



**SYRACUSE  
REGIONAL  
AIRPORT  
AUTHORITY**

**Regular Meeting**

**February 10, 2012**

**12:00 p.m.**

**Best Western/Syracuse Airport Inn**

# SYRACUSE REGIONAL AIRPORT AUTHORITY

SYRACUSE HANCOCK INTERNATIONAL AIRPORT  
1000 COL. EILEEN COLLINS BLVD.  
SYRACUSE, NEW YORK 13212  
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## Minutes of the Regular Meeting of the Syracuse Regional Airport Authority January 13, 2012

Pursuant to notice duly given and posted, the regular meeting of the Syracuse Regional Airport Authority was called to order on Friday, January 13, 2012 @ 12:04 PM in the Walnut Room located in the Best Western Hotel at Syracuse Hancock International Airport by Chair William Fisher.

### Members Present:

Mr. William Fisher, Chair  
Mr. Khalid Bey  
Ms. Judy Flanagan  
Mr. Patrick Mannion  
Ms. Irene Scruton  
Mr. Don Thompson  
Dr. Robert DiFlorio  
Ms. Beth Rougeux  
Mr. John B. Johnson Jr.  
Dr. Donna DeSiato

### Members Absent:

Ms. Eleanor Ware

### Also Present:

Ms. Christina Reale  
Mr. Joseph Bergh  
Ms. Jennifer McIntyre

### 1. Roll Call

As noted above, all Members were present.

Ms. Ware participated via telecon for a portion of the meeting, but due to technical difficulties was unable to participate the entire time.

### 2. Reading and Approval of the Minutes of the Previous Month

A motion was made by Mr. Mannion and seconded by Ms. Flanagan to accept the minutes from the December 9, 2011 regular meeting. The motion was approved 9 ayes, 0 nays.

Dr. DeSiato joined the meeting at 12:33p.m.

### 3. Reports of Officers

The Chairman's Report was given by Mr. Fisher.

Mr. Fisher informed the members that the proposal submission deadline for the RFP for Security Personnel Services was January 12, 2102

Mr. Fisher asked Ms. Reale to brief the members on the details of the RFP bid opening. Ms. Reale informed the members that seven (7) proposals were received. Some of the submissions were from local firms. Ms. Reale informed the members that she will begin an initial review and develop a summary of information for the RFP Committee the week of January 23, 2012. She also stated that she will schedule the RFP Committee to meet the week of January 23, 2012.

In his report Mr. Fisher also informed the members of the following topics:

- Discussed the progress regarding economic development at the airport. The consultants from C&S have identified and interviewed the interested parties. They are compiling a report that should be complete in March. Matt Taylor from C&S will be invited to come to the March 9, 2012 SRAA meeting to present the report to the members.
- The advertising concession contract will be expiring March 15, 2011. Mr. Fisher has asked Ms. Reale to extend the contract for an additional 12 months. As discussed at the December 9, 2011 meeting the Authority considered taking over the concession to use the revenue stream to pay for some of the Authority's expenses. Mr. Fisher informed the members that the process is more complicated than previously thought and at this time his suggestion is to continue to have Ms. Reale as the Commissioner of Aviation continue to manage the concession. He suggested that the members offer advice and suggestions to Ms. Reale regarding their ideas for the concession.
- Informed the members that he has been working on the 12 month timeline he promised to provide to them at the February 10, 2012 meeting.
- Transfer of the Aviation Enterprise Fund from the City of Syracuse to the Syracuse Regional Airport Authority
- He explained to the members the different models that Albany County and Monroe County Authority's have used regarding the handling of transferring of employees

There was discussion amongst the Authority Members regarding the Chairman's Report. Some of the key discussions were inquiries regarding transferring the Aviation Enterprise Fund to the Authority, extension of the existing concession agreement and the transfer of employees.

The Secretary's Report was given by Ms. Reale. The report outlines the activities of the Syracuse Regional Airport Authority (SRAA) from the last meeting of December 9, 2011 through January 13, 2012.

- Made deposits totaling \$17,500.00
- Issued checks totaling \$164, 494.45
- Ordered Corporate seal
- Issued 6 addenda to the RFP for Security Personnel Services

- RFP for Security Personnel Services RFP opening held on January 12, 2012
- Updated SRAA information on website as needed
- Coordinated and prepared for Governance Committee meeting
- Coordinated and prepared for Finance Committee meeting

Ms. Reale informed the members that all further financial information will be reflected in the future Finance Committee monthly reports. Mr. Fisher asked Mr. Bergh if everything included in the monthly statement was in compliance with the Authority's Procurement Policy and Mr. Bergh informed him that all transactions were in compliance with the Procurement Policy and all applicable laws. Mr. Fisher also asked Ms. Reale if the checks needed two signatures and Ms. Reale informed him that the checks require both Mr. Fisher and the Treasurer need to sign any check that is issued from the Authority's bank account.

#### 4. Department of Aviation Reports

The Department of Aviation Monthly Progress Report was given by Ms. Reale. The report outlines the key accomplishments that took place from the last meeting of December 9, 2011 through January 13, 2012 at the Department of Aviation.

- **Key Staff:**
  - Allright Parking submitted its monthly Canadian Plate Report. A copy of the report is included with this report.
  - The Department issued the November 2011 and December 2011 Monthly Aircraft Activity Reports.
  - The December edition of *The Hancock Flyer* was distributed on December 19, 2011
  - The Airport Communications Committee meeting was held on January 3, 2012
  - Meeting was held on January 6, 2012 with C&S regarding revisions to the Airport Emergency Plan for submission to the FAA
  - Coordinated the installation of WiFi to the Military Courtesy Room
  - Coordinated the delivery of information kiosks to the Military Courtesy Room
  - Working with the IT contractor to provide streaming video to the construction contractor and the public via the airport website
  - Reviewed and approved insurance for all subcontractors working on the Terminal Security and Access Improvement Project
  - Drafted ordinances to authorize Facility Use and Lease Agreement with M&L Trucking, Inc. for 2012
  - Review filings in AMR (American Airlines) bankruptcy and drafted and filed motion to be admitted pro hac vice in US Bankruptcy Court for Southern District of New York
  - Drafted Ordinance to authorize amendment to Air Service Consulting Agreement with InterVistas, LLC
  - Technical and Management oversight of the following projects:
    - North Concourse Bathroom Upgrade
    - Terminal Security Upgrade
    - Snow Removal Equipment Building Upgrade

- Sand Building Upgrade
  - South Concourse Security Door Replacement
  - Maintenance Area Repaving
  - Snow Pad Construction (Water Valve Replacement)
- **Operating Divisions:**  
**(Airfield Maintenance/Building Maintenance/Operations/Security)**
    - Snow removal of runways/taxiways/airport roads and sidewalks
    - Maintenance of all winter snow removal equipment
    - Maintenance of airfield lighting
    - Tree and brush removal in lagoon area
    - Vehicle escorts for the Terminal Security project
    - Temporary repairs to the expansion joints on the 2<sup>nd</sup> level of the parking garage
    - Training for contractors and new hires
    - 24 new badges issued for contractors and new hires
    - 36 badge renewals
    - 13 sets of fingerprints submitted to the FBI
    - 29 threat assessments submitted to the DHS
  - **Finance Division:**
    - Independent audit completed the week of December 26, 2011
    - Budget preparation for the 2012/2013 fiscal year.
  - **The Terminal Security and Access Improvements project update:**
    - Demolition of existing interior mechanical, electrical and architectural systems in North Terminal airline ticketing office and make up baggage garage areas
    - Installation of new HVAC piping systems on North Terminal airline ticketing office and make up baggage garage areas in progress
    - Demolition of Center Terminal in progress
    - Water main relocation to accommodate Center Terminal addition completed
    - Installation of new 15KV electrical feeder to new electrical room

There was discussion amongst the Authority members regarding the monthly Canadian Plate Report and the 2011 Enplanement numbers and enplanement numbers historically at the airport.

## 5. Committee Reports and Resolutions

The Governance Committee Report was given by Committee Chair Irene Scruton. The report outlines the Governance Committee Meeting that was held on January 5, 2012.

- The meeting was called to order at 11:40 a.m. by Ms. Irene Scruton
- In attendance: Ms. Irene Scruton, Mr. William P. Fisher, Ms. Beth Rougeux, Mr. Donald Thompson, Mr. Khalid Bey, Ms. Eleanor Ware (via telecom), Ms. Christina Reale, Mr. Joseph Bergh and Ms. Jennifer McIntyre

- Ms. Scruton opened the meeting with a review and acceptance of the December 1, 2011 Governance Committee Meeting minutes
- The Committee finalized the Whistleblower Policy
- The Committee finalized the Travel Policy
- The Committee finalized the ABO Mission Statement submission form
- The Committee discussed the approach they wanted to take regarding the creation of the SRAA Corporate Governance Principals and Practices document
- Review of both the Self-Evaluation form and the Financial Disclosure form

**Resolution #1-Resolution Adopting Whistleblower Policy and Procedures for the Syracuse Regional Airport Authority** was moved by Dr. DiFlorio and seconded by Ms. Scruton.

