2008. A summary of the contract terms has been provided. The Gainesville City Commission will take up the proposed contract at their January 28th meeting.

23. GACRAA Email

A project to implement the Board's request to provide public access to GACRAA members' email on the Airport's website is completed. E-mail to Board members can be viewed on the website.

24. Taxiway B Rehabilitation

The airport has previously applied for funds to rehabilitate Taxiway B pavement and lighting. The project is included in the airport's Joint Airport Capital Improvement Program (JACIP) Staff recently learned that funding for the project may be awarded in FY 2008 if an FAA reauthorization bill is approved. An RFP for consultant selection has been prepared and advertised. The project must be designed and bid by July 2008 in order to meet FAA requirements to be under grant by September 2008. Consultant proposals are expected by December 20, 2007. In order to meet the demanding FAA schedule, a consultant agreement must be signed and Notice to Proceed issued by mid to late January. Airport staff recommends arranging for some of the initial geotechnical investigation and perhaps survey work prior to consultant selection in order to meet this tight schedule. The project will include rehabilitation of the existing pavement and replacement of the taxiway edge lighting and two signs. The preferred lighting system will utilize lightning resistant cable (as available) in conduit and utilize LED light fixtures. Lighting work may be bid as an alternate in order to stay within budget. Various paving options will be considered, however, time is of the essence in completing a design that will fit within the FAA grant budget.

25. Airport RFQ for General Engineering Consultant Services

Airport staff has prepared and advertised an RFQ for general airport engineering and consulting services as well as a separate RFP for design and professional services for Rehabilitation of Taxiway B. Existing agreements with RW Armstrong and RS&H recently expired. Staff proposes to hire a minimum of three firms to provide general engineering, architectural, planning and environmental and related services. The agreements would be non-exclusive, allowing the airport to choose the most qualified firm for a each job from a small pool of pre-selected firms. Per FAA and FDOT requirements, consultant selection must be based on qualifications and not cost. Contracts would be non-exclusive and may be canceled at any time. GACRAA would still have the option to issue new, project specific RFP's for services and contract with new firms (outside the pool) when deemed to be in the best interest of GACRAA.

All proposals were due by December 20, 2007 for both RFQs. Upon examination of the proposals, staff short-listed the proposals to a total of eight firms. Short-listed firms would make presentations to the selection committee in January. A qualifications based ranking system was employed and the results tabulated and submitted to the Facilities and Planning Committee for consideration and recommendation to GACRAA. The RFQ and RFP have been reviewed and approved by FAA. (The selection process must follow the requirements set forth in FAA Advisory Circular 150/5100-14D.)

26. Quintana Land Purchase

Airport neighbor Sergio J. Quintana, communicated his desire to sell a parcel of land contiguous to airport property. The parcel, 17731-004-000, consists of approximately 15.2 acres and is located southeast of the threshold to Runway 29. Mr. Quintana is interested in obtaining an appraisal to determine the fair market value of the property.

The property is located within an area identified for "Future Acquisition" "to eliminate existing and potential future noncompatible land use" along the east southern boundary of the airport in the Gainesville Regional Airport Master Plan Update of October 1987. As much of the property is wetlands, it could be utilized as buffer between the airport and neighbors to the south.

The Board has previously approved staff's recommendation to obtain an appraisal to determine the fair market value of the property and upon successful negotiation of the price, pursue the purchase with GACRAA, FAA or FDOT funds. The property is not currently eligible for purchase with FAA funds. While not anticipated, this could change if it is found to be within an established 65 dnl+ noise zone upon completion of the current FAA Part 150 study.

Status 1/17/08



New Office Area



Coil Door in TSA Corridor

KEY WORK ACCOMPLISHED

- Pump house motors and piping equipment installed
- Roof top equipment installed
- Temporary passenger TSA corridor in place
- Roof pipe supports and piping installed
- Lights installed in the courtyard
- Painting completed in the vending / lounge area
- TSA security coiling door installed



Mechanical Room Water Heater



TSA Corridor through Courtyard

CRITICAL UPCOMING ACTIVITIES

- Complete the women's / men's toilets and the family toilet
- Continue work in the mechanical room
- Work in the new TSA area
- Complete the vending / lounge area
- Complete the courtyard area



