

**GAINESVILLE-ALACHUA COUNTY REGIONAL AIRPORT AUTHORITY  
MONTHLY MEETING**

**Highlights**

**Flightline - Conference Room**

**Thursday, August 15, 2002**

**Call to Order by the Chair**

Chair Bainter called the meeting to order at 5:05 p.m.

**Authority Members Present at Roll Call:** Patrick Bainter, Cain Davis, Jim Gallagher, Janice Honeyman-Buck, Jon Morris, and Marilyn Tubb. Bob Todd was excused. On 7/31/02, the terms of Mac McEachern and Charles Perry expired.

**Determination of a Quorum** It was determined that a quorum had been reached.

**Approval of Meeting Highlights of July 18, 2002**

Dr. Honeyman-Buck moved to approve the meeting highlights. Mrs. Tubb seconded the motion. Motion passed.

**Adoption of the Agenda**

Dr. Morris moved to adopt the agenda. Dr. Gallagher seconded the motion. Chair Bainter added item # 11, Nominating Committee Report. Dr. Morris revised his motion to include item # 11. The agenda, with item # 11 added, was adopted.

**Citizens Input – Non-Agenda Items - None**

**Airport Authority Input – Non-Agenda Items - None**

**Consent Agenda**

Consent Agenda item #1, Equipment Swap with Flightline, was approved with the Adoption of the Agenda.

**Airport Business**

**Engineering Consultant Contract**

*Mrs. Tubb moved to direct the Director of Aviation to enter into a five-year Agreement for General Airport Consulting Engineering Services with R.W. Armstrong & Associates, Inc., and to authorize the execution of all necessary documentation. Dr. Honeyman-Buck seconded the motion. Motion carried.*

**Planning Consultant Contract**

*Mrs. Tubb moved to direct the Director of Aviation to enter into a five-year Agreement for General*

*Airport Consulting Services with Reynolds, Smith and Hills, Inc., and to authorize the execution of all necessary documentation. Dr. Honeyman-Buck seconded the motion. Motion carried.*

### **Gum Root Swamp Annual Sinking Fund Payment**

*Mrs. Tubb moved to approve an amendment to the Fiscal Year 2002 Budget to delete the Gum Root Swamp Sinking Fund payment in the amount of \$13,334.00, to authorize the Staff to discontinue annual sinking fund deposits to meet the 10<sup>th</sup> year obligation to repay the Florida Department of Transportation Joint Participation Agreement WPI No. 2820773, and to authorize staff to continue to pursue Federal funding to help retire this obligation. Dr. Morris seconded the motion. Motion carried.*

### **FDOT JPA Grant - Resolution # 02-010**

Mr. Crider reported that the Florida Department of Transportation (FDOT) has offered state grant funding for the Rehabilitation of Runway 10-28 and its parallel taxiway, Taxiway E, at the Gainesville Regional Airport. FDOT funding will be fifty percent (50%) of the eligible project costs, or \$100,000, whichever is less. This Joint Participation Agreement (JPA) allows for Front End Funding, which allows the FDOT to “initially pay 100% of the total allowable incurred project costs up to an amount equal to its total share of participation”. It is anticipated that FDOT grant funds will be spent in conjunction with Federal Aviation Administration (FAA) grant funds to accomplish the rehabilitation of Runway 10-28 and its parallel taxiway.

*Mrs. Tubb moved that Motion to approve Resolution 02-010 and accept a grant offer from the Florida Department of Transportation, authorize the Chair and Secretary/Treasurer to execute the Resolution, and authorize the Director of Aviation to enter into and sign such documents as may be necessary, including the Joint Participation Agreement with the Florida Department of Transportation. Dr. Honeyman-Buck seconded the motion. A roll call vote followed: Cain Davis – Aye, Jim Gallagher – Aye, Janice Honeyman-Buck – Aye, Jon Morris – Aye, Marilyn Tubb – Aye, Patrick Bainter – Aye. Motion passed 6-0.*

### **Alachua County Fairgrounds Master Plan Presentation**

Mr. Charlie Jackson, Alachua County Facilities Manager, presented a conceptual plan for the future use of the Alachua County Fairgrounds on behalf of the Board of County Commissioners and the County Manager. The plan includes the construction of an 8,000 seat concert venue along with additional new comfort and exhibit facilities, parking lots and access roads.

The presentation was informational in nature and no action was required by the Gainesville - Alachua County Regional Airport Authority.

### **Addendum to Amended Declaration of Protective Covenants**

Mr. Sam Bridges, Land Rights Coordinator with the City of Gainesville, discussed the Addendum to Amended Declaration of Protective Covenants as well as the following agenda item, the Sale of Lot 7b within the Airport Industrial Park. He explained that the City’s Legal Department prepared the Addendum to the Amended Declaration of Protective Covenants and Restrictions for the Airport Industrial Park: Unit I and Unit

II. The Amended Declaration of Protective Covenants requires a minimum lot size of 3 acres. The Addendum under consideration by the Airport Authority at this meeting will allow for minimum lot size of 2 acres within the Airport Industrial Park. This action is necessary to sell and develop lot 7b of the Airport Industrial Park. (Please refer to next agenda item)

***Mrs. Tubb moved that the Authority approve the Addendum to Amended Declaration of Protective Covenants as presented by the City. Dr. Honeyman-Buck seconded the motion. Motion passed.***

#### **Sale of Lot 7b within the Airport Industrial Park**

Mr. Bridges reported that The City of Gainesville is in the process of negotiating the sale of land within the Airport Industrial Park. The City is proposing an initial sale of 2 acres for the sum of \$50,000, with an option to sell the remaining 1.11 acres of lot 7b for the sum of \$27,750. The Gainesville-Alachua County Regional Airport Authority will receive all sale proceeds, plus property taxes from the City of Gainesville until appraised value is achieved. While the option to purchase the 1.11 acres of land is binding, it is below the minimum number of acres required to develop within the Airport Industrial Park. It is unlikely that another company would be interested in the remaining 1.11 acres as a stand-alone lot.