The resolution was presented by Mr. Fisher. There was no discussion regarding the resolution.

The resolution was adopted: 10 ayes, 0 nays.

**Resolution #2-Resolution Adopting Travel Expense Guidelines and Reimbursement Procedure for the Syracuse Regional Airport Authority** was moved by Mr. Bey and seconded by Dr. DiFlorio.

The resolution was presented by Mr. Fisher. Referencing the section in the policy that allows Authority Members the same privilege as an airport employee regarding to parking privileges, Dr. DiFlorio wanted to make sure that Authority members are not given any special benefits. Ms. Scruton informed the members that the airport employees are not charged to park in the Employee Lot so therefore there would be no loss in revenue to the airport. Mr. Johnson asked Ms. Reale if employees are allowed to park in the lot while on vacation and she informed him that within reason, an employee is allowed to park in the Employee Lot while on leisure travel. Ms. Flanagan stated that the Authority needs to set priorities and decide whether the airport wants to make revenue. Mr. Mannion and Ms. Flanagan asked Mr. Bergh if they were able to abstain from voting. Mr. Bergh informed them both that if they felt they had reason to abstain they needed to state on the record as to what the reasoning is that they are choosing to abstain from voting on this resolution.

The resolution was adopted: 7 ayes, 3 nays.

**Resolution #3-Resolution Approving the Authority's Mission Statement and Performance Measures and Authorizing its Submission to the Authorities Budget Office** was moved by Mr. Mannion and seconded by Ms. Scruton.

The resolution was presented by Mr. Fisher. There was no discussion regarding the resolution.

The resolution was adopted: 10 ayes, 0 nays.

**6. Unfinished Business**

None

## 7. New Business

**Resolution #4-Resolution Amending the Authority's Organizational By-laws Regarding the Date of the Authority's Annual Meeting** was moved by Dr. DiFlorio and seconded by Mr. Johnson.

Mr. Bergh advised the members that generally the Authority is required to give the Members the amendment in writing seven days in advance of voting on an amendment to the By-laws. Due to the fact that the Members were not notified in writing seven days prior to the vote, the Member will have to vote to waive the rules regarding this requirement in order to vote on the resolution today.

A motion to waive this rule was made by Mr. Mannion and seconded by Mr. Johnson.

The resolution was presented by Mr. Fisher. There was no discussion regarding the resolution.

The resolution was adopted: 10 ayes, 0 nays.

**Resolution #5-Resolution Amending Resolution No. 15 of 2011, Last Amended by Resolution No. 34 of 2011, that Adopted a Regular Meeting Schedule for the Syracuse Regional Airport Authority for 2011 and 2012, to Revise the Regular Meeting Schedule for 2012** was moved by Dr. DeSiato and seconded by Ms. Rougeux.

The resolution was presented by Mr. Fisher. There was no discussion regarding the resolution.

The resolution was adopted: 10 ayes, 0 nays.

## 8. Program/Presentation

Mr. Barney Parrella from InterVistas Consulting gave a presentation on the Air Service Development Program at Syracuse Hancock International Airport.

During the presentation Mr. Johnson, Ms. Flanagan, Ms. Rougeux and Dr. DiFlorio left the meeting.

A motion was made by Mr. Thompson and seconded by Mr. Bey to adjourn meeting. The motion was approved: 6 ayes, 0 nays.

The meeting was adjourned at 2:37 p.m.

# Secretary's Report





**Syracuse Regional Airport Authority**

**Secretary's Report**

**February 10, 2012**

This report outlines the activities of the Syracuse Regional Airport Authority (SRAA) from the last meeting of January 13, 2012 through February 10, 2012.

- ✈ Received Corporate seal from Notary Super Store.
- ✈ Updated SRAA information on [www.syraairport.org](http://www.syraairport.org) as needed.
- ✈ Coordinated, prepared for and participated in Governance Committee meeting.
- ✈ Coordinated, prepared for and participated in RFP Committee meeting.
- ✈ Staff participated in M/WBE Authority related conference call on January 20, 2012

**Department of Aviation**  
**Monthly Report**

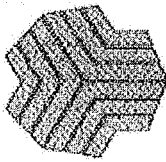


## Department of Aviation Monthly Report February 10, 2012

- **Key Staff:**

- Allright Parking submitted its monthly Canadian Plate Report. A copy of the report is included with this report.
- The Department issued the final 2011 Aircraft Activity Report (attached).
- The Airport Communications Committee meeting was held on February 7, 2012
- Tri-Annual Planning Committee Meeting was held on February 3, 2012
- Public Hearing was held on February 6, 2012 for Americar Off-Airport Parking Service concession
- Public Hearing was held on February 6, 2012 for Thrifty Car Rental Off-Airport Rental Car Service concession
- Consultants Coordination meeting was held on January 25, 2012 for maintenance area projects
- Reviewed and approved insurance for all subcontractors working on the Terminal Security and Access Improvement Project
- Finalized Facility Use and Lease Agreement to M&L Trucking. Inc. for space in South Concourse
- Drafted Ordinances for Right of Entry Agreement with United States Army Corps of Engineers and presented legislation to Syracuse Common Council, which was approved on February 6.
- Reviewed docket for AMR Corporation bankruptcy
- Met with Clough Harbor Associates, LLP to review schedules for the Road Signage Improvements Project work order
- Attended the monthly Syracuse Airline Managers Coalition (SAMCO) meeting
- Working with C&S Que Centre and construction project contractors to populate the Preventative Maintenance System work order system with systems information (HVAC, water, electric, etc.)
- Worked with Syracuse University faculty to provide green lighting projects for students to complete
- Technical and Management oversight of the following projects:
  - North Concourse Bathroom Upgrade
  - Terminal Security Upgrade
  - Snow Removal Equipment Building Upgrade
  - Sand Building Upgrade
  - South Concourse Security Door Replacement
  - Maintenance Area Repaving
  - Runway 33/15 Obstruction Removal

- **Operating Divisions:**  
**(Airfield Maintenance/Building Maintenance/Operations/Security)**
  - Snow removal of runways/taxiways/airport roads and sidewalks
  - Maintenance of all winter snow removal equipment
  - Maintenance of airfield/main road lighting
  - Replacement of signage due to snow removal
  - Roof repairs made to gate 12 stairwell
  - Vehicle escorts for the Terminal Security project
  - Training for contractors and new hires
  - 21 new badges issued for contractors and new hires
  - 27 sets of fingerprints submitted to the FBI
  - 36 threat assessments submitted to the DHS
  
- **Finance Division:**
  - Invoicing of tenants
  - Requisitioning/Purchasing
  - Paying Vendors
  - Auditing tenants
  - Submitted 2012/2013 Aviation Budget (draft) to Budget Department
  
- **Public Relations/Press**
  - *Snowy Owls Swoop Into Hancock* (attached)
  - *Logistics company moves into former US Airways reservations center at Hancock Airport* (attached)
  - Gave interview to Airport Improvement Magazine on the transition from a municipally-run to authority run airport (March Issue).
  - Gave interview to WSYR radio on new USDOT regulations regarding new airline passenger protections.
  - Gave interviews to several Newhouse students on a variety of topics, including USDOT regulations and the impact of snow on air travel.
  - Began preparation for Delta/LGA launch event scheduled for March 26.
  
