

# SYRACUSE REGIONAL AIRPORT AUTHORITY

SYRACUSE HANCOCK INTERNATIONAL AIRPORT  
1 000 COL. EILEEN COLLINS BLVD.  
SYRACUSE, NEW YORK 13212  
P: 315.454.3263  
F: 315.454.8757

**Syracuse Regional Airport Authority  
Regular Board Meeting Agenda  
Friday, January 22, 2021  
12:00 p.m. – 1:30 p.m.  
Syracuse Hancock International Airport  
Conference Call  
Join by phone 1-347-966-4080  
Conference ID: 487 693 303 then hit pound #**

1. Roll Call (2 Minutes)
2. Consent Agenda (5 Minutes)
  - **Approval of Minutes from the December 4, 2020 Regular board meeting**
3. Directors Report (40 Minutes)
  - **COVID Impact Update**
4. Executive Session (20 minutes)
5. New Business/Discussion (20 minutes)
  1. **Resolution Approving Creation of Position of Purchasing Contract Clerk for the Syracuse Regional Airport Authority**
  2. **Resolution Approving Revisions to 2021 Capital budget re: Federal Inspection Services Gate Expenditures for the Syracuse Regional Airport Authority**
  3. **Resolution approving construction of new Transportation Security Administration Offices**
  4. **2Q Financial Review**
  5. RFP discussion – Bonds - Municipal Financial advisor
  6. RFP discussion – Audit firm
6. Committee Reports and other updates (5 Minutes)
  - Audit Committee
  - HR Committee
  - Finance Committee
  - Governance Committee
7. Adjournment

**\* Bolded items = materials available**

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.

**Resolution No. 1 2021**

**RESOLUTION APPROVING CONSENT CALENDAR FOR MEETING OF  
JANUARY 22, 2021 OF THE SYRACUSE REGIONAL AIRPORT AUTHORITY**

**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**, under the Authority’s Bylaws, Roberts Rules of Order Newly Revised (“RONR”)<sup>1</sup> governs the procedural conduct of Authority Board meetings; and

**WHEREAS**, RONR authorizes the use of a Consent Calendar<sup>2</sup> for routine matters in order to expedite a meeting; and

**WHEREAS**, at a meeting of the Board held on January 22, 2021, a Consent Calendar was presented to the Board for approval.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of the Syracuse Regional Airport Authority hereby approves the January 22, 2021 meeting Consent Calendar items as shown on Schedule “A” annexed to this Resolution.

**RESOLUTION ADOPTED DATE: JANUARY 22, 2021**

**VOTE:**    *Ayes* \_\_\_ *Nays* \_\_\_ *Abstentions* \_\_\_

**SIGNED:** \_\_\_\_\_  
*Secretary*

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<sup>1</sup> Refers to the edition of Roberts Rules of Order currently in effect.

<sup>2</sup> RONR 12<sup>th</sup> edition 41:32.

## **SCHEDULE A**

1. Approval of Minutes from the December 4, 2020 Regular board meeting

# SYRACUSE REGIONAL AIRPORT AUTHORITY

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1000 COL. EILEEN COLLINS BLVD.  
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## Minutes of the Regular Meeting of the Syracuse Regional Airport Authority

Friday, December 4, 2020

11:00 a.m. – 12:30 p.m. / Conference Call/Teams Mtg.

Pursuant to notice duly given and posted, the regular board meeting of the Syracuse Regional Airport Authority was called to order on Friday, December 4, 2020 at 11:00 a.m. in the Syracuse Regional Airport Authority John P. Walsh Conference Room located in the Syracuse Hancock International Airport by Chair, Ms. JoAnne Chiarenza Gagliano.

**Note:** The Authorities Budget Office (ABO) has waived the in-person meeting requirement during this public health emergency. During this public health emergency, in the event board members are unable to meet in person, the Governor’s Executive Order 202.1 permits the board to consider the use of telephone conferencing, “to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed.”

