

[JUNE 27, 2011](#)

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

<u>LEE COUNTY PORT AUTHORITY</u>	<u>AIRPORTS SPECIAL MANAGEMENT COMMITTEE</u>
Frank B. Mann, Chairman	Noel Andress, Vice Chairman
John E. Manning, Vice Chairman	Anu Lacis
A. Brian Bigelow	Fran Myers
Ray Judah	Daniel J. Baggot
Tammara Hall	<u>REGIONAL MEMBER(S)</u>
	Representing Charlotte County,
	Brigadier General Rufus Lazzell (U.S. Army Retired)

ASMC MEMBERS JOE BURGESS AND JEFFREY D. FRIDKIN WERE ABSENT FOR THE ENTIRE MEETING.

ON FILE IN THE MINUTES OFFICE: PROJECT UPDATE REPORTS FOR [MAY](#) AND [JUNE](#) 2011; [PROCUREMENT STATUS REPORT](#) AS OF JUNE 20, 2011; [PASSENGER COMPARISON REPORT](#) FOR 2010/11-Q2; AND [SEAT AND FLIGHT COMPARISON REPORT](#) FOR JUNE & JULY 2011 vs. 2010.

The Chairman called the meeting to order at 1:30 p.m. The Invocation was given by Elder Michael Barnes, of Jerusalem Church of God in Christ, followed by the Pledge of Allegiance.

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

The Chairman called for public comment; however, no one came forward.

ANNOUNCEMENTS

There were no changes or additions to the Agenda.

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

- Commissioner Bigelow – 4(e) and 4(f)
- Commissioner Judah- none
- Commissioner Manning - none
- Commissioner Hall - none
- Commissioner – Mann - none

CONSENT AGENDA

1. **COMMUNICATIONS**

- [\(a\)](#) Approve Minutes for the following meetings of the Board of Port Commissioners:
 - March 22, 2011 (Special at BoCC)
 - April 27, 2011 (Special at Port)
 - May 09, 2011 (Joint Port)

What action accomplishes: Approval of the Board Minutes, pursuant to Florida Statute 286.011.
Term: N/A
Funding Source: N/A
Management Recommendation: Approve.

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

2. **COMMITTEES AND BOARDS**

No requests received.

3. **LEGISLATION**

No requests received.

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

- (a) Approve a Budget amendment to the FY 2010-2011 Operating Budget to increase Page Field fuel sales and inventory purchases.
What action accomplishes: Amends the Lee County Port Authority Budget for additional revenues and expenditure during Fiscal Year 2010-11.
Term: N/A
Funding Source: General Airport Operating Revenues collected during the normal operation of the Page Field General Aviation Airport, Account UH5120041203.505265, Fuel Purchases.
Management Recommendation: Approve.

Commissioner Hall moved approval, seconded by Commissioner Manning, called and carried.
[RESOLUTION NO. PA11-06-29](#)

- (b) Approve a [“First Amendment to Lease](#) of Portion of Former Parking Lot at Southwest Florida International Airport” with Enterprise Leasing Company of Florida, LLC.
What action accomplishes: Extends term of lease and adjusts rent accordingly.
Term: N/A
Funding Source: N/A
Management Recommendation: Approve.

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

- (c) Consent to assignment of an interest in a Page Field corporate hangar site lease to Coyaba, LLC, and approve an associated [lease amendment](#) and [memorandum of lease](#).
What action accomplishes: Allows transfer of partial interest in corporate hangar and amends lease accordingly.
Term: N/A
Funding Source: N/A
Management Recommendation: Approve.

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

- (d) Approve a [“Nonparticipating Airline Airport Use Permit”](#) Agreement with Monarch Airlines Limited.
What action accomplishes: Specifies terms and conditions for the airline’s use of facilities and equipment at RSW.
Term: N/A
Funding Source: N/A
Management Recommendation: Approve.

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

- (e) Approve the purchase of eight (8) 2011 Ford fleet vehicles from Sam Galloway Ford under Lee County Quote Q-110171, in the amount of \$171,172.00.
What action accomplishes: Certain vehicles have been identified for replacement under the vehicle management plan.
Term: N/A
Funding Source: General Airport Operating Revenues collected during the normal operation of the Southwest Florida International Airport, account number VB5131541200.506430, vehicles/rolling stock.
Management Recommendation: Approve.

