

MARCH 03, 2016

A 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 and Conference Center at the Southwest Florida International Airport (SWFIA), with the following members present:

**LEE COUNTY PORT AUTHORITY**

Franklin B. Mann, Chairman  
John E. Manning, Vice-Chairman  
Cecil L Pendergrass  
Larry Kiker

**Absent:**

Commissioner Brian Hamman\*  
\*(Attending Water Issues meeting)

**Lee County Attorney:**

Gregory S. Hagen, Senior Assistant  
Port Authority County Attorney

**AIRPORTS SPECIAL MANAGEMENT COMMITTEE**

Noel Andress, Chairman  
John B. Goodrich, Vice-Chairman  
Robbie Roepstorff  
Randy Krise

**Absent:** Fran Myers**Regional Members:**

Collier County Representative R. Scott Cameron  
Charlotte County Representative Dana W. Carr-Absent

**ON FILE IN MINUTES OFFICE:**

[Projected Flight and Seats Report – Jan-April, 2016](#)

[Procurement Status Report – January, 2016](#)

[PAX Quarterly Report FY2015-16](#)

[Monthly Project Summary Development Reports– January & February, 2016](#)

The Chairman called the meeting to order at 9:30 a.m. The Invocation was given by Dr. Randy Moody, of Buckingham Presbyterian Church, followed by the Pledge of Allegiance.

**9:30 A.M. AGENDA ITEM**

The Chairman called for public comment on the Consent Agenda and there were no speakers.

No Consent Agenda Items were pulled for discussion by the individual Commissioners.

**CONSENT AGENDA****C.1. COMMUNICATIONS**

- (a)** Request Board approve the Minutes for the following meeting of the Board of Port Commissioners: January 7, 2016 (Joint Port).

**What item accomplishes:**

Approves the Minutes of the Joint Port Meeting.

**Term:**

N/A

**Funding Source:**

N/A

**Management Recommendation:**

Approve

**Presenter:**

Ben Siegel

Commissioner Manning moved approval, seconded by Commissioner Pendergrass, called and carried with Commissioner Hamman absent.

**C.2. COMMITTEES AND BOARDS**

No requests received.

**C.3. LEGISLATION**

No requests received.

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

- (a) Request Board approve a ground lease of a parcel at Page Field to [Accent Stripe, Inc.](#) for construction and use of a corporate hangar.

**What item accomplishes:**

leases land for the construction of a corporate hangar building

**Term:**

commences April 1, 2016; expires by Sept. 30, 2047

**Funding Source:**

N/A

**Management Recommendation:**

Approve

**Presenter:**

Ben Siegel

Commissioner Manning moved approval, seconded by Commissioner Pendergrass, called and carried with Commissioner Hamman absent.

- (b) Request Board approve a “Permit Agreement for Ground Service at Southwest Florida International Airport” with [Selltix Corp.](#)

**What item accomplishes:**

authorizes company to provide ground services to airlines

**Term:**

month to month commencing December 1, 2015

**Funding Source:**

N/A

**Management Recommendation:**

Approve

**Presenter:**

Ben Siegel

Commissioner Manning moved approval, seconded by Commissioner Pendergrass, called and carried with Commissioner Hamman absent.

- (c) Request Board approve a Second Amendment to “Airline-Airport Use and Lease Agreement” with [Spirit Airlines, Inc.](#)

**What item accomplishes:**

reflects recent move by Spirit Airlines to accommodate combination of US Airways and American Airlines

**Term:**

unchanged (continues until September 30, 2018)

**Funding Source:**

N/A

**Management Recommendation:**

Approve

**Presenter:**

Ben Siegel

Commissioner Manning moved approval, seconded by Commissioner Pendergrass, called and carried with Commissioner Hamman absent.

- (d) Request Board approve a “[First Amendment to Ground Lease Agreement](#)” and a “[Memorandum of Lease](#)” with Racetrac Petroleum, Inc.

