

**GAINESVILLE-ALACHUA COUNTY REGIONAL AIRPORT AUTHORITY**  
**Thursday, November 17, 2005 – 5:00 p.m.**  
**Gainesville Regional Airport**  
**Passenger Terminal – Lounge Area**  
**Monthly Meeting**  
**Highlights**

**Call to Order by the Chair**

Chair Jim Stringfellow called the meeting to order at 5:01 p.m.

**Invocation:** Mr. Peter Johnson delivered the invocation.

**Pledge of Allegiance:** Chair Stringfellow led the Pledge of Allegiance.

**Authority Members Present at Roll Call:** Billy Brashear, Joe Dunlap, Peter Johnson, Mac McEachern, Jon Morris, Jim Stringfellow, Kinnon Thomas and Marilyn Tubb were present. Dr. Taylor arrived at 5:20 p.m.

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

**Approval of Meeting Highlights for October 20, 2005**

*Mrs. Tubb moved approval of the meeting highlights for October 20, 2005, noting that on page 5, the Economic Development Advisory Council workshop meeting will consider potential business sites, not the Alachua County Fairgrounds. Mrs. Tubb requested that the highlights be revised to reflect this fact. Mr. Thomas seconded the motion.*

Mr. McEachern stated that the minutes (highlights) as presented do not accurately reflect his position on the recodification issue. He stated that his comments contained six major points and about 300 words which were reported in one two-line sentence, while the counter comments were reported almost verbatim although they only addressed the venue and not the substance. He stated that this is not the first time the minutes (highlights) have endeavored to put a spin on an issue. He stated that corrections are useless as the minutes (highlights) have already been published with insufficient notice to ask correction. He stated that he was not requesting a revision now. But he stated that he would feel free to accurately report his position to other interested parties.

Mr. McEachern provided copies of his aforementioned comments to staff.

A discussion followed regarding the content of the highlights in general, and the process that took place to allow Board members the opportunity to present comments regarding the proposed Codification Language that were approved by the Board on October 20. It was further noted that the official record does contain Mr. McEachern's entire position because the meeting was recorded in both audio and audio/video taping.

*The highlights were approved via voice vote, 8-0.*

### **Adoption of the Agenda**

Mr. Crider recommended adding one agenda item regarding an in-kind trade of the temporary use of airport property and storage of milled asphalt material for paving work required adjacent to the new maintenance canopy.

*Mr. Thomas moved approval of the agenda with the additional milling/paving item. Dr. Morris seconded the motion. Motion passed.*

### **Citizens' Input**

Mr. Walter Barnett, representing the Joint Aviation Unit (JAU), invited Board members to visit the JAU hangar to see recent renovations and to learn more about the activities of this law enforcement agency.

Mr. Dashwood Hicks complained that the rotating beacon is not rotating. Also, he suggested that more signs be installed in the parking lot to guide patrons to additional space in the grassy area adjacent to the lot.

Mr. Penksa responded by reporting that a gearbox needed to repair the rotating beacon has been ordered. He reported that additional signage for the parking lot has also been ordered. Resolution of both issues is underway.

### **Airport Authority Input – Non-Agenda Items**

Dr. Morris noted that one of the gates leading into the long-term parking lot has been inoperable for several weeks.

Mr. Penksa stated that parts needed to repair the parking lot gate mechanism are obsolete and that the maintenance staff has been trying to locate spare parts from other parking lot operators.

Mr. McEachern stated that discussions regarding the Port-A-Port policy were terminated prematurely due to a failure to attract a quorum at a meeting where the (Port-A-Port) owners expected to discuss the policy, and through political maneuvering at a regular meeting. He stated that this prevented an opportunity to address many of the justifications included in that policy and that the owners were disenfranchised. He reported that Mr. Crider has written to Port-A-Port owners that he expects to have a continuing dialogue regarding the status of their hangars. Mr. McEachern stated that he believes this future dialogue should not be restricted by an ill-conceived policy and a more inclusive policy could be generated by discussions between Mr. Crider and the owners. He indicated that any future dialogue could be arranged between these two parties easier than if the formatives of the authority were imposed on them. He suggested that Mr. Crider could bring a mutually acceptable policy back for the endorsement of the Board. He recommended that they should be granted a tabula rasa, a clean slate, to conduct the dialogue Mr. Crider has referred to.

