

GAINESVILLE-ALACHUA COUNTY REGIONAL AIRPORT AUTHORITY

Thursday, February 22, 2007 –5:00 p.m.

Gainesville Regional Airport

Passenger Terminal – Lounge Area

Monthly Meeting

Highlights

Call to Order by the Chair

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

Invocation: Mr. Jim Stringfellow 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, Jim Stringfellow, Kinnon Thomas, and Marilyn Tubb were present.

Joe Dunlap was absent.

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

Approval of Meeting Highlights for January 25, 2007

Mr. Thomas moved approval of the meeting highlights for January 25, 2007. Mr. Breeze seconded the motion. Motion passed.

It was noted by Mr. McEachern and Mr. Stringfellow that the meeting highlights do not reflect that the Board approved leasing the defunct firing range located on airport property to the North Central Florida Sportsman Association (NCFSA).

Mr. Johnson stated that the Board approved the use of the property by the NCFSA by default since the motion was **to deny** the NCFSA the use of the property and this motion failed.

Mr. Stringfellow stated that he was absent at the January 25th meeting and that he would have voted to deny the NCFSA the use of the property. He asked if the Board could bring the issue up for a vote again.

Mr. McEachern stated that the item could not be brought up for another vote. *(Note: Kellie Caggiano, Airport Attorney, consulted “Roberts Rules of Order” and concluded that the issue could be revisited at a future meeting. Please turn to page 6 for a discussion that took place near the conclusion of this meeting.)*

The meeting highlights for January 25, 2007 were accepted.

Adoption of the Agenda

Mrs. Tubb moved approval of the agenda. Dr. Brashear seconded the motion.

Mr. Goldstein stated that he was confused by the agenda and asked if the Board was being asked to take action on awarding a bonus to Mr. Richard Crider, outgoing Chief Executive Officer at this meeting.

Mr. Johnson stated that Mr. Crider will provide a report to the Board on his activities to achieve the goals established and it was the consensus of the Governance & Nominating Committee to provide an opportunity for all Board members to take part in the evaluation process.

Mr. Penksa reported that the Board is being asked to receive Mr. Crider's report and for the Board members to submit their evaluations which will be tabulated and reported at the March meeting. The tabulation will provide a means to calculate whether a bonus is due to Mr. Crider.

Mr. Goldstein stated that the issuance of public money to any employee should not be embedded in a rating form and urged that the two issues should be dealt with as separate actions.

Dr. Brashear stated that Mr. Crider's contract does not require the Board to pay a bonus, but that it does provide for a bonus to be paid.

Mr. Johnson noted that in May of 2006, the Board voted to establish the procedure to provide for a bonus calculation.

Mr. Goldstein moved to remove from the agenda any consideration that may be automatic or arranged by formula from the evaluation procedure that the Board engaged in making explicit that this evaluation procedure does not obligate the Board and does not provide any understanding of any bonus and that any consideration of bonus will be brought up at a separate meeting and not automatically arrived at by this formula. Mr. McEachern seconded the motion.

A lengthy discussion followed regarding the evaluation process.

Mr. McEachern moved to table the item until the next meeting to provide time for the attorney to research the issue.

Mr. Stringfellow stated that he opposed Mr. Goldstein's motion.

Due to time constraints, it was the consensus of the Board to table the discussion until later in the meeting and to consider agenda item # 5, Gainesville Regional Airshow Consortium License Agreement.

Airport Business:

Gainesville Regional Airshow Consortium (GRAC) – License Agreement – Resolution 07-013

Mr. Penksa introduced GRAC member, Mr. Patrick Bainter.

Mr. Bainter reported that GRAC received an updated version of the License Agreement from Airport staff and stated that he was prepared to answer any questions that Board members may have regarding GRAC.

Mr. McEachern stated that he was ready to move approval of the License Agreement but indicated that he had some revisions for consideration.

Mr. Penksa reported that the revised License Agreement better protected GACRAA and that it contains a provision to increase the liability insurance amount from \$5,000,000 to \$10,000,000.

Mr. McEachern read aloud his suggested revisions.