**What item accomplishes:**

Facilitate tenant's construction, corrects legal description of premises, and satisfies Authority's obligation to execute a Memorandum of Lease.

**Term:**

No change

**Funding Source:**

N/A

**Management Recommendation:**

Approve

**Presenter:**

Ben Siegel

Commissioner Manning moved approval, seconded by Commissioner Pendergrass, called and carried with Commissioner Hamman absent.

- (e) Request Board approve a [second Amendment](#) and Extension to the Professional Services Agreement, Agent/Broker for Property and Casualty Insurance between Arthur J. Gallagher Risk Management Services (Agent/Broker) and the Lee County Port Authority (Authority), extending Contract No. 6775 for an additional one-year term as provided in the original agreement.

**What item accomplishes:**

Allows the Authority to utilize the final renewal option on the Agent/Broker contract.

**Term:**

November 8, 2016-November 7, 2017

**Funding Source:**

General Airport Operating Revenues collected during normal operation of the airport; Account 412000-1317-3190.

**Management Recommendation:**

Approve

**Presenter:**

Ben Siegel

Commissioner Manning moved approval, seconded by Commissioner Pendergrass, called and carried with Commissioner Hamman absent.

- (f) Request Board award RFB # 16-07, purchase of unleaded and diesel fuel for the Lee County Port Authority, to Palmdale Oil Company, the lowest, most responsive, responsible bidder.

**What item accomplishes:**

Provides for the purchase of unleaded and diesel fuel for the Lee County Port Authority in the anticipated annual amount of \$675,000 per the terms and conditions of the purchase contract.

**Term:**

Two-year contract begins on March 11, 2016, with one two- year renewal option.

**Funding Source:**

General Airport Operating Revenues collected during normal operation of Southwest Florida International Airport and Page Field, Account WJ5100041200.505210 Fuels and Lubricants, per the approved FY 15-16 Budget.

**Management Recommendation:**

Approve

**Presenter:**

Peter Modys

Commissioner Manning moved approval, seconded by Commissioner Pendergrass, called and carried with Commissioner Hamman absent.

- (g) Request Board approve a three-year [agreement](#) between the Lee County Port Authority and Joseph D. Lemmons, D.O., F.A.C.O.E.P., for services as Medical Director for the Aircraft Rescue and Fire Fighting Department and authorize the Executive Director or designee to execute the Agreement.

**What item accomplishes:**

Approval of a three-year agreement between Lee County Port Authority and Joseph D. Lemmons, D.O., F.A.C.O.E.P.,for Medical Director services for the Aircraft Rescue and Fire Fighting Dept.

**Term:**

Three years, eff. 5/9/16, and two one-year renewal options

**Funding Source:**

WF5423841200.503190, Airport Operating Fund: Crash Fire Rescue-Other Professional Services

**Management Recommendation:**

Approve

**Presenter:**

Peter Modys

Commissioner Manning moved approval, seconded by Commissioner Pendergrass, called and carried with Commissioner Hamman absent.

- (h) Request Board approve after-the-fact purchases for RSW Taxiway 'F' emergency repairs in accordance with the Lee County Port Authority Purchasing Manual.

**What item accomplishes:**

Approves the repair of a depression on Taxiway F determined to be a safety concern for aircraft operations.

**Term:**

N/A

**Funding Source:**

Net revenues from the normal operations of the SWFIA; Account No. WB5422741200.503490.

**Management Recommendation:**

Approve

**Presenter:**

Mark Fisher

Commissioner Manning moved approval, seconded by Commissioner Pendergrass, called and carried with Commissioner Hamman absent.

- (i) Request Board approve a budget amendment to the FY 2015-16 Lee County Port Authority Operating Budget to properly reflect the costs of emergency repairs to Taxiway 'F'.