Mr. McEachern provided copies of his aforementioned comments to staff.

*Mr. McEachern moved to rescind the Board's previous action creating a Port-A-Port policy. Dr. Morris seconded the motion.*

Dr. Morris stated that he was not opposed to discussing the issue again.

Mr. Crider stated that the Port-A-Port policy serves to clarify the amount GACRAA is willing pay a Port-A-Port owner, should the owner decide to sell his/her unit. He indicated that GACRAA is seeking willing sellers.

Mr. John Barber, a Port-A-Port owner, stated that the units in their current location are grandfathered with regard to wind-loading requirements. He indicated that this may not be the case if the units are moved again and he stated that the owners are not willing to pay the cost of moving the units again having been moved in 2002.

A lengthy discussion continued regarding the issue.

*Mr. Thomas moved to call the question. Mrs. Tubb seconded the motion.*

*A voice vote followed on Mr. McEachern's motion to rescind the Port-A-Port policy. The motion failed 0-9.*

### **Consent Agenda - None**

### **Airport Business:**

#### **Board Self –Assessment Survey Results**

Mr. Crocker reported that at its meeting on June 23, 2005, the GACRAA Board approved conducting a GACRAA Board Member Self-Assessment Survey. Copies of the survey were mailed to Board members on July 8. Board members were asked to complete the survey and return it to Purvis Gray & Company for tabulation.

Mr. Crocker introduced Mr. Jerry Handley, Purvis Gray & Company, to present the survey results. Mr. Handley distributed copies of the survey results to the Board.

Mr. Handley reported that five (5) Board members responded to the survey.

Mr. Dunlap noted that the survey is a useful tool and encouraged Board members to review the results.

Mr. Thomas suggested that the Board address the items that are rated below a 4 at a future meeting.

### **Information Items**

Mr. Crider reported that the Gainesville Regional Airport has raised a grand total of \$4,178.50 for United Way of North Central Florida. He stated that this amount includes a generous contribution of \$2,000.00 from the Gainesville Regional Airshow Consortium.

Mr. Crider recognized Allan Penksa for attaining his American Association of Airport Executives (AAAE) Certified Manager status.

Mr. Crider recognized Garrick Crocker for completing two (2) audits.

Mr. Crider introduced Ms. Michelle Danisovszky. Ms. Danisovszky was hired in late October to fill the position of Manager, Public Relations & Governmental Affairs.

Mr. Stringfellow recognized Mr. Crider for his handling and negotiation of complicated issues with the City of Gainesville and Alachua County Board of Commissioners.

Mr. Crocker announced the promotion of Ms. Lynn Noffsinger to the position of Grants and Contracts Administrator effective November 21.

Mr. Crider reported that the City of Gainesville Legislative Committee will review the draft Codification language approved by the Board in October.

Mr. Crider reported that he and Mr. Penksa met with Eclipse Aviation facilities representatives in early November to review plans for the Eclipse service center. He stated the Mr. Crocker has been working with financial analysts at the City of Gainesville to arrange financing for the project.

Mr. Crider reported that the Airport has collected approximately \$100,000 in Customer Facility Charges (CFC) from the rental car operators since August 1, the start of the collection program. He stated that Reynolds, Smith & Hills is preparing the conceptual design for the Rental Car Service Facility.

Mr. Crider reported that the State of Florida has awarded \$950,000 in funding to the Airport for the new access road from Waldo Road.

Mr. Crider reported that the Economic Development Advisory Council, of which Mrs. Tubb is the Chair, is very supportive of developing the Alachua County Fairgrounds as a business park.