Mr. Stringfellow moved to adopt Resolution 07-013 with consideration of Mr. McEachern's revisions subject to the approval of the attorney for the authority and acceptance by GRAC. Mrs. Tubb seconded the motion.

Mr. Goldstein suggested adding language to paragraph # 6 of the agreement to include the City Attorney in approval process for liability insurance:

6. CONDITIONS PRECEDENT:

Licensee agrees that this license shall not be granted by Licensor until the insurance coverage pursuant to Paragraph 5 has been obtained by Licensee and has been approved by Licensor's attorney and the City Attorney. (*Underlined text was suggested by Mr. Goldstein.*)

Mr. McEachern suggested that GACRAA strike from the agreement the payment of five percent (5%) of the net proceeds, up to five thousand dollars, (\$5,000.00) by GRAC to GACRAA.

Mr. McEachern suggested that GRAC obtain the concurrence of the City of Gainesville and add the City to signature lines.

Mr. Bainter reported that GRAC will attend the City Commission meeting on February 26 to present a request for a sponsorship grant and/or loan in the amount of \$10,000.00 as well as a reduction in the fee for services provided by the Gainesville Police Department (GPD). He noted that the revised agreement has not been reviewed by the GRAC Board, but he concurred with Mr. Stringfellow's motion.

Mr. Erik Bredfeldt, City of Gainesville Economic Development Director, reported that the City Commission would consider GRAC application for a grant of \$10,000.00 and that a condition of the grant will be that GRAC will apply for an event permit from the City of Gainesville.

Mr. Stringfellow, with the concurrence of Mrs. Tubb, retracted his motion with a suggestion to use an alternative motion based on Mr. McEachern's suggested additions and subtraction of the payment of a 5% fee by GRAC to GACRAA.

Mr. Thomas moved Resolution 07-013 with consideration of suggested amendments, subject to review and approval by the attorney for the authority and agreement by GRAC. Dr. Brashear seconded the motion. A roll call vote followed: Dr. Brashear – aye, Mr. Breeze – aye, Mr. Goldstein – aye, Mr. McEachern – aye, Mr. Stringfellow – aye, Mr. Thomas – aye, Mrs. Tubb – aye and Mr. Johnson – aye. Motion passed.

Airport Business:

Information Items

Mr. Thomas suggested that Board members read the items in the agenda and ask questions as appropriate.

Mr. Penksa stated that the new information was indicated by highlighting in the agenda packet. It was the consensus of the Board that members would read the Information Items on their own and bring forward questions to Mr. Penksa.

Mr. Breeze asked for an update on the status of the second room for the Civil Air Patrol (CAP).

Mr. Penksa reported that R.W. Armstrong & Associates is working on a change order document upon which the contractor will be asked to provide the price of the facility improvements requested by CAP. He stated that a long-term lease will be negotiated with CAP to obtain payment for their requested improvements.

2006 Goals Evaluation – Richard Crider - Presentation

Mr. Crider stated that the Board took action in May of 2006 to approve the 2006 Goals. He reported that he presented his mid-term progress toward achieving the 2006 Goals to the Board in September of 2006. Mr. Crider presented his February 2007 Report to the GACRAA Board outlining progress toward accomplishing the 2006 Goals.

The floor was opened to questions and comments.

Mr. McEachern reported that Dr. Gallagher stated that he was told by Mr. Crider that his presence was not required at any Board meetings in regard to the 2007 airshow and that was the reason GRAC missed certain dates in the previous airshow License Agreement. Mr. Crider could not recall making such remarks to Dr. Gallagher.

Mrs. Tubb commended Mr. Crider and staff for a job well done in a very complex and challenging environment.

Mr. Johnson concurred with Mrs. Tubb's comment.

Mr. Johnson stated that he would like to bring the evaluation process to a conclusion.

A lengthy discussion followed regarding the issues discussed by Mr. Goldstein at the beginning of the meeting.