Roof top Equipment



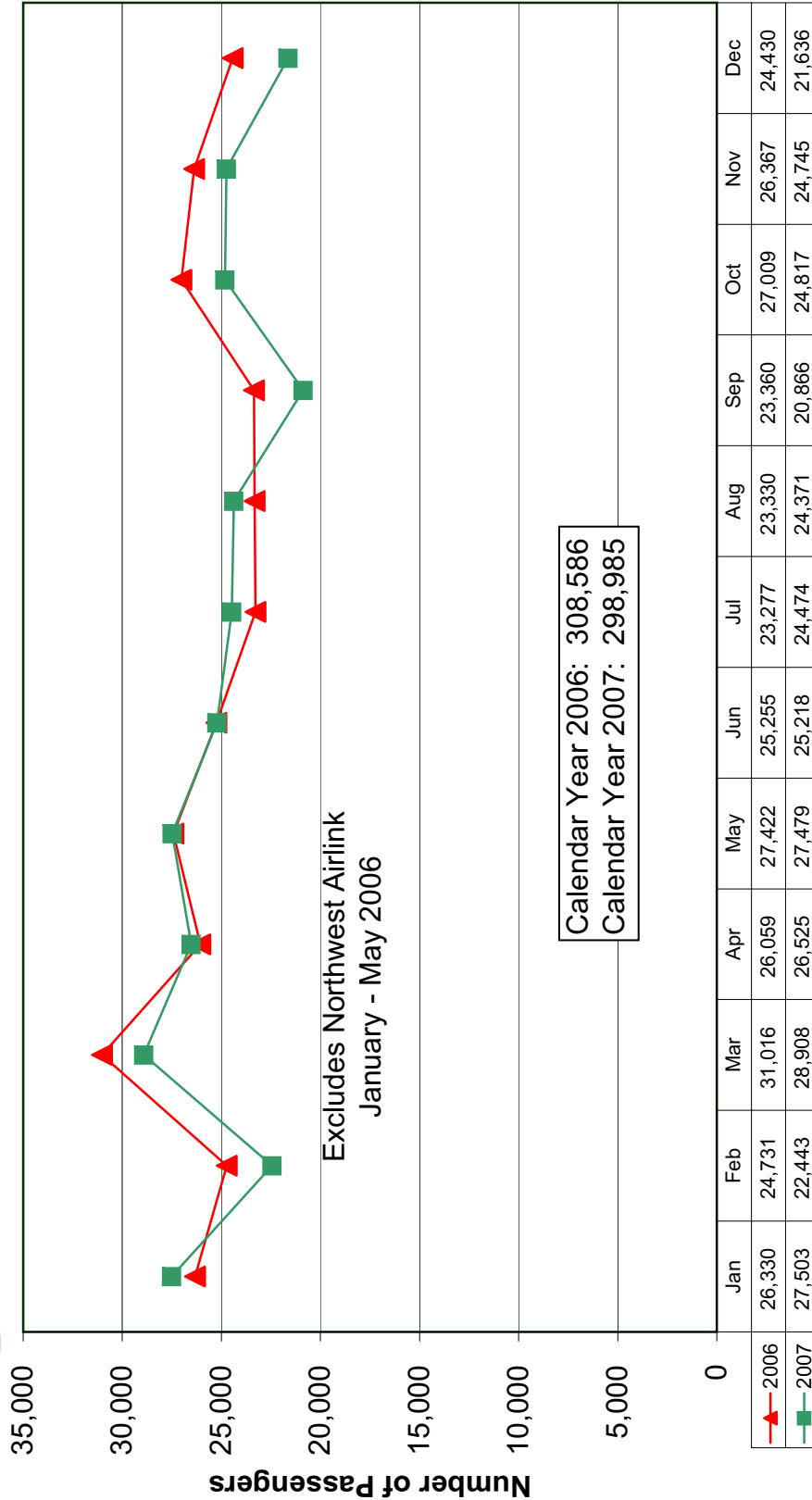
Painted Pump House and Equipment

Gainesville Regional Airport
Air Traffic Volume and Fuel Flowage
For the Three Months Ending December 31, 2007

	Actual 12/31/07	Prior 12/31/06	% Change Over Prior	F-YTD 12/31/07	F-YTD 12/31/06	% Change Over Prior
Air Traffic Volume Report						
Passengers						
Regional Carriers						
Deplaned	10,578	11,637	(9.10%)	34,999	37,473	(6.60%)
Enplaned	<u>10,830</u>	<u>12,397</u>	<u>(12.64%)</u>	<u>35,296</u>	<u>38,858</u>	<u>(9.17%)</u>
Totals	21,408	24,034	(10.93%)	70,295	76,331	(7.91%)
Non-Scheduled (Charter)						
Deplaned	80	233	(65.67%)	488	761	(35.87%)
Enplaned	<u>148</u>	<u>163</u>	<u>(9.20%)</u>	<u>415</u>	<u>714</u>	<u>(41.88%)</u>
Totals	228	396	(42.42%)	903	1,475	(38.78%)
Totals (All-Types)						
Deplaned	10,658	11,870	(10.21%)	35,487	38,234	(7.18%)
Enplaned	<u>10,978</u>	<u>12,560</u>	<u>(12.60%)</u>	<u>35,711</u>	<u>39,572</u>	<u>(9.76%)</u>
Totals	<u>21,636</u>	<u>24,430</u>	<u>(11.44%)</u>	<u>71,198</u>	<u>77,806</u>	<u>(8.49%)</u>
Cargo						
Air Freight						
Deplaned	46,007	67,321	(31.66%)	164,099	195,256	(15.96%)
Enplaned	<u>5,467</u>	<u>20,254</u>	<u>(73.01%)</u>	<u>16,048</u>	<u>53,668</u>	<u>(70.10%)</u>
Totals	51,474	87,575	(41.22%)	180,147	248,924	(27.63%)
Air Express						
Deplaned	<u>0</u>	<u>452</u>	<u>(100.00%)</u>	<u>0</u>	<u>2,260</u>	<u>(100.00%)</u>
Totals	0	452	(100.00%)	0	2,260	(100.00%)
Total Cargo	<u>51,474</u>	<u>88,027</u>	<u>(41.52%)</u>	<u>180,147</u>	<u>251,184</u>	<u>(28.28%)</u>
Tower Operations (Numbers)						
Air Carrier (60+Seats)	149	132	12.88%	534	369	44.72%
Commuter/Taxi(Under)	835	825	1.21%	2,641	2,632	0.34%
Cargo Carrier	32	42	(23.81%)	106	110	(3.64%)
Gen. Aviation	4,721	5,077	(7.01%)	15,057	17,216	(12.54%)
Military	<u>446</u>	<u>689</u>	<u>(35.27%)</u>	<u>1,397</u>	<u>2,575</u>	<u>(45.75%)</u>
Totals	6,183	6,765	(8.60%)	19,735	22,902	(13.83%)
Fuel Flowage Report (Gallons)						
General Aviation						
Jet A	77,134	79,088	(2.47%)	248,061	236,071	5.08%
AvGas	<u>15,971</u>	<u>21,202</u>	<u>(24.67%)</u>	<u>60,843</u>	<u>70,940</u>	<u>(14.23%)</u>
Total General Aviation	93,105	100,290	(7.16%)	308,904	307,011	0.62%
Airlines Jet A	128,428	122,022	5.25%	377,994	396,581	(4.69%)
Military Jet A	<u>14,644</u>	<u>8,701</u>	<u>68.30%</u>	<u>39,560</u>	<u>53,268</u>	<u>(25.73%)</u>
Total Fuel Flowage	<u>236,177</u>	<u>231,013</u>	<u>2.24%</u>	<u>726,458</u>	<u>756,860</u>	<u>(4.02%)</u>



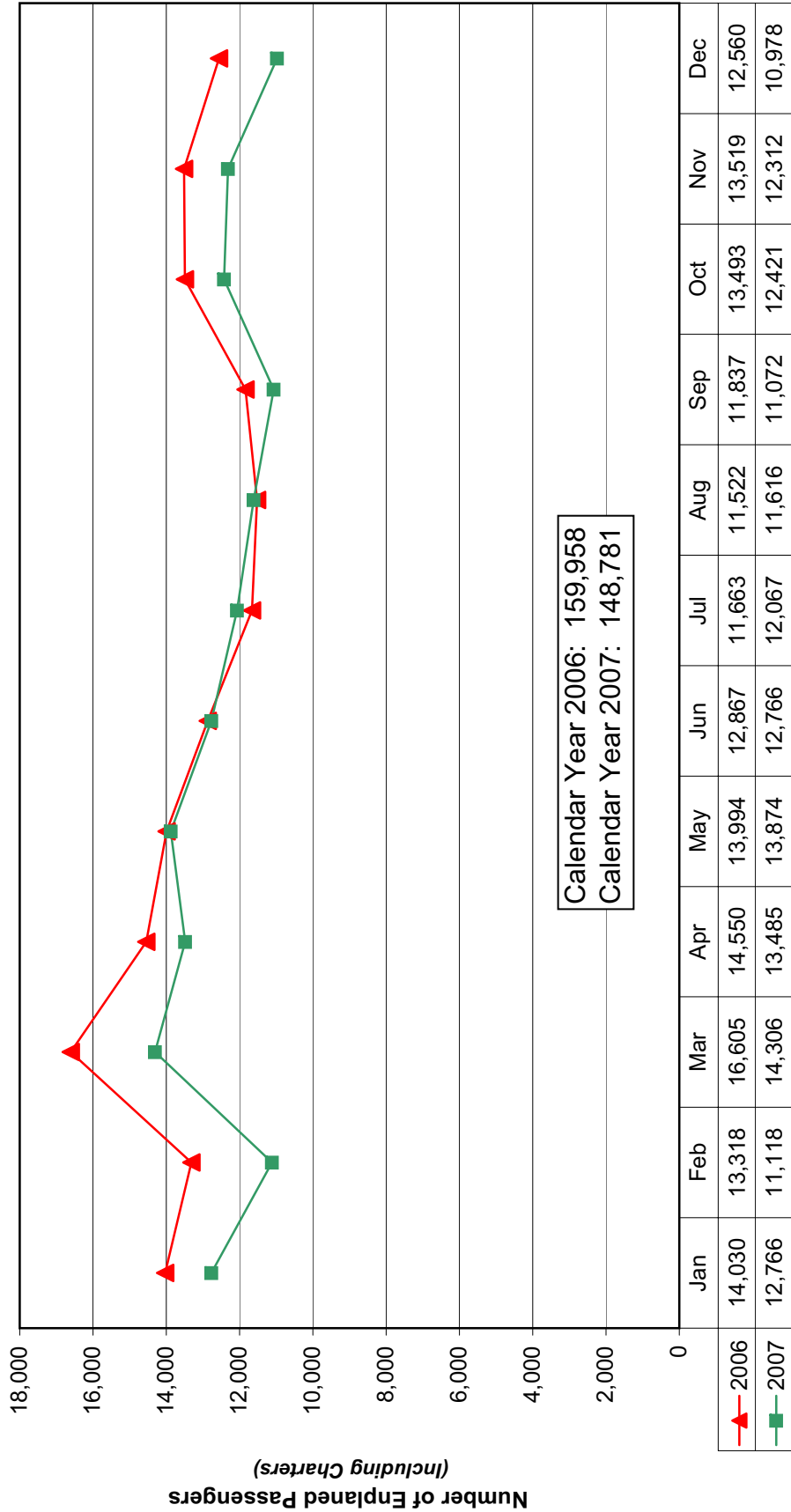
Passenger Traffic by Month December 2007