PULLED FOR DISCUSSION

Commissioner Bigelow commented on the relatively low mileage on some of the subject vehicles and advised that he would not be supporting approval of this purchase. Commissioner Manning moved approval, seconded by Commissioner Judah for discussion. Aviation Deputy Executive Director Peter Modys responded on the economic life and rotation schedule of the vehicles being replaced. Commissioner Bigelow requested that the ASMC receive future condition summaries for all replacement vehicles for their recommendation to the Board. Commissioner Mann expressed his support for extended maintenance for these and all County vehicles. The motion was called and carried with Commissioners Bigelow and Mann voting nay.

- (f) Award RFB 11-19, Interior Plant Installation, Lease, and Maintenance Services for the Lee County Port Authority to [Plant Partners, Inc., d/b/a Tropex Plant Leasing](#), the lowest, most responsive, responsible bidder, and authorize Chair to execute the Service Provider Agreement.

What action accomplishes: Awards RFB 11-19 to Plant Partners, Inc., d/b/a Tropex Plant Leasing, as the lowest, most responsive, responsible bidder, and establishes a new service provider agreement for interior plant installation, lease, and maintenance services at a fixed annual fee for a single three-year term.

Term: N/A

Funding Source: General Airport Operating Revenues collected during the normal operation of the Southwest Florida International Airport, Account WJ5422941200.503490, Airport Contract Management, contingent upon approval of the annual operating budgets.

Management Recommendation: Approve.

PULLED FOR DISCUSSION

Commissioner Bigelow expressed concern with having only one bidder, and suggested putting this item out for bid again. Commissioner Judah moved approval of the agreement, seconded by Commissioner Manning, called and carried with Commissioner Bigelow voting nay.

- (g) Approve [First Amendment to Collective Bargaining Agreement](#), between Lee County Port Authority and Southwest Florida Professional Fire Fighters & Paramedics, Local 1826, I.A.F.F., Inc. to amend Article 17, Pay Plan.

What action accomplishes: This amendment revises Article 17, Pay Plan of the collective bargaining agreement between the Lee County Port Authority and the Florida Professional Fire Fighters & Paramedics.

Term: N/A

Funding Source: N/A

Management Recommendation: Approve.

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

- (h) Approve, and authorize Chair to execute, a [Non-disturbance, Recognition and Attornment Agreement](#) recognizing sublease of Page Field Commons retail space with relocating subtenant Old Navy, LLC.

What action accomplishes: Allows Inland Western Fort Myers Page Field, LLC to proceed with the sublease to Old Navy, LLC.

Term: N/A

Funding Source: N/A

Management Recommendation: Approve

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

- (i) Accept a state grant by adopting a Resolution authorizing the execution of a [Master Joint Participation Agreement Number 2011-B](#), between the Florida Department of Transportation and the Port Authority, adding \$186,111.00 for the Southwest Florida International Airport Parallel Runway Program.

What action accomplishes: Amends an existing state grant to add \$186,111.00 of funding for the RSW Fire Station, FPL Power Line Relocation and Parallel Runway and update grant requirements.

Term: N/A

Funding Source: N/A

Management Recommendation: Approve

Commissioner Hall moved approval, seconded by Commissioner Manning, called and carried.
[RESOLUTION NO. PA11-06-30](#)

- (j) Authorize execution of a contract between the Port Authority and [Hole Montes, Inc.](#) to provide General Architectural and Engineering Services.
What action accomplishes: Provides for 1 of 2 General A&E on-call Continuing consultant contracts.
Term: N/A
Funding Source: N/A
Management Recommendation: Approve.

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

- (k) Authorize execution of a contract between the Port Authority and [Kimley-Horn and Associates, Inc.](#) to provide General Architectural and Engineering Services.
What action accomplishes: Provides for 2 of 2 General A&E on-call Continuing consultant contracts.
Term: N/A
Funding Source: N/A
Management Recommendation: Approve.

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

- (l) Authorize a Contract Amendment between the Port Authority and [Owen-Ames-Kimball Company](#) for General Construction Management/General Contracting Services.
What action accomplishes: Amends the previously executed 1 of 2 General CM/GC on-call Continuing consultant contracts to match the terms of other contracts.
Term: N/A
Funding Source: N/A
Management Recommendation: Approve.

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

- (m) Authorize a contract between the Port Authority and [Chris-Tel Construction](#) to provide General Construction Management/General Contracting Services.
What action accomplishes: Provides for 2 of 2 General CM/GC on-call Continuing consultant contracts.
Term: N/A
Funding Source: N/A
Management Recommendation: Approve.

