

MARCH 14, 2005

The Joint Meeting of the Board of Port Commissioners of the Lee County Port Authority, with the Airports Special Management Committee, was held on this date in the Training Facility at the Southwest Florida International Airport (SWFIA), with the following members present:

LEE COUNTY PORT AUTHORITY

Douglas R. St. Cerny, Chairman
 Tammy Hall, Vice-Chairman
 Ray Judah
 John E. Albion
 Robert P. Janes

AIRPORTS SPECIAL MANAGEMENT COMMITTEE

Fran Myers, Chairman
 Michael Geml
 Janet Watermeier
 Robert Taylor
REGIONAL MEMBER(S)
 Representing Charlotte County Brigadier General Rufus Lazzell(U.S. Army Retired)
 Representing Collier County, Jeffrey D. Fridkin

COMMITTEE MEMBERS HUGH THIMLAR AND MICHAEL GEML WERE ABSENT FOR THE ENTIRE MEETING.

ON FILE IN THE MINUTES OFFICE: THE STATISTICAL REPORT FOR THE MONTHS OF JANUARY AND FEBRUARY 2005, AND THE STATUS REPORT OF THE PORT AUTHORITY BIDS/QUOTES/LETTERS OF QUALIFICATIONS.

The Chairman called the meeting to order at 9:30 a.m. The Invocation was given by Pastor Becky Penniman, Lamb of God Church, followed by the Pledge of Allegiance to the Flag.

9:30 A.M. AGENDA ITEM - Public Comment on Agenda Items
 Consent (C) and Administrative (A)

No one came forward to offer comment.

The following are the Consent Agenda items that each Board member wished to have discussed:

- Commissioner St. Cerny – 3(a)
- Commissioner Hall - None
- Commissioner Judah -4(b)
- Commissioner Albion - None
- Commissioner Janes - None

CONSENT AGENDA

1. **COMMUNICATIONS**

No requests received.

2. **COMMITTEES AND BOARDS**

No requests received.

3. **LEGISLATION**

- (a) Request Board ratifies the reappointment of Regional Members to the Airports Special Management Committee. The Airports Special Management Committee and Staff recommend approval.

PULLED FOR DISCUSSION

Commissioner St. Cerny stated that he had pulled this item to confirm his prior nomination of the regional members, and expressed his appreciation of Mr. Fridkin and Lazzell for serving on the Airport Special Management Committee. Commissioner Janes moved approval, seconded by Commissioner Hall, called and carried.

4. **BUDGETING, PURCHASES, CONTRACTS AND AGREEMENTS**

- (a) Request Board approve an amendment to the lease agreement with [First Flight Aviation, LLC](#) to add a second office in the GAC Building at Page Field. The Airports Special Management Committee and Staff recommend approval.

Commissioner Albion moved approval, seconded by Commissioner Hall, called and carried.

- (b) Request Board approve a [license agreement](#) to allow Verizon Wireless Personal Communications LP, to construct a new common-use communications tower at Southwest Florida International Airport; authorize staff to execute a [short-form license](#) agreement upon approval; and authorize Chairman to execute a bill of sale of the existing tower upon completion of construction of the new tower. The Airports Special Management Committee and Staff recommend approval.

PULLED FOR DISCUSSION

In response to Commissioner Judah's concern, Administration Division Director Benjamin Siegel stated that the contract, subject to the design and installation of the monopole as opposed to the guy wires, could be taken back to Verizon and if they are not willing to meet those guidelines, the contract would not be approved and new agreement would have to be drafted. Commissioner Judah moved this item forward subject to a monopole being erected in lieu of a pole with guy wires, seconded by Commissioner Janes, called and carried.

- (c) Request Board approve a Lease of Midfield Terminal Space agreement with [Alpha Courier Express Service, Inc.](#) The Airports Special Management Committee and Staff recommend approval.

Commissioner Albion moved approval, seconded by Commissioner Hall, called and carried.

- (d) Board accept a state grant by adopting a Resolution authorizing the execution of a [Joint Participation Agreement](#) (FM #417078-1-9401), between the Florida Department of Transportation and the Lee County Port Authority, providing \$5,000,000.00 for right of way acquisition for the connection between Southwest Florida International Airport and I-75. The Airports Special Management Committee and Staff recommend approval.

