**GAINESVILLE-ALACHUA COUNTY REGIONAL AIRPORT AUTHORITY**

**Thursday, January 28, 2021 at 4:00 p.m.**

**Airline Terminal Board Room**

**Monthly Meeting Highlights**

**Call To Order By the Chair** –Chair Grace Horvath called the meeting to order at 4:07 p.m.

**Roll Call**

Authority Members Present: Craig Carter, Grace Horvath, David Norton, Bob Page and Randy Wright were present in the Board Room.

Bill Conrad, Gerry Dedenbach and Kinnon Thomas were present via Webex at roll call. Jean Calderwood was absent.

Ex-officio member Eric Godet, Sr. was present via Webex. City of Gainesville liaison, Erik Bredfeldt, was absent.

**Invocation:** Mr. Carter delivered the invocation.

**Pledge of Allegiance:** Ms. Horvath led the Pledge of Allegiance.

**Determination of a Quorum**: A quorum was present in the Board Room at roll call.

**Approval of Meeting Highlights of December 17, 2020**

***Mr. Carter moved to approve the GACRAA meeting highlights of December 17, 2020. Dr. Norton seconded the motion. Motion passed.***

**Citizens’ Input – Non-agenda Items:** None. Members of the public present in the Board room did not indicate a request to comment. There were no comments received via email: [meetings@flygainesville.com](mailto:meetings@flygainesville.com). None of the Webex listeners requested an opportunity to comment.

**Airport Authority Input – Non-agenda Items:** None

**Adoption of Agenda**

***Dr. Norton moved to approve adoption of the agenda. Mr. Carter seconded the motion. Motion passed.***

**Airport Business**

**Information Items:**

*Coronavirus COVID-19 Impacts*

Mr. Penksa provided a status report on the impacts of the Coronavirus COVID-19. The full report is included as Attachment A.

Mr. Penksa displayed photos of the projects that were discussed during the Information Items portion of the meetings.

*Former Eclipse Hangar*

Mr. Penksa reported that three inquiries have been received regarding lease of the former Eclipse Hangar. He recommended a public advertising of a Request for Letters of Interest which would be followed by a meeting of the Finance, Audit & Operations Committee to determine which interested party proposes to operate an aeronautical business that would best serve the airport and the community. Staff would then negotiate a lease agreement with the selected firm. He noted that the hangar has been advertised on multiple websites for several years. He also indicated that whether the business is strictly private or provides services to the public is an important point due to the interest rate associated with the bond debt.

There being no objections to the recommendation, staff will proceed with the Request for Letters of Interest advertisement.

*RFP for Former ARFF Site*

Mr. Penksa reported that an RFP will be advertised for development of the former ARFF site. He noted that the Board previously approved a concept plan for the site. He indicated that proposals for the site would be reviewed for selection by the Finance, Audit & Operations Committee most likely in April.

*Terminal Expansion Project Phase II – Terminal Expansion and Improvements – Terminal Expansion*

Mr. Penksa reported that the exterior soffit work is almost complete and new lighting has been installed. He indicated that all exterior concrete pedestrian ramps have been poured. He stated that the installation of restroom countertops, sinks and plumbing fixtures is underway.

*Terminal Expansion Project Phase II – Terminal Expansion and Improvements – Existing Terminal*

Mr. Penksa reported that reroof continues; he indicated that most of the new roofing material has been installed with the exception of the area above the Administration Office.

Mr. Penksa reported that carpet and tile have been installed in the public side of the terminal, thus all landside areas have new flooring.

Mr. Penksa reported that installation of tile flooring has commenced in the secured lounge.

*GA Hangar Rehabilitation Project*

Mr. Penksa reported that the windows and louvers for the WWII Hangar, Bldg. GA-2, have been delivered and installation work is scheduled to begin the week of February 15, 2021.

*Airport Parking Garage / Multi-Modal Facility*

Mr. Penksa reported that staff has been working with the consultant and scheduled a meeting for the week of February 1, 2021.