Calendar Year 2006: 308,586
Calendar Year 2007: 298,985

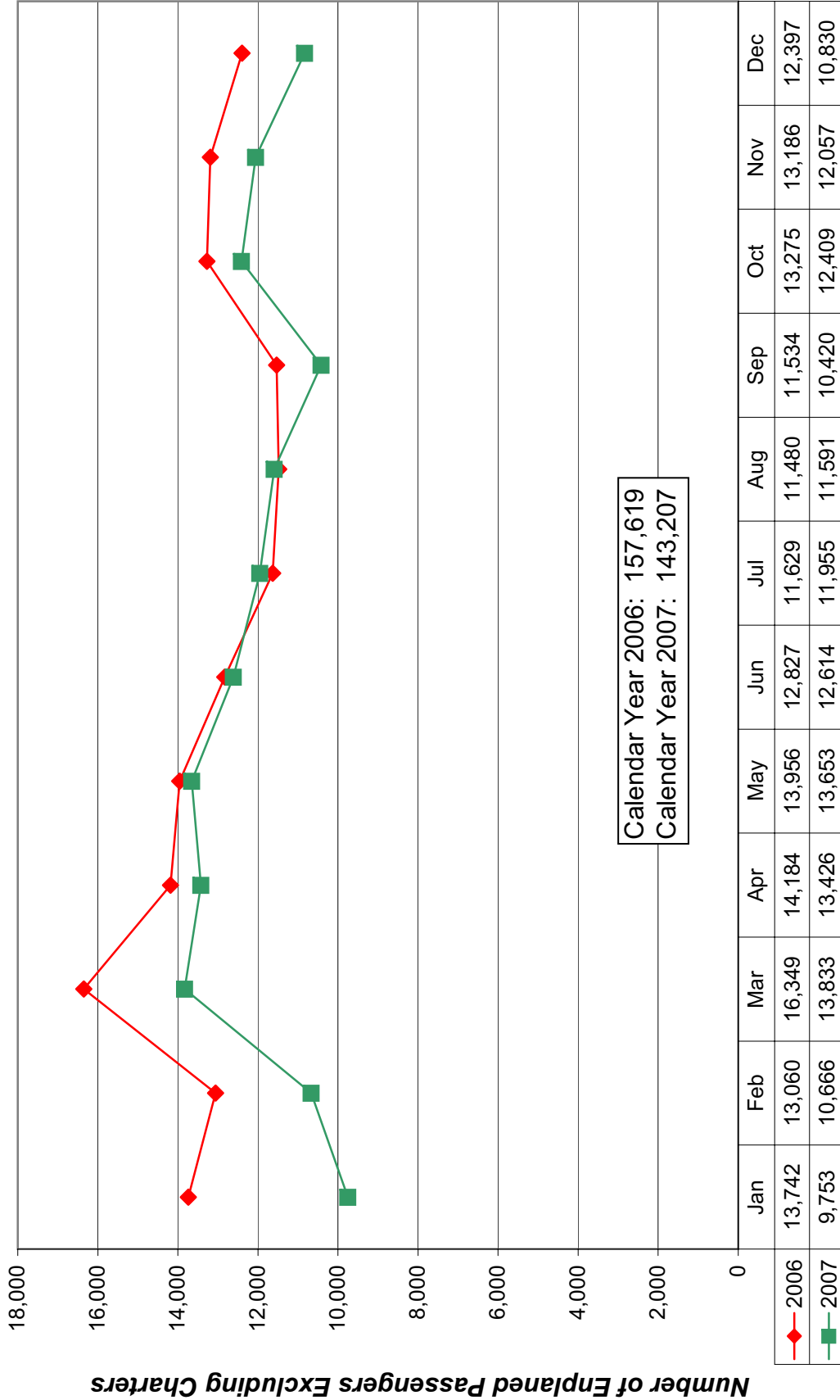


**Enplanements by Month
Including Charters
December 2007**





**Enplanements by Month
Excluding Charters
December 2007**



Gainesville Regional Airport

Scheduled Commercial Passenger Traffic Load Factors
For the Three Months Ending December 31, 2007