Mr. Goldstein objected to the following language that is contained on the last page of the evaluation worksheet:

“Each member of the Governance & Nominating Committee and the Board Chairman **will** score the objectives of the Personnel Goals above. The completed forms **will** be presented anonymously at a public meeting to account for all submissions. The scores **will** then be compiled and averaged for determination of a Weighted Score. If the Weighted Score is less than .60 no Bonus **shall** be awarded. If the Weighted Score is .60 or above, the Weighted Score **shall** be multiplied by the Maximum Bonus per Contract Amount.”

Mr. Goldstein stated that the award of a bonus should not be a foregone conclusion.

Mr. McEachern stated that the Board is not obligated to award a bonus; he stated that the Board *may* award a bonus if it so chooses.

Mr. Johnson and Mr. Stringfellow attempted to explain the evaluation and bonus award process that was adopted by the Board in May of 2006.

Mr. McEachern stated that he opposed an anonymous process and requested a legal opinion on this point.

After considerable discussion, it was the consensus of the Board to separate the two issues at hand as follows:

- Should the Board award a bonus;
- Board members will publicly state their Weighted Scores of Mr. Crider’s performance vis-à-vis the 2006 Goals.

Mrs. Tubb moved to award a bonus to the former Chief Executive Officer. Mr. Stringfellow seconded the motion.

Mr. Goldstein stated that Mr. Crider was paid an adequate salary and that he would vote against the motion.

Mr. McEachern stated that he opposed awarding a bonus to an employee who resigned.

Dr. Brashear pointed out that even though the Board may vote to award a bonus, the average Weighted Score must exceed .6 for a bonus to be paid.

Mr. McEachern requested a roll-call vote on the motion: Dr. Brashear – aye, Mr. Breeze – aye, Mr. Goldstein – nay, Mr. McEachern – nay, Mr. Stringfellow – aye, Mr. Thomas – aye, Mrs. Tubb – aye and Mr. Johnson – aye. Motion passed.

Mr. Thomas suggested that the Board members state their evaluation Weighted Scores. It was the consensus of the Board to state the Weighted Scores.

Mr. Johnson, noting that Mr. Dunlap was absent from the meeting, suggested that the Board members complete their worksheets and provide their Weighted Scores at the March meeting.

Following additional discussion, Mr. Johnson called for a roll-call vote of the Weighted Scores:

GACRAA Member	Weighted Score
Billy Brashear	0.500
William Breeze	0.500
Mark Goldstein	0.100
Mac McEachern	0.000
Jim Stringfellow	1.000
Kinnon Thomas	0.700
Marilyn Tubb	1.000
Peter L. Johnson	<u>0.750</u>
	4.550
Average Weighted Score equals	0.569

Mr. Johnson stated that Mr. Dunlap’s Weighted Score should be included in the calculation.

Mr. Stringfellow stated that if the Board does not give Mr. Crider a bonus, it would be a travesty considering all the accomplishments at the airport under his direction.

Finance Report

Mr. Penksa asked if any members had any questions regarding the Finance Report. There were no questions.

Air Traffic Volume Statistics

Mr. Penksa asked if any members had any questions regarding the air traffic volume statistics. There were no questions.

Airport Authority Input

Mr. Stringfellow recalled that the Board had executed an Employment Agreement with Allan J. Penksa. He recommended that the Board not wait ninety (90) days to take action to hire a permanent Chief Executive Officer.

Mr. Stringfellow moved to offer the Chief Executive Officer position to Allan J. Penksa and direct the Chair to negotiate a salary. Mr. Breeze seconded the motion.

Mr. McEachern opposed any Board action at this time. He noted that staff has approval to fill the position of Operations Manager to help alleviate Mr. Penksa's work load.

Mr. Penksa reported that he has assigned many of the Operations Manager tasks to an Operations Duty Supervisor, Shaun Blevins. He indicated a preference to hire a Facilities Manager instead of an Operations Manager. He stated that the facilities duties are very time consuming considering the number of capital improvement projects that are underway.

Mrs. Tubb recommended that the Board develop a detailed list of performance objectives and hire Mr. Penksa to the position and she stated that she supported Mr. Stringfellow's motion.

