

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

Highlights

Flightline - Conference Room

Thursday, October 17, 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, C.B. Daniel, Cain Davis, Janice Honeyman-Buck, Jon Morris, Bob Todd, and Marilyn Tubb. Jim Gallagher arrived at 5:08 p.m.

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

Approval of Meeting Highlights of September 19, 2002

Mrs. Tubb moved to approve the meeting highlights. Mr. Todd seconded the motion. Motion passed.

Adoption of the Agenda

Mrs. Tubb moved to adopt the agenda. Mr. Daniel seconded the motion. The agenda was adopted.

Citizens Input – Non-Agenda Items

Mr. Dashwood Hicks, Exchange Club member, reported that the club was asked to remove the Freedom Shrine in order to make room for TSA's screening improvements. Mr. Hicks indicated that he will work with Mr. Crider to remove the display.

Chair Bainter referred the matter to the Air Service, Advertising and Marketing Committee.

Airport Authority Input – Non-Agenda Items - None

Consent Agenda - None

Public Hearing – Wellfield Special Use Permit – Petition 90WSU-02CC

Chair Bainter called to order the Public Hearing regarding Petition 90WSU-02CC. Ms. Bedez Massey, City Planner with the City of Gainesville, reviewed the Planning Division's Staff Report for this project. Airport staff submitted the application to accommodate ASA's request to install a 280-gallon double walled aboveground fuel tank on the aircraft ramp east of the passenger terminal. The proposed location of this tank is within the Tertiary Zone of the Murphree Wellfield Protection District, thus requires a Wellfield Special Use Permit.

Mr. Mac McEachern, citizen, recommended that the Authority deny approval of this plan and suggested that the tank be located in the airport Fuel Farm.

Mr. Rich Weir, ASA Station Manager, stated the rationale for the proposed tank installation. Mr. Weir reported that the current practice of sending ASA employees out to a gas station to purchase gas using

5-gallon tanks was inconvenient and also a safety hazard.

Mr. Crider reported that the City's Fire Marshall was not in favor of the current practice.

Dr. Morris moved to approve the application and plans described in Petition 90WSU-02CC. Mrs. Tubb seconded the motion. Motion passed via roll call vote, 7-1: Mr. Daniel – Aye, Mr. Davis – Aye, Dr. Gallagher – No, Dr. Honeyman-Buck – Aye, Dr. Morris – Aye, Mr. Todd – Aye, Mrs. Tubb – Aye, Chair Bainter – Aye.

At 5:25 p.m., Chair Bainter closed the Public Hearing for the Wellfield Special Use Permit.

Airport Business:

Revised FY2002-2003 Budget and Organization Structure Adoption

Mr. Crider reviewed a revised FY2002-2003 Budget which was drafted to incorporate the following:

- Deletion of the proposed Airport Police Department, which was included in the approved budget beginning 4/1/03.
- Addition of City of Gainesville Police for the period 4/1/03 – 9/30/03.
- Deletion of a staff position, Airport Engineer.
- Addition of a staff position, Contracts Administrator.
- Inclusion of new revenue associated with the Schedule of Rates and Charges, approved by the Authority at the September 19, 2002 meeting.

Mrs. Tubb moved to approve the revised FY2002-2003 Budget and Organization Structure as presented. Mr. Daniel seconded the motion. Motion passed.

Air Service, Advertising and Marketing Committee Report

Mrs. Tubb reported that the committee met on October 1 and October 11. Later this month, the committee will kick-off the "Get Up and GO*" campaign to generate a Ticket Trust to help recruit additional air service. Mrs. Tubb described how the Ticket Trust will operate. Mrs. Tubb reported that the committee also considered staff's recommendations to share the cost of maintaining the U.S. Customs Service at Ocala International Airport and to solicit bids for operating a Therapeutic Massage Concession at Gainesville Regional Airport.

Customs Service

Mr. Crider reported that the City of Ocala has invited the Gainesville Regional Airport to participate in the cost of maintaining the U.S. Customs Service at Ocala International Airport. By doing so, the U.S. Customs official based in Ocala would be available to clear international flights and cargo at GNV. This proposal would be contingent upon receiving "landing rights" designation by the applicable federal agencies. Gainesville - Alachua County Regional Airport Authority's share of the cost would be \$38,500 per year.

In view of the current Air Service development plans, and the desire to strengthen the Authority's relationship with Ocala and Marion County, the Committee recommends that the \$38,500 expense be added to the FY2002-2003 Budget once landing rights are granted.

Dr. Morris moved to approve amending the FY2002-2003 Budget to include the expenditure of \$38,500 to share in the Ocala Regional Airport's cost of maintaining a U.S. Customs Official, and to direct staff to pursue landing rights for Gainesville Regional Airport and execute all necessary documents. The Budget would only be amended when GNV is granted landing rights and approved to share Customs and Agriculture Inspectors with Ocala. Mr. Daniel seconded the motion. Motion passed.

Therapeutic Massage Concession Solicitation

Mr. Crider reported that a local therapeutic massage therapist submitted a request to operate a concession at the airline terminal. The Airport Attorney recommended that the concession be awarded via the bid process. The Air Service, Advertising and Marketing Committee reviewed the draft Request for Proposal for this concession and recommended that the Authority proceed with the proposed RFP process and evaluate the responses. The draft RFP 02-007 has been reviewed by the Airport Attorney and by the City of Gainesville's Risk Management Department.

Dr. Morris moved to approve RFP 02-007 and to direct staff to proceed and solicit proposals from interested concessionaires. Mr. Todd seconded the motion. Motion passed.

General Aviation Committee Report

The General Aviation Committee met on September 18 and on October 15. Dr. Morris thanked the members of the committee for the time and effort expended on drafting the revised Minimum Standards and the proposed Request for Proposals for Fixed Base Operation.

Revised Minimum Standards

Dr. Morris reviewed the latest revisions made to the Minimum Standards. The revisions are included in the October 17, 2002 draft of the Minimum Standards. Dr. Morris described a newly added category of operator; Fixed Fuel Dispenser Operation, which was added to the Minimum Standards.

On behalf of the General Aviation Committee, Dr. Morris moved to approve the October 17 draft of the Minimum Standards. Dr. Honeyman-Buck seconded the motion.

Mr. Todd moved to amend the Minimum Standards with the following revision under Part III, Fixed Base Operation, Section 4a, Fueling Equipment: change "maximum capacity of 2,000 gallons" to "minimum capacity of 2,000 gallons". Dr. Morris acknowledged and supported the amendment. Dr. Honeyman-Buck acknowledged the amendment. Dr. Gallagher seconded the amendment. Motion passed 6-2 with Mr. Daniel and Mrs. Tubb dissenting.

Mr. Todd moved to amend the Minimum Standards for the FBO Hours of Operation from 24 hours

per day to 16 hours per day. Dr. Gallagher seconded the motion. Dr. Morris did not support this revision. Motion failed 2-6 with Mr. Daniel, Mr. Davis, Dr. Gallagher, Dr. Morris, Mrs. Tubb and Chair Bainter dissenting.

The Authority voted on the General Aviation's committee motion to approve the Minimum Standards with the aforementioned FBO Fueling Equipment revision. Motion passed 8-0.