- **The Terminal Security and Access Improvements project update:**
  - Structural steel-North Terminal 2 Story Addition
  - Installation of new HVAC piping systems on North Terminal airline ticketing office and make up baggage garage areas in progress
  - Begin work for water main cut and cap and to drive steel sheeting for excavation for Storm Weather Quality Vault SV-1
  - Reinforcement of existing columns in unoccupied North Terminal airline office area
  - Fire proof of new structural steel



# Central

Parking System

Car Counts January 2012			
Date	Vehicles	Canadian	% Canadian
1-Jan	2,029	374	18%
2-Jan	2,002	446	22%
3-Jan	1,959	425	22%
4-Jan	1,754	433	25%
5-Jan	1,807	403	22%
6-Jan	1,807	403	22%
7-Jan	1,616	299	19%
8-Jan	1,593	173	11%
9-Jan	1,593	173	11%
10-Jan	1,762	160	9%
11-Jan	1,758	151	9%
12-Jan	1,904	140	7%
13-Jan	1,904	140	7%
14-Jan	1,923	102	5%
15-Jan	1,776	104	6%
16-Jan	1,780	106	6%
17-Jan	1,761	104	6%
18-Jan	1,775	108	6%
19-Jan	1,773	111	6%
20-Jan	1,769	120	7%
21-Jan	1,699	115	7%
22-Jan	1,825	118	6%
23-Jan	2,014	121	6%
24-Jan	2,119	120	6%
25-Jan	2,168	123	6%
26-Jan	2,046	126	6%
27-Jan	1,878	118	6%
28-Jan	1,865	122	7%
29-Jan	1,890	131	7%
30-Jan	1,913	142	7%
31-Jan	2,030	138	7%
<b>Totals:</b>	<b>57,492</b>	<b>5,849</b>	<b>10%</b>

SYRACUSE HANCOCK INTERNATIONAL AIRPORT

SYRACUSE HANCOCK INTERNATIONAL AIRPORT AIRCRAFT ACTIVITY REPORT

AIRLINE PASSENGER:	Dec-11	Dec-10	PERCENT CHANGE	2011 YR TO DATE	2010 YR TO DATE	PERCENT CHANGE
ENPLANED PASSENGERS	78,200	80,957	-3.4%	999,880	1,036,216	-3.5%
DEPLANED PASSENGERS	74,840	77,246	-3.1%	997,654	1,028,483	-3.0%
	153,040	158,203	-3.3%	1,997,534	2,064,699	-3.3%
<b>TONS OF ENPLANED:</b>						
FREIGHT	2,028	1,814	11.8%	19,960	19,288	3.5%
MAIL	0	0		0	0	
TOTAL	2,028	1,814	11.8%	19,960	19,288	3.5%
<b>TRAFFIC MOVEMENTS:</b>						
TOTAL CARRIER	4,024	4,144	-2.9%	48,941	50,062	-2.2%
MILITARY-ITIN.	93	11	745.5%	933	979	-4.7%
CIVIL-ITIN.	1,013	666	52.1%	14,570	15,916	-8.5%
MILITARY-LOCAL	11	4	175.0%	360	1,387	-74.0%
CIVIL-LOCAL	529	174	204.0%	6,290	11,274	-44.2%
TOTAL	5,670	4,999	13.4%	71,094	79,618	-10.7%

Christina Reale  
 COMMISSIONER-DEPT OF AVIATION  
 17-Jan-12

The information set forth above is based on reports furnished to the City of Syracuse, Department of Aviation and is subject to verification. Charter data is reported and included only after verification of activity is received.

STRATFORD HANCOCK INTERNATIONAL AIRPORT

PASSENGER TRAFFIC REPORT  
Dec-11

AIRLINE NAME	ENPLAINED PASSENGERS	DEPLAINED PASSENGERS	TOTAL PASSENGERS	ENPLAINED FREIGHT	ENPLAINED MAIL	TOTAL MAIL & FREIGHT	NUMBER OF LANDINGS
DELTA-EXP CARRIERS	8,452	7,961	16,413			0	208
CONTINENTAL INC			0			0	
DELTA	6,320	6,491	12,811	2,697		2,697	55
UNITED EXPRESS	13,218	12,257	25,475			0	268
US AIRWAYS	5,997	5,133	11,130	2,911		2,911	60
PIEDMONT/USAIR	1,716	1,525	3,241			0	87
AMERICAN EAGLE	4,059	3,622	7,681			0	102
AIR CANADA	315	179	494			0	43
COMAIR-DELTA	3,540	3,272	6,812			0	84
COMMUTAIR/COLGAN-CONT.	4,887	4,469	9,356			0	195
AIRBORNE			0			0	
FEDERAL EXPRESS			0	2,455,312		2,455,312	68
UPS			0	1,535,375		1,535,375	87
BUSINESS AIR/AIR NOW			0			0	
USAIRWAYS EXPRESS	14,030	12,996	27,026			0	380
WIGGINS AIRWAYS			0			0	
JET BLUE			0			0	
FBO'S	15,666	16,935	32,601	59,268		59,268	61
CHARTERS			0			0	
			0			0	
	78,200	74,840	153,040	4,055,563	0	4,055,563	1,864

\*CHARTER DATA IS REPORTED AND INCLUDED ONLY AFTER VERIFICATION OF ACTIVITY IS RECEIVED.

SYRACUSE HANCOCK INTERNATIONAL AIRPORT

AIRLINE INCLUDING COMMUTERS	MONTHLY ENPLANED PASSENGERS	MONTHLY DEPLANED PASSENGERS	YTD ENPLANED PASSENGERS	YTD DEPLANED PASSENGERS	YTD TOTAL PASSENGERS	YTD PERCENT OF TOTAL PASSENGERS
AMERICAN	4,059	3,622	58,059	56,772	114,831	5.75%
CONTINENTAL	4,887	4,469	64,903	65,935	130,838	6.55%
DELTA	18,312	17,724	243,142	241,820	484,962	24.28%
UNITED	13,218	12,257	158,591	154,505	313,096	0.00%
USAIRWAYS	21,743	19,654	284,586	285,547	570,133	15.67%
JET BLUE	15,666	16,935	185,797	188,503	374,300	28.54%
AIR CANADA	315	179	4,802	4,572	9,374	18.74%
CHARTERS	0	0	0	0	0	0.47%
	0	0	0	0	0	0.00%
						0.00%
						CHARTERS
	78,200	74,840	999,880	997,654	1,997,534	100.00%



PASSENGER TRAFFIC REPORT  
 JANUARY - DECEMBER 2011

AIRLINE NAME	ENPLANED PASSENGERS	DEPLANED PASSENGERS	TOTAL PASSENGERS	ENPLANED FREIGHT	ENPLANED MAIL	TOTAL MAIL & FREIGHT	AIRLINE NAME	YTD % TOTAL PASSENGERS	YTD % MAIL FREIGHT
DELTA-EXP CARRIERS	133,091	129,933	263,024	0	0	0	ASA-DELTA CONN.	13.17%	0.00%
CONTINENTAL INC	283	315	598	0	0	0	CONTINENTAL INC	0.03%	0.00%
DELTA	69,119	70,696	139,815	15,922	0	15,922	DELTA	7.00%	0.04%
DELTA-EXP CARRIERS	21,645	21,145	42,790	0	0	0	NORTHWEST	2.14%	0.00%
UNITED EXPRESS	158,591	154,505	313,096	0	0	0	UNITED EXPRESS	15.67%	0.00%
US AIRWAYS	77,978	77,958	155,936	38,955	0	38,955	US AIRWAYS	7.81%	0.10%
PIEDMONT/USAIR	23,096	21,882	44,978	230	0	230	PIEDMONT/USAIR	2.25%	0.00%
AMERICAN EAGLE	58,059	56,772	114,831	0	0	0	AMERICAN EAGLE	5.75%	0.00%
AIR CANADA	4,802	4,572	9,374	0	0	0		0.47%	0.00%
COMAIR-DELTA	19,287	20,046	39,333	0	0	0	COMAIR-DELTA	1.97%	0.00%
COMMUTAIR/COLGAN-CONT.	64,620	65,620	130,240	0	0	0	COMMUTAIR-CONT.	6.52%	0.00%
AIRBORNE	0	0	0	0	0	0	AIRBORNE	0.00%	0.00%
FEDERAL EXPRESS	0	0	0	22,996,689	0	22,996,689	FEDERAL EXPRESS	0.00%	57.61%
UPS	0	0	0	16,138,151	0	16,138,151	UPS	0.00%	40.43%
BUSINESS AIR/AIR NOW	0	0	0	64,462	0	64,462	BUSINESS AIR/AIR NOW	0.00%	0.16%
USAIRWAYS EXPRESS	183,512	185,707	369,219	5,413	0	5,413	USAIRWAYS EXPRESS	18.48%	0.01%
WIGGINS AIRWAYS	0	0	0	0	0	0	WIGGINS AIRWAYS	0.00%	0.00%
JET BLUE	185,797	188,503	374,300	661,005	0	661,005	JET BLUE	0.00%	1.66%
FBO'S	0	0	0	0	0	0	FBO'S	0.00%	0.00%
CHARTERS	0	0	0	0	0	0	CHARTERS	0.00%	0.00%
	999,880	997,654	1,997,534	39,920,827	0	39,920,827		100.00%	100.00%

