

GAINESVILLE-ALACHUA COUNTY REGIONAL AIRPORT AUTHORITY
MONTHLY MEETING
Highlights
Airline Terminal - Restaurant
Thursday, February 19, 2004, 5:00 p.m.

Call to Order by the Chair

Chair Jon Morris called the meeting to order at 5:00 p.m.

Invocation: Rabbi David Kaiman, Congregation B'nai Israel, delivered the invocation.

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

Authority Members Present at Roll Call: Pat Bainter, Billy Brashear, Jim Gallagher, Jon Morris, Jim Stringfellow, Bob Todd, and Marilyn Tubb were present. C.B. Daniel and Janice Honeyman-Buck were excused.

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

Approval of Meeting Highlights for January 29, 2004

Mrs. Tubb moved to approve the meeting highlights of January 29, 2004. Dr. Gallagher seconded the motion. Motion passed.

Adoption of the Agenda

Mrs. Tubb moved to adopt the agenda. Mr. Stringfellow seconded the motion. Motion passed.

Citizens Input – Non-Agenda Items - None

Airport Authority Input – Non-Agenda Items - None

Consent Agenda - None

Airport Business:

2005 Legislative Update and Agenda Development

Chair Morris stated that this agenda item would be split into two (2) parts. First, would be an update from our Congressional representative's office. The second item, the 2005 Agenda Development, would occur at a later point in the evening's agenda.

Mrs. Tubb introduced Mr. Nick Martinelli to the Board. Mr. Martinelli is Legislative Director for Congresswoman Corrine Brown who represents Florida's 3rd Congressional District which includes the Airport. Mrs. Tubb noted that Congresswoman Brown is a member of the Committee on Transportation & Infrastructure. Mrs. Tubb stated that Congresswoman Brown supported the airport's

effort to obtain the Small Community Air Service Development Pilot Program grant and discretionary AIP grant funds in 2003.

Mr. Martinelli introduced additional members of the Congresswoman's staff who attended the meeting. Mr. Martinelli reported that Congresswoman Brown intends to seek funding for the proposed new Airport access road in the upcoming highway reauthorization bill; if approved, funding would be available in Spring 2005.

Information Items:

Mr. Crider reported that the contractor for the GA Ramp Rehabilitation project has been paid the full contract amount. He stated that interest payments being made.

Mr. Crider reported that bids for the Runway 10-28 Rehabilitation project were opened. He indicated that a meeting would be held with the FAA to review the bids. He reported that the bids would be reviewed by the Facilities and Planning Committee on February 24, 2004.

Mr. Crider reported that Mr. Jeff Breeden, Reynolds, Smith & Hills, was present to answer questions on the Airport Master Plan Update. Additionally, a copy of Working Paper #1 was distributed to all Board members. He indicated that Working Paper #2 would be completed shortly.

Mr. Crider reported that Mr. Breeden continues to work on the Terminal Renovation conceptual design; he reported that the conceptual design would be presented at the Design Center in March. He mentioned that the Design Center is located in the Chamber of Commerce building.

Mr. Crider reported that staff continues to pursue the granting of U.S. Customs Landing Rights at Gainesville Regional Airport. He stated that support is being pursued through Congresswoman Brown's and Congressman Stearn's offices.

Mr. Crider reported that staff is awaiting a response from the St. Johns River Water Management District (SJRWM) regarding tree clearing performed at the airport in the early and mid-1990's, and regarding conservation easement recordation associated with a Taxiway A extension in the early 1990's.

Mrs. Elaine Funk, Public Relations Specialist, announced that airport employees and tenants will participate in the March of Dimes (MOD) WalkAmerica event on March 27, 2004. She reported that other MOD fundraising activities are scheduled in the weeks leading up to March 27. She noted that the airport's MOD fundraising goal is \$5,000.00.

Mr. Crider reported that Northwest Airlines was notified of the Board's intention to request an amendment to the federal grant for \$660,000 and allocate the funds to a revenue guarantee for Northwest service. Chair Morris reported that the Tourist Development Council (TDC) is supportive of Northwest Airlines; he also recommended initiating a letter writing campaign to encourage Northwest Airlines to provide service to Gainesville. Mrs. Tubb recommended enlisting the support of Chamber of Commerce members in this campaign.

Mr. Crider reported that he and Pat Bainter met with U.S. DOT representatives on February 9 and

requested an extension to the March 31 deadline contained in the Small Community Air Service Development Pilot Program grant, and an amendment regarding the use of funds as approved by the Board at its January 29 meeting.