Mr. Crider reported that with regard to Terminal Renovation – Phase I, Jetway number 3 is now open and is being utilized by ASA/Delta Connection. He anticipated receiving the executed Passenger Boarding Bridge Agreements from US Airways and Northwest Airlines in the next few weeks. He stated that Heart of Florida signage would be added to the interior of the vestibules. He reported that Reynolds, Smith and Hills is wrapping up the design for Terminal Renovation – Phase 2 and that the project will be bid in early 2006, with construction to begin shortly thereafter.

Mr. Crider reported that October 2005 scheduled air carrier passenger traffic is down 14.22% compared to October 2004. He reported the following load factors for October 2005:

<b>Airline</b>	<b>Load Factor</b>
Atlantic Southeast Airlines (Delta Connection)	48.8%
Mesa Airlines (US Airways)	63.1%
Pinnacle Airlines (Northwest )	84.1%
Gulfstream Int'l Airlines (Continental Connection)	48.4%
Total All Airlines	56.7%

Mr. Crider noted that the seating capacity on Atlantic Southeast Airlines has declined since October 2004 with the equipment upgrade of CRJ-200 aircraft (50-seats) in place of ATR-72 aircraft (66-seats) on two daily round-trip flights.

### **Finance Report**

Mr. Crocker reported the following results for October 2005, the first month of FY2006.

Revenue	Oct. Year-to-Date Actual (1 mo.)	Oct. Year-to-Date Budget (1 mo.)	Variance Over / (Under)
Total Operating Revenue	\$341,282.37	\$314,911.42	\$26,370.95
Expenses	Oct. Year-to-Date Actual	Oct. Year-to-Date Budget	Over / (Under)
Total Expenses	\$272,640.41	\$287,370.75	(\$14,730.34)
<b>Income (Loss) Before Depreciation</b>	<b>\$68,641.96</b>	<b>\$27,540.67</b>	<b>\$41,101.29</b>
Capital Equipment	\$20,000.00	\$0.00	\$20,000.00
<b>Net Carryover to 2007</b>	<b>\$48,641.96</b>	<b>\$27,540.67</b>	<b>\$21,101.29</b>

Mr. Crocker provided explanations for the revenue and expense items having large variances to budget.

Mrs. Tubb noted that she has observed that only one parking attendant is on duty during some peak times and recommended adding staff to alleviate a long wait for patrons exiting the lot.

Mr. Crider reported that staff has added a second credit card machine and is considering adding a part-time person at peak times.

**Finance & Operations Committee Report**

Mr. Thomas reported that the Finance & Operations Committee was scheduled to meet on November 10, 2005. He stated that only he and Mr. Dunlap were present and thus there was not quorum present.

Mr. Thomas reported that he and Mr. Dunlap were briefed on staff’s recommendations regarding the following agenda items:

- ◆ Flightline – Corrective Action / Accounting – Recommendation for Contract Closeout;
- ◆ Schedule of Rates & Charges – Increase T-Hangar, Sunshade and Port-A-Port ground rates;
- ◆ St. Johns River Water Management District – Conservation Easement Letter Response;
- ◆ Runway 7-25 Lighting Repair.

*Mr. Dunlap moved to adopt Resolution 06-005 directing staff to offset the amounts due to and from Flightline Gainesville, reverse incorrect outstanding Accounts Receivable and properly record any outstanding revenues and expenses and remit the balance due to Flightline Gainesville. Mrs. Tubb seconded the motion. A roll-call vote followed: Dr. Taylor – aye, Mr. Thomas – aye, Mrs. Tubb – aye, Dr. Brashear – aye, Mr. Dunlap – aye, Mr. Johnson – aye, Mr. McEachern – aye, Dr. Morris – aye and Mr. Stringfellow – aye. Motion passed 9-0.*

*Mrs. Tubb moved approval of the Schedule of Rates and Charges as presented in the agenda packet. Mr. Dunlap seconded the motion. Motion passed 8-1 with Mr. McEachern dissenting.*

*Mrs. Tubb moved to endorse and to direct staff to mail the proposed response letter to the St. Johns River Water Management District. Dr. Taylor seconded the motion. Motion passed 9-0.*

*Mr. Dunlap moved to approve staff’s recommendation to repair the lighting on Runway 7-25; the project is estimated to cost \$33,383. Mrs. Tubb seconded the motion. Motion passed. 9-0.*

Mr. Crider noted that the planned course of action is a temporary fix for the lighting on Runway 7-25 and that staff will pursue funding for a lighting rehabilitation project for Taxiway A.