Syracuse Hancock International Airport  
Enplanement/Deplanement History

ENPLANEMENTS

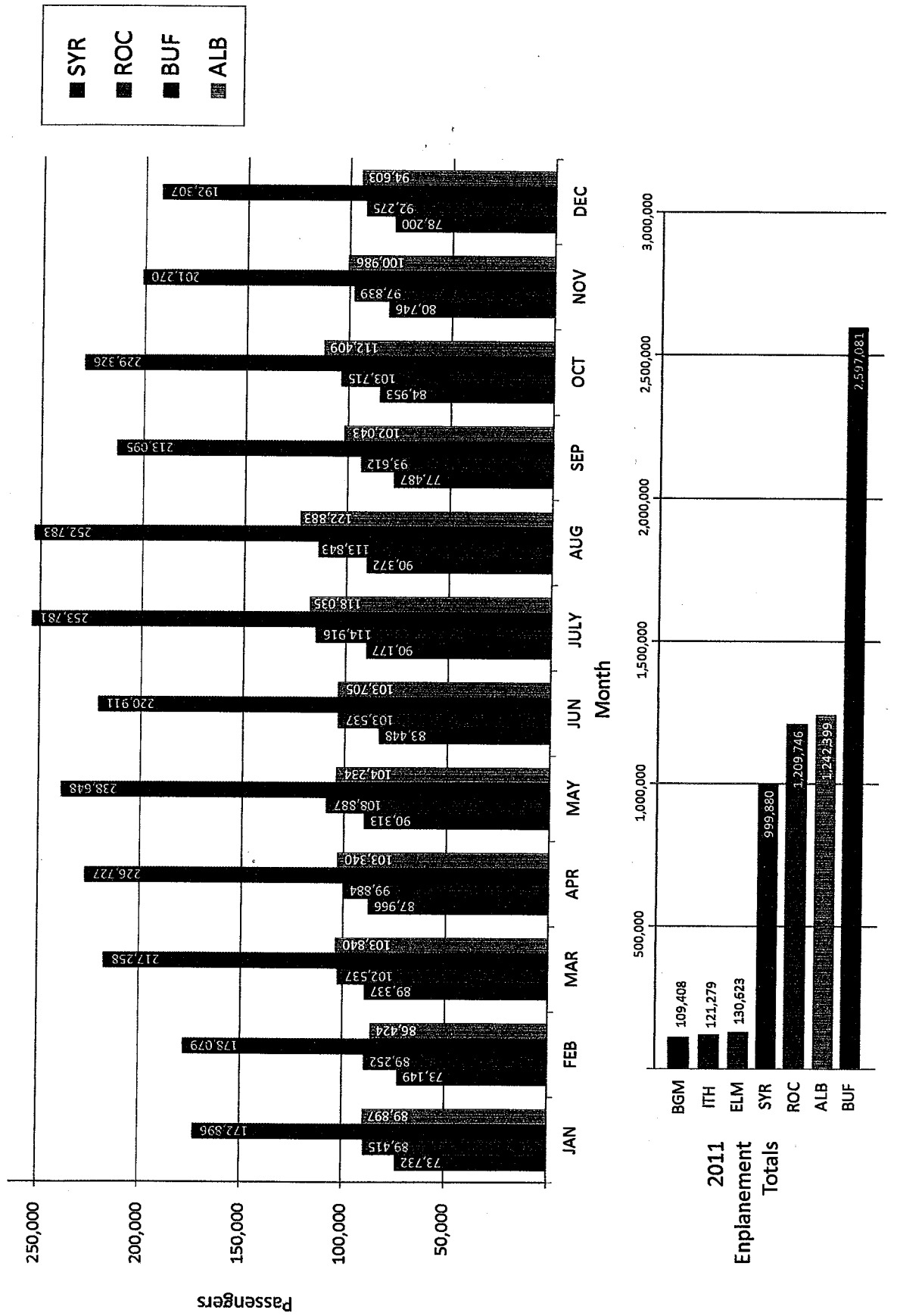
	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
JAN	70,932	69,324	61,347	65,661	72,843	88,243	83,979	86,788	84,411	72,969	73,583	73,732
FEB	83,215	77,983	70,719	69,572	84,937	95,542	85,345	88,748	90,969	79,399	80,140	73,149
MAR	96,348	88,704	82,253	78,945	93,952	108,798	98,945	104,542	100,890	92,482	91,188	89,337
APR	96,746	88,497	85,115	78,950	93,546	104,881	96,711	105,482	95,539	88,096	91,272	87,966
MAY	87,302	87,986	82,420	77,246	88,827	105,581	95,348	102,785	97,676	89,604	85,169	90,313
JUN	87,647	83,358	76,987	74,275	88,282	99,320	90,070	94,632	89,477	84,444	81,627	83,448
JULY	100,182	98,532	91,277	90,047	104,290	118,866	102,696	109,113	109,224	98,910	92,783	90,177
AUG	99,096	100,210	91,651	86,897	107,585	115,567	103,322	111,441	105,380	97,360	98,066	90,372
SEP	79,183	50,780	70,984	70,695	90,099	96,927	85,091	92,276	82,415	78,929	84,058	77,487
OCT	95,666	66,039	81,506	88,575	108,046	103,254	99,133	101,194	94,370	85,944	91,279	84,953
NOV	89,267	69,365	74,241	81,497	100,854	98,061	97,757	96,488	81,061	79,388	86,094	80,746
DEC	79,539	72,233	85,435	92,570	102,452	93,951	94,643	90,673	86,172	76,702	80,657	78,200
Total	1,069,123	953,011	953,935	954,930	1,135,713	1,228,991	1,133,040	1,184,162	1,116,584	1,024,227	1,035,916	999,880

DEPLANEMENTS

	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
JAN	71,884	70,826	62,203	67,176	72,507	89,188	85,291	87,252	86,655	73,756	72,695	75,043
FEB	79,341	73,978	67,297	66,326	80,396	88,866	81,626	83,721	85,935	75,349	70,607	68,599
MAR	99,738	91,443	86,023	78,781	95,447	114,137	100,836	105,830	103,077	94,625	94,597	92,686
APR	97,832	91,760	84,211	78,768	95,678	107,455	99,302	104,929	97,849	88,749	90,482	89,034
MAY	93,827	91,322	81,646	77,674	88,768	107,975	95,563	105,251	97,756	89,987	87,109	91,026
JUN	91,293	87,318	79,166	75,521	88,660	102,576	92,204	97,776	94,301	88,416	84,717	86,649
JULY	100,552	96,686	91,241	89,320	107,184	118,815	100,801	109,035	108,444	101,263	94,580	88,457
AUG	98,565	101,245	93,517	88,002	107,356	115,826	103,156	113,585	107,327	98,541	98,208	91,644
SEP	77,860	48,179	66,370	65,950	88,026	94,363	83,503	90,533	79,382	78,095	83,319	75,979
OCT	93,034	62,155	78,621	85,939	104,545	100,303	97,674	98,489	92,273	85,653	89,725	84,164
NOV	87,915	68,336	73,502	80,219	99,574	96,941	97,098	94,963	82,324	78,559	85,198	79,533
DEC	76,989	67,811	79,845	86,388	96,762	86,604	91,402	85,352	80,797	76,967	77,246	74,840
TOTAL	1,068,830	951,059	943,642	940,064	1,124,903	1,223,049	1,128,456	1,176,716	1,116,120	1,029,960	1,028,483	997,654
TOTAL PASSENGERS	2,137,963	1,904,070	1,897,577	1,894,994	2,260,616	2,452,040	2,261,496	2,360,878	2,232,704	2,054,187	2,064,399	1,997,534



# 2011 Enplanements—New York State Airports



# SNOWY OWLS SWOOP INTO HANCOCK

The patience Dr. Gregory Craybas learned as a dentist also serves him well as a wildlife photographer. Craybas, whose office is in downtown Syracuse, often stays in one place for hours at a time to capture great images of, say, a bald eagle at the Montezuma National Wildlife Refuge. And every now and then, hard work leads to good luck.

So it was for Craybas this month at Syracuse Hancock Airport, where area birders have expressed joyous disbelief about what they describe as a phenomenon: separate sightings of at least three snowy owls at the airport. Owl enthusiasts across the region grabbed their cameras and headed for spots at an airport observation area where visitors are allowed to keep watch.

Craybas joined them. He has learned to scan the landscape carefully for owls — as Syracuse raptor expert Tom Carrolan likes to say, it's easy to mistake a "snowy" for a grocery bag or a plastic jug. The owls are nocturnal, and Carrolan said they'll often sit by day for hours in an open place, "like a Buddha."

On his first airport visit, Craybas got a few shots from a distance. One morning, on a whim, he went back. A snowy owl, apparently a young male, was perched atop a light post, not far from the airport entrance. Craybas had a rare chance to fully appreciate its 5-foot wing span, golden eyes and stunning white plumage, often speckled with dark spots.

"With the airport, you're in that very condensed and very familiar area, and then to see something that's not from here... it just takes you to a different place," Craybas said. "You just feel a lot of emotion, and a lot of respect going back and forth."