	Total Passengers	Total Load Factor	F-YTD Total Passengers	F-YTD Load Factor
Airlines:				
Atlantic Southeast Airlines: (Delta Connection)				
Load Potential	8,800.00	100.0%	26,204.00	100.0%
Arriving	6,103.00	69.4%	19,153.00	73.1%
Departing	6,192.00	70.4%	19,392.00	74.0%
Total Passengers for the Month	12,295.00	69.9%	38,545.00	73.5%
Mesa Airlines: (US Airways Express)				
Load Potential	5,800.00	100.0%	18,400.00	100.0%
Arriving	3,764.00	64.9%	13,170.00	71.6%
Departing	3,716.00	64.1%	12,967.00	70.5%
Total Passengers for the Month	7,480.00	64.5%	26,137.00	71.0%
Gulfstream/Continental Connection:				
Load Potential	1,767.00	100.0%	5,567.00	100.0%
Arriving	711.00	40.2%	2,676.00	48.1%
Departing	922.00	52.2%	2,937.00	52.8%
Total Passengers for the Month	1,633.00	46.2%	5,613.00	50.4%
Totals for All Airlines				
Load Potential - Enplaned	16,367.00	50.0%	50,171.00	50.0%
Load Potential - Deplaned	16,367.00	50.0%	50,171.00	50.0%
Load Potential - Total	32,734.00	100.0%	100,342.00	100.0%
Total Passengers	21,408.00	65.4%	70,295.00	70.1%
Gulfstream/Continental Connection - Tampa Route				
Load Potential - Total E&D	494.00	100.0%	1,501.00	100.0%
Enplaned - Departing	347.00	70.2%	965.00	64.3%
Deplaned - Arriving	211.00	42.7%	676.00	45.0%
Total Passengers for the Month	558.00	56.5%	1,641.00	54.7%
Gulfstream/Continental Connection - Miami Route				
Load Potential - Total E&D	1,273.00	100.0%	4,066.00	100.0%
Enplaned - Departing	575.00	45.2%	1,972.00	48.5%
Deplaned - Arriving	500.00	39.3%	2,000.00	49.2%
Total Passengers for the Month	1,075.00	42.2%	3,972.00	48.8%

Gainesville Regional Airport

Scheduled Commercial Passenger Traffic Load Factors
For the Three Months Ending December 31, 2006

	Total Passengers	Total Load Factor	F-YTD Total Passengers	F-YTD Load Factor
Airlines:				
Atlantic Southeast Airlines: (Delta Connection)				
Load Potential	9,842.00	100.0%	30,324.00	100.0%
Arriving	7,370.00	74.9%	22,887.00	75.5%
Departing	7,661.00	77.8%	23,854.00	78.7%
Total Passengers for the Month	15,031.00	76.4%	46,741.00	77.1%
Mesa Airlines: (US Airways Express)				
Load Potential	5,650.00	100.0%	17,350.00	100.0%
Arriving	3,554.00	62.9%	11,964.00	69.0%
Departing	3,845.00	68.1%	12,156.00	70.1%
Total Passengers for the Month	7,399.00	65.5%	24,120.00	69.5%
Gulfstream/Continental Connection:				
Load Potential	1,862.00	100.0%	5,624.00	100.0%
Arriving	713.00	38.3%	2,622.00	46.6%
Departing	891.00	47.9%	2,848.00	50.6%
Total Passengers for the Month	1,604.00	43.1%	5,470.00	48.6%
Totals for All Airlines				
Load Potential - Enplaned	17,354.00	50.0%	53,298.00	50.0%
Load Potential - Deplaned	17,354.00	50.0%	53,298.00	50.0%
Load Potential - Total	34,708.00	100.0%	106,596.00	100.0%
Total Passengers	24,034.00	69.2%	76,331.00	71.6%
Gulfstream/Continental Connection - Tampa Route				
Load Potential - Total E&D	494.00	100.0%	1,501.00	100.0%
Enplaned - Departing	273.00	55.3%	727.00	48.4%
Deplaned - Arriving	164.00	33.2%	580.00	38.6%
Total Passengers for the Month	437.00	44.2%	1,307.00	43.5%
Gulfstream/Continental Connection - Miami Route				
Load Potential - Total E&D	1,368.00	100.0%	4,123.00	100.0%
Enplaned - Departing	618.00	45.2%	2,121.00	51.4%
Deplaned - Arriving	549.00	40.1%	2,042.00	49.5%
Total Passengers for the Month	1,167.00	42.7%	4,163.00	50.5%

AIRPORT BUSINESS

2. Finance Report

An update on the GACRAA budget and a comparison with actual revenue and expenditures as of December 31, 2007 will be provided.

Recommendation: Listen to the report and give any applicable comment.

Finance report pages 28 - 31 will be provided at the meeting.

Finance report page 1

Finance Report page 2

Finance Report page 3

Finance Report page 4 interest

AIRPORT BUSINESS

3. Facilities & Planning Committee Report

A meeting of the Facilities & Planning Committee was held on January 10, 2008.

- Request for Statements of Qualifications 08-001 – General Engineering Consulting Services - Selection of Passero Associates, LLC
Resolution 08-007
- RFQ 08-001 – Selection of URS Corporation 08-008
- RFQ 08-001 – Selection of Hanson Professional Services, Inc. –
Resolution 08-009
- RFQ 08-001 – Selection of Reynolds, Smith & Hills, Inc.-
Resolution 08-010
- Request for Statements of Qualifications 08-002 – Engineering Consulting Services for Taxiway B Rehabilitation and Lighting Project – Selection of URS Corporation - Resolution 08-011

**GAINESVILLE-ALACHUA COUNTY REGIONAL AIRPORT AUTHORITY
FACILITIES AND PLANNING COMMITTEE MEETING**

Meeting Highlights

**Thursday, January 10, 2008 at 2:00 p.m.
GTEC Board Room**

Call to Order by the Chair

Chair McEachern called the meeting to order at 2:19 p.m.

Facilities & Planning Committee Members Present: William Breeze, Mac McEachern and Janet Woods were present. Win Phillips was absent.

GACRAA Chair Peter Johnson was present.

Determination of a Quorum: A quorum was present.

Approval of the Highlights of the December 13, 2007 Meeting

Hearing no objections, Mr. McEachern moved approval of the highlights as presented.

Note: At its meeting on December 13, 2007, the Facilities and Planning Committee approved two Requests for Statements of Qualifications packages, RFQ 08-001 General Engineering Consulting Services and RFQ 08-002 Engineering Consulting Services for Taxiway B Rehabilitation and Lighting Project. Statements of Qualifications from firms interested in providing these services were due on December 20, 2007.

Consultant Selection Process

Mr. Penksa reported that eleven (11) firms submitted Statements of Qualifications in response to RFQ 08-001. He reported that eight (8) firms responded to RFQ 08-002. Mr. Penksa reported that eight (8) firms were short-listed firms and were interviewed over the course of three days, January 7th – 9th. He stated that all the firms that responded to RFQ 08-002 (Taxiway B project) also applied for 08-001, general engineering. He stated that all short-listed firms were very well qualified. *(Please see Attachment A, Submittal Summary.)*

Mr. Penksa reported that each interview consisted of a 20 – 30 minute presentation by the respondent firm followed by a question and answer period. He reported that he and airport staff members Michael Iguina, Airport Facilities Manager, and Lynn Noffsinger, Grants and Contracts Administrator, prepared a list of questions that were asked of all candidates and that they scored the responses. Mr. Penksa reported that Mr. McEachern, chair of the Facilities and Planning Committee, and Gene Lamp, FDOT, were present for the interviews but did not take part in the scoring process. Mr. Lamp monitored the proceedings but did not ask any questions. *(Please see Attachment B, Interview Log.)*

Mr. Penksa reported that after the interviews were completed, he, Mr. Iguina and Ms. Noffsinger, tallied their scores and ranked the firms. *(Please see Attachment C, RFQ 08-001 and 08-002 Score Tallies.)*

Request for Statements of Qualifications 08-001 – General Engineering Consulting Services – Consultant Selection Recommendation

Mr. Penksa recommended selecting four (4) general engineering consultants and reported that the top ranked RFQ 08-001 respondents are:

1. Passero Associates, LLC, Fernandina Beach, FL
2. URS Corporation, Tampa, FL
3. Hanson Professional Services, Inc., Lakewood Ranch, FL
4. Reynolds, Smith & Hills, Inc., Jacksonville, FL

Mr. Penksa suggested that each of the four selected firms will be asked to present short proposals for each new project at the airport and that staff will recommend a selection based on the strengths of the four firms relative to the nature of the project.

