**GAINESVILLE-ALACHUA COUNTY REGIONAL AIRPORT AUTHORITY**

**Thursday, April 22, 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 4:00 p.m.

**Invocation:** Mrs. Calderwood delivered the invocation.

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

**Roll Call**

Authority Members Present: Jean Calderwood, Gerry Dedenbach, Grace Horvath, David Norton, Bob Page, Kinnon Thomas and Randy Wright were present.

Craig Carter and Bill Conrad were absent.

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

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

**Approval of Meeting Highlights of March 25, 2021**

***Mr. Thomas moved to approve the GACRAA meeting highlights of March 25, 2021. Mr. Wright 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**

***Mr. Thomas moved to approve adoption of the agenda. Mr. Wright seconded the motion. Motion passed.***

**Airport Business**

*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.

**Information Items:**

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

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

Mr. Penksa reported that a translucent roof panel has been installed over the outdoor service animal relief area. He stated that carpeting is now installed on the internal ramp and installation of stainless cove base is underway. He noted that stainless trim is being installed on the glass partition along the interior ramp.

Mr. Penksa reported that the FIDS displays have been installed at the new gates and application of trim on the gate counters is complete. He noted that folding child’s step stools are installed at restroom sinks.

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

Mr. Penksa reported that the new HVAC Roof Top units are being installed and the last remining area of the roofing to be replaced is underway. He indicated that work continues on re-mounting disturbed electrical conduits and lightning protection system cables on the new roof.

*Terminal Expansion Project Phase III – New Passenger Boarding Bridges (PBBs)*

Mr. Penksa reported that the foundations for the boarding bridges have been constructed. He noted that fabrication of the PBBs continues.

*Air Traffic Volume Reports*

Mr. Penksa reviewed the Air Traffic Volume Reports, Fuel Flowage and Load Factors for the month of March 2021. He reported that load factors for both airlines for March 2021 exceed the YTD averages.

**Finance Report**

CFO Matthew Lyons provided the Finance Report for the month ending March 31, 2021 in the agenda packet. He briefly explained various revenue and expense items that varied from budget.

|  |  |  |  |
| --- | --- | --- | --- |
| **Revenue** | **Mar. 2021 Actuals** | **Mar. 2021 Budget** | **Variance Over / (Under)** |
| Total Operating Revenue | $447,486.22 | $455,197.31 | ($7,711.09) |
|  |  |  |  |
|  |  |  |  |
| **Expenses** | **Mar. 2021 Actuals** | **Mar. 2021 Budget** | **Over / (Under)** |
| Total Expenses | $403,270.75 | $407,692.17 | ($4,421.42) |
|  |  |  |  |
|  |  |  |  |
| **Income (Loss) Before Depreciation and Interest** | **$44,215.47** | **$47,505.14** | **($3,289.67)** |
| Less: Interest Expense | $13,487.84 | $14,237.84 | ($750.00) |
| **Income (Loss) Before Depreciation** | **$30,727.63** | **$33,267.30** | **($2,539.67)** |
|  |  |  |  |
| **CARES Act Revenue** | $0.00 | $0.00 | $0.00 |
| **Income (Loss) After CARES Revenue** | **$30,727.63** | **$33,267.30** | **($2,539.67)** |
|  |  |  |  |

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

**Award RFP 21-001 “To Develop an Existing Lot for Construction of a General Aviation Hangar Facility” – Ground Lease Location: 3681 NE 47th Ave.; Approximately 1 Acre –   
Resolution 21-014**

Mr. Penksa reported that one proposal was received in response to RFP 21-001; the proposal was submitted by Gulf Atlantic Airways, Inc. He noted that the location of the vacant lot, 3681 NE 47th Ave., was the former site of an ARFF station.