That reaction is shared by anyone lucky enough to be part of this unusual burst of snowy owl sightings. The great birds, native to the Arctic, are occasionally seen in the Northern United States. Yet as the New York Times reported recently, this winter has been different. Bird experts

speak of an "irruption" of snowy owls, some turning up as far west as Seattle.

Bill Purcell, of Hasdings, is regional coordinator for eBird.org, a global website run jointly by the Cornell Lab of Ornithology and the National Audubon Society that records and tracks bird sightings.

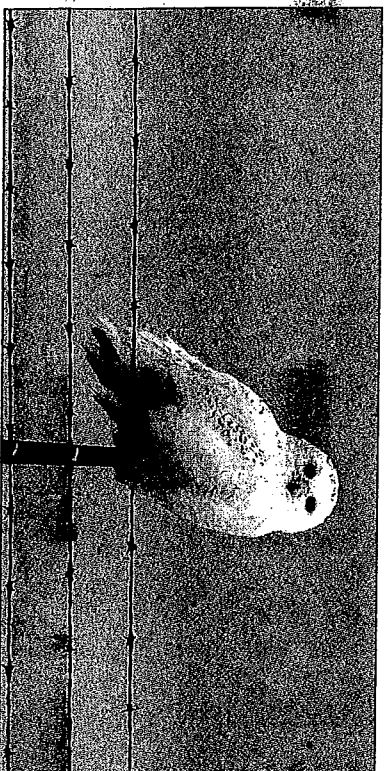
"This is pretty unusual," said Purcell, of the owl cell of the owls at Hancock. "Nobody's ever reported (so many) in that area in the past."

Christina Reale, the city's aviation commissioner, said she's seen a snowy owl twice in recent



DR. GREGORY CRAYBAS, a Syracuse dentist and wildlife photographer, is among those delighted by the rare visit of snowy owls to Syracuse Hancock Airport. He shot the photograph below.

Mike Greenlar / The Post-Standard



weeks. Her staff carefully monitors the birds, she said, to guarantee they pose no danger to aircraft or themselves. As long as the owls stay away from flight paths, Reale said, visitors are welcome to congregate at an outdoor airport observation area to the south of the main terminal.

If the owls became a safety concern, Reale said the airport would seek Cornell's help in relocating them.

"I appreciate the love and interest people have in these birds," she said. "They are beautiful."

While no one can be certain why so many snowy owls are showing up, Purcell shares the thinking of Marshall Liff, project leader for eBird. In the Arctic, snowy owls feed on lemmings, whose numbers typically rise and fall in cycles. When the lemming population hits its peak, well-fed adult owls tend to raise larger numbers of "owlets."

Those feeding peaks are often followed by what Liff called "a precipitous decline" in lemmings, which means you have more owls and less food. In search of prey, young owls will sometimes make a southern journey of 1,000 miles or more. They turn up in such spots as the Syracuse airport, where Carrolan said they have easy access to voles, a small rodent that resembles a mouse.

## See for yourself

Officials at Syracuse Hancock Airport say visitors can watch for snowy owls from the official airport observation area, near the main terminal. To see more close-ups of a snowy owl at Hancock, taken by Dr. Greg Craybas of Syracuse, visit [gregcraybasphoto.com](http://gregcraybasphoto.com).

For Carrolan, Craybas and others with a passion for the birds, the appearance of snowy owls only adds to the magical quality of the last few years. In harsh winters, large numbers of bald eagles have started to winter along Onondaga Lake in Syracuse, although the mild January temperatures this year have kept down that population. Still, the snowy owls — with their penetrating eyes and stunning color — are providing another awesome local display.

"If you love nature and photography and wildlife, (Syracuse) is an epicenter," Craybas said. "Within a two-hour drive, you have everything you could possibly imagine."

Sean Kirst is a columnist with The Post-Standard. If you'd like to share a tale of a snowy owl sighting, email him at [skirst@syracuse.com](mailto:skirst@syracuse.com), visit his blog at [syracuse.com/kirst](http://syracuse.com/kirst), write to him in care of The Post-Standard, Clinton Square, Syracuse 13221 or send him a message on Facebook or Twitter.



**syracuse.com**

## **Logistics company moves into former US Airways reservations center at Hancock Airport**

Published: Tuesday, February 07, 2012, 12:13 PM Updated: Tuesday, February 07, 2012, 12:18 PM



By

**Rick Moriarty/The Post-Standard**

Mohawk Global Logistics has completed its move into the former US Airways reservations center at Syracuse's Hancock Airport.

Mohawk renovated the building at 123 Air Cargo Road and occupies 60 percent of its 26,000 square feet. It said it employs 60 people in the building and is seeking a tenant for the remaining space.

The building had sat vacant since US Airways closed the reservations center 10 years ago, eliminating 400 local jobs.

Mohawk Global has been leasing space and will continue operating a warehouse in a privately owned air cargo building near the former reservations center. It is leasing the former reservations center from the city for use as its new headquarters. The building is owned by the city, which also owns the airport.

The lease gives the company the option of buying the building after 15 years.

Founded in 1970, the company helps other companies move merchandise and equipment across the world. It also has offices in Albany, Rochester, Buffalo and Chicago.

"Airports continue to grow as centers of economic development, and this is just one example of how an industry like aviation can foster growth and development outside of the terminal building," said city Aviation Commissioner Christina Reale.

"We are grateful to the city and airport for working with us on this project," said Mohawk President and CEO Gar Granell. "It's exciting to have a space that we can grow into, as we continue to expand and add jobs."

The company said the newly renovated space boasts a training room where it will hold global trade seminars and other educational events for clients and members of the business community.

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# Governance Committee Report



## **Governance Committee Meeting Minutes**

**February 2, 2012**

These minutes outline the activities of the Syracuse Regional Airport Authority Governance Committee from the meeting held on February 2, 2012 in the Department of Aviation Conference Room at Syracuse Hancock International Airport.

The meeting was called to order at 11:45 a.m. by Ms. Irene Scruton, Chair of the Governance Committee.

In attendance: Ms. Irene Scruton, Ms. Beth Rougeux, Mr. Donald Thompson, Ms. Eleanor Ware, Ms. Christina Reale, Mr. Joseph Bergh, Ms. Jennifer McIntyre and Mr. Andrew Serota.

Ms. Scruton opened the meeting with a review of the January 5, 2012 Governance Committee Meeting minutes. Ms. Ware noted two typos in the minutes, both were noted to be corrected in the final version.

A motion was made by Mr. Thompson and seconded by Ms. Ware to accept the January 5, 2012 meeting minutes. The minutes were unanimously approved.

Mr. Fisher was unable to attend the meeting, in his absence Ms. Reale informed the Committee that he still planned to present a timeline to the full Authority at the February 10, 2012 meeting. He also has a meeting scheduled with the Mayor, Chief of Staff, Director of Administration and Commissioner of Aviation the week of February 13, 2012, regarding the transfer of management and operations from the City of Syracuse to the Syracuse Regional Airport Authority.

Ms. Scruton asked the Committee for agreement to reverse the agenda for the meeting so that critical items could be addressed early in the meeting.

The Committee agreed on a revised meeting schedule. The new schedule is as follows:

- April 19, 2012
- May 17, 2012
- June 21, 2012
- July 19, 2012
- August 16, 2012
- September 20, 2012
- October 18, 2012
- November 15, 2012
- December 20, 2012

The meeting time will remain at 11:30 a.m.

The remaining agenda items would be addressed with the goal of developing a checklist of required items for the annual meeting in September. It is important to notify the Committee Chairs and Authority Members early on of the deadlines and items for reporting.

The Committee reviewed the required annual items from the ABO and PAAA. The Committee agreed to present a resolution at the February 10, 2012 Authority meeting that includes the ABO schedule of reporting requirements for each required report and designating the Chair of each Committee responsible for providing the information. The resolution should also identify the Secretary of the Authority as the Certifier and Preparer of the Public Authority Reporting Information System (PARIS). The Committee also decided to create a chart outlining the required reports by committee and the various deadlines. This document will be provided to all committee members at the full Authority meeting on February 10, 2012. Mr. Bergh suggested to the Committee that it go back to the list of required ABO policies and begin working towards creating and adopting additional policies. The Committee also recommended that Ms. Scruton mention at the February 10, 2012 full Authority meeting to the members that at the March 9, 2012 meeting they will need to be prepared to have their picture taken for the Authority's website and to look for an email from Ms. Reale with a template to be used as a bio to be placed next to their picture.