Mr. McEachern stated that staff did a good job of reviewing the submissions and selecting the short-listed candidates. He stated that he was impressed with Passero, Hanson, Avcon and Wilbur Smith. He indicated a preference for Avcon and Wilbur Smith over URS.

In response to a question from Ms. Woods, Mr. Penksa stated that the selected firms need to be the top ranked firms based on the criteria established in the RFQ package.

A lengthy discussion followed regarding the ranking criteria, the criteria weighting and the benefits and disadvantages of selecting four firms, each with its own strengths and staff's evaluation of their propensity to perform well with different types of projects.

Mr. McEachern called for motions regarding RFQ 08-001.

Mr. Johnson moved to recommend to the authority the selection of Passero Associates, LLC as a general engineering consulting firm. Mr. Breeze seconded the motion. Motion passed 4-0.

Mr. Johnson moved to recommend to the authority the selection of URS Corporation as a general engineering consulting firm. Mr. Breeze seconded the motion. Motion passed 3-1 with Mr. McEachern dissenting.

Mr. Johnson moved to recommend to the authority the selection of Hanson Professional Services, Inc. as a general engineering consulting firm. Mr. Breeze seconded the motion. Motion passed 4-0.

Mr. Johnson moved to recommend to the authority the selection of Reynolds, Smith & Hills, Inc. as a general engineering consulting firm. Mr. Breeze seconded the motion. Motion passed 3-1 with Mr. McEachern dissenting.

Request for Statements of Qualifications 08-002 – General Engineering Consulting Services for Taxiway B Rehabilitation and Lighting Project – Consultant Selection Recommendation

Mr. Penksa recommended the selection of URS Corporation as the engineering consultant for the Taxiway B Rehabilitation and Lighting Project. He reported that URS was the top ranked respondent to RFQ 08-002. Mr. Penksa reported that a highly qualified URS engineer located in Lake City, FL is available to devote the time needed to complete the project design within the time frame required to comply with an FAA grant.

Mr. Johnson moved to recommend to the authority that it select URS Corporation as the Taxiway B Rehabilitation and Lighting project general engineering consulting firm. Ms. Wood seconded the motion. Motion passed 3-1 with Mr. McEachern dissenting.

Update on Current Projects:

Mr. Breeze asked about the status of the Air Taxi Terminal Development. Mr. Penksa indicated that DayJet expressed interest in moving into the former AFSS building. He reported that the FAA Airways Facility manager also expressed interest in occupying the former AFSS building and that staff is waiting for the FAA to make a decision.

Mr. McEachern recommended letting an RFP for thirty-five (35) acres in the southwest corner of the airport adjacent to the new access road from S.R. 24 for development of general aviation facilities. He stated that the location would be an excellent site for another FBO.

Mr. Penksa stated that an aircraft manufacturer has expressed interest in building a 214,000 square foot building on fifteen (15) acres in the aforementioned location, but he agreed that it would be a good site for an FBO. However, he noted an airport generally needs to sell four (4) million gallons of fuel to support two (2) FBO businesses and the current volume at GNV is three (3) million and the major share of this amount is low-margin sales to the airlines. *(Staff will await further direction from the Board.)*

Ms. Woods asked whether staff is waiting for the new general manager at Gainesville Regional Utilities (GRU) to begin work to pursue the solar panel project. Mr. Penksa reported that Mr. Bill Shepherd of GRU has contacted him regarding the project. Staff is expecting a call from Mr. Shepherd to schedule a meeting on the project. Mr. Penksa reported that he has provided GACRAA's position stating its interest in the project to GRU personnel. It was the general opinion of the committee that GRU management is not really interested in the project.

Mr. Penksa reported that staff will pursue GRU for information on rebates for the installation of LED exit signs and the new HVAC system in the airline terminal building. These improvements will be installed during the terminal renovation that is currently underway.

Mr. Penksa reported that he recently met with FedEx to discuss alternative locations for their operations. The local FedEx manager is interested in moving into the bi-fold door hangar when it is vacated by RD Air Services. Local FedEx management will discuss the possibility further with their Memphis headquarters and report back to staff by the end of the month. This would facilitate desired expansion of Southeast Aircraft Charter/Gator Aviation Services.

Adjournment

As there was no further business, Mr. McEachern adjourned the meeting at 3:37 p.m.

FACILITIES AND PLANNING COMMITTEE

Chair

Date

Facilities & Planning Committee
January 10, 2008 Meeting Highlights
Attachment A

SUBMITTAL SUMMARY

General Consulting

COMPANY	ITEM	DATE	SL
AVCON	08-001	12/20/07	X
C&S	08-001	12/20/07	
CHW	08-001	12/20/07	
HANSON	08-001	12/20/07	X
HOYLE TANNER	08-001	12/20/07	
LPA	08-001	12/20/07	X
PASSERO	08-001	12/19/07	X
RS&H	08-001	12/20/07	X
RW ARMSTRONG	08-001	12/20/07	X
URS	08-001	12/19/07	X
WILBUR SMITH	08-001	12/20/07	X

Taxiway B

COMPANY	ITEM	DATE	SL
C&S	08-002	12/20/07	
HANSON	08-002	12/20/07	X
HOYLE TANNER	08-002	12/20/07	
LPA	08-002	12/20/07	X
ROBERT & COMPANY	08-002	12/20/07	Non Responsive
RW ARMSTRONG	08-002	12/20/07	X
URS	08-002	12/19/07	X
WILBUR SMITH	08-002	12/20/07	X