### Members Present/Video Conference:

Ms. Jo Anne Gagliano – Chair  
Mr. William Fisher – Vice Chair  
Dr. Shiu-Kai Chin – Finance Officer  
Ms. Latoya Allen  
Dr. Donna DeSiato (left at 12:43p.m.)  
Mr. Michael Frame  
Mr. Kenneth Kinsey (joined at 11:10a.m.)  
Mr. Michael Lazar  
Mr. Michael Mirizio  
Mr. Michael Quill  
Mr. Robert Simpson (joined 11:15a.m./left after Executive Session)

### Members Absent:

None

### Also Present/Telephone Conference:

Mr. H. Jason Terreri  
Mr. John T. Carni  
Ms. Robin Watkins  
Mr. Brian Meyer

Ms. Debi Marshall  
Ms. Joanne Clancy  
Ms. Linda Ryan  
Mr. John Trimble  
Ms. Kristen Cerro  
Mr. Thomas Horth  
Ms. Penny Perkins  
Mr. Spencer Gillette  
Mr. Steve Baldwin  
Mr. Michael Chapman

## **Roll Call**

As noted, all Board members were present.

Ms. Gagliano started by welcoming everyone to the scheduled regular meeting of the Board at 11:00 a.m.

## **Consent Agenda**

Chair Gagliano asked for a motion to approve the consent calendar.

Having no further discussion regarding this resolution, a motion was made by Mr. Lazar and seconded by Dr. DeSiato.

The resolution was adopted: 10 ayes, 0 nays, 0 abstain

## **Director's Report**

Director Terreri reviewed the Director's Report with the board and noted that the biggest challenge continues to be the New York State quarantine restrictions, which has put a damper on recovery numbers. Even with the testing protocols in place, the airlines have a depressed demand for travel into New York State. Director Terreri noted that the outbound travel numbers are good, it is the incoming numbers that are not recovering.

Director Terreri has continued discussions with the Governor's office and with local with local representatives as well as partnering with New York Aviation Management Association (NYAMA) and other organizations/entities to allow travel to increase with proper safety constraints in place. There is a hope that the next COVID relief status bill will be put into effect prior to the end of the calendar year and airports are included in that plan.

The FAA provided 170,000 masks to the SYR airport. Unfortunately, the masks are child-size and cannot be used by most of the travelling public. The SRAA received approval to donate these masks to local schools and charitable organizations for children and a robust distribution plan has been enacted to get the masks to the children in our community and beyond where there is a need. Dr. DeSiato thanked the authority for the donation for the elementary schools in the East Syracuse Minoa district.

Total flights have flattened out with a small bump during the Christmas season. With the depressed travel demand, we continue to see reductions. The recovery forecast for November has not been updated at this time but is expected to see those same flattened results over all air carriers with Allegiant's rates being a little higher and is keeping their schedules. SYR is recovering a little faster than other local airports in New York state. Thanksgiving week had a slight uptick but traffic is still down approximately 63% from the previous year.

CFO Robin Watkins shared financial actual comparisons to budget and the numbers show a lag of 41% compared to budget year to date. Landing weights YTD are down 5% due to increases in improvements to cargo traffic. Revenues year to date are down \$1.2M compared to budget. Landing weights were off by \$89,000. Parking continues to be one of the areas of concern and are not at budgeted levels. Terminal rents are down 36% which is in line with the numbers of passengers coming in. Food and beverage are also down due to passenger traffic. Car rental activity is increasing. Expenses are being maintained to continue sanitary conditions needed, needed parking garage repairs were addressed and our ERP implementation has progressed. On a positive note, \$473,000 was collected for lump sum payment for rent arrears due to Aeroterm lease negotiations. Overall, the CARES Act funds have assisted in maintaining smooth operations. \$6.5M have been used for operations thus far.