Commissioner Albion moved approval, seconded by Commissioner Hall, called and carried.

RESOLUTION NO. PA05-03-09

- (e) Request Board approve a [Mutual Aid Agreement between the Lee County Port Authority and the Lee County Sheriff's Office](#). The Airports Special Management Committee and Staff recommend approval.

Commissioner Albion moved approval, seconded by Commissioner Hall, called and carried.

- (f) Request Board approve a lease agreement, with [Charter Manager, LLC](#), to lease an office in the GAC Building at Page Field. The Airports Special Management Committee and Staff recommend approval.

Commissioner Albion moved approval, seconded by Commissioner Hall, called and carried.

- (g) Request Board approve use of Florida State Contract No. 600-340-05-1, for photocopier equipment lease and maintenance services, for an amount not to exceed \$390,000.00 during the contract's three-year term. The Airports Special Management Committee and Staff recommend approval.

Commissioner Albion moved approval, seconded by Commissioner Hall, called and carried.

- (h) Request Board approve a participating airline Airport Use Agreement with [Brendan Airways, LLC, d/b/a USA 3000 Airlines](#). The Airports Special Management Committee and Staff recommend approval.

Commissioner Albion moved approval, seconded by Commissioner Hall, called and carried.

- (i) Request Board approve a [Federally Funded Subgrant Agreement](#), between the Lee County Port Authority and the State of Florida Department of Community Affairs, in the amount of \$43,700.00.00, towards the purchase of an explosives containment vessel and Spectrometer/Isotope Identifier. The Airports Special Management Committee and Staff recommend approval.

Commissioner Albion moved approval, seconded by Commissioner Hall, called and carried.

- (j) Request Board approve a ground lease of a parcel at Page Field, to [ADMA of S.W. Florida, LLC](#), for construction and use of a corporate hangar. The Airports Special Management Committee and Staff recommend approval.

Commissioner Albion moved approval, seconded by Commissioner Hall, called and carried.

- (k) Request Board approve a service provider agreement, with [Elite Line Services, Inc.](#), for the operation and maintenance of the baggage-handling system at the Midfield Terminal Complex, at no charge to the Authority; authorize expenditures for certain alternate and additional services as may be requested; and waive the requirement to seek competitive bids for such additional services. The Airports Special Management Committee and Staff recommend approval.

Commissioner Albion moved approval, seconded by Commissioner Hall, called and carried.

- (l) Request Board approve a Second Amendment to Amended and Restated Airport Use Agreement, with [Continental Airlines, Inc.](#), to address Continental’s move to the Midfield Terminal. The Airports Special Management Committee and Staff recommend approval.

Commissioner Albion moved approval, seconded by Commissioner Hall, called and carried.

- (m) Request Board approve a participating airline Airport Use Agreement with [Independence Air, Inc.](#) The Airports Special Management Committee and Staff recommend approval.

Commissioner Albion moved approval, seconded by Commissioner Hall, called and carried.

- (n) Request Board authorize the Executive Director to execute an [agreement](#), with the Florida Airports Council (FAC), providing for the Lee County Port Authority to act as host to the FAC 2006 Annual Conference and Trade Show. The Airports Special Management Committee and Staff recommend approval.

Commissioner Albion moved approval, seconded by Commissioner Hall, called and carried.

- (o) Request Board authorize execution of [Supplemental Agreement No. 13](#), between the Lee County Port Authority and Johnson Engineering, Inc., to provide general environmental and planning management and related consulting services for various projects, in the amount of \$141,250.00. The Airports Special Management Committee and Staff recommend approval.

Commissioner Albion moved approval, seconded by Commissioner Hall, called and carried.

- (p) Request Board authorize execution of [Supplemental Agreement No. 36](#), between the Lee County Port Authority and Hole Montes, in the amount of \$243,000.00, to provide construction administration services for the FMY Phase IV T-hangars and Southeast Ramp Expansion, and to provide general engineering and support services for various projects at RSW and FMY. The Airports Special Management Committee and Staff recommend approval.