**What item accomplishes:**

Increase current year's budgeted expenses and revenues to properly reflect the emergency repair costs

**Term:**

N/A

**Funding Source:**

Lee County Port Authority Operating Fund

**Management Recommendation:**

Approve

**Presenter:**

Ben Siegel

Commissioner Manning moved approval, seconded by Commissioner Pendergrass, called and carried with Commissioner Hamman absent.

[RESOLUTION No. 16-03-10-PA](#)

- (i) Request Board award RFB 16-10, RSW Remediation of Hazardous Wildlife Areas - Area 5 to [Turnbull Environmental, Inc.](#), the lowest, most responsive, responsible bidder in the amount of \$1,697,500 and approve a Total Project Budget in the amount of \$2,281,015.

**What item accomplishes:**

Provides for the clearing, hydro-axing, excavating, filling, rip-rap installation, and grading of 56 acres of hazardous wildlife areas.

**Term:**

Until Project Completion (180 days)

**Funding Source:**

Florida Department of Transportation Grant 420612-1-94-01 and Passenger Facility Charges, Account No. 21858341231.503190, RSW Discretionary.

**Management Recommendation:**

Approve

**Presenter:**

Mark Fisher

Commissioner Manning moved approval, seconded by Commissioner Pendergrass, called and carried with Commissioner Hamman absent.

- (k) Request Board authorize execution of a [contract amendment](#) with Johnson Engineering, Inc. in the amount of \$330,150 to perform Construction Administration/Construction Management (CA/CM) Services associated with the Remediation of Hazardous Wildlife Areas - Area 5 at the Southwest Florida International Airport (RSW).

**What item accomplishes:**

Provides for construction administration and construction management services during the construction phase of the project.

**Term:**

Until Project Completion (estimated 180 days)

**Funding Source:**

Florida Department of Transportation Grant 420612-1-94-01 and Passenger Facility

Charges, Account No. 21858341231.503190, RSW Discretionary.

**Management Recommendation:**

Approve

**Presenter:**

Mark Fisher

Commissioner Manning moved approval, seconded by Commissioner Pendergrass, called and carried with Commissioner Hamman absent.

- (l)** Request Board authorize execution of a [contract amendment](#) with Wright Construction Group, Inc. in the amount of \$4,272,803.25 to provide Construction Management/General Contractor services associated with the RSW Terminal Access Roadway Improvements Project, and 2) approve a Total Project Budget in the amount of \$6,700,249.

**What item accomplishes:**

Provides for construction management/general contractor services for the RSW Terminal Access Roadway Improvements Project.

**Term:**

Until Project Completion (04/02/2017)

**Funding Source:**

Florida Department of Transportation Grant 418425-1-A8-01 and RSW Construction Account No. 21856541234.506540.30.

**Management Recommendation:**

Approve

**Presenter:**

Mark Fisher

Commissioner Manning moved approval, seconded by Commissioner Pendergrass, called and carried with Commissioner Hamman absent.

- (m)** Request Board authorize execution of a [contract amendment](#) with David Douglas Associates, Inc., (DDAI) in the amount of \$191,040 to perform construction administration services associated with the RSW Terminal Access Roadway Improvements project.

**What item accomplishes:**

Provides for construction administration services during the construction phase of the project.

**Term:**

Until project completion (04/02/2017).

**Funding Source:**

Florida Department of Transportation Grant 418425-1-A8-01 and RSW Account No. 21856541234.506510.70.

**Management Recommendation:**

Approve

**Presenter:**

Mark Fisher

Commissioner Manning moved approval, seconded by Commissioner Pendergrass, called and carried with Commissioner Hamman absent.

- (n)** Request Board approve a [Construction Agreement](#) in substantially the attached form and authorize the Chairman to execute the Agreement once signed by an authorized representative of Florida Department of Transportation (FDOT).

**What item accomplishes:**

Agreement between LCPA and FDOT to perform work inside the FDOT right-of-way for the RSW Terminal Access Roadway Improvements project.

**Term:**

Until Project Completion.