Director Terreri informed the board about the implementation of the SYR airports “Sense of Place” goals status and the fun things going on at the airport. In the Grand Hall, the concert piano has been placed for volunteers to use to play music throughout the airport for our passengers’ entertainment and has been very well received by passengers and employees alike. A Community Art Program has been established with 11 different local organizations and their participants artwork has been displayed throughout the airport. The media and our local community members have been very excited about this art program. The new bar name has been announced and the winner of the new concession name contest of the “SYRenity Bar”, was submitted by SRAA employee Matt Szwejbka, who will receive some SYR logo swag along with all bragging rights.

Chair Gagliano commended the airport staff for the great progress made and in coming up with some good-news stories during this time. Mayor Quill asked a question about the airport becoming a vaccine distribution center. Director Terreri stated that there have been conversations about potential options for the airport to help facilitate partnerships with the county and potential for a testing location at the airport.

Director Terreri introduced Ms. Penny Perkins, from Steven Baldwin Associates to discuss the progress of the SRAA’s updated Mission, Vision, Values statements. Ms. Perkins gave the history and current status of the Strengths, Weaknesses, Opportunities and Threats (SWOT) workshop and the Mission, Vision, Value statements results with the Executive leadership teams. A summary has been provided in the packet. A draft version for each has been communicated to the board and Executive team and a robust working session to fully discuss ensued. Dr. DeSiato shared her views on the Mission and Vision statement draft options and making them more action-oriented to streamline but define the how, the why and the what and Mr. Simpson agreed that some wordsmithing and polishing needs to be completed for clarity but what has been drafted resonates with him as SYR being the premier gateway to Central New York. Director Terreri and Mr. Baldwin suggested further measurable goals/statements can be made by utilizing industry recognized metrics which can also be incorporated into the strategic plan. All board members participated in the discussions for both the Mission and Vision statements. Dr. DeSiato thanked everyone for the feedback and restated that the goal is to develop these well written Mission and Values statements so that they resonate for many years to come. Ms. Perkins agreed to compile this information for the next round of discussions.

### **Executive Session**

Chair Gagliano invited a motion to go into executive session to discuss matters pertaining to: pending and potential litigation; the financial and or credit history of particular persons or corporations; and the potential sale or lease or real property by the Authority.

Mr. Fisher made the motion and Mr. Quill seconded the motion. Executive session began at 12:06 p.m.

Executive session ended at 12:35 p.m. No action was taken.

### **New Business/Discussion**

Chair Gagliano asked for a motion to approve the 2021 SRAA Committee meeting schedule.

Having no further discussion regarding this resolution, a motion was made by Dr. DeSiato and seconded by Mr. Fisher.

The resolution was adopted: 10 ayes, 0 nays, 0 abstain

Director Terreri again asked if board members had any questions regarding the review of the SRAA Financials and reforecasting. Mr. Fisher inquired about forward-looking forecasts considering the travelling public seems less likely to travel in the next 90 days compared to what was forecasted a few months ago. Director Terreri had sent out reforecasting numbers in his monthly Director's report email to the board and at this point, \$9M in cash is approximately what is on hand and the \$7M reserve has not been touched. A Plan "B" with options will be prepared for board review in January. All cost savings measures are being looked at, one of which is bond refinancing. Key Bank was not as beneficial due to time frame and refinancing costs so will not be pursued. Bonds seem to provide the biggest potential savings for the SRAA. A \$430k savings could be possible net of all fees including legal, reporting, printing, etc. Further discussions are being held for this possible opportunity. The bonds are currently held on the City of Syracuse books and would be separated out at that time over to the SRAA books and would use the proceeds to pay off the bonds on the city books. Mr. Fisher suggested that the board ask SRAA management to look to hold a competitive process before awarding a contract for issuing bonds or acting as bond counsel. Director Terreri agreed and stated that an MWBE rated firm is utilized that has worked with airport bond financing for years and is a premier advisor in this area. Mr. Fisher stated that this is a good time to be looking at this process.