The Committee reviewed the Member Confidential Self-Evaluation Form. Ms. Scruton suggested making the document a two-part form. Ms. Ware agreed with the suggestion of changing the existing document and creating a new detailed document that includes the ABO recommended form, a yes/no grid section, a section of questions/suggestions and the final acknowledgment/attendance section. It was decided that the Committee members would each take a section of the evaluation form and work towards creating a new document. The Committee agreed to review and finalize the document at the March 1, 2012 Governance Committee Meeting and present a resolution to adopt the document at the full Authority meeting, scheduled for March 9, 2012. The Committee also reviewed the process of the submission of the form. It was decided that the forms will be mailed to the Authority members with a self addressed stamped envelope.

The Committee reviewed the Financial Disclosure Form and the submission of the form. The form is to be submitted to the Board of Ethics for the City Of Syracuse. Mr. Bergh informed the Committee that at this time a Board of Ethics for the City of Syracuse does not exist. Mr. Bergh suggested to the Committee that he collect the Financial Disclosure forms from the Authority members and retain them until the City of Syracuse creates and names a Board of Ethics. At that time he will submit the forms. The Committee agreed to give the Authority members the ABO Policy Guidance on Financial Disclosure and the Financial Disclosure Form at the February 10, 2012 full Authority meeting and inform them that they will need to bring the completed form to the March 9, 2012 meeting in an envelope and give it to Mr. Bergh.

The Committee reviewed the ABO Policy Guidance regarding Understanding Corporate Governance Concepts and decided to move the item to the March 1, 2012 Governance Committee meeting agenda. It was agreed that the policy would be scaled down to mirror the ABO requirements. The Chair asked to start this project at the March meeting. The Chair also asked members of the Committee to contribute to the writing of the draft to help alleviate the current demands on staff.

There was no other business to be discussed. The meeting was adjourned at 1:45 p.m.



## Resolution

Approving Schedule for ABO Reports,  
Delegating the Responsibilities to  
Develop the Required ABO Reports to  
Certain Standing Committees and  
Designating the Secretary to Submit and  
File ABO Reports with PARIS

**RESOLUTION APPROVING A SCHEDULE FOR ABO REPORTS, DELEGATING THE RESPONSIBILITIES TO PREPARE THE REQUIRED ABO REPORTS TO CERTAIN STANDING COMMITTEES AND DESIGNATING THE SECRETARY TO SUBMIT AND FILE ABO REPORTS WITH PARIS AND OTHER AGENCIES AND/OR OFFICIALS**

WHEREAS, the Syracuse Regional Airport Authority (the "Authority") is a public benefit corporation, formed and operating pursuant to Chapter 463 of the Laws of New York, 2011 (the "Enabling Act") and Article 8, Title 34 of the New York Public Authorities Law, as amended; and

WHEREAS, the Authority is required by the New York Public Authorities Law to prepare, submit and file with the Authorities Budget Office ("ABO") and other agencies and/or officials certain reports concerning its operations; and

WHEREAS, the required reports are as follows: an budget report (required by Section 2801 of New York Public Authorities Law, as amended); an annual report (required by Section 2800 of New York Public Authorities Law, as amended); an audit report (required by Section 2802 of New York Public Authorities Law, as amended); an procurement report, as part of the annual report (required by Section 2800 of New York Public Authorities Law, as amended); and an investment report (required by Section 2925 of New York Public Authorities Law, as amended); and

WHEREAS, the Governance Committee of the Authority has reviewed and recommended to the Authority a NYS Authority Budget Office Reporting Requirements Schedule by Committee for consideration by the Authority; and

WHEREAS, the NYS Authority Budget Office Reporting Requirements Schedule by Committee delegates the responsibilities for preparing the reports to certain of the Authority's Standing Committees and sets the regular meeting of the Authority by which the reports must be approved by the Authority; and

WHEREAS, the NYS Authority Budget Office Reporting Requirements Schedule has been submitted to and reviewed by the Authority; NOW, THEREFORE,

BE IT RESOLVED, that the Authority hereby approves the NYS Authority Budget Office Reporting Requirements Schedule, as attached to and made a part of this Resolution, as the Authority's schedule for approving, submitting and filing the budget, annual, audit, procurement and investment reports with the Authorities Budget Office and any other agencies and/or officials as required by the New York Public Authorities Law and the Enabling Act; and

BE IT FURTHER RESOLVED, that the Authority hereby delegates the responsibilities for the preparation of the reports to the following Standing Committees of the Authority: the budget report is delegated to the Finance Committee; the annual report is delegated to the Governance Committee; the audit report is delegated to the Audit Committee; the procurement report is delegated to the Finance Committee; and the investment report is delegated to the Finance Committee; and

BE IT FURTHER RESOLVED, that the Authority hereby charges each Standing Committee delegated to prepare a report to provide the report to the Authority for its consideration and approval no later than the regular meeting of the Authority listed in the NYS Authority Budget Office Reporting Requirements Schedule under "Scheduled Authority Approval Date"; and

BE IT FURTHER RESOLVED, that the Secretary of the Authority is hereby designated and authorized to submit and file the Authority-approved budget, annual, audit, procurement and investment reports with the Authorities Budget Office via the Public Authorities Reporting Information System ("PARIS"); and

BE IT FURTHER RESOLVED, that the Secretary of the Authority is hereby designated and authorized to submit and file the Authority-approved budget, annual, audit, procurement and investment reports with any other agencies and/or officials as required by the New York Public Authorities Law and the Enabling Act; and

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately.

**Resolution Adopted Date:** \_\_\_\_\_.

**Vote:** Ayes \_\_\_\_ Nays: \_\_\_\_ Abstentions: \_\_\_\_.

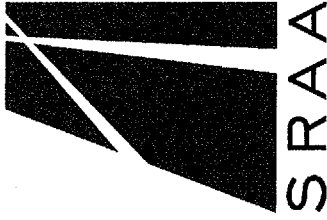
**Signed:** \_\_\_\_\_.  
Secretary



NYS Authority Budget Office Reporting Requirements Schedule by Committee

<b>ABO Required Report</b>	<b>Designated Committee</b>	<b>Scheduled Authority Approval Date</b>	<b>Report Due to ABO via PARIS*</b>
<b>Budget</b>	Finance	4/13/12	5/1/12
<b>Annual</b>	Governance	9/14/12	10/1/12
<b>Audit</b>	Audit	9/14/12	10/1/12
<b>Procurement</b>	Finance	9/14/12	10/1/12
<b>Investment</b>	Finance	9/14/12	10/1/12

\*Following approval by the Committee responsible for preparing the report, and the full Authority, each report will be submitted by the Secretary via the Public Authority Reporting Information System (PARIS).



NYS Authority Budget Office Reporting Requirements Schedule by Committee

(Including suggested completion and approval dates by Committee)

ABO Required Report	Designated Committee	Scheduled Committee Completion/Approval	Scheduled Authority Approval	Report Due to ABO via PARIS*
Budget	Finance	3/9/12	4/13/12	5/1/12
Annual	Governance	8/16/12	9/14/12	10/1/12
Audit	Audit	TBD	9/14/12	10/1/12
Procurement	Finance	8/10/12	9/14/12	10/1/12
Investment	Finance	8/10/12	9/14/12	10/1/12

\*Following approval by the Committee responsible for preparing the report, and the full Authority, each report will be submitted by the Secretary via the Public Authority Reporting Information System (PARIS).

# Finance Committee Report



## **Finance Committee Meeting Minutes**

**January 13, 2012**

These minutes outline the activities of the Syracuse Regional Airport Authority Finance Committee from the meeting held on January 13, 2012 in the Walnut Room located in the Best Western Hotel at Syracuse Hancock International Airport.

The meeting was called to order at 10:30 a.m. by Ms. Judy Flanagan, Chair of the Finance Committee.

In attendance: Ms. Judy Flanagan, Mr. William P. Fisher, Mr. John Johnson, Ms. Christina Reale, Mr. Joseph Bergh and Ms. Jennifer McIntyre

Ms. Flanagan opened the meeting with a review of the Finance Charter and the Committee requirements. Ms. Flanagan inquired with Ms. Reale if the airport produces a financial statement. Ms. Reale informed Ms. Flanagan that the financial document that the airport uses is the City of Syracuse budget and the City of Syracuse produces all of the financial documents. Mr. Fisher explained to the Committee the process that the Albany County Airport Authority used when transferring the initial funds from the airport to the Authority. Mr. Fisher is hoping that the SRAA can use a similar process for the Aviation Enterprise Fund. Ms. Flanagan suggested a financial report be generated quarterly. Ms. Reale informed Ms. Flanagan that because the Authority has no funds other than limited funds that the City of Syracuse appropriates to the Authority for specific items, she creates a statement that includes all of Authority's financial transactions monthly. The Committee reviewed the monthly financial statement. Ms. Flanagan requested that the City of Syracuse budget page be linked to the Authority's website. Ms. Reale stated that the link would be made.