**Funding Source:**

N/A

**Management Recommendation:**

Approve

**Presenter:**

Mark Fisher

Commissioner Manning moved approval, seconded by Commissioner Pendergrass, called and carried with Commissioner Hamman absent.

- (o)** Request Board authorize execution of a [contract amendment](#) with Manhattan Construction in the amount of \$117,912.12 to perform Construction Management/General Contractor services for the RSW Taxiway 'F' Pavement Slippage Repairs project
- What item accomplishes:**  
Provides construction management/general contractor services for the RSW Taxiway F Pavement Slippage Repairs Project.
- Term:**  
98 construction days
- Funding Source:**  
Florida Department of Transportation Grant 431367-1-94-01 and RSW Construction Account No. 21857841234.506540.30.
- Management Recommendation:**  
Approve
- Presenter:**  
Mark Fisher

Commissioner Manning moved approval, seconded by Commissioner Pendergrass, called and carried with Commissioner Hamman absent.

- (p)** Request Board 1) authorize execution of a [contract amendment](#) with Owen Ames Kimball in the amount of \$1,514,724 to provide Construction Management/General Contractor services associated with the RSW Terminal Building Exterior Stucco Repairs Phases 3 and 4 projects, and 2) approve a Total Project Budget in the amount of \$1,932,556.
- What item accomplishes:**  
Provides for construction management/general contractor services for the RSW Terminal Building Exterior Stucco Repairs Phases 3 and 4 project.
- Term:**  
Until Project Completion (estimated 270 days)
- Funding Source:**  
Net revenues from the normal operation of the Airport, Account No. 20856641231.503490.
- Management Recommendation:**  
Approve
- Presenter:**  
Mark Fisher

Commissioner Manning moved approval, seconded by Commissioner Pendergrass, called and carried with Commissioner Hamman absent.

- (q)** Request Board: 1) authorize execution of a [contract amendment](#) with Owen Ames Kimball in the amount of \$1,185,709.79 to provide Construction Management/General Contractor services associated with the RSW Parking Garage Restoration project; and, 2) approve a Total Project Budget in the amount of \$1,612,257.
- What item accomplishes:**  
Provides for construction management/general contractor services for the RSW Parking Garage Restoration Project.
- Term:**  
Until Project Completion (330 days)
- Funding Source:**  
Net revenues from the normal operation of the Airport. Account No 20858041234.506540.30
- Management Recommendation:**  
Approve
- Presenter:**  
Mark Fisher

Commissioner Manning moved approval, seconded by Commissioner Pendergrass, called and carried with Commissioner Hamman absent.

- (r)** Request Board endorse submittal of a Comprehensive Plan Amendment application to incorporate updates from the 2013 Southwest Florida International Airport

(RSW) 14 Code of Federal Regulations (CFR) Part 150 Noise Study into the Lee County Comprehensive Land Use Plan (Lee Plan).

**What item accomplishes:**

The Comp Plan Amendment will update Lee Plan - Map 1, Page 5 of 8, titled "Special Treatment Areas" (Airport Noise Zone Map) and related Policy 1.7.1 to be consistent with the 2013 Part 150 Noise Study.

**Term:**

N/A

**Funding Source:**

N/A

**Management Recommendation:**

Approve

**Presenter:**

Mark Fisher

Commissioner Manning moved approval, seconded by Commissioner Pendergrass, called and carried with Commissioner Hamman absent.

- (s) Request Board rank qualifications submitted for LOQ 15-24 - Design Manager Services for the Rehabilitation of Roads at the Southwest Florida International Airport.

**What item accomplishes:**

Competitively selects a firm to provide Design Manager Services for the Rehabilitation of Roads at the Southwest Florida International Airport.

**Term:**

N/A

**Funding Source:**

N/A

**Management Recommendation:**

Approve

**Presenter:**

Mark Fisher

Commissioner Manning moved approval, seconded by Commissioner Pendergrass, called and carried with Commissioner Hamman absent.