***Mr. Thomas moved to adopt Resolution 21-014 accepting the proposal from Gulf Atlantic Airways, Inc. for development of a corporate hangar site. Mr. Dedenbach seconded the motion. A roll-call vote followed: Mr. Page – aye, Mr. Thomas – aye, Mr. Wright – aye, Mrs. Calderwood – aye, Mr. Dedenbach – aye, Dr. Norton – aye, and Ms. Horvath – aye. Motion passed 7-0.***

**Retirement of Debt, Airport Revenue Bond, Construction of a Small Aircraft Transportation System (SATS) Maintenance Facility, Series 2006A -   
Resolution 21-015**

Mr. Penksa reported that Resolution 21-015 authorizes the retirement of the Gainesville-Alachua County Regional Airport Authority Revenue Bond, Series 2006A in the amount of $2,869,521.37 of remaining principal plus accrued interest and pay approximately $395,200 for the termination settlement of the interest rate swap agreement.

***Mr. Thomas moved to adopt Resolution 21-015 authorizing the retirement of the Gainesville-Alachua County Regional Airport Authority Revenue Bond, Series 2006A and termination settlement of the interest rate swap agreement. Mrs. Calderwood seconded the motion. A roll-call vote followed: Mr. Thomas – aye, Mr. Wright – aye, Mrs. Calderwood – aye Mr. Dedenbach – aye, Dr. Norton – aye, Mr. Page – aye and Ms. Horvath – aye. Motion passed 7-0.***

**FAA Airport Coronavirus Relief Grant Program (ACRGP) Grant Offer   
# 3-12-0028-046-2021 – Resolution 21-016**

Mr. Penksa reported that Resolution 21-016 authorizes acceptance of an Airports Coronavirus Response Grant Program (ACRGP) grant # 3-12-0028-046-2021 from the U.S. Department of Transportation, Federal Aviation Administration, in the amount of $2,293,744. He noted that the City Commission will also need to accept the grant as a co-sponsor at an upcoming meeting.

***Mr. Dedenbach moved to adopt Resolution 21-016 authorizing acceptance of an Airports Coronavirus Response Grant Program (ACRGP) grant # 3-12-0028-046-2021 from the U.S. Department of Transportation, Federal Aviation Administration, on behalf of the Gainesville-Alachua County Regional Airport Authority. Dr. Norton seconded the motion. A roll-call vote followed: Mr. Wright – aye, Mrs. Calderwood – aye, Mr. Dedenbach – aye, Dr. Norton – aye, Mr. Page – aye, Mr. Thomas – aye and Ms. Horvath – aye. Motion passed 7-0.***

**FAA ACRGP Concessions Addendum Grant Offer # 3-12-0028-047-2021 – Resolution 21-017**

Mr. Penksa reported that Resolution 21-017 authorizes acceptance of an Airports Coronavirus Response Grant Program (ACRGP) addendum Grant Offer # 3-12-0028-047-2021 in the amount of $58,524.00 for relief for concessionaires. He indicated that the grant funds would be distributed proportionately among the eligible concessionaires based on their minimum annual guarantee and rent and excludes tenants who received federal funding due to the Coronavirus pandemic. He stated that the City Commission will also need to accept the grant as a co-sponsor at an upcoming meeting.

***Dr. Norton moved to adopt Resolution 21-017 authorizing acceptance of an Airports Coronavirus Response Grant Program (ACRGP) addendum (Grant Offer # 3-12-0028-047-2021)* *to grant # 3-12-0028-046-2021 from the U.S. Department of Transportation, Federal Aviation Administration, on behalf of the Gainesville-Alachua County Regional Airport Authority. Mr. Wright the motion. A roll-call vote followed: Mrs. Calderwood – aye, Mr. Dedenbach – aye, Dr. Norton – aye, Mr. Page – aye, Mr. Thomas – aye, Mr. Wright – aye and Ms. Horvath – aye. Motion passed 7-0.***

**Tenant Reports:**

University Air Center Chief Operating Officer Debbie Frederick reported that there has been much activity on the GA Apron. She reported that due to work in progress on a runway at the Ocala International Airport, several horses embarked on a trip to Lexington, KY and San Bernardino, CA from GNV via equine horse charter operator, Air Horse One. She stated that the aircraft resembled a flying stable.