The Committee reviewed all leases and agreements that are renewable in 2012. Ms. Flanagan inquired about the advertising concession and advertising on the airport's website. Ms. Reale informed Ms. Flanagan that the Department of Aviation has been researching other airport's websites and cannot find any other airport that offers advertising. She also informed Ms. Flanagan that the airport's website has been under contract since early 2011 with Assante Design to completely redesign the website and because this project was started before the Authority was established the design does not include space for advertising at this time. Ms. Flanagan asked Ms. Reale if she could obtain a copy of all existing leases that are renewable for 2012 and all month-to-month leases. Ms. Reale stated she would scan and email those items to Ms. Flanagan. Ms. Flanagan also requested that she is copied on all emails regarding the concession agreement that expires March 2012.

The Committee reviewed the Summary of Airport Operating Revenues for the 2011/2012 fiscal year.



Ms. Flanagan stated that she wanted to work on a plan for financial independence. Mr. Fisher informed Ms. Flanagan that he is working on a 12 month timeline as promised and hopes to be able to present it to the full Authority at the February 10, 2012 meeting. Mr. Fisher explained to Ms. Flanagan that the Authority will never be totally independent. The Authority will only be leasing the airport from the City of Syracuse. The City of Syracuse will still own the land and the Authority will lease the land from the City and make decisions for the airport without having to ask the City of Syracuse for approval. Mr. Johnson inquired if the City of Syracuse or the Authority will be doing the bonding for the airport once the Authority has an operating agreement signed. Mr. Bergh said that it is going to depend on the bond rating and if the Authority has a better or equal rating than the City of Syracuse. Ms. Reale offered to email the Committee members the airports five year capital improvement program so that they are able to get an idea of the possible upcoming bonding events.

The Committee members discussed the PILOT payment schedule.

The Committee discussed a meeting schedule. Mr. Johnson suggested having the meetings on the same date as the regular Authority meetings. It was decided that the Finance Committee will meet monthly at 10:30a.m., prior to the regular monthly meeting for the first quarter of 2012.

There was no other business to be discussed.

The meeting was adjourned at 11:35 a.m.

Respectfully submitted,

Judy Flanagan, Finance Committee Chair

**SRAA**  
**Monthly Statement**

Date	Deposit/Check #	Payee	Amount	Balance
10/4/2011	Deposit		\$455,915.00	
10/14/2011	1001	ESM	(\$270,000.00)	
10/14/2011	1002	N Syr Schools	(\$29,863.00)	
				\$156,052.00
11/8/2011	Deposit		\$2,596.00	
11/9/2011	1101	Haylor Freyer Coon	(\$2,596.00)	
11/9/2011	1102	Scott Fein	(\$1,800.00)	
11/16/2011	Deposit		\$1,800.00	
				\$156,052.00
12/21/2011	1103	Haylor Freyer Coon	Replacement to Check # 1101	
12/29/2011	Deposit		\$17,500.00	
12/29/2011	1104	Hancock Estabrook	(\$9,142.50)	
12/29/2011	1105	Town of Salina	(\$5,465.00)	
12/29/2011	1106	Void	\$0.00	
12/29/2011	1107	Town of Cicero	(\$587.00)	
				\$158,357.50
1/5/2011	1108	Notary Super Store	(\$199.95)	
1/5/2011	1109	Town of Dewitt	(\$150,000.00)	
2/6/2012		<b>Ending Balance</b>		<b>\$8,157.55</b>

prepared on  
 prepared by:

2/6/2012 0:00  
 Christina R. Reale

329681127141

**KeyNotes** (con't)

for mail

- \* Keep all your financial documents, such as Online Statements and Tax Forms, in one place
- \* Protects your Identity by keeping your personal information secure
- \* Environmentally friendly by going green

Just login to Online Banking, click on the "Statements & Documents" tab and click on the "Maintenance" link. There, you can enroll by clicking the red "Enroll" button under Tax Forms or call 1-800-539-1539 if you have questions or need help.

Key Public Checking 329681127141  
 SYRACUSE REGIONAL AIRPORT AUTHORITY

Beginning balance 12-31-11	\$173,552.00
5 Subtractions	-165,394.45
<b>Ending balance 1-31-12</b>	<b>\$8,157.55</b>

**Subtractions**

Paper Checks \* check missing from sequence

Check	Date	Amount	Check	Date	Amount	Check	Date	Amount
1104	1-10	\$9,142.50	*1107	1-6	587.00	1109	1-10	150,000.00
1105	1-9	5,465.00	1108	1-11	199.95			
							<b>Paper Checks Paid</b>	<b>\$165,394.45</b>

**Fees and charges**

See your Account Analysis statement for details.

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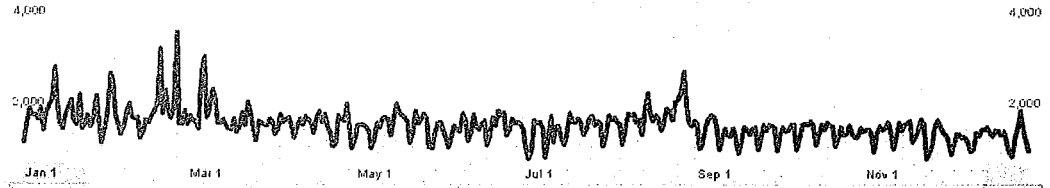
### Visitors Overview

Jan 1, 2011-Dec 31, 2011

100.00% of total visits

#### Overview

Metric: Visits   Compare Metric   Graph By:



**349,969 people visited this site**

**473,605 Visits**

**349,969 Unique Visitors**

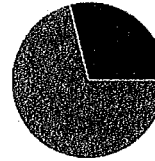
**1,279,303 Pageviews**

**2.70 Pages/Visit**

**00:01:54 Avg. Time on Site**

**38.16% Bounce Rate**

**70.86% % New Visits**



**70.91% New Visitor**  
335,852 Visits

**29.09% Returning Visitor**  
137,753 Visits

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#### Demographics

Language	Language	Visits	% Visits
Country/Territory	en-us	426,508	90.08%
City	en	29,219	6.17%
<b>System</b>	fr	2,344	0.49%
Browser	en-gb	2,315	0.49%
Operating System	zh-cn	1,940	0.41%
Service Provider	en_us	1,591	0.34%
<b>Mobile</b>	de	1,179	0.25%
Operating System	ko	1,010	0.21%
Service Provider	ja	989	0.21%
Screen Resolution	es	767	0.16%

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### Landing Pages

Jan 1, 2011-Dec 31, 2011

ALL » LANDING PAGE: /about/doa/AirportAuthority.cfm  
 0.06% of total entrances

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ADVERTISING

TRAFFIC SOURCES

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Visits <b>270</b> % of Total: 0.08% (473,805)	Pages/Visit <b>3.63</b> Site Avg: 2.70 (34.37%)	Avg. Time on Site <b>00:03:26</b> Site Avg: 00:01:54 (80.41%)	% New Visits <b>45.56%</b> Site Avg: 70.88% (-35.71%)	Bounce Rate <b>30.37%</b> Site Avg: 38.16% (-20.40%)

Graph Mode: [Line Chart](#)   [Compare Metric](#)   [Graph By:](#)



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Secondary dimension:    Sort Type:          View:    1 - 1 of 1

Landing Page	Visits	Pages/Visit	Avg. Time on Site	% New Visits	Bounce Rate
1. /about/doa/AirportAuthority.cfm	270	3.63	00:03:26	45.56%	30.37%

  Go to:    1 - 1 of 1



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The Syracuse Regional Airport Authority ("the Authority"), a public benefit corporation, is established to provide the necessary tools and support to Syracuse Hancock International Airport to maintain and operate the facilities in a safe, secure and efficient manner. The Authority is committed to promoting the growth and success of the Syracuse Hancock International Airport by overseeing fiscal responsibility, regional marketing, and job creation in the aviation industry, and those industries that support aviation. The Authority is organized under the Public Authorities Law of the State of New York.



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### SRAA Mission Statement

The mission of the Syracuse Regional Airport Authority is to provide safe, secure, efficient and low-cost air transportation service to the 12-county region that Syracuse Hancock International Airport currently serves. The Authority seeks to stimulate air service, economic development, trade and tourism by focusing on the shared goals of its stakeholders: more service to more destinations, lower operating costs and increased non-aeronautical revenue. The Authority recognizes that the Syracuse Hancock International Airport is a gateway to the central New York region and beyond and seeks to optimize customer service and exceed customer expectations with continuous improvements to the terminal building and public-use facilities.





