**GAINESVILLE-ALACHUA COUNTY REGIONAL AIRPORT AUTHORITY**

**Monday, June 28, 2021 at 4:00 p.m.**

**Airline Terminal Board Room**

**Monthly Meeting Highlights**

**Call To Order By the Chair** –Vice-Chair David Norton called the meeting to order at 4:00 p.m.

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

**Pledge of Allegiance:** Vice-Chair Norton led the Pledge of Allegiance.

**Roll Call**

Authority Members Present: Jean Calderwood, Craig Carter, David Norton, Bob Page, Kinnon Thomas and Randy Wright were present.

Bill Conrad and Grace Horvath were absent. Gerry Dedenbach participated in the meeting via Webex but was ineligible to vote.

Ex-officio member Eric Godet, Sr. was present at the meeting. 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 May 27, 2021**

***Mr. Thomas moved to approve the GACRAA meeting highlights of May 27, 2021. Mr. Carter 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.***

**Consent Agenda**

***Mr. Thomas moved to approve adoption of the consent agenda. Mrs. Calderwood seconded the motion. Motion passed.***

With the adoption of the Consent Agenda, the Board accepted a quote presented by Arthur J. Gallagher & Co. for airport liability insurance with a coverage limit of $100,000,000 and premium, $58,322.00, offered by ACE Aviation/Chubb for the period July 2, 2021 through July 1, 2022.

**Information Items**

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

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

Mr. Penksa reported that the new Gate 3 seating area is now open for use as are the new restrooms. A wheelchair lift is scheduled to be installed the week of 6/28. He reported that the permanent perimeter security gate is now operational and temporary construction fence will be removed allowing for the installation of two new passenger boarding bridges.

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

Mr. Penksa reported that the pavement surface in the baggage claim tug drive and vehicle parking areas behind the Administration Office has been repaved.

Mr. Penksa reported that new roofing is almost complete; some flashing work remains.

Mr. Penksa reported that the expansion work for the existing secured area restrooms is underway; the new restroom floors are scheduled to be poured this week.

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

Mr. Penksa reported that the passenger boarding bridges have been delivered. He indicated that passenger boarding bridge # 1 has been set in position at Gate 1 and installation of drive units and accessories is underway. He stated that the second bridge has been delivered but inclement weather has prevented the use of a crane to set this bridge in place. Mr. Penksa reported that partial rehabilitation of existing bridges 3, 4 and 5 is scheduled to begin in July.

*Terminal Expansion Project Phase IV – Construct Baggage Handling System and Airline Ticket Office Expansion / Renovations*

Mr. Penksa recalled that this project was temporarily on hold due to concerns over funding, however AECOM has been tasked with developing cost estimates for a two-phase project. He stated that Phase 1 would encompass working on airline office issues including office expansion and Phase 2 would consist of the baggage handling system. He noted that concepts and estimates will be presented the Facilities and Planning Committee soon.

*Airport Parking Garage / Multi-Modal Facility*

Mr. Penksa reported that a project meeting with the consultants took place on May 28. He stated that the consultants are working on a cost estimate. He noted that an FDOT grant for $5.5 million is programmed to fund 50% of the current budgeted estimated cost of the project.

*Marketing*

Mr. Penksa reported that he and Erin Porter attended the Routes Americas air service development conference in Orlando, June 22 – 25. He stated that consultant Martin Kammerman also participated in meetings with the following airlines: Silver Airways, Breeze Airways, United Airlines, Delta Air Lines, Southwest Airlines, jetBlue Airways, and American Airlines.

Mr. Penksa stated that in a meeting with United Airlines, staff pitched non-stop service to Newark Liberty International Airport and Dulles International Airport. He reported that service to Chicago and Houston were also discussed.

Mr. Penksa reported that Southwest Airlines is interested in markets where they can turn a Boeing 737 6 times per day; although Gainesville does not fit Southwest’s business model, the meeting was upbeat and cordial.