***Dr. Gallagher moved that the Authority approve the sale of property within the Airport Industrial Park, with the provision that the Contract for Purchase and Sale and Option Agreement be amended to give Crestwood of Florida, LLC. the Right-of-First Refusal on the option to purchase the remaining 1.11 acres of lot 7b. Dr. Morris seconded the motion. Motion passed.***

#### **Air Service, Advertising & Marketing Committee Report**

Mrs. Tubb reported that the Air Service, Advertising & Marketing Committee met on August 1, 2002 and discussed the following matters.

#### **Regional Airport Advisory Board**

The committee recommends that the Authority use the master plan program, or Citizens Advisory Committee, in lieu of the Regional Airport Advisory Committee for the duration of the master plan process. For the period beyond the master plan process, the Authority could consider retaining the Citizens Advisory Committee as the Regional Airport Advisory Committee. The master plan process is due to begin this Fall and continue for approximately 18 - 20 months.

#### **Ex-officio Board Members**

The committee recommends that it invite two senior members, one each from the Alliance for Economic Development (Gainesville) and the Ocala/Marion County Economic Development Council to serve as ex-officio (non-voting) members on the GACRAA board.

A discussion took place regarding the intended roles of the Citizens Advisory Committee and the ex-officio board members and the possible perception of redundancy of these functions. Mrs. Tubb explained how the latter function is different from the Regional Airport Advisory Committee. The ex-officio board members would provide a link between Gainesville and Ocala to promote air service, as well as the general aviation and commercial users of the airport.



### **Passenger Surveys**

Mrs. Tubb explained the intended use of the two proposed passenger surveys. The first would be a short satisfaction survey which travelers would use to identify customer service problems or to express customer service praise. A longer person-to-person survey could serve as an overall service “barometer” and could be implemented twice a year.

### **Air Service Development**

Mrs. Tubb reported that Daytona Beach International Airport was one of the forty airports awarded a federal Air 21 grant in FY2002. Gainesville Regional Airport would pursue a federal Air 21 grant again next year.

Dr. Gallagher requested that staff find out from consultant Bill Rathert how Gainesville Regional Airport fared in the Air 21 final rankings versus other airports competing for the funds.

The committee recommends that instead of competing with local entities for Economic Development funds at this time, requests for County grants be made for specific projects as each need arises.

Mrs. Tubb reported on plans for an upcoming visit by representatives from Continental Airlines on September 5 through 7.

### **By-Laws Committee Report**

Dr. Honeyman-Buck reported that the By-Laws Committee met on August 1, 2002 to consider Banking Resolution 02-009.

The committee recommends that it adopt Bank Resolution 02-009, changing the number of signatures required on checks over \$10,000.00 from two to one. The proposed change in the Banking Resolution is intended to increase the speed of payment to our vendors.

Dr. Gallagher stated that he would not support this recommendation since it is the responsibility of the Authority to maintain the integrity of the Airport’s fiscal policies.

Chair Bainter asked for clarification regarding his personal liability when signing checks for the Authority.

Don Stanley, Attorney for the Airport, suggested pursuing a bond to protect Authority members who sign checks.

Dr. Honeyman-Buck suggested tabling Bank Resolution 02-009 pending further investigation regarding the bonding issue.

### **Budget Review Committee Report**

Mr. Crider reported that the Budget Review Committee did not meet on August 14, 2002 and that the meeting was rescheduled for August 21, 2002.

**Nominating Committee Report**

Mr. Davis reported that the Nominating Committee, consisting of Jim Gallagher, Janice Honeyman-Buck and Chair Cain Davis, met prior to the Authority meeting on August 15, 2002. The Nominating Committee unanimously nominated the following slate of candidates for the FY2002-2003 year:

- Patrick Bainter – Chair
- Jon Morris – Vice Chair
- Janice Honeyman-Buck - Secretary/Treasurer

The Authority will vote on and install officers at its next monthly meeting on September 19, 2002.

**Information Items**

Mr. Crider reported that the Airport made a positive impression with the Embry-Riddle Aeronautical University flight instructors who flew in for a mini-conference on August 14. Flightline-Gainesville hosted a luncheon for the flight instructors.

**Tenant Reports - None**

**Airport Authority Attendance – No Issues**

**Announcement Of Reception Immediately Following Adjournment**

Chair Bainter announced that R.W. Armstrong & Associates, Inc. would host a reception in the Flightline lobby at the conclusion of this evening’s meeting.

**Adjournment**

Since there was no further business, the meeting was adjourned by the Chair at 6:34 p.m.

GACRAA Monthly Meeting

Chair	Date

Secretary/Treasurer	Date