Commissioner Albion moved approval, seconded by Commissioner Hall, called and carried.

- (q) Request Board authorize execution of [Supplemental Agreement No. 101](#), between the Lee County Port Authority and Owen-Ames-Kimball Company, in the amount of \$7,076,338.00, for various construction management/construction services; and approve a Total Project Budget in the amount of \$8,326,712.00, for the FMY Phase IV T-hangars/SE Ramp Expansion project. The Airports Special Management Committee and Staff recommend approval.

Commissioner Albion moved approval, seconded by Commissioner Hall, called and carried.

5. **DEPARTMENTAL MATTERS**

No requests received.

6. **EXECUTIVE DIRECTOR**

No requests received.

7. **PORT ATTORNEY**

No requests received.

ADMINISTRATIVE AGENDA

1. **COMMUNICATIONS**

No requests received.

2. **COMMITTEES AND BOARDS**

No requests received.

3. **LEGISLATION**

No requests received.

4. **BUDGETING, PURCHASES, CONTRACTS AND AGREEMENTS**

- (a) Request Board endorse a resolution extinguishing the Southwest Florida International Airport (SWFIA) Development of Regional Impact Development Order, in accordance with Florida Statutes, forward to the Board of County Commissioners for action; and provide written notice to the Lee County Board of County Commissioners of the Port Authority’s intent to extinguish the SWFIA DRI Development Order in accord with F.S. 163.3177(6)(k). The Airports Special Management Committee and Staff recommend approval.

Commissioner Judah moved approval, seconded by Commissioner Hall, called and carried.

- (b) Request Board accept proposal, and authorize staff to begin contract negotiations with the sole proposer, Travelex Currency Services, Inc., responding to PAP 05-08 “Request for Proposals for Business Concession for the Operation of a Foreign Currency Exchange Concession, Automated Teller Machines, and Public Business Center at Southwest Florida International Airport’s New Midfield Terminal. The Airports Special Management Committee and Staff recommend approval.

Commissioner Albion moved approval, seconded by Commissioner Janes, called and carried.

- (c) Request Board rank the proposers to Manage Airport Advertising at Southwest Florida International (SWFIA) Airport’s New Midfield Terminal based on presentations and review of the four written proposals; and authorize staff to begin contract negotiations with the top ranked firm. The Airports Special Management Committee and Staff recommend approval.

Commissioner Judah moved approval, seconded by Commissioner Albion for discussion. In response to Commissioner Albion’s inquiry, Administrative Division Director Benjamin Siegel stated that there would be flat screen used in the baggage claim area as suggested by Visitor and Convention Bureau Executive Director D. T. Minich. Commissioner St. Cerny commended the Airport Special Management Committee and staff for bringing forwarding good rankings with a lot of back-up that assist the Board with deliberations and decisions. The motion was called and carried.

COMMISSIONER JUDAH LEFT THE MEETING AT 9:35 a.m. DUE TO A PRIOR ENGAGEMENT.

5. **DEPARTMENTAL MATTERS**

No requests received.

6. **EXECUTIVE DIRECTOR**

No requests received.

7. **PORT ATTORNEY**

No requests received.

COMMISSIONER ITEMS

There were no items offered by the individual Commissioners.

COMMITTEE APPOINTMENTS

There were no appointments offered by the individual Commissioners.

COMMENTS FROM THE CHAIRMAN OF THE AIRPORTS SPECIAL MANAGEMENT COMMITTEE

Ms. Myers concurred with Chairman St. Cerny that Mr. Fridkin and Mr. Lazzell are a great addition to the Airport Special Management Committee. She also called attention to an article from *Times of the Islands* entitled "Airport Terminal's Architecture Designed to Send Spirits Soaring", noting its tribute to Airport Staff, Commissioners and Committee members.

HOT LIST - Ms. Myers presented a handout entitled "[Fran's Hot](#) List LCPA Joint Port Board Meeting", dated March 2005 (copy is on file at the Minutes office); no discussion was held.