The 174<sup>th</sup> Attack Wing agreement has been reviewed and is expected to be completed by January, 2021 and will include back payment from 2016 for a 10-year agreement that will help off-set airport costs.

Land development discussions with multiple developers have been taking place for non-aeronautical purposes for parcels on airport property. Environmental and land-release use processes are in process for warehouse logistics, hotels, restaurants, etc. that would supplement the airports' revenue stream.

### **Committee Reports and other updates**

Minutes from most recent SRAA committee meetings were attached to the packet. No further reports were given.

- HR Committee – Mr. Lazar stated that the Executive Director's review will be sent out the HR Committee in the beginning of the 2021 year. HR Manager Marshall noted updates to new Holiday policy and Staff Development changes in the upcoming year.
- Finance Committee
- Governance Committee

## **Adjournment**

Chair Gagliano thanked the board and wished everyone a Happy Holidays. Having no other topics brought to the board, a motion was made by Mr. Lazar and seconded by Dr. Chin to adjourn the meeting.

The meeting was adjourned at 12:57 p.m.

DRAFT



**Resolution No.**

**2021**

**RESOLUTION CREATING THE POSITION OF PURCHASING  
CONTRACT CLERK FOR THE SYRACUSE REGIONAL AIRPORT  
AUTHORITY**

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 and Article 8, Title 34 of the New York Public Authorities Law, as amended (collectively, the "Enabling Act"); and

**WHEREAS**, Section 2799-ggg (12) of the Enabling Act authorizes the Authority to appoint such officers, employees and agents as the Authority may require for the performance of its duties, and to fix and determine their qualifications, duties and compensation; and

**WHEREAS**, the Authority desires to create the position of Purchasing Contract Clerk to be responsible for performing a variety of technical clerical tasks to assist professional purchasing staff in the compilation, typing, review and monitoring of contracts inclusive of specifications and bidding procedures. An employee in this class acts as liaison between purchasing personnel, other department personnel and the public regarding general information relative to contracts, contract procedures and the bid process for the Syracuse Regional Airport Authority; and

**WHEREAS**, the creation of this position is a necessary step required by the Onondaga County Personnel Department and the New York State Civil Service Commission; and

**WHEREAS**, the New York State and Local Employees' Retirement System requires certain specific language be included in such resolutions concerning the title of new positions being created and the standard workday for such new positions.

**NOW, THEREFORE**, after due deliberation having been had thereon, it is hereby

**RESOLVED**, that the Board of the Syracuse Regional Airport Authority, location code 51482, hereby creates the following position with the following as standard

work days for such position and will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

Position Title	Standard Work (Hrs/Day)
Purchasing Contract Clerk	7.25 hours

, and it is further

**RESOLVED**, that the Executive Director of the Authority shall take any and all actions necessary to ensure this position is properly designated by the Onondaga County Civil Service Department or any similar governmental entity.

**RESOLUTION ADOPTED**

**DATE:**     **January \_\_, 2021**

**VOTE:**     *Ayes* \_\_\_\_   *Nays* \_\_\_\_   *Abstentions* \_\_\_\_

**SIGNED:** \_\_\_\_\_  
*Secretary*

<b><u>Title</u></b>	<b>Creation of New SRAA Position:</b> <ul style="list-style-type: none"> <li>• Purchasing Contract Clerk</li> </ul>
<b><u>Background</u></b>	The City of Syracuse has been providing services in the area of Finance. The Authority is completing a restructuring of the Finance division allowing for proper segregation of duties. The City position of Purchasing Contract Clerk has been restructured into a Buyer, a position previously approved by the SRAA Board, with different qualifications than the Purchasing Contract Clerk.
<b><u>Alternatives</u></b>	None
<b><u>Financial Impact</u></b>	None
<b><u>Strategic Purpose</u></b>	Adding the Purchasing Contract Clerk to the Authority roster provides a promotional opportunity within the Authority from that position to the Buyer position.
<b><u>Management Recommendation</u></b>	Asking the Board to approve the creation of new position.