Finance Report

Dr. Gallagher, Chair of the Finance and Operations Committee, provided a report of the GACRAA budget and actual revenues and expenditures through December 31, 2003, the third month of the fiscal year. He stated that through December, total revenues exceeded budgeted revenues by \$73,541; actual expenses were \$49,371 under budget. Total income for the three months exceeded budgeted income by \$122,912. Contributing to the year-to-date income are the Passenger Facility Charge Reimbursements which exceed the budgeted amount.

Banking Services Agreement

Mr. Crider reported that two (2) banking institutions, Compass Bank and the incumbent SunTrust, responded to the recent Request for Proposals for banking services. Staff has ranked the proposals and reviewed the ranking with Dr. Gallagher. The interest rate quoted by Compass Bank was more favorable than that offered by SunTrust.

Dr. Gallagher stated that the establishment of a line of credit was an important component of the RFP due to the upcoming construction projects. He indicated that in addition to the more favorable interest rates, Compass Bank was more aggressive in pursuing the business and appeared more eager to provide the banking services required by the airport.

Mr. Bainter moved to negotiate a banking services agreement with Compass Bank. Dr. Gallagher seconded the motion. Motion passed.

Workers' Compensation Insurance

Mr. Crider reported that three (3) quotes were obtained to replace the Workers' Compensation Insurance policy which expires February 25, 2004. The lowest annual premium quote, \$48,361.00, was received from the Florida League of Cities, Inc. The annual premium for the expiring coverage was \$36,211.00. The amount of insurance coverage offered by the Florida League of Cities is equal to current coverage; a major factor contributing to the increase in annual premium is the increase in the number of employees, primarily the parking lot employees.

The annual premium quotes are:

<u>Insurance Carrier</u>	<u>Annual Premium Amount</u>
Florida League of Cities, Inc.	\$48,361.00
Employers Insurance Co. of Wausau (Arthur J. Gallagher)	\$67,508.00
FWCJUA/Travelers (Arthur J. Gallagher)	\$182,277.00

Mr. Bainter moved to accept the proposal from Florida League of Cities, Inc. for the Worker's Compensation Insurance for the period February 25, 2004 through October 1, 2004; authorize the payment of the premium in the pro-rated amount of \$29,020 and authorize the Chief Executive Officer to execute the appropriate documents on behalf of GACRAA, in substantially the same form as submitted. Mrs. Tubb seconded the motion. Motion passed.

Ad Hoc Personnel Committee Report

Mr. Stringfellow reported that the Ad Hoc Personnel Committee met prior to the Board meeting on February 19, 2004. He stated that the committee reviewed the Personnel Goals for the Evaluation of the CEO, and the Amended Employment Contract. Mr. Stringfellow reported that the Personnel Goals and their impact on a bonus plan are still under review and will be considered at a future committee meeting. Mr. Stringfellow reported that Chair Morris has negotiated an Amended Employment Contract with Mr. Crider, and having reviewed the said contract, the committee recommends its approval.

Chair Morris outlined the changes to Mr. Crider's contract as follows:

- Raised annual base salary from \$99,000 to \$112,000,
- Revised severance payment from a maximum of five (5) years to one (1) year,
- Revised incentive payment basis from calendar year to fiscal year,
- Revised the term of the contract from three (3) years to five (5) years.

Dr. Gallagher moved to approve the Amended Employment Contract. Mr. Bainter seconded the motion. Motion passed.

Tenant Reports – None

Dr. Gallagher noted that for the second consecutive month, no one from University Air Center (UAC) was present at the meeting and asked the CEO to follow up with UAC to encourage representation at future meetings.

2005 Legislative Agenda Development

Legislative consultant, Mr. John Waits, Winston & Strawn, presented a draft of the proposed Legislative Agenda for the Gainesville - Alachua County Regional Airport Authority (*see Attachment A*). Mr. Waits described the process of appropriating funds to various entities by the House of Representatives. He described the projects listed in the proposed Legislative Agenda for which federal funds will be pursued in fiscal year 2005 and 2006 on behalf of GACRAA. Mr. Waits outlined the activities that his office would complete in the next two (2) to six (6) weeks to complete applications for funds and to enlist the support of the local congressional delegation.

Mr. Waits noted that Gainesville Regional Airport was the only Florida airport awarded a Small Community Air Service Development Pilot Program grant in 2003. Additionally, he reported that the airport was successful in obtaining \$2.8 million in discretionary AIP grant funds in 2003 to support the Runway 10-28 rehabilitation project.

Mr. Bainter stated that he supported the past efforts of Winston & Strawn in pursuing federal funds for the Airport.

Mr. Crider asked the Board to support the proposed Legislative Agenda.

Mrs. Tubb moved to adopt the legislative agenda as presented. Mr. Bainter seconded the motion. Motion passed.