*Concert Series Venue*

Mr. Penksa reported that there has not been much movement on the topic in the past month. He indicated that proponents of the concert series have been meeting with county and city officials and are requesting “seed money”, however to date, no funds have been approved.

*Other Information*

Mr. Penksa reported that staff is reviewing submittals from engineering firms in response to Requests for Statements of Qualifications for design of two FAA AIP eligible airfield projects. He noted that the firms will be short-listed and interviews will be scheduled with the Facilities and Planning Committee. He indicated that independent fee estimates for the design work have been initiated.

Note: Mr. Dedenbach departed the meeting at 4:44 p.m. due to another appointment.

*Air Traffic Volume Reports*

Mr. Penksa reviewed the Air Traffic Volume Reports, Fuel Flowage and Load Factors for the month of December 2020. He noted that tower operations are up 7% driven primarily by General Aviation.

**Finance Report**

Mr. Penksa provided the Finance Report for the month ending December 31, 2020 in the agenda packet. He briefly explained various revenue and expense items that varied from budget.

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| --- | --- | --- | --- |
| **Revenue** | **Dec. 2020 Actuals** | **Dec. 2020 Budget** | **Variance Over / (Under)** |
| Total Operating Revenue | $404,212.87 | $374,971.81 | $29,241.06 |
|  |  |  |  |
|  |  |  |  |
| **Expenses** | **Dec. 2020 Actuals** | **Dec. 2020 Budget** | **Over / (Under)** |
| Total Expenses | $396,160.16 | $407,866.27 | ($11,706.11) |
|  |  |  |  |
|  |  |  |  |
| **Income (Loss) Before Depreciation and Interest** | **$8,052.71** | **($32,894.46)** | **$40,947.17** |
| Less: Interest Expense | $13,487.84 | $14,237.84 | ($750.00) |
| **Income (Loss) Before Depreciation** | **($5,435.13)** | **($47,132.30)** | **$41,697.17** |
|  |  |  |  |
| **CARES Act Revenue** | $0.00 | $0.00 | $0.00 |
| **Income (Loss) After CARES Revenue** | **($5,435.13)** | **($47,132.30)** | **$41,697.17** |
|  |  |  |  |

***Mr. Thomas moved to accept the Finance Report. Mr. Wright seconded the motion. Motion passed.***

**Rental Relief for Rental Car Operators and Concessionaires – Resolution 21-004**

Mr. Penksa stated that it is GACRAA’s option to provide rental relief when passenger traffic falls below certain figures. He recalled that at a previous meeting, the Board approved rental relief for rental car operators and concessionaires, Tailwinds and Departure Media. He indicated that it is anticipated that the next round of COVID-related grants currently considered by Congress will include funding for airports to distribute among their concessionaires. The amount of timing of the funding has not yet been determined. He requested the flexibility to provide additional relief.

***Mr. Page moved to adopt Resolution 21-004 authorizing amendment of lease agreements for temporary rental relief for the rental car companies and concessionaires operating at the Airport. Mr. Carter seconded the motion. A roll-call vote followed: Mr. Page – aye, Mr. Thomas – aye, Mr. Wright – aye, Mr. Carter – aye, Mr. Conrad – aye, Dr. Norton – aye and Ms. Horvath – aye. Motion passed 7-0.***

**Tenant Reports:**

University Air Center Chief Operating Officer Debbie Frederick reported that the organizing committee decided to postpone the Gator Fly-in that was scheduled to take place on March 20; she indicated that the committee is considering scheduling the event for the Fall of 2021.

Ms. Frederick reported that a squadron of T-6 Texans plan to stage at UAC for a few days prior to the Sun “N Fun event in Lakeland in mid-April. She indicated that the group plans to practice their routine by flying 3-4 missions per day.

Ms. Frederick reported that a detachment of 7 T-45 Goshawks will be at UAC from April 2 to 18 and will conduct 4 missions per day.

Ms. Frederick reported that UAC received a Cirrus Vision Jet Facility of the Year Award for the 2nd year.

University Air Center Owner, Mike Lukowski, reported that UAC looks forward to responding to the upcoming Request for Proposals for development of the former ARFF station site, RFP # 21-001.