## **PURCHASING CONTRACT CLERK**

### **DISTINGUISHING FEATURES OF THE CLASS**

Work involves responsibility for performing a variety of technical clerical tasks to assist professional purchasing staff in the compilation, typing, review and monitoring of contracts inclusive of specifications and bidding procedures. An employee in this class acts as liaison between purchasing personnel, other department personnel and the public regarding general information relative to contracts, contract procedures and the bid process. The work is supervised by professional purchasing employees who review work upon completion of assignments. Supervision is not exercised by an employee in this class. Does related work as required.

### **TYPICAL WORK ACTIVITIES**

- Reviews bid specifications to revise, consolidate, update and standardize contract clauses.
- Reviews tentative specifications of bid requests submitted by departments and drafts formal specifications.
- Reviews proposed bid specifications and determine which clauses should be included in specifications.
- Reviews specifications and composes data sheets and bid sheets accordingly.
- Reviews proposed bid specifications and determines the requirements regarding the need for bidder to provide insurance and to comply with existing wage rates.
- Develops the appropriate bidder's list for each contract being bid.
- Reviews and determines what award letter, performance bond, E. E. O. form, bid sheet, certificates of insurance and policies conform with specifications.
- Initiates and drafts correspondence with departments regarding extension and expiration of contracts and initiates re-bids.
- Compiles pertinent information and types notices to concerned departments advising them of contract terms.
- Organizes and types specifications into standard format for contracts.
- Maintains files and related records for contracts and agreements.
- May act as receptionist to answer department telephones or handle front desk tasks as required.
- May do miscellaneous typing as required

### **FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS**

- Working knowledge of contract documents, specification content and bid requirements
- Ability to compile narrative and/or numeric data into an appropriate format.
- Ability to understand and interpret written material.
- Ability to maintain and organize files and related records.
- Ability to communicate both orally and in writing.
- Ability to effectively work with a variety of automated office machines such as calculators and PC.s with word processing software.
- Ability to type at an accurate rate of speed.

### **MINIMUM QUALIFICATIONS**

Open Competitive:

Three (3) years of work experience, or its part time equivalent, that involved typing and the clerical processing of purchase orders, invoices and requisitions for the procurement of a variety of commodities; or in clerical office operations that involved as a primary job responsibility, i.e. contract or document preparation, forms verification, legal forms, insurance forms or similar forms.

**SECOND AMENDED RESOLUTION: (1) ADOPTING AND AMENDING THE 2020-2021 SYRACUSE REGIONAL AIRPORT AUTHORITY CAPITAL BUDGET; (2) AUTHORIZING EXECUTIVE DIRECTOR AND/OR CHIEF FINANCIAL OFFICER TO APPLY FOR AND ACCEPT GRANT OFFERS AND ENTER INTO GRANT AGREEMENTS WITH THE FEDERAL AVIATION ADMINISTRATION AND NEW YORK STATE DEPARTMENT OF TRANSPORTATION FOR SUCH PROJECTS; (3) ENTER INTO CONTRACTS TO UNDERTAKE AND COMPLETE PROJECTS; (4) AUTHORIZING EXPENDITURE OF FUNDS ON PROJECTS**

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 Enabling Act provides that the purposes of the Authority include the construction, development, improvement, maintenance and operation of aviation and related facilities within central New York; and

WHEREAS, the Enabling Act authorizes the Authority to enter into contracts with the federal government, the state, the county, the city or any other source in furtherance of its corporate purposes; and

WHEREAS, the Federal Aviation Administration ("FAA") and the New York State Department of Transportation ("NYSDOT") provide grants to airports participating in capital improvement programs ("CIP") sponsored by the FAA and/or NYSDOT; and