EXECUTIVE DIRECTOR ITEMS

EXECUTIVE DIRECTOR'S REPORT – Deputy Executive Director Edmund J. Henke presented the following items of interest, which are contained in his handout "[From the Top](#)" dated March 14, 2005 (copy on file at the Minutes Office):

STATISTICS:

January's total passenger count was 674,915, an increase of 14.13% compared to January 2004 and a new volume record for the month.

International Traffic in January increased 28.87% for the month and 21.99% for the year.

Total landed weight for January was 439,936 units and for the year it was 1,555,583 units. Compared to the budget, landed weight for the month was up 52,090 units and 221,440 units for the year.

Airmail increased 42.47% in January.

Total concessions for January were \$16,821,446.00, an increase of 8.2% for the fiscal year total concessions increased 10.75%.

On-airport rental cars increased sales for the month by 2.52% and off-airport rental car companies increased 87.93% for the month and 69% for the year.

January's parking lot revenue was \$790,378.00 increasing 23.06% for the month. Compared to last year the Long-Term Lot is up 19.09%, the Economy Lot is up 25.8% and the Short-Term Lot is up 28.8%.

The retail shops had combined sales of \$1,058,204.00 in January an increase of 9.93% for the month. For the year all retail shops are up by 12.57%.

Overall total concessions for the year are exceeding budgeted projections by 8.7%.

EXTRA ITEM(S)

[MIDFIELD TERMINAL COMPLEX PROGRESS REPORT - MARCH 2005](#) - DMJM Aviation Program Manager Dan L. Schultz summarized the contents of the Progress Report for March 2005 (copy is on file in the Minutes Office); and explained that, with a little over three months to go, the Midfield Development team is fully engaged in the final push to completion of the new Terminal building. He noted the order of the work sequence as follows: the main terminal, followed by Concourse D, C, B, and upon completion of the base building, followed by the airlines, food and beverage, news, gifts, concessionaire tenant improvements; and provided the following observations on construction progress.

TERMINAL BUILDING:

- Terrazzo tile installation is nearly complete
- Ticket Counter installation starts the end of March, preceded by the metal canopy and lighting over the ticket counter
- Build out of the Airline Offices behind the ticket counters and Baggage Offices are underway

- Extensive testing of the state of the art baggage handling system has started and will be complete by the end of April 2005, and work continues on baggage claim devices
- Interior signage is underway and will be completed at the end of April 2005
- Carpet is complete on Concourse D & C, to be followed by the seating
- HMS Host is framing the walls for their Chili's Restaurant on Concourse D
- Build out of the Airline Operations space on the lower level of concourse D & C is progressing
- Work on Customs and Immigration space in Concourse B will start later this month
- 19-27 Passenger boarding bridges have been installed, followed installation of conditioned air and ground power generation for aircraft to be parked at the gates

AIRSIDE:

- All paving is complete except for punch list items
- Placement of asphalt on the cargo road is 75% complete
- New midfield lighting systems for the ramp and taxi way will be complete this month, including an additional emergency lighting back-up generator and an expanded airfield lighting control panel in the FAA Tower

LANDSIDE:

- Paving will be complete this week for the rental parking and QTA area in the lower level of the parking garage
- Work is progressing on the rental car fuel farm
- Interior finishes on the rental car customer service building are nearly complete
- The toll exit plaza is nearly complete
- Surface parking lot is 50% complete
- The asphalt base is nearing completion on the terminal access road system
- Taxi, Limo, staging area, and building are almost complete
- Ben Hill Griffin/Treeline is open to the public

UPCOMING CONSTRUCTION RELATED EVENTS:

- Bid documents for deconstruction of the existing terminal will be completed next month and brought to the Board in May
- Competitive Price Proposals have been received for the "big move"

LETTER – A letter from Delta Airlines (copy is on file in the Minutes Office) to Executive Director Robert M. Ball was read into the record by Deputy Executive Director Edmund J. Henke regarding the airlines anticipation to continue to do business with the airport in a new and larger facility with an attempt to keep costs low.

The Chairman adjourned the meeting at 9:48 a.m.

ATTEST:
CHARLIE GREEN, CLERK

Deputy Clerk

Chairman, Lee County Port Authority