Dr. Morris encouraged staff to pursue solutions to repair the lighting on Taxiway A.

Mr. Barnett stated that JAU personnel are very concerned with the lack of light in the landing area for the agency's helicopters.

### **Business Development & Marketing Committee Report**

Mr. Johnson reported that the Business Development & Marketing Committee met on November 14, 2005.

Mr. Johnson reported that two local firms responded to RFP 05-007 for Marketing Consulting Services. Both firms, Bob White Productions, Inc. and Kcom Media, presented their proposals to the committee. He stated that it was the consensus of the committee to delay a decision on the RFP until a strategic plan can be developed to give some guidance and direction to any marketing effort.

Mr. Johnson reported that Interspace Airport Advertising has chosen to extend its contract to provide the terminal advertising until 2010. They have met their minimum performance goals and have that privilege. He stated that the committee recommends approval of an Amendment to the Airport Advertising Concession Agreement which will extend the current agreement for a period of five (5) years beginning November 15, 2005 and expiring on November 14, 2010.

*Mrs. Tubb moved to adopt Resolution 06-006 authorizing execution of Amendment to Airport Advertising Concession Agreement with In-Ter-Space Services, Inc., d/b/a Interspace Airport Advertising. Mr. Thomas seconded the motion. A roll-call vote followed: Dr. Taylor – aye, Mr. Thomas – aye, Dr. Brashear – aye, Mr. Dunlap – aye, Mr. Johnson – aye, Mr. McEachern – aye, Dr. Morris – aye and Mr. Stringfellow – aye. Motion passed 8-0. (Note: Mrs. Tubb's name was inadvertently left out of the roll-call vote.)*

### **GACRAA Schedule of Meetings**

Mr. Crider recommended moving the date of the monthly Board meetings from the third Thursday of the month to the fourth Thursday of the month. This change will provide additional time for the Accounting Department to gather all of the information needed for the Board agenda packet. The proposed Schedule of Meetings also includes quarterly meeting dates for the standing committees.

*Hearing no objections, Chair Stringfellow approved the proposed Schedule of Meetings.*

### **By-Laws Adoption**

Chair Stringfellow reported that the proposed revisions to GACRAA's By-Laws have been presented at previous meetings for consideration and discussion by the Board, and that he recommended adoption of the revisions.

*Mr. Thomas noting one typographical error for correction, moved approval of the proposed By-Laws as presented in the agenda packet. Dr. Taylor seconded the motion. Motion passed 8-1 with Mr. McEachern dissenting.*

### **Milling and Paving In-kind Trade**

Mr. Crider reported that APAC Southeast, the contractor which completed the rehabilitation work on Runway 10-28, is working on another local project and needs to store milled material on a short-term basis. In return for allowing the storage of the material on airport property, APAC Southeast will pave an area needed by the Airport for a new maintenance canopy. Mr. Crider recommended concurrence of the Board for this “in-kind” trade.

*Mr. Thomas moved approval of the APAC Southeast milling/paving “in-kind” trade. Mrs. Tubb seconded the motion. Motion passed 9-0.*

**Tenant Reports**

Ms. Carolyn Bomberger, Gator Aviation Services, reported that she will take delivery of two (2) new aircraft in October 2006 for her charter business.

**Airport Authority Attendance**

No issues to report at this time.

**Adjournment**

There being no further business, the meeting was adjourned by Mr. Thomas at 6:43 p.m.

**GACRAA Monthly Meeting**

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Chair

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Date

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Secretary/Treasurer

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Date