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

- (n) Authorize execution of a contract with [Passarella and Associates, Inc.](#), in the amount of \$399,145.00, for environmental mitigation design and permitting associated with the I-75 Access Roadway Connector at the Southwest Florida International Airport.
What action accomplishes: Provides for the permitting, design and competitive bidding of environmental mitigation work associated with the I-75/RSW Access Roadway.
Term: N/A
Funding Source: N/A
Management Recommendation: Approve.

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

- (o) Rank qualifications submitted for LOQ 11-10 - Project Manager for the Remediation of Hazardous Wildlife Areas at the Southwest Florida International Airport and authorize staff to begin contract negotiations with the top ranked firm.
What action accomplishes: Competitively selects a consultant Project Manager for the remediation of hazardous wildlife areas at RSW.

Term: N/A
Funding Source: N/A
Management Recommendation: Approve.

Commissioner Hall moved approval, seconded by Commissioner Manning, 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**

CONVENE AS BOARD OF COUNTY COMMISSIONERS

- (a) Approve, and authorize Chair to execute, a Non-disturbance, Recognition and Attornment Agreement recognizing sublease of Page Field Commons retail space with relocating subtenant Old Navy, LLC.
What action accomplishes: Allows Inland Western Fort Myers Page Field, LLC to proceed with the sublease to Old Navy, LLC
Term: N/A
Funding Source: N/A
Management Recommendation: Approve.

FOR ACTION TAKEN, REFER TO THE SPECIAL BOARD MEETING MINUTES OF JUNE 27, 2011.

RECONVENE AS BOARD OF PORT COMMISSIONERS

- [\(b\)](#) Approve (1) the FY 2011/2012 Lee County Port Authority Budget, (2) the Rates & Fees pursuant to the Airline-Airport Use and Lease Agreement for the Southwest Florida International Airport, (3) a change in public parking rates, and allow the Executive Director to establish promotional rates not to exceed 90 days, (4) the FY 2011/2012 Compensation Plan, (5) the Page Field General Aviation Rates and Fees for FY 2011/2012 and (6) an authorization for the Executive Director or his designee to make interfund transfers during the year, as necessary, to maintain proper cash flow. Staff requests tentative approval subject to Public Hearings during the month of September.
What action accomplishes: Establishes airline rates and charges for Fiscal Year 2011-2012.
Term: N/A
Funding Source: N/A
Management Recommendation: Approve.

Commissioner Manning moved approval, seconded by Commissioner Judah for discussion. Deputy Executive Director of Administration Ben Siegel reviewed the proposed Budget and he and Executive Director Bob Ball responded to brief Board questions. Commissioner Bigelow pointed out that the request was for tentative budget approval subject to Public Hearings in September. Both the motion maker and seconder agreed, and the motion was called and carried.

5. **DEPARTMENTAL MATTERS**

No requests received.

6. **EXECUTIVE DIRECTOR**

No requests received.

7. **PORT ATTORNEY**

No requests received.

COMMISSIONERS' ITEMS/COMMITTEE APPOINTMENTS

[TDC Update](#) - Commissioner Hall thanked Fran Myers and the Tourist Development Council (TDC) for their efforts this past year, on behalf of the County, which resulted in increased visitors and visitor revenue to the Beaches of Fort Myers & Sanibel.

[Green Sheets](#) – Commissioner Bigelow suggested that future green sheets reflect the ASMC votes on matters coming before the Board.

[TSA Procedures](#) – Commissioner Bigelow mentioned a TSA incident he witnessed during a recent trip and Mr. Ball indicated he would provide a response to the concern from the Federal Security Director.

COMMENTS FROM THE CHAIR OF THE AIRPORTS SPECIAL MANAGEMENT COMMITTEE

Charlotte County Regional ASMC member Rufus Lazzell reported on almost unanimous comments of approval for the overall management of Southwest Florida Regional Airport by Charlotte County residents, with the sole exception being a concern stated by one individual over the lack of sanitary facilities at the cell phone lot.

ASMC Vice Chair Noel Andress expressed thanks to staff for taking a look at the parking situation and making some of the ASMC recommended changes.

EXECUTIVE DIRECTOR ITEMS

Executive Director Bob Ball provided an overview of his [monthly report dated June 27, 2011](#) and responded to questions.

PORT ATTORNEY ITEMS

Chief Deputy Port Authority Attorney Greg Hagen had no items for discussion.

The Chairman adjourned the meeting at 2:01 p.m.

ATTEST:
CHARLIE GREEN, CLERK

Deputy Clerk

[Chairman, Lee County Port Authority](#)