Facilities & Planning Committee
January 10, 2008 Meeting Highlights
Attachment B

INTERVIEW LOG

COMPANY	SCHEDULED	CONFIRMED	ATTENDING	REPRESENTING	REFERENCES RECEIVED
Passero 08-001	01/07/08 10:00 am	Yes	Wayne Wegman Andrew Holesko Victor Calvert Matt Lesser Don Ramdass	Passero Passero Passero Passero Passero	Yes
Armstrong 08-001 08-002	01/07/08 11:20 am	Yes	David Denman Sergio Reyes Marc Skillman Fred Loeffler Rachel Henry	Eng Denman Eng Denman Armstrong Armstrong Armstrong	Yes
LPA 08-001 08-002	01/07/08 2:00 pm	Yes	Mohsen Mohammadi Dave Goode Doug Hambrecht Phil Jufko Mariben Anderson Jeff Middlebrook Dennis Wiehl	LPA LPA LPA LPA LPA LPA LPA	Yes
Avcon 08-001	01/08/08 10:00 am	Yes	James Kriss Robert Palm Carl Johnson Peter Florian Pete Ikegami Mike Arnold Storm Richards	Avcon Avcon Avcon PB Americas MRI Architects ESA Richards & Assoc	Yes
RS&H 08-001	01/08/08 11:20 am	Yes	Steve Harrill Bill Sandifer Bob Overby Mary Soderstrum Jeff Breeden Altan Cekin	RS&H RS&H RS&H RS&H RS&H RS&H	Yes
Wilbur Smith 08-001 08-002	01/09/08 10:00 am	Yes	Harry Downing Bill Brooks Abra Horne Wes Teel Paul Snead Jim Vignola	Wilbur Smith Wilbur Smith Wilbur Smith Wilbur Smith Wilbur Smith Skinner, Vignola Etc.	Yes
URS 08-001 08-002	01/09/08 11:20 am	Yes	Bill Prange Dennis Combs Allan Nagy Mike Thompson Susan Nute Eduardo Suarez	URS URS URS URS URS Universal Eng	Yes
Hanson 08-001 08-002	01/09/08 2:00 pm	Yes	Kelly Rubino Scott Brady Kent Bontrager Carl Salafrio	Hanson Hanson Hanson Hanson	Yes

Facilities & Planning Committee
January 10, 2008 Meeting Highlights
Attachment C

RFQ 08-001 and 08-002

11 firms submitted for 08-001
8 firms submitted for 08-002

Score Tally 08-001

Passero	155
URS	147
Hanson	146.5
RS&H	145.5
LPA	143.5
Wilbur Smith	136.5
Avcon	131
Armstrong	115

Score Tally 08-002

URS	157
Hanson	149.5
LPA	144.5
Wilbur Smith	143.5
Armstrong	128

**RESOLUTION NO. 08-007
EFFECTIVE JANUARY 17, 2008**

**RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT FOR GENERAL
ENGINEERING CONSULTING SERVICES WITH PASSERO AND ASSOCIATES, LLC
AT GAINESVILLE REGIONAL AIRPORT**

WHEREAS, Requests for Statements of Qualifications were solicited for the purpose of establishing a list of a minimum of three (3) qualified firms from which to choose for airport engineering consulting services for design, engineering and construction oversight of various projects; and

WHEREAS, Eleven (11) responses were received and short-listed by staff; and

WHEREAS, The eight (8) short-listed firms were interviewed and ranked by staff and the rankings were presented to the Facilities and Planning Committee; and

WHEREAS, The Facilities and Planning Committee reviewed the rankings and recommended employment of Passero Associates, LLC, the number one ranked firm, for general engineering consulting services;

NOW, THEREFORE,

**BE IT RESOLVED BY THE GAINESVILLE-ALACHUA COUNTY REGIONAL
AIRPORT AUTHORITY**, as follows:

Section 1. That the Gainesville-Alachua County Regional Airport Authority shall enter into a Master Agreement for services with Passero Associates, LLC for a term of five (5) years for airport engineering services, on a task order basis subject to completion of an independent fee estimate satisfactory to the FAA, FAA and/or FDOT concurrence with the award, when required for grant eligibility and satisfactory legal review.

Section 2. That Allan J. Penksa, Chief Executive Officer, is hereby authorized and directed to fully execute an engineering services Master Agreement on behalf of the Gainesville-Alachua County Regional Airport Authority.

EFFECTIVE this 17th day of January, 2008.

**GAINESVILLE-ALACHUA COUNTY
REGIONAL AIRPORT AUTHORITY**

Peter L. Johnson
Chair

ATTEST:

James L. Stringfellow, Sr.
Secretary / Treasurer

APPROVED AS TO FORM AND LEGALITY

BY: _____
Donald W. Stanley, Jr.
Attorney for the Authority

**RESOLUTION NO. 08-008
EFFECTIVE JANUARY 17, 2008**

**RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT FOR GENERAL
ENGINEERING CONSULTING SERVICES WITH URS CORPORATION AT
GAINESVILLE REGIONAL AIRPORT**

WHEREAS, Requests for Statements of Qualifications were solicited for the purpose of establishing a list of a minimum of three (3) qualified firms from which to choose for airport engineering consulting services for design, engineering and construction oversight of various projects; and

WHEREAS, Eleven (11) responses were received and short-listed by staff; and

WHEREAS, The eight (8) short-listed firms were interviewed and ranked by staff and the rankings were presented to the Facilities and Planning Committee; and

WHEREAS, The Facilities and Planning Committee reviewed the rankings and recommended employment of URS Corporation the number two ranked firm, for general engineering consulting services;

NOW, THEREFORE,

**BE IT RESOLVED BY THE GAINESVILLE-ALACHUA COUNTY REGIONAL
AIRPORT AUTHORITY**, as follows:

Section 1. That the Gainesville-Alachua County Regional Airport Authority shall enter into a Master Agreement for services with URS Corporation for a term of five (5) years for airport engineering services, on a task order basis subject to completion of an independent fee estimate satisfactory to the FAA, FAA and/or FDOT concurrence with the award, when required for grant eligibility and satisfactory legal review.

Section 2. That Allan J. Penksa, Chief Executive Officer, is hereby authorized and directed to fully execute an engineering services Master Agreement on behalf of the Gainesville-Alachua County Regional Airport Authority.

EFFECTIVE this 17th day of January, 2008.

**GAINESVILLE-ALACHUA COUNTY
REGIONAL AIRPORT AUTHORITY**

Peter L. Johnson
Chair

ATTEST:

James L. Stringfellow, Sr.
Secretary / Treasurer

APPROVED AS TO FORM AND LEGALITY

BY: _____
Donald W. Stanley, Jr.
Attorney for the Authority

**RESOLUTION NO. 08-009
EFFECTIVE JANUARY 17, 2008**

RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT FOR GENERAL ENGINEERING CONSULTING SERVICES WITH HANSON PROFESSIONAL SERVICES, INC. AT GAINESVILLE REGIONAL AIRPORT

WHEREAS, Requests for Statements of Qualifications were solicited for the purpose of establishing a list of a minimum of three (3) qualified firms from which to choose for airport engineering consulting services for design, engineering and construction oversight of various projects; and

WHEREAS, Eleven (11) responses were received and short-listed by staff; and

WHEREAS, The eight (8) short-listed firms were interviewed and ranked by staff and the rankings were presented to the Facilities and Planning Committee; and

WHEREAS, The Facilities and Planning Committee reviewed the rankings and recommended employment of Hanson Professional Services, Inc., the number three ranked firm, for general engineering consulting services;

NOW, THEREFORE,

BE IT RESOLVED BY THE GAINESVILLE-ALACHUA COUNTY REGIONAL AIRPORT AUTHORITY, as follows:

Section 1. That the Gainesville-Alachua County Regional Airport Authority shall enter into a Master Agreement for services with Hanson Professional Services, Inc. for a term of five (5) years for airport engineering services, on a task order basis subject to completion of an independent fee estimate satisfactory to the FAA, FAA and/or FDOT concurrence with the award, when required for grant eligibility and satisfactory legal review.