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**Authority Members, Regional Advisory Board and Committees**

The members of the Syracuse Regional Airport Authority bring extensive knowledge and experience in the areas of business, finance, management, education, communication, government and public relations. The Authority consists of eleven members; seven appointed by the Mayor of the City of Syracuse, one by the County Executive of Onondaga County, one by the Town Board of the Town of Dewitt, one by the Board of Education of the East Syracuse Minoa School District, and one appointment is shared, on an alternating basis, by the Board of Education of the North Syracuse School District, and the Town Boards of the Towns of Salina, Cicero and Clay. Members of the Authority serve in a volunteer capacity. Mr. William P. Fisher serves as the Chair of the Authority. Mr. Patrick A. Mannion serves as Vice-Chair of the Authority. Ms. Judy C. Flanagan serves as Treasurer of the Authority. Ms. Christina R. Reale, Commissioner of Aviation, serves as the Secretary of the Authority.

The Authority also has a Regional Advisory Board consisting of eight non-voting members appointed as follows: one member appointed by the County Executive of Oneida County, one member each appointed by the Chairpersons of the County Legislatures of Onondaga, Oswego, Cortland, Cayuga, and Jefferson counties, one member appointed by the Chairperson of the Board of Supervisors of Madison County, and one member appointed by the Syracuse Common Council.

**SRAA Voting Members**

	APPOINTED BY	TERM EXPIRES
Mr. William P. Fisher Chair Finance Committee	Onondaga County County Executive	December 31, 2014
Mr. Patrick Mannion Vice Chair Audit Committee	City of Syracuse Mayor	December 31, 2014
Ms. Judy C. Flanagan Treasurer Finance Committee Chair	City of Syracuse Mayor	December 31, 2015
Dr. Robert DiFlorio Audit Committee Chair	Town of Cicero Superintendent	December 31, 2013
Ms. Irene Scruton Governance Committee Chair	Town of Dewitt Superintendent	December 31, 2016
Mr. Khalid Bey Governance Committee	City of Syracuse Mayor	December 31, 2014
Mr. John B. Johnson, Jr Finance Committee	City of Syracuse Mayor	December 31, 2015
Ms. Beth Rougeux Governance Committee	City of Syracuse Mayor	December 31, 2016
Mr. Donald R. Thompson Governance Committee	City of Syracuse Mayor	December 31, 2016
Ms. Eleanor Ware Governance Committee	City of Syracuse Mayor	December 31, 2016
Dr. Donna DeSiato Audit Committee	East Syracuse Minoa School District Board of Education President	December 31, 2016

**SRAA Committee Members**

AUDIT COMMITTEE	GOVERNANCE COMMITTEE	FINANCE COMMITTEE
Dr. Robert DiFlorio (Chair) (I)	Ms. Irene Scruton (Chair) (I)	Ms. Judy Flanagan (Chair)
(I)		
Mr. Patrick Mannion (I)	Ms. Eleanor Ware (I)	Mr. John B. Johnson Jr.
(I)		
Dr. Donna DeSiato (I)	Mr. Khalid Bey (I)	Mr. William P. Fisher (I)
	Ms. Beth Rougeux	
	Mr. Donald R. Thompson (I)	

**SRAA Regional Advisory Board**

	APPOINTED BY	TERM EXPIRES
Honorable Morris Sorbello	Oswego County Legislature	September 27, 2013
Mr. Gary E. Robb	Syracuse Common Council	November 20, 2013



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**Member Organization and Committees**

Chairperson: Mr. William Fisher  
Vice-Chairperson: Mr. Patrick Mannion  
Treasurer: Ms. Judy Flanagan  
Secretary: Ms. Christina R. Reale

**Audit Committee**

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Dr. Robert DiFlorio (Chair) (I)  
Mr. Patrick Mannion (I)  
Dr. Donna DeSiato (I)  
Ms. Jennifer McIntyre (Staff)  
Mr. Joseph Bergh (Attorney/Staff)

**Governance Committee**

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Ms. Irene Scruton (Chair) (I)  
Ms. Eleanor Ware (I)  
Mr. Khalid Bey (I)  
Ms. Beth Rougeux  
Mr. Donald Thompson (I)  
Ms. Christina Reale (Staff)  
Ms. Jennifer McIntyre (Staff)  
Mr. Joseph Bergh (Attorney/Staff)

**Finance Committee**

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Ms. Judy Flanagan (Chair) (I)  
Mr. John Johnson Jr. (I)  
Mr. William Fisher (I)  
Ms. Jennifer McIntyre (Staff)  
Mr. Joseph Bergh (Attorney/Staff)



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## Syracuse Regional Airport Authority Meeting Schedule

### 2012

- Friday, January 13, 12:00 p.m. | Airport Inn/Best Western
- Friday, February 10, 2012, 12:00 p.m. | Airport Inn/Best Western
- Friday, March, 9, 12:00 p.m. | Airport Inn/Best Western
- Friday, April 13, 2012, 12:00 p.m. | Airport Inn/Best Western
- Friday, May 11, 12:00 p.m. | Airport Inn/Best Western
- Friday, June 8, 12:00 p.m. | Airport Inn/Best Western
- Friday, July 13, 12:00 p.m. | Airport Inn/Best Western
- Friday, August 10, 2012 | Airport Inn/Best Western
- Friday, September 14, 12:00 p.m. (Annual Meeting) | Airport Inn/Best Western
- Friday, October 12, 2012, 12:00 p.m. | Airport Inn/Best Western
- Friday, November, 9, 12:00 p.m. | Airport Inn/Best Western
- Friday, December 14, 2012, 12:00 p.m. | Airport Inn/Best Western



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## Request For Proposals

### Airport Security Personnel Services at the Syracuse Hancock International Airport

- [Pre-Proposal Meeting Notice: Wed., Dec. 21, 2011](#)
- [RFP: Airport Security Personnel Services](#)
- [Addendum #1](#)
- [Addendum #2](#)
- [Legal Notice](#)

This Request for Proposals (RFP) is for Security Personnel Services at the Syracuse Hancock International Airport. A copy of the RFP can be obtained by clicking on the link on this page and either printing or downloading a copy of the RFP. To receive any addenda or official responses to questions and requests for clarification, you must provide the Syracuse Regional Airport Authority (the Authority) with your Firm's name, contact person, mailing address and email address by emailing the aforementioned information to [sraa@syrairport.org](mailto:sraa@syrairport.org). The Authority is not responsible for any Firm's failure to receive any addenda or list of questions, requests for information or clarification and the official responses due to their not having given the Authority their contact information, including email address and no allowance will be made for Firms that submit a proposal that is not in compliance with the RFP requirements due to the Firms' aforementioned failure to receive the list of questions/requests for information or clarification and the official responses.

Under the Procurement Lobbying Law, a restricted period is currently in effect for this Procurement and it will remain in effect until the resulting contract is executed by the Authority. Potential Respondents are prohibited from contact related to this procurement with any Syracuse Regional Airport Authority member, officer, staff, employee or representative, other than the designated contacts identified in the RFP. All inquiries regarding this Procurement should be made, in writing, to [sraa@syrairport.org](mailto:sraa@syrairport.org).

#### The schedule for this procurement is as follows:



**Monday December 12, 2011** | Issuance of Request for Proposals  
**Wednesday December 21, 2011** | Pre-Proposal Conference  
**Tuesday December 27, 2011** | 2:30 PM ET Closing Date for Respondent's Questions  
 On or about **Wednesday December 30, 2011** | Response to Respondent's Questions  
**Thursday January 5, 2012** | 2:30 PM ET Proposal Submission Deadline  
**January 2012** | Proposal Evaluation Period  
**No earlier than January 13, 2012** | Award of Contract by the Authority  
**January/February 2012** | Execution/Entering into Contract



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### FOIL Requests

FOIL requests may be sent to the following:

Christina R. Reale  
Secretary and FOIL Records Access Officer  
Syracuse Regional Airport Authority  
Syracuse Hancock International Airport  
1000 Colonel Eileen Collins Boulevard  
Syracuse, NY 13212

If you wish to send your FOIL request by email, please complete the following form:  
Required Fields are marked with an asterisk(\*).

First Name \*

Last Name \*

Address

City

State  Postal Code

Phone

Fax

E-mail \*

Description \* Please describe your request. Please provide sufficient information which would be helpful in identifying and locating the requested records, such as such as relevant dates, names, document title, etc.

**SUBMIT FOIL REQUEST**



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Press Releases

📅 August 18, 2011

Mayor Stephanie A. Miner Announces Appointments to Syracuse Regional Airport Authority Board



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### Contact Us

Required Fields are marked with an asterisk(\*)

First Name \*

Last Name \*

Address

City

State  Postal Code

Phone

Fax

E-mail \*

Comments \*

How would you like us to contact you?

**SUBMIT**