- (t) Request Board rank qualifications submitted for LOQ 16-01 - Construction Manager/General Contractor for the Rehabilitation of Roads at the Southwest Florida International Airport.

**What item accomplishes:**

Competitively selects a firm to provide Construction Manager/General Contractor Services for the Rehabilitation of Roads at the Southwest Florida International Airport.

**Term:**

N/A

**Funding Source:**

N/A

**Management Recommendation:**

Approve

**Presenter:**

Mark Fisher

Commissioner Manning moved approval, seconded by Commissioner Pendergrass, called and carried with Commissioner Hamman absent.

**C.5. DEPARTMENTAL MATTERS**

No requests received.

**C.6. EXECUTIVE DIRECTOR**

No requests received.

**C.7. PORT ATTORNEY**

- (a) Request Board approve grant of non-exclusive underground utility easement to



Florida Power & Light (FPL) for RaceTrac leased parcel at Page Field.

**What item accomplishes:**

Establishes perpetual non-exclusive easement to allow FPL to provide electrical service for the RaceTrac leased parcel at Page Field.

**Term:**

Perpetual easement.

**Funding Source:**

None.

**Management Recommendation:**

Approve

**Presenter:**

Gregory S. Hagen

Commissioner Manning moved approval, seconded by Commissioner Pendergrass, called and carried with Commissioner Hamman absent.

**ADMINISTRATIVE AGENDA**

**A.1. COMMUNICATIONS**

No requests received.

**A.2. COMMITTEES AND BOARDS**

No requests received.

**A.3. LEGISLATION**

No requests received.

**A.5. DEPARTMENTAL MATTERS**

No requests received.

**A.6. EXECUTIVE DIRECTOR**

No requests received.

**CONVENE AS BOARD OF COUNTY COMMISSIONERS**

**A.7. PORT ATTORNEY**

- (a)** Request Board convene as Board of County Commissioners to approve Blue Sheet item, "Request Board approve grant of non-exclusive underground [utility easement](#) to Florida Power & Light (FPL) for RaceTrac leased parcel at Page Field."

**What item accomplishes:**

Establishes perpetual non-exclusive easement to allow FPL to provide electrical service for the RaceTrac leased parcel at Page Field.

**Term:**

Perpetual easement.

**Funding Source:**

None.

**Management Recommendation:**

Approve

**Presenter:**

Gregory S. Hagen

PLEASE REFER TO MINUTES OF THE BOARD OF COUNTY COMMISSIONERS' SPECIAL MEETING OF MARCH 03, 2016 FOR ACTION TAKEN.

**RECONVENE AS BOARD OF PORT COMMISSIONERS**

**COMMISSIONERS' ITEMS/COMMITTEE APPOINTMENTS**

There were no Commissioners' items or appointments.



**COMMENTS FROM THE CHAIR OF THE ASMC**

ASMC Chair Noel Andress welcomed back Executive Director Robert M. Ball from a recent leave of absence, and ASMC Regional Member Scott Cameron gave kudos to Staff for an excellent job filling in during Mr. Ball's absence.

**EXECUTIVE DIRECTOR ITEMS**

Highlights from [Remarks by Executive Director](#) Robert M. Ball (Copy on file) included:

- Announcements: Silver Airways commencing nonstop flights to Nassau in May, 2016;
- *airberlin* is adding a fourth weekly flight to Düsseldorf in June 2016;
- Congratulatory comments to Division Director of Administration Gene Meyers and Chief Jack Cavanaugh for their recent accomplishments;
- SWFIA stats - January 2016 was the best January in the 33-year history of the airport.

**PORT ATTORNEY ITEMS**

Senior Assistant Port Authority County Attorney Greg Hagen had no items for discussion.

The Chairman adjourned the meeting at 9:38 a.m.

ATTEST:  
LINDA DOGGETT, CLERK

\_\_\_\_\_  
Deputy Clerk

\_\_\_\_\_  
Chairman, Lee County Port Authority