

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

Highlights

Flightline - Conference Room

Thursday, December 13, 2001

Call to Order by the Chair

Chair Bainter called the meeting to order at 5:03 p.m.

Committee Members Present Patrick Bainter, Cain Davis, James Gallagher, Janice Honeyman-Buck, Mac McEachern, Jon Morris, Charles Perry, Robert Todd and Marilyn Tubb.

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

Approval of Meeting Highlights of November 8, 2001

Charles Perry moved to approve the meeting highlights. Seconded by Marilyn Tubb. Motion carried 9-0.

Adoption of the Agenda

Item #2 on the Consent Agenda became #9; item #4 was moved up to item #2; and the supplement was moved to the Budget Review Committee Report.

Bob Todd made a motion to adopt the agenda with changes. Seconded by Dr. Gallagher. Motion carried.

Director of Aviation Search Ad Hoc Committee

The Committee met on December 6, 2001 and interviewed three candidates, after which a discussion/ranking ensued.

Recommendation: Since all candidates are acceptable and would be able to do the job, if for any reason the chosen candidate does not work out, the #2 candidate could be contacted for negotiations; and likewise for the #3 candidate. The order of acceptance was:

- 1. Richard Crider from Abilene, Texas**
- 2. Dan Weber from Brownsville, Texas and**
- 3. Duncan Henderson from Oshkosh, Wisconsin**

Discussion ensued, after which a motion was made by Dr. Gallagher to accept Richard Crider as the new Director of Aviation. Seconded by Mrs. Honeyman-Buck. Motion carried.

CB Richard Ellis Presentation

Marco Oliveri, Vice President of CEO, introduced Randall Mercer and Stanley Stouder, Managing broker-partners of CB Richard Ellis. They would like to construct a new 126,000 sq ft distribution center in the airport

industrial park, with the initial employment of 60 people and an anticipated peak of 90+ employees. They are a medical distribution facility.

Discussion ensued, after which Mr. Mercer and Stouter were told that the Flightline conference room was available to them if they needed a place to meet.

Budget Review Committee, Including Proposed Parking Lot Changes

The Committee met November 14 and 27, 2001. Based on the available information they had through October, the airport's losses are as follows: terminal parking, Discover Air, rental car fee reductions, landing fee reductions, advertising concession down, and money from industrial park lot 7B motorcycle training was slow-going. Total losses amounted to \$184,000.

Additionally, the Budget Committee recommended a Living Wage increase to employees which will cost about \$34,000.

The 30-minute free holiday parking is a loss of \$36,000, bringing the grand total to \$254,000 with no possible change.

The Committee looked at expense reductions and possible income increases; such as, personnel administrative costs that are saved right now with unfilled positions totaling \$50,000; money that was set aside in this year's budget for the director search; the anticipated military fuel contract beginning in April; the .05 increase in fuel to transient customers and changing the long term parking fee by \$1.00 daily. These changes would increase the budget to about \$87,000. So the increase in revenue and reduction in expenses amount to \$243,000 leaving GACRAA \$10,000 short.

Dr. Gallagher moved to the full Authority that they accept the Budget recommendations/ changes, and the Budget Committee will meet again in January to make any necessary changes. Motion was seconded by Mr. Perry. Motion carried.

Parking Lot Changes

Tate Fisher stated that USA Parking conducted a survey to open-up the short-term parking lot. However, since all vehicles must be inspected, additional manpower is needed. We are currently paying \$10.06 hourly, 20 hours a day, which is a total of \$201.20. If we were to institute short-term parking and the FAA does not ease restrictions, it will cost the airport \$73,438.00.

Our main concern is senior citizens, and the State government has no Title 32 monies available to hire an additional guardsman. This was why USA Parking was asked to look at those rates and hopefully, we can make enough money to pay for the guard. The GACRAA budget cannot stand to lose \$74,000 annually without generating the income to cover that cost.

Discussion ensued, after which Dr. Gallagher stated that they would have to address the issue of hiring another guard at the next Budget meeting.

Free Holiday Parking

Mrs. Tubb moved that the 15-minutes free parking be offered beyond January 1, 2002 for 6 months. Seconded by Chuck Perry. Mac McEachern moved to amend the motion to change the time to 30 minutes. Dr. Morris seconded.

There was discussion on the matter of 15 versus 30 minutes free parking.

The vote on amending the motion to offer 30 minutes free parking for 6 months passed.

Expenditures of Gum Root Swamp Sinking Fund & AFSS Transfer Payments

Discussion ensued regarding the Gum Root Swamp and AFSS.

Dr. Gallagher recommended that since these are complicated subjects, that the Chair consider an ad hoc committee to look at them and come back with whatever recommendation is appropriate.

Chair Bainter indicated that he would be willing to do so.

Airport Agreement

Tate Fisher discussed the airport agreement with the CEO.

Discussion ensued, afterwhich Mrs. Tubb moved that the item be referred to the next meeting so that a contract with specific goals and objectives could be determined between the airport and CEO. Mr. Davis seconded.

Dr. Gallagher stated that since the budget is tight, perhaps we can devise a way to work with CEO in a more specific and manageable way.

Brent Christensen, the new CEO of the Alliance for Economic Development, expressed that he is looking forward to working with the new Director as quickly as possible. He wants to iron out the specifics so that it can be a win-win situation for both parties.

More discussion ensued, afterwhich the following Amendment to the Motion was made.

Mac McEachern moved that the Authority refer the item to the Marketing Committee to negotiate the contract with specific goals and objectives, for the redevelopment that is required at the Gainesville Regional Airport. Mr. Todd Seconded. The Amendment to the Motion passed. The main motion was withdrawn.