A lengthy discussion followed regarding whether the Board should wait up to ninety (90) days to take action to fill the position.

A vote was not taken; it appeared to be the consensus that all Board members were very supportive of Mr. Penksa's ability to serve as Chief Executive Officer, but that it was not ready to make a formal offer. It was the consensus of the Board to begin the process of formalizing Mr. Penksa's position by establishing performance objectives and negotiating an employment agreement.

North Central Florida Sportsman Association (NCFSA)

Ms. Caggiano read aloud from "Roberts Rules of Order" and concluded that this issue could be revisited at a future meeting.

Mr. Stringfellow moved to refuse to allow the NCFSA to operate a firing range at the airport.

Mr. Stringfellow noted that staff and the local Transportation Security Administration (TSA) director oppose NCFSA's proposal to operate a gun firing range at the airport.

A lengthy discussion followed as to whether it is fair to discuss the question without the presence of the NCFSA representative who spoke to the matter at the January 25, 2007 Board meeting.

It was the consensus of the Board to invite TSA and NCFSA to discuss the matter at a future meeting.

Mr. Stringfellow withdrew the motion.

Draft Capital Improvement Plan (CIP)

Mr. Penksa distributed copies of a draft Five (5) Year Capital Improvement Plan and PFC Cash Flow Analysis. Mr. Penksa reported that the Board had passed previous resolutions authorizing the design of a new access road from Waldo Road to the Passenger Airline Terminal and had accepted funding from the FDOT and the federal government for the new road. The local share of the new access road is estimated to be \$1.2 million. He reported that PFC Application # 3, which is intended to provide revenue to pay the local match for the road, has not been submitted to the FAA and that it is questionable whether PFC funds will be approved for the new access road. He recommended pursuing additional funding for this project from the County Commission which supports the development of the adjacent fairgrounds property as a business park.

Mr. Crocker explained that the PFC Cash Flow Analysis shows that the Airport will need to borrow against its line of credit to pay the local share during construction until PFC Application # 3 revenue is realized.

Mr. Penksa requested that the Board affirm its previous endorsements to construct a new access road with the knowledge that a source of the local match of \$1.2 million has not been identified.

A lengthy discussion followed regarding the matter and the potential risk of alienating federal delegation members who worked hard to secure the federal funds for the access road project. It was the consensus of the Board to affirm its previous endorsements to construct a new access road and to approach the County Commission for funding assistance.

Mr. Penksa reported that the FAA has approved a proposal to reallocate grant funds for the Terminal Renovation – Phase 2. This reallocation may result in having PFC funds available for other eligible projects.

Mr. Penksa stated that the Five Year Capital Improvement Plan provides a roadmap for the systematic replacement of airport infrastructure.

Ad Hoc Aviation Engineer Apprentice Program Committee Report

It was the consensus of the members to read the highlights of the meeting on their own.

Other

Mr. Johnson reported that Eclipse Aviation expects to deliver four (4) aircraft during the week of February 26th. He stated that Eclipse Aviation reports that it is prepared to pay the first full year of rent for the facility to GACRAA. Mr. Johnson indicated that Eclipse Aviation will host a reception soon after moving into the new facility.

Mr. Penksa reported that the Terminal Renovation contractor is ready to begin work and that future GACRAA meetings will be held in another location. Staff is researching the availability of several locations.

Mr. Breeze reported that General Aviation tenants have complained to him about the badge renewal fee.

Mr. McEachern moved to include the badge renewal fee in aircraft storage fees; he stated that the rental fee should include the cost of operating expenses for badges. Mr. Breeze seconded the motion.

Mr. Crocker explained the costs involved in creating badges and recommended maintaining the badge fees.

Mr. Stringfellow moved to amend the motion to review operating costs and fees in conjunction with the next budget process. Mr. McEachern and Mr. Breeze concurred to amend the motion. Motion passed.

Airport Authority Attendance

No issues to report at this time.

Tenant Report

Adjournment

There being no further business, the meeting was adjourned by the Chair at 7:47 p.m.

GACRAA Monthly Meeting

Chair

Date

Secretary/Treasurer

Date