**Other Information:**

**Airport Authority:** None

**Adjournment**

At 5:00 p.m., there being no further business, Ms. Horvath adjourned the meeting.

**GACRAA Monthly Meeting**

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Chair Date

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Secretary/Treasurer Date

**GACRAA Meeting Highlights – January 28, 2021**

**Attachment A**

**Board Report on COVID 19**

There are no known, active COVID cases amongst GACRAA, staff, airlines or TSA.

There are no labor shortages due to illness. Mask compliance and availability within the terminal continue to be good. TSA is installing a larger sneeze guard at their document checking station. GNV staff is assisting. No other facility needs have been identified at this time.

**Air Traffic**

Passenger traffic has slipped nationally since the Christmas holiday and GNV is no exception. January and February are two of our slowest months. On a recent statewide call of airport managers, it was estimated that leisure traffic in Florida is down approx. 30-35% and business travel is down 60-65% from the year prior. The hardest hit are international markets. Concerns over the recent surge in cases and international travel restrictions are assumed to be responsible. Since the holidays GNV’s current decline of about 65% YOY appears to track the national average for legacy carriers. Last year GNV had a record January.

We continue to operate with a reduced flight schedule. MIA has been suspended through March. One CLT round trip has been added, however.

Staff is monitoring calls by some for testing before domestic flights. Some large hubs have coordinated with local health officials to locate testing stations at their airports.

Both carriers have published their March Schedules:

* Delta will continue with 4 flights M/Th/F/Sun and 3 Flights T/W/Sat.
* American will increase to 4 daily round trips to CLT.

* American will fly 2 round-trips to DFW on CRJ700 aircraft.
* MIA service is indefinitely suspended as of January, 2021.

Post COVID TSA screenings reached a peak of 3,081 in week 47 (50% of 2019) and have since declined to 2,075 in week 3 of 2021 (35% of 2020).

**CARES Funding**

9 draws have been made against the approx. $3.1 million CARES grant, totaling $2,718,732.21. A balance of $394,960.79 remains and will be drawn soon. We have requested grant closeout procedures from the FAA.

Congress passed and the President signed the Corona Virus Response and Relief Supplemental Appropriation Act (CRRSA) on December 27th. The legislation makes approximately $1.75 Billion available to Primary Commercial Service Airports like GNV. The funds will be distributed based on CY2019 enplanement figures according to the Airport Improvement Programs entitlement formula with maximums removed for larger hub airports. The exact award amounts have not been announced. GNV may use these funds for costs related to operations, personnel, debt service payments, and capital expenditures that comply with certain requirements. All funds must be used within four years.

Airports that previously received more than four-years of operating expenses under the previous CARES act would not be eligible for the funds. Applications must be received by June 30, 2021.

Non-hub airports like GNV are not subject to the employee retention requirements in the legislation.

An additional $200 million will be made available to Primary Commercial Service Airports specifically to provide airport rental car operators, on-airport parking providers and terminal concessionaires relief from rent and minimum annual guarantees (MAG). GNV’s award has not been released at this time. Airports are to distribute the funds based on a concessions proportional share of the airport’s total rental income. Relief can be granted for rents due after the Bill signing date of 12/27/2020. Airports may retain 2% of the funds to cover administrative costs. GNV must apply for the funds. FAA is to issue additional guidance on claiming and using these funds in the near future.

The legislation also includes an additional $5 million dollars for new Small Community Air Service Development Grants (SCASD). GNV’s carriers have not shown interest in a grant at this time.

**Additional note**: The FAA has just grounded most of PSA Airlines fleet of 130 CRJ-700 and CRJ-900 aircraft. PSA is a wholly-owned subsidiary of American Airlines. The carrier has not met the deadline to complete inspections and modifications required in an Airworthiness Directive (AD) to address the potential for corrosion in the aircraft nose strut. The grounding has caused the cancellation of one CLT flight at GNV so far today. Local American management does not have word on future cancellations and reports PSA maintenance is working out the issue with the FAA.