Personnel Policies & Employee Compensation

Chair Gallagher stated that the Committee met on November 14, 2001 and moved a Motion to recommended that GACRAA adopt the City of Gainesville's Living Wage and adjust the wages of the six GACRAA employees to paygrade 4E. The Budget Committee would look for a way to offset

that expense, and they have already tried to account for the additional expense of \$34,000 for the remainder of this year's budget. Seconded by Mrs. Tubb. Motion passed.

Marketing Committee

Chair Tubb stated that in their last meeting they discussed the travel bank and similar programs, the RFP for food service changes, and a proposal from Bill Rathert which they are holding pending the financial situation. Discussion ensued regarding proposals, after which Chair Tubb stated they would look at them in the next Marketing Committee meeting and return with a recommendation.

RFP

Dr. Gallagher wanted to know if the airport was required to accept one of the bidders when the RFP went out, or does the paragraph on page 4 above article III cover us.

Attorney Don Stanley responded by saying that the Authority is not required to award the RFP.

Tate Fisher mentioned that the RFP was revised by Patricia Davenport of Don Stanley's office so that people could bid on food or beverage. This RFP would allow the airport to select whatever we want in terms of food or beverage and would be due in mid-February.

A motion was made by Dr. Gallagher to approve the RFP. Seconded by Mr. Todd. Motion passed.

By-Laws Committee Meeting

Chair Honeyman-Buck stated that the Consent Agenda items will be agreed upon by the Director of Aviation and the Chair, so that the two of them can put them together. The changes to the By-Laws will be voted on at the January Authority meeting.

General Aviation Committee

Chair McEachern stated that in the last meeting they discussed the Minimum Standards.

Mr. Van Riper stated that Mr. Krugman Koti has an aircraft based in the Ocala Airport. Since he will pump in excess of 30,000 annually, he is proposing a Letter of Agreement. This Agreement would say that Mr. Krugman Koti can get fuel at the rate of .50 over cost, which would be significantly below what he could get anywhere else. The current rate would be .45 off the retail, which is about .30 above that .50 over cost. Flightline will monitor the amount of fuel quarterly to make sure that approximately 7,500 gallons have been pumped, which would show that he's on track to reach 30,000 at the end of the year.

Chair McEachern moved to amend the Minimum Standards to read, "Any operator who purchases 7,500 gallon increments could do so at .50 over cost, with a minimum purchase of 30,000 gallons in one year." Seconded by Mrs. Tubb. Motion carried.

Williston Paint Shop

Chair McEachern stated that the Williston Paint Shop has closed, and the General Aviation Committee wanted to discuss the possibility of getting an aircraft finishing business established here on the field. It would entail some investigation into the EPA and agencies that deal with environmental concerns.

The Williston Paint Shop will be a referral item.

Rotating Beacon

Chair McEachern proposed that the new beacon tower be offered to some of the cell companies as a mask for an antennae. The Tallahassee airport has this set-up and are receiving approximately \$10,000 in annual rent.

Chair McEachern moved that Paul Langston and Flightline move forward with making the necessary arrangements to bring back for approval, the possibility of putting a flag pole at the entrance which could be used to house an antennae, and investigate the possibility of having an antennae placed in the beacon tower. Seconded by Mrs. Honeyman-Buck. Motion passed.

Bob Van Riper reported that a gentleman from Vertical Solutions, the company that sells cell towers, has already done a preliminary investigation of the airport. The cell tower will actually improve service to the main terminal, so it would be a good opportunity for the airport to get some additional revenue and have better cell service. Flightline will discuss with him the possibility of disguising it as a beacon tower rather than a flag pole.

Information Items

Tate Fisher stated that he did a comparison and found that from August to November we jumped up 11%. From September to October 33%, and we are at a point where the difference from where we were last August to where we are this November, is down just 7.75%. So it shows that it has rebounded quite nicely for us and is almost normal to where we were in November. The bad news is that the traffic, to date for the year, is down about 15% compared to the same period last year.

Marilyn Tubb applauded Tate Fisher and staff on the wonderful job they've done without a permanent director and a lot of uncertainty during this difficult period. Other board members were in agreement.

Report from the County Visitors & Welcome Center

The numbers are there for the different countries and international locations.

Budget Report

Gordon Rowell is not yet finished with the Budget Report for presentation at this time. He has been overwhelmed with deadlines and has some preliminary information in the back for you.

DBrite Equipment

DBrite equipment has been installed. It was scheduled for acceptance on December 5, 2001. It will run for a 30-day minimum and then a certification date will be determined.

New Hanger

The metal work on the hangar is nearly completed. The driveway has been poured and work has begun on the bathrooms and ramp. The project supervisor said the hanger should be completed prior to Christmas while the contractor feels that date is a bit optimistic. However, work should be completed in mid-January.

Back-Course Localizer

A temporary committee was appointed by the Chair to investigate. However, the committee has not met yet.

Holiday Free Parking

Tate Fisher gave the results of the holiday free parking from November 28-December 4. The actual tickets that USA Parking validated for free parking were 927 for a 7-day period. That's \$927 a week and a total of \$48,000 annually for free parking that we need to make-up somehow.

Airport Tenant Report

Mr. Van Ripper reported that Aeroflight is not here tonight but they will have their King Air in town. The lights in the hangar are great. The Tennessee game was the highest fuel flowage day ever. Flightline did over 9,000 gallons of jet retail.

Airport Authority Input

Attendance

Adjournment

There being no further business, the meeting was adjourned by the Chair at 7:40 p.m.

GACRAA Monthly Meeting

Pat Bainter, Chair

DATE: _____