Mr. Penksa reported that the route planner at Breeze Airways is a former Gator. He stated that the route planner acknowledged that Breeze Airways is new and still trying to determine which markets best fit their business strategy. Mr. Penksa reported that Breeze has 80 Airbus A320 on order and has also ordered Embraer ERJ 195 and ERJ190 aircraft.

Mr. Penksa reported that American Airlines requested potential UF volume for Chicago and Dulles. He noted that staff pitched service to Washington, DC and Chicago. American’s route planners are concerned with the opportunity cost of non-stop flights to Gainesville from Reagan National Airport due to the slot-limitations at DCA. Mr. Penksa reported that American appears to be unenthused with service to Miami; he indicated that service from GNV will resume in early October and it will be important to promote this to the community.

Chamber President & CEO Eric Godet, Sr. stated that the chamber will promote the Miami service to its members.

Mr. Penksa reported Silver Airways expressed some interest in providing service to Ft. Lauderdale.

Mr. Penksa reported that Delta Air Lines still prefers not to overfly its Atlanta hub.

*Project Mercury*

Mr. Penksa reported that the Gainesville Chamber of Commerce is working on a confidential project named Project Mercury. He stated that there is a business interested in purchasing approximately 6 acres of airport land in the northeastern area that is not planned for aeronautical use. He explained the land swap that was negotiated with FAA to establish the Airport Industrial Park in 1995. He stated that if the Board was interested in selling the land, staff would arrange to conduct a property appraisal to determine the fair market value of the 6 acres.

Mr. Dedenbach recommended obtaining a flood certification to determine how much of the land is buildable.

***Mr. Thomas moved to proceed and arrange for a property appraisal of the 6 acres site. Mrs. Calderwood seconded the motion. Motion passed.***

*Airport Master Plan – Future Box Hangar Site*

Mr. Penksa displayed an aerial view of the General Aviation area illustrating sites suitable for construction of 10,000 – 12,000 sq. ft. hangars. He indicated that two parties are currently interested in building a hangar. He also mentioned that GACRAA currently has an FDOT grant of approximately $500,000 than can be used to help fund construction of a hangar. He estimated that the cost to build a 12,000 sq. ft. hangar would be $1.4 million. He noted that one interested party is a private aircraft owner, and the other is an air service charter operator.

Mr. Penksa recommended issuing an RFP for the site. He suggested that GACRAA contribute $500K toward the project and hire an engineering firm, charge ground rent for the site and, in addition, charge an amount to reimburse GACRAA for the $500,000 grant plus interest over thirty (30) years. He noted that the unsuccessful proposer would be able to construct a hangar on another site at their own expense.

Mr. Carter mentioned that GACRAA has some obligation to create jobs at the airport. Mr. Page agreed and indicated that employment should be a priority in the RFP.

***Mrs. Calderwood moved to proceed with an RFP as presented by the CEO for the site. Mr. Wright seconded the motion. Motion passed.***

*Air Traffic Volume Reports*

Mr. Penksa reviewed the Air Traffic Volume Reports, Fuel Flowage and Load Factors for the month of May, 2021. He noted that for the first three weeks of June, TSA passenger screenings are approximately 80% of pre-COVID levels.

**Finance Report**

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

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| --- | --- | --- | --- |
| **Revenue** | **May 2021 Actuals** | **May 2021 Budget** | **Variance Over / (Under)** |
| Total Operating Revenue | $588,649.47 | $481,691.90 | $106,957.57 |
|  |  |  |  |
|  |  |  |  |
| **Expenses** | **May 2021 Actuals** | **May 2021 Budget** | **Over / (Under)** |
| Total Expenses | $419,911.72 | $451,271.18 | ($31,359.46) |
|  |  |  |  |
|  |  |  |  |
| **Income (Loss) Before Depreciation and Interest** | **$168,737.75** | **$30,420.72** | **$138,317.03** |
| Less: Interest Expense | $0.00 | $14,237.84 | ($14,237.84) |
| **Income (Loss) Before Depreciation** | **$168,737.75** | **$16,182.88** | **$152,554.87** |
|  |  |  |  |
| **CARES Act Revenue** | $0.00 | $0.00 | $0.00 |
| **Income (Loss) After CARES Revenue** | **$168,737.75** | **$16,182.88** | **$152,554.87** |
|  |  |  |  |

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

**Joint Committee Meeting Report – Facilities & Planning Committee and Finance, Audit & Operations Committee**

*FY2019-2020 Audit Report*

Mr. Penksa reported that the committees met in a joint meeting and received the FY2019-2020 Audit Report from auditing firm Purvis Gray & Co. He reported that the auditor issued an unqualified opinion and that there were no discrepancies to report.