Ms. Frederick reported that April events consisting of seven Navy T-45 aircraft operating missions at GNV from April 2 to April 16 and approximately fifty (50) civilian T-6 plus other military operations had a conservative estimated economic impact of $326,440 consisting 1,000 nights at local hotels, 350 days of rental cars and meals.

Mr. Frederick reported that UAC’s Vision Jet will soon begin flying Part 135 missions.

**Other Information**: None

**Airport Authority:** None

**Adjournment**

At 4:29 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 – April 22, 2021**

**Attachment A**

**Board Report on COVID 19**

There are no known, active COVID cases amongst GACRAA staff. One entity had two cases on opposite shifts. These employees have been cleared to return to work. There are no labor shortages due to illness.

Mask compliance and availability within the terminal continues to be good. The County and federal mask orders remain in place.

**Passenger Traffic**

Passenger traffic did show a marked increase in March over February, as expected. March is traditionally one of our best months, due in part to the Gator Nationals, which ran as scheduled. March 2021 travel exceeded February 2021 by over 52%. Major COVID effects on travel began about March 13, 2020. March enplanements exceeded the year prior by approximately 2% but are still only 56% of March 2019’s record numbers.

We did receive a bump from Easter travel. April is expected to improve modestly over March. Parking inventory for the first twenty days of April is up about 6% over the first twenty days of March.

Overall, GNV traffic continues to track similarly to the national average.

We continue to operate with a reduced flight schedule. No major schedule changes are anticipated at this time.

Current Flight Schedule:

* Delta will operate 4 daily roundtrips (3/day Sat.) through June 4. Delta is increasing frequency to 5 per day with 4 on Saturday from June 5-17.
* American remains at 4 daily round trips to CLT.

* American is at 2 daily round-trips to DFW on 70 seat, CRJ700 aircraft. This will increase to 3 per day beginning June 3rd through August 16th, using the CRJ-700.
* MIA service is still suspended until further notice.

**Federal Relief Funding**

The original $3.1 million in CARES funding has been spent.

GNV has been sent an offer of approx. $2.29 million in similar finding under the Corona Virus Response and Relief Act (CRRSA). An addendum to the grant offer for approximately $58k was also received for distribution to qualifying airport concessionaires. Unfortunately, the grant offers were incorrectly made out to the City of Gainesville alone and not the Airport Authority and the City as a co-sponsor. FAA has been alerted and asked to reissue the grants. In the mean-time, we are working with the City to place acceptance of the anticipated grant offers on their agenda. Once the grant is executed, GNV will have four years to spend down the funds. The funds can be used for operational expenses and scheduled debt service payments occurring after December 27, 2021.

We are still awaiting release of the awards for additional Corona virus relief funding under the American Rescue Plan Act of 2021 (H.R. 1319), signed by the President on March 11, 2021. The Act includes $6.5 Billion in relief for Primary Commercial Service Airports like GNV. The grant distribution formula appears to be the same as CRRSA and the criteria for use of funds is expected to be the same. Assuming the FAA holds true to the Bill language, GNV may receive as much as $8.2 Million.

The above ARPA also makes an additional $800 million dollars available for relief of concessionaires at Primary Commercial Service Airports like GNV (4 X CRRSA). However, $640M of this is specifically for eligible small businesses (grossing less than $56.4M) and $160M available to large businesses. We are unclear at this time how this may break out for GNV’s concessionaire. Like CRRSA, there are expected to be additional restrictions for those that have received assistance available to businesses under previous bills.

GNV is not subject to the employee retention requirements in either the CRSSA or ARPA legislation.

Also, GNV’s Airport Improvement Program Grant for design of taxiway and apron improvements is expected to be funded at 100% vs. the normal 90%, per the ARPA.