

## **Minutes of the Regular Meeting of the Syracuse Regional Airport Authority February 3, 2017**

Pursuant to notice duly given and posted, the regular meeting of the Syracuse Regional Airport Authority was called to order on Friday, February 3, 2017@ 11:10 a.m. in the Syracuse Regional Airport Authority Board Room located in the Syracuse Hancock International Airport by Chair, Mr. Patrick Mannion.

### **Members Present:**

Mr. Patrick Mannion – Chair  
Mr. William Fisher  
Ms. Beth Rougeux  
Mr. John B. Johnson Jr.  
Dr. Shiu-Kai Chin  
Mr. Mark Venesky  
Mr. Michael Lazar  
Mr. Bill Simmons

### **Members Absent:**

Dr. Donna DeSiato  
Mr. Khalid Bey  
Mr. Michael Quill

### **Also Present:**

Ms. Christina Callahan  
Mr. Trent Amond  
Ms. Patty Jeschke  
Ms. Linda Ryan  
Mr. R. John Clark  
Mr. John Carni  
Ms. Jennifer Sweetland

### **Roll Call**

As noted, all Board members were present, except for Dr. Donna DeSiato (arrived at 11:18 a.m.), Mr. Michael Quill and Mr. Khalid Bey

### **Reading and Approval of the Minutes**

A motion was made by Mr. Johnson and seconded by Ms. Beth Rougeux and was unanimously approved to accept the minutes from the November 10, 2016 meeting.

The motion was approved 8 ayes, 0 nays.

**Thank you to SRAA Board Members:** Chair Mannion thanked Mr. Michael Shusda for his service of the past year. Mr. Shusda expressed his appreciation and enjoyment as being part of the Board. Chair Mannion thanked Ms. Irene Scruton for her years of service. Her leadership since the inception of the Board has been tremendous. Ms. Scruton thanked the Board, and stated it has been an honor to serve. She also thanked the leadership team here at the Airport for being so supportive and doing such a great job.

### **New Business Part 1:**

#### **Resolutions:**

- **Resolution Approving the 2017 slate of members on the Authority's standing committees to include the Audit, Finance, Governance and Human Resources Committee** was moved by Dr. Chin, seconded by Ms. Rougeux and was unanimously approved. There was no further discussion regarding the resolution. Chair Mannion thanked all for offering to serve.

There was no further discussion/questions regarding the resolution.  
The resolution was adopted: 8 ayes, 0 nays

- **Resolution Designating Mr. Bill Fisher Chair of the Governance Committee** was moved by Mr. Johnson, seconded by Ms. Rougeux and unanimously approved.

There was no further discussion regarding the resolution.  
The resolution was adopted: 8 ayes, 0 nays

- **Resolution Creating Special Advisory Committee for the Terminal Improvement Project and Appointing Members to Said Special Advisory Committee** was moved by Mr. Simmons, seconded by Mr. Lazar and unanimously approved. Chair Mannion stated this was discussed at the special meeting on January 27, 2017 to designate a group of people to work closely with management and staff leadership on the 2017 Terminal Improvement Project. The committee would be responsible to report back to Board

On the committee would be Chair Patrick Mannion, Mr. Bill Fisher, Dr. Shiu-Kai Chin, Mr. Michael Lazar and Mr. Gary Robb from the Regional Advisory Board.

There was no further discussion regarding the resolution.  
The resolution was adopted: 8 ayes, 0 nays

- **Resolution Approving Modifications of Concourse Flooring and Seating Renovation Project as Previously Approved** was moved by Mr. Johnson, seconded by Ms. Scruton. Mr. Amond has previously discussed with finance committee and updated the Board. Mr. Amond shared that the original concourse renovation was priced/designed prior to learning about the grant. Now with the Terminal Improvement Project, the concourse project was revised to have design/furnishings more in line with the Terminal Improvement Project – and all be similar from front to back. Dr. Chin stated the finance committee unanimously approved the suggestion of the revisions and scope of work.

There was no further discussion regarding the resolution.

The resolution was adopted: 7 ayes, 0 nays, 1 Abstention (Mr. Venesky is new, feels he isn't qualified vote.)

**Parking Facilities Presentation:** Ms. Callahan reminded Board members there were many questions and a lot of discussion regarding the presentation on the Parking Facility at November Board meeting. The Management Team are providing the findings of the analysis and questions they have received from the Board. Later today, some of the reports that are referred to today, will be put in Dropbox for you to review. The Management Team is not asking Board to make any decisions today. The Management Team asks that you give this a lot of thought, review information given and hopefully we'd like to make a decision in which way the Board would like to go at the meeting in March. Mr. Amond presented information regarding building new vs. rehabilitating current structure and how to handle rental car facility (whether to leave in current rehabilitated garage vs. a new structure). Mr. Fisher questioned if Mr. Amond included open lot parking in the synopsis. Mr. Amond said it is strictly about the Parking Garage. Mr. Johnson asked how many open spaces were on the roof – less than ¼ of total garage space. Question was asked what the cost to park in open lot is versus garage. It is \$10/day open lot vs. \$12/day garage. There was some discussion on parking in garage vs. open lots. Mr. Amond reviewed financial costs/comparisons and impact on SRAA financials. Ms. Callahan asked the Board Members to please review all information in Dropbox again and if you have any questions, please let her know. Regarding car rentals, are we maximizing spaces and what are number of uses in garage? Mr. Fisher asks that the Board look at the revenues brought in by the garage – which is a huge contribution to our revenues.

**Executive Session:** The members in attendance went in to Executive Session to discuss proposed, pending or current litigation; financial credit and employment history of a particular person or corporations; and acquisition and or lease of real property by the Authority. It was noted that no formal action would be taken during the Executive Session. The motion was made by Dr. Chin and seconded by Dr. DeSiato. Board members, Ms. Callahan, Mr. Amond, Mr. Carni and Mr. R. John Clark went into executive session at 12:15 p.m.

Chair Mannion was excused from meeting at 1:00. Mr. Fisher will Chair the remaining part of meeting.

Executive session ended at 1:22 p.m. No action was taken.

**Management Report:** Ms. Callahan updated the SRAA Board on a number of items to include: Board Service, Legislative Regulatory Compliance, Board Development, Media, Special Projects and Air Service Development. The information will be put on Dropbox.

**Committee Reports:** There are two committee reports in packet. Governance and HR from October 2016.

### **Adjournment**

A motion was made by Mr. Simmons and seconded by Dr. DeSiato to adjourn the meeting.

The motion was approved: 9 ayes, 0 nays

The meeting was adjourned at 1:35 p.m.