Airport Authority Attendance

No issues to report.

Adjournment

There being no further business Chair Morris adjourned the meeting at 5:54 p.m.

GACRAA Monthly Meeting

Jon Morris, Chair

Date

T. James Gallagher, Secretary/Treasurer

Date

DRAFT Legislative Agenda Gainesville - Alachua County Regional Airport Authority

2004

Demonstration project designation within the Department of Transportation Highway (TEA21) Reauthorization bill. Access roads to the airport are described in the 1987 Airport Master Plan and remain as a valid and needed project. A request will be made for three access roads at the airport; a new airline terminal entrance road between Waldo road and the airline terminal, completion of the existing entrance roadway so that it can accommodate truck and auto transport activity, and a lengthening of the airport industrial park road. Our request will be for this project to be listed as a demonstration project in the highway bill reauthorization.

2005

Discretionary grant funding through the U.S. Department of Transportation's Airport Improvements Program. This effort would include seeking "place-naming" language in the appropriations bill for threshold relocation / extension of runway 6-24, taxiway rehabilitation, lighting and fiber optic cabling rehabilitation, and the purchase of an Airport Rescue and Fire Fighting vehicle. FDOT funds and the use of Passenger Facility Charges will be pursued in conjunction with federal funding of these projects.

Discretionary grant funding through the U.S. Department of Transportation's Federal Transit Authority Program. This effort would include seeking "earmark" language in the appropriations bill for a ground transportation interface project at the front of the airline passenger terminal. This project would provide inter-modal connectivity for buses, taxi's, shuttle vehicles and other vehicular traffic in order to transition passengers into the air transportation system. FDOT funds and the use of Passenger Facility Charges will be pursued in conjunction with federal funding of this project.

Aviation Education Center. An aviation center at the airport would facilitate a partnership between one or more universities or colleges within the community and the state that offer aviation curriculum such as flight training, aeronautical engineering, and research and development activities. This effort could also position the community to better link with NASA SATS program initiative.

Facility Improvements to the Joint Aviation Unit leasehold. The Joint Aviation Unit located at Gainesville Regional Airport houses helicopters owned and operated by the Gainesville Police Department and the Alachua County Sheriff's Department. The City and the County are unable to make capital improvements to facilities they do not own, but are interested in the Authority making improvements to facilities they lease under a long-term scenario, and pay market rent. The Authority would seek funding through eligible grant programs to make improvements defined by the Joint Aviation Unit, and enter into a long-term lease of those facilities. Specific improvements

Attachment A
GACRAA Meeting Highlights for 2/19/04

include a parking lot, permanent office space, exterior hangar skin and roof repairs, and storage space for ancillary equipment and spare parts currently being stored outdoors.

Economic Development Initiative funds through the HUD-VA Independent Agencies appropriations Bill. To enhance general aviation activities long-term, the Authority is seeking \$300,000 for permanent improvements to the hangar complex currently leased on a month-to-month basis by Gulf Atlantic, and in dire need of rehabilitation. These funds would be matched with Florida Department of Transportation funds to strengthen the general aviation segment of the airport and bring economic activity to Gainesville Regional Airport.

U.S Custom's approval to share User Fee designation with Ocala and Leesburg. The City of Ocala has requested the support of Gainesville Regional Airport in sharing the cost of its User Fee designation, much like the Leesburg Airport has done. The U.S. Customs office in Jacksonville has, so far, opted not to approve this request. The federal legislative delegation has been asked to help achieve approval for Gainesville Regional Airport to accept international flights and share in the cost of the under-utilized personnel resource based at Ocala International Airport.

TSA Staffing Levels. The staffing level of federal employees performing the passenger and baggage screening functions is of growing concern, as little backup of personnel exists to cover sick time and holidays, let alone growth in air carrier activity. As progress is made to attract new carriers and additional flights, the Airport Authority is concerned that TSA staffing will remain unacceptable. The federal legislative delegation has been asked to help correct this TSA staffing concern, so that growth in passenger traffic and enhancement of air service and air carrier activity is not hindered.

2006

Air Traffic Control and Approach Control. At the conclusion of the Master Plan Update for Gainesville Regional Airport, recommendations regarding Air Traffic Control Tower and Approach Control are anticipated. These recommendations would likely require legislative action and support to implement.

Multi-Tenant Cargo Facility. Federal Express is currently operating in two separate facilities in Gainesville, and no opportunity exists for other cargo operators to do business at Gainesville Regional Airport. The Master Plan Update will include specific recommendations about where cargo should be developed; funding for a cargo facility would be requested if interest from local cargo and express freight operators continues to exist.