Section 2. That Allan J. Penksa, Chief Executive Officer, is hereby authorized and directed to fully execute an engineering services Master Agreement on behalf of the Gainesville-Alachua County Regional Airport Authority.

EFFECTIVE this 17th day of January, 2008.

**GAINESVILLE-ALACHUA COUNTY
REGIONAL AIRPORT AUTHORITY**

Peter L. Johnson
Chair

ATTEST:

James L. Stringfellow, Sr.
Secretary / Treasurer

APPROVED AS TO FORM AND LEGALITY

BY: _____
Donald W. Stanley, Jr.
Attorney for the Authority

**RESOLUTION NO. 08-010
EFFECTIVE JANUARY 17, 2008**

**RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT FOR GENERAL
ENGINEERING CONSULTING SERVICES WITH REYNOLDS, SMITH & HILLS,
INC. AT GAINESVILLE REGIONAL AIRPORT**

WHEREAS, Requests for Statements of Qualifications were solicited for the purpose of establishing a list of a minimum of three (3) qualified firms from which to choose for airport engineering consulting services for design, engineering and construction oversight of various projects; and

WHEREAS, Eleven (11) responses were received and short-listed by staff; and

WHEREAS, The eight (8) short-listed firms were interviewed and ranked by staff and the rankings were presented to the Facilities and Planning Committee; and

WHEREAS, The Facilities and Planning Committee reviewed the rankings and recommended employment of Reynolds, Smith & Hills, Inc., the number four ranked firm, for general engineering consulting services;

NOW, THEREFORE,

**BE IT RESOLVED BY THE GAINESVILLE-ALACHUA COUNTY REGIONAL
AIRPORT AUTHORITY**, as follows:

Section 1. That the Gainesville-Alachua County Regional Airport Authority shall enter into a Master Agreement for services with Reynolds, Smith & Hills, Inc. for a term of five (5) years for airport engineering services, on a task order basis subject to completion of an independent fee estimate satisfactory to the FAA, FAA and/or FDOT concurrence with the award, when required for grant eligibility and satisfactory legal review.

Section 2. That Allan J. Penksa, Chief Executive Officer, is hereby authorized and directed to fully execute an engineering services Master Agreement on behalf of the Gainesville-Alachua County Regional Airport Authority.

EFFECTIVE this 17th day of January, 2008.

**GAINESVILLE-ALACHUA COUNTY
REGIONAL AIRPORT AUTHORITY**

Peter L. Johnson
Chair

ATTEST:

James L. Stringfellow, Sr.
Secretary / Treasurer

APPROVED AS TO FORM AND LEGALITY

BY: _____
Donald W. Stanley, Jr.
Attorney for the Authority

**RESOLUTION NO. 08-011
EFFECTIVE JANUARY 17, 2008**

RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT FOR ENGINEERING CONSULTING SERVICES WITH URS CORPORATION FOR TAXIWAY B REHABILITATION AND LIGHTING PROJECT AT GAINESVILLE REGIONAL AIRPORT

WHEREAS, Requests for Statements of Qualifications were solicited for the purpose of obtaining an airport engineering services consultant for design, engineering and construction oversight of a Taxiway B rehabilitation and lighting project; and

WHEREAS, Eight (8) responses were received and short-listed by staff; and

WHEREAS, The five (5) short-listed firms were interviewed and ranked by staff and the rankings were presented to the Facilities and Planning Committee; and

WHEREAS, The Facilities and Planning Committee reviewed the rankings and recommended employment of URS Corporation, the number one ranked firm, for general engineering consulting services for a Taxiway B Rehabilitation and Lighting project;

NOW, THEREFORE,

BE IT RESOLVED BY THE GAINESVILLE-ALACHUA COUNTY REGIONAL AIRPORT AUTHORITY, as follows:

Section 1. That the Gainesville-Alachua County Regional Airport Authority shall enter into an Agreement for services with URS Corporation for the design, engineering and bid phase services of the Taxiway B Rehabilitation and Lighting project, on a task order basis subject to completion of an independent fee estimate satisfactory to the FAA, FAA and FDOT concurrence with the award and satisfactory legal review.

Section 2. That Allan J. Penksa, Chief Executive Officer, is hereby authorized and directed to fully execute an engineering services Agreement on behalf of the Gainesville-Alachua County Regional Airport Authority.

EFFECTIVE this 17th day of January, 2008.

**GAINESVILLE-ALACHUA COUNTY
REGIONAL AIRPORT AUTHORITY**

Peter L. Johnson
Chair

ATTEST:

James L. Stringfellow, Sr.
Secretary / Treasurer

APPROVED AS TO FORM AND LEGALITY

BY: _____
Donald W. Stanley, Jr.
Attorney for the Authority

AIRPORT BUSINESS

4. URS Corporation Cost Proposal / Task Order # 1 – Taxiway B Rehabilitation & Lighting Project – Resolution 08-012

RESOLUTION NO. 08-012 EFFECTIVE JANUARY 17, 2008

RESOLUTION AUTHORIZING EXECUTION OF TASK ORDER # 1 WITH URS CORPORATION FOR ENGINEERING CONSULTING SERVICES ASSOCIATED WITH THE DESIGN, ENGINEERING AND BID PHASE OF A TAXIWAY B REHABILITATION AND LIGHTING PROJECT

WHEREAS, the Gainesville - Alachua County Regional Airport Authority is anticipated to approve an Agreement for engineering consulting services with URS Corporation to provide for a Taxiway B Rehabilitation and Lighting project; and

WHEREAS, performance of professional engineering consulting services are required to design, engineer, plan and specify required work elements necessary to bid the project; and

WHEREAS, the ninety-five percent (95%) of the total eligible cost of these services, estimated to be no more than \$xxx,xxx is anticipated to be funded through an FAA AIP grant; and

NOW, THEREFORE,

BE IT RESOLVED BY THE GAINESVILLE-ALACHUA COUNTY REGIONAL AIRPORT AUTHORITY, as follows:

Section 1. That the Gainesville-Alachua County Regional Airport Authority shall execute Task Order #1 with URS Corporation for design, engineering and bid phase services associated with a Taxiway B Rehabilitation and Lighting project.

Section 2. That Allan J. Penksa, Chief Executive Officer, is hereby authorized and directed to execute Task Order # 1 with URS Corporation on behalf of the Gainesville-Alachua County Regional Airport Authority, contingent on independent fee estimate satisfactory to the FAA and FAA and legal counsel review.

EFFECTIVE this 17th day of January, 2008.

