**GAINESVILLE-ALACHUA COUNTY REGIONAL AIRPORT AUTHORITY**

 **Thursday, July 29, 2021 at 11:30 a.m.**

**Airline Terminal Board Room**

**Monthly Meeting Highlights**

**Call To Order By the Chair** –Chair Grace Horvath called the meeting to order at 11:30 a.m.

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

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

**Roll Call**

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

Gerry Dedenbach arrived after roll call.

Craig Carter and Randy Wright were absent. Mr. Conrad had previously indicated his intention to resign, however it was unknown if he notified the Governor’s appointments office.

Ex-officio member Eric Godet, Sr. was present at the meeting. City of Gainesville liaison, Erik Bredfeldt, was present at the meeting.

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

**Approval of Meeting Highlights of June 28, 2021**

***Dr. Norton moved to approve the GACRAA meeting highlights of June 28, 2021. Mr. Thomas seconded the motion. Motion passed.***

**Citizens’ Input – Non-agenda Items:** None

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

**Adoption of Agenda**

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

**Information Items**

*Tropical Storm Elsa*

Mr. Penksa distributed photos of damage sustained at the airport due to Tropical Storm Elsa; he described damage to a road culvert on the General Aviation side of the airport near the Airport Industrial Park.

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

Mr. Penksa reported that landscapers completed their work on July 29. He stated that even though today is the ribbon-cutting for the Terminal Expansion, the black curtains concealing the expanded area will remain following today’s “reveal” as some work still needs to be accomplished before the new gates will be put into operation. He noted that PA amplifiers still need to be installed in the new gate areas.

Mr. Penksa reported that a Request for Proposals for a Food, Beverage, News and Gift concession has been advertised; the unfinished food concession shell will require construction investment by the successful respondent.

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

Mr. Penksa recalled that work has been underway to renovate the original restrooms in the public area of the terminal. He reported that contractors have found more pipe corrosion than originally anticipated. He noted that the affected areas include cold water pipes, drainage and vent pipes.

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

Mr. Penksa reported that installation work on the two new boarding bridges will be finished the week of August 2nd. Mr. Penksa stated that the expanded area should be ready for airline operations by the third week in August following training on the maneuvering of the boarding bridges for Delta’s personnel and relocation of Delta’s computer systems. He also noted that aircraft parking lines need to be painted on the apron.

In response to a question from Mr. Page, Mr. Penksa reported that Delta Air Lines will have exclusive use of Gate 1 and preferential use of Gate 2. He stated that American Airlines will continue to utilize Gate 4 and will move from Gate 3 to Gate 5; this will provide Gate 3 for any new carrier at the airport.

Mr. Penksa indicated that the PBB at Gate 1 will be open today for viewing during the ribbon-cutting festivities.

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

Mr. Penksa reported that staff plans to review concepts for a reduced baggage handling system with the Facilities and Planning Committee. He indicated that Passenger Facility Charge income has been depressed due to COVID-19 and that a phased approached to match funding could be an option for this project.

*Airport Master Plan – Future Box Hangar Site*

Mr. Penksa reported that a Request for Letters of Interest for construction of a hangar has been advertised. He stated that submissions will be provided to the Facilities & Planning Committee for consideration and selection.

*Air Traffic Volume Reports*

Mr. Penksa reviewed the Air Traffic Volume Reports, Fuel Flowage and Load Factors for the month of June, 2021. He noted that although Delta Air Lines had good load factors, the airline is operating only approximately 70% of its pre-Covid schedule. He indicated that American Airlines service to DFW is performing well. He stated that American Airlines plans to resume Miami service in October. He stated that General Aviation operations were down due to weather.

Mrs. Calderwood reported that Alachua County is receiving a high number of relocations from south Floridia; she estimated the number to be approximately 60% of the post-Hurricane Andrew influx.

**Finance Report**

CFO Matthew Lyons provided the Finance Report for the month ending June 30, 2021 in the agenda packet. He briefly explained various revenue and expense items that varied from budget. He stated that June 2021 was financially the best month in over a year.

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| --- | --- | --- | --- |
| **Revenue** | **June 2021 Actuals** | **June 2021 Budget** | **Variance Over / (Under)** |
| Total Operating Revenue | $605,036.36  | $464,418.90  | $140,617.46  |
|  |  |  |  |
|  |  |  |  |
| **Expenses** | **June 2021 Actuals** | **June 2021 Budget** | **Over / (Under)** |
| Total Expenses | $415,486.54 | $464,630.79 | ($49,144.25) |
|  |  |  |  |
|  |  |  |  |
| **Income (Loss) Before Depreciation and Interest** | **$189,549.82**  | **($211.89)** | **$189,761.71**  |
| Less: Interest Expense | $0.00 | $12,272.66 | ($12,272.66) |
| **Income (Loss) Before Depreciation** | **$189,549.82**  | **($12,484.55)** | **$202,034.37**  |
|  |  |  |  |
| **CARES Act Revenue** | $0.00 | $0.00 | $0.00  |
| **Income (Loss) After CARES Revenue** | **$189,549.82**  | **($12,484.55)** | **$202,034.37**  |
|  |  |  |  |

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

Mr. Penksa reported that Chippewa Aerospace has moved into the former Eclipse Aviation hangar and former AFSS building and is in the process of renovating the AFSS building. He stated that Chippewa Aerospace has been frustrated with obtaining quotes for upgrading the HVAC system in the AFSS. Mr. Penksa stated that he is favor of utilizing some FDOT to help Chippewa Aerospace with HVAC renovation costs or, as an alternative, providing a discount on the rent over a specific time period. He reported that Chippewa has installed a roof on the building and is now renovating finishes inside the building. He indicated that a recent quote for the HVAC work was for $105,000; he proposed GACRAA fund $50,000 to $60,000 of the work. He noted that prior to leasing the AFSS, GACRAA budgeted $54,000 to raze the building rather than repairing and renovating the building due to its poor condition.

***Noting that there are peripheral benefits to having a business operating in the AFSS building, Mrs. Calderwood moved to authorize the CEO to negotiate with the tenant and to offer up to $60,000 within the budget toward HVAC replacement. Dr. Norton seconded the motion. Motion passed.***

**Tenant Reports:** None

**Airport Authority:**  None

**Adjournment**

At 11:53 a.m., there being no further business, the meeting adjourned to participate in a Ribbon-cutting Ceremony for the Airline Terminal Expansion.

Mr. Penksa reported that approximately 130 people have been invited to the event and that attendees including GACRAA members, who do not possess Airport SIDA badges, will need to go TSA screening and show their ID and event “boarding passes” at the TSA checkpoint.

**GACRAA Monthly Meeting**

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Chair Date

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Secretary/Treasurer Date