***Mr. Thomas moved to accept the FY2019-2020 Audit Report. Mr. Page seconded the motion. Motion passed.***

*The Burrell Group*

Mr. Penksa reported that the committees heard a presentation from The Burrell Group representatives who joined the meeting via Webex. He stated that The Burrell Group is seeking FDOT funding of up to 50% of the eligible costs of the infrastructure for the project by using GACRAA as the sponsor for the 50% local match for a grant; GACRAA would lease property to The Burrell Group which would pay the airport share of the grant from their revenues. He noted that the The Burrell Group would like to lease 100 acres, however the largest site available at GNV is approximately 47 acres and 100 acres would consist of three non-contiguous locations. Mr. Penksa reported that the joint committees considered The Burrell Group’s proposal as speculative and were not in favor of considering the proposition at this time.

***Mr. Thomas moved to pass on The Burrell Group proposal. Mrs. Calderwood seconded the motion. Motion passed.***

**AECOM Task Order # 44 – Design and Bid/Award Phase Services and Drainage Permitting for the Taxiway A and Taxiway E Extension, Modification and Rehabilitation Work –**

**Resolution 21-021**

Mr. Penksa reported that the joint committees recommend approval of AECOM Task Order # 44. He stated that the task order in the amount of $1,215,981.56 is for design, drainage permitting and bid/award phase services for the Taxiway A and Taxiway E Extension, Modification and Rehabilitation project. He noted that an Independent Fee Estimate has been completed and the FAA has reviewed and approved the task order.

***Mr. Thomas moved to adopt Resolution 21-021 authorizing execution of AECOM Task Order # 44 in the amount of $1,215,981.56 for design, drainage permitting and bid/award phase services for the Taxiway A and Taxiway E Extension, Modification and Rehabilitation project. Mr. Wright seconded the motion. A roll-call vote followed: Mr. Page – aye, Mr. Thomas – aye, Mr. Wright – aye, Mrs. Calderwood – aye, Mr. Carter – aye and Dr. Norton – aye. Motion passed 6-0.***

**Michael Baker International Task Order # 9 – Design and Bid/Award Phase Services and Permitting for the General Aviation Rehabilitation and Reconstruction Project –**

**Resolution 21-022**

Mr. Penksa reported that the joint committees recommend approval of Michael Baker International Task Order # 9. He stated that the task order in the amount of $826,316.22 is for design, drainage permitting and bid/award services for the General Aviation Aprons and Taxilanes Rehabilitation and Reconstruction project. He noted that an Independent Fee Estimate has been completed and the FAA has reviewed and approved the task order.

***Mr. Thomas moved to adopt Resolution 21-022 authorizing execution of Michael Baker International Task Order # 9 in the amount of $826,316.22 for design, drainage permitting and bid/award services for the General Aviation Aprons and Taxilanes Rehabilitation and Reconstruction project. Mr. Wright seconded the motion. A roll-call vote followed: Mr. Thomas – aye, Mr. Wright – aye, Mrs. Calderwood – aye, Mr. Carter – aye, Mr. Page - aye and Dr. Norton – aye. Motion passed 6-0.***

**Tenant Reports:** None

**Airport Authority:** None

**Adjournment**

At 5:04 p.m., there being no further business, Mr. Thomas moved to adjourn the meeting. Mr. Wright seconded the motion; meeting was adjourned.

**GACRAA Monthly Meeting**

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Chair Date

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Secretary/Treasurer Date