**GAINESVILLE-ALACHUA COUNTY
REGIONAL AIRPORT AUTHORITY**

Peter L. Johnson
Chair

ATTEST:

James L. Stringfellow, Sr.
Secretary / Treasurer

APPROVED AS TO FORM AND LEGALITY

BY: _____
Donald W. Stanley, Jr.
Attorney for the Authority

AIRPORT BUSINESS

5. Gainesville Fire Rescue (GFR) – ARFF Services Terms with the City of Gainesville

At the previous Board meeting, staff provided an update on the status of negotiations with Gainesville Fire Rescue regarding the provision of ARFF services starting October 1, 2008. Staff also provided the estimated cost of hiring firefighters as GACRAA employees and/or hiring a private ARFF service provider. The Board approved staff's recommendation to continue to negotiate with GFR. The attached summary provides the latest ARFF service terms negotiated with GFR. It is anticipated that GFR management will submit an agreement to Gainesville City Commission for consideration at its meeting on January 28.

Recommendation: Motion to approve the attached terms and to pursue an agreement with the City of Gainesville for GFR provided ARFF services subject to the approval of the Attorney for the Authority.

Gainesville Regional Airport
January 10, 2008

Summary of Airport Fire Services Agreement Changes

- GFR would maintain existing staffing levels (provide 24X7 coverage with one Lieutenant and one Driver/Operator at all times).
- GFR would charge an annual flat fee based on budgeted labor averaging the three lowest paid employees' city-wide for each labor grade. GFR will accept a flat fee of \$450,000 per year for FY08-09. This is midway between the average lowest rate for two driver/operators and that for one lieutenant and one driver operator.
- The agreement eliminates GACRAA reimbursement for Longevity Pay, Hazmat Pay, Paramedic Certification Pay, Education Incentive and other bonuses that are not required by or under the control of GACRAA.
- The flat rate includes a \$25,000 credit to GACRAA for time airport firefighters spend repairing department SCBA gear.
- The fee will be adjusted annually and is capped at 5.5%.
- GACRAA will reimburse the city \$6,500.00 per year for training costs. This is based on an average of historical costs over the last several years, adjusted somewhat for inflation. A flat fee is proposed to simplify accounting and budgeting. This fee will be reviewed from time to time and adjusted as mutually agreed.
- GACRAA will replace firefighter protective gear every 5-6 years (or as approved for replacement by FAA). Firefighter suits are eligible for FAA entitlement funds at the 95% level.
- GFR personnel will continue to provide all janitorial services for the station.
- GACRAA will be responsible for all other station related expenses including building and grounds maintenance, maintenance of GACRAA owned equipment, fire fighting chemicals, utilities and miscellaneous office and custodial supplies.
- GFR will install and pay for its own telephone service for GFR purposes.
- GFR will work with GACRAA to provide certain value added services that do not interfere with the primary mission of providing ARFF services. With proper training, these may include building and facilities safety inspections, fuel farm inspections, fire extinguisher training, security inspections, after-hours point of contact for maintenance failures and subsequent notification of GACRAA employees, misc. training and/or other duties as agreed to between the parties.
- This agreement would continue until cancelled by either party without cause upon giving a minimum of 210 days notice. Additional time will be added to cover any renegotiation period.

TENANT REPORTS:

- 1. University Air Center – Construction Update**
- 2. Gator Aviation Services, LLC**
- 3. R D Air Services, LLC**

**Airport Tenants Association
Gainesville Pilots Association**

AIRPORT AUTHORITY INPUT

AIRPORT AUTHORITY ATTENDANCE

NOTE: If any person decides to appeal any decision made by the Airport Authority, with respect to any matters considered at a public meeting, they will need a record of the proceedings and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Person with disabilities who require assistance to participate in the meeting are requested to notify the Airport's Administrative manager at (352) 373-0249 at least 48 hours in advance, so that their needs may be accommodated.

Gainesville-Alachua County Regional Airport Authority

Meeting Attendance for the Month of December 2007
2007/2008

	1/25/2007	2/22/2007	3/22/2007	4/26/2007	5/24/2007	6/27/2007	7/26/2007	8/23/0707	9/26/2007	10/25/2007	11/15/2007	12/13/2007	1/17/2008	2/28/2008	3/27/2008	In Violation if absent at next meeting?
Brashear, Billy ³	A	P	P	P	P	P	P	A	A	P	P	P				
Breeze, William	P	P	P	P	P	P	P	P	P	P	P	P				
Goldstein, Mark	P	P	P	P	A	P	A	P	A	P	A	P				
Johnson, Peter L.	P	P	P	P	P	P	P	P	P	P	P	P				
McEachern, W. E. "Mac"	P	P	P	P	P	A	P	P	P	P	P	P				
Phillips, Win ¹								A	P	A	A	A				Yes
Stringfellow, Jim	P	P	P	P	P	P	P	P	A	P	P	A				
Thomas, K. Kinnon	P	P	P	P	P	P	P	A	P	P	P	A				
Woods, Janet ²								P	P	P	P	P				

A = Absent
P = Present

¹ Win Phillips was appointed to a three-year term beginning August 13, 2007 by the City of Gainesville

² Janet Woods was appointed to a three-year term beginning August 13, 2007 by the City of Gainesville.

³ Billy Brashear was reappointed to a three-year term beginning October 11, 2007 by Governor Charlie Crist.

GUIDELINES FOR ADDRESSING
THE GAINESVILLE - ALACHUA COUNTY REGIONAL AIRPORT AUTHORITY
(GACRAA)
GAINESVILLE, FL

The GACRAA invites and encourages participation by petitioners and members of the public. This may be done by appearing at GACRAA meetings and meetings of GACRAA Committees.

REQUEST TO ADDRESS GACRAA
(being placed on the printed agenda for monthly meeting)

1. Call the Director of Aviation's Office no later than 4:00 PM ten (10) days preceding the monthly meeting.
2. Provide the following information to the office:
 - a. name, address, and occupation;
 - b. persons, group, or interest represented;
 - c. general subject of request; and
 - d. action sought by GACRAA
3. Routinely the monthly meetings begin at 5:00 PM; locations vary.
4. At the appropriate time on the agenda, the Chairman will recognize the citizen wishing to address GACRAA.
5. After being recognized, the citizen should step up to the microphone on the lectern, unless otherwise indicated by the presiding officer, and give his/her name and address in an audible tone of voice.

ADDRESSING GACRAA
(if not on the printed agenda)

1. A citizen may ask to be recognized under the category CITIZEN INPUT - NON-AGENDA ITEM.
2. See 5 above.

Or

1. A citizen may ask to be recognized to speak on a particular topic that is under discussion.
2. See 5 above.

ADDRESSING GACRAA COMMITTEES

1. The following are sources for where and when GACRAA meetings will be held:
 - a. Airport Administration Office (373-0249).
2. A citizen may ask to be recognized by the Chairman of the Committee to speak on the topic under discussion.

ADDRESSING GACRAA: All remarks shall be addressed to GACRAA as a body and not to any member thereof. No person other than a member of GACRAA and the person having the floor shall be permitted to enter into any discussion, either directly or through a member of GACRAA, without permission of the presiding officer. No question shall be asked except through the presiding officer.