



July 27, 2021

CAPE COD GATEWAY AIRPORT COMMISSION

Tuesday, July 27, 2021

Meeting to be held On-line at 4:00 PM - Via link below:

Join Zoom Meeting

<https://zoom.us/j/93099008265>

Meeting ID: 930 9900 8265

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Minutes of the previous meetings:
June 15, 2021
5. Public Comment
6. Commissioners Response to Public Comment
7. Report from Sub-Committees
 - Finance (Commissioners Weill, Flores, Bailey)
 - Infrastructure & Marketing (Commissioners Young, Bierwirth, DiGeorge)

AGENDA

8. Old Business

COM621-13 - Approval of proposed Steamship Authority Modifications

9. New Business

COM0721-01 - Review and Discuss Fleet Hangar Door Replacement Project Bid Rejection.

COM0721-02 - Approval of Federal Airport Grants, Status and Use

COM0721-03 - Review and Discuss FY2021 Finances and Fiscal Year End

COM0721-04 - Approval of Amendment #1 to the contract by and between Cape Cod Gateway Airport and HMI Parking to expand the leased rental space from 19,000 square feet to 27,341 square feet.

COM0721-05 - Approval of Bid Acceptance, Award Recommendation and Contract for the 2021 Cape Cod Gateway Airport Environmental Impact Analysis of Proposed Airport Actions Associated with the Airport Master Plan Update in accordance with Request for Proposals dated May 26, 2021 and proposal submittal dated May 14, 2021



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KATIE RILEY SERVIS Airport Manager | MATTHEW T. ELIA Assistant Airport Manager

10. Report of Special Committees

- Noise Report (July, October, January, April)
- Yarmouth Representative Comments
- Airport Manager's Report

Updates:

- Airport Finances Update
 - Management to review. See above.
- CARES Act Projects Update
 - Replacement of T-hangar (Amendment Commission approved January 2021),
 - Fleet Hangar Door Replacement (Amendment Commission approved January 2021). See above.
 - Mary Dunn Way Extension (underway and amendment forthcoming).
- Airport Master Plan Update
 - Next and Final Planning Advisory Group (PAG) Meeting = August 2021 (waiting for feedback from the FAA on several alternatives)
 - Overview of Yarmouth meeting on 6/29/2021
- Town of Barnstable Budget
 - FY2023 Capital Improvement Plan meetings commencing with on-call consultant teams on July 27
 - FY2023 Operating Budget to commence October 2021
- Airport Environmental Assessment
 - See above
- PFOS/Public Involvement Plan & Update
 - Additional meeting scheduled for July 27
 - Future meeting with Town Council Leadership
- Airport Rates & Charges Update (2021 review post-COVID19)
 - FY2022 effort (October 2021)
 - Airport Management will start working on various updates
- Rebranding & Website Upgrade
 - Website modifications – underway
 - Sign plan modifications - underway
- Dates to remember:
 - July 28 @ 0930 – Terminal Dedication Ceremony – Boardman-Polando - 90th Anniversary for Boardman/Polando Flight
 - July 21, 2021 Tour (0900-1400) National Aviation Academy – New England
 - MCI Drill September 28, 2021
- Lease Development Update
 - Griffin Avionics
 - Hyannis Hangar LLC (planned for discussion at the August meeting)
 - Air Cape Cod (planned for further discussion in September)

11. **Announcements** - Commissioner's Comments

12. Matters not reasonably anticipated by the Chair

13. **Adjournment** - Next Meeting, August 17, 2021

Please Note: The list of matters, are those reasonably anticipated by the Chair, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. It is possible that if it



so votes, the Commission may go into executive session. The Commission may also act on items in an order other than they appear on this agenda.

AGENDA ITEMS

COM621-13 - Approval of proposed Steamship Authority Modifications
MOTION to approve the proposed modifications to the layout of the existing Steamship Authority leased parcel. Upon approval, Management will prepare an amendment to the lease. **SPONSOR:** Infrastructure & Marketing Subcommittee **(May be acted upon)**

COM0721-01 - Review and Discuss Fleet Hangar Door Replacement Project Bid Rejection.

COM0721-02 - Approval of Federal Airport Grants, Status and Use
MOTION to approve the proposed use of the Federal Airport Grants as recommended by management. **SPONSOR:** Finance Subcommittee **(May be acted upon)**

COM0721-03 - Review and Discuss FY2021 Finances and Fiscal Year End

COM0721-04 - Approval of Amendment #1 to the contract by and between Cape Cod Gateway Airport and HMI Parking to expand the leased rental space from 19,000 square feet to 27,341 square feet.
MOTION to approve the Amendment #1 to the contract by and between Cape Cod Gateway Airport and HMI Parking to expand the leased rental space from 19,000 square feet to 27,341 square feet. **SPONSOR:** Finance Subcommittee **(May be acted upon)**

COM0721-05 - Approval of Bid Acceptance, Award Recommendation and Contract for the 2021 Cape Cod Gateway Airport Environmental Impact Analysis of Proposed Airport Actions Associated with the Airport Master Plan Update in accordance with Request for Proposals dated May 26, 2021 and proposal submittal dated May 14, 2021
MOTION to approve the Bid Acceptance, Award Recommendation and Contract for the 2021 Cape Cod Gateway Airport Environmental Impact Analysis of Proposed Airport Actions Associated with the Airport Master Plan Update in accordance with Request for Proposals dated May 26, 2021 and proposal submittal dated May 14, 2021. **SPONSOR:** Management **(May be acted upon)**