WHEREAS, the Authority is the operator of the Syracuse Hancock International Airport ("Airport") which is a participant in the CIP program and has a need for the grants available through the FAA and NYSDOT; and

WHEREAS, by Resolution No. 20 of 2020 the Board previously adopted and approved

the 2020-2021 Capital Budget of the Authority a copy of which is annexed hereto at Exhibit “A”;  
and

WHEREAS, due to the ongoing COVID-19 pandemic and its impact on passenger traffic and the Authority’s need align Passenger Facility Charge and FAA Grant expenditures with various capital improvement programs, it will be necessary to modify those portions of the Capital Budget as shown on Exhibit “B” to this Resolution.

NOW, THEREFORE, after due deliberation having been had thereon, it is hereby RESOLVED, that the Board of the Syracuse Regional Airport Authority hereby: (1) adopts the revised 2020-2021 Capital Budget as set forth on Exhibit “B” of this Resolution; (2) authorizes the Executive Director and/or Chief Financial Officer to apply for and accept any and all FAA and NYSDOT grant monies available for the 2020-2021 Projects through the CIP program; (3) with the advice of counsel to the Authority to enter into such contracts as necessary to undertake and complete the 2020-2021 Projects; and (4) expend such grant monies and funds of the Authority for each 2020-2021 Project as shown on Schedule “B”, plus an additional twenty percent (20%) as may be necessary in order to accommodate change orders and other routine construction and contract administration matters in order to undertake and complete the 2020-2021 Projects.

Resolution Adopted Date: January 22, 2021

Vote: Ayes \_\_\_\_\_ Nay \_\_\_\_\_ Abstentions \_\_\_\_\_

Signed: \_\_\_\_\_

Secretary

# Exhibit A

**AMENDED RESOLUTION: (1) ADOPTING THE 2020-2021 SYRACUSE REGIONAL AIRPORT AUTHORITY CAPITAL BUDGET; (2) AUTHORIZING EXECUTIVE DIRECTOR AND/OR CHIEF FINANCIAL OFFICER TO APPLY FOR AND ACCEPT GRANT OFFERS AND ENTER INTO GRANT AGREEMENTS WITH THE FEDERAL AVIATION ADMINISTRATION AND NEW YORK STATE DEPARTMENT OF TRANSPORTATION FOR SUCH PROJECTS; (3) ENTER INTO CONTRACTS TO UNDERTAKE AND COMPLETE PROJECTS; (4) AUTHORIZING EXPENDITURE OF FUNDS ON PROJECTS**

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 Enabling Act provides that the purposes of the Authority include the construction, development, improvement, maintenance and operation of aviation and related facilities within central New York; and

WHEREAS, the Enabling Act authorizes the Authority to enter into contracts with the federal government, the state, the county, the city or any other source in furtherance of its corporate purposes; and

WHEREAS, the Federal Aviation Administration ("FAA") and the New York State Department of Transportation ("NYSDOT") provide grants to airports participating in capital improvement programs ("CIP") sponsored by the FAA and/or NYSDOT; and

WHEREAS, the Authority is the operator of the Syracuse Hancock International Airport ("Airport") which is a participant in the CIP program and has a need for the grants available through the FAA and NYSDOT; and

WHEREAS, by Resolution No. 8 of 2020 the Board previously approved a limited



Capital Budget pending the development by Management of a presentation of anticipated Capital Budget needs of the Authority over the next several years; and

WHEREAS, Management has begun development of such presentation however the Authority wishes to obtain available funding for additional 2020-2021 Projects through the FAA and NYSDOT CIP program and to accept CIP program grant monies and expend such monies on the 2020-2021 Projects; and

WHEREAS, the Finance Committee has developed the full 2020-2021 Capital Improvement Budget for the Authority (the "2020-2021 Projects") which is attached hereto and made part of this Resolution as Exhibit "A"; and

WHEREAS, the Authority wishes to obtain available funding for the remaining 2020-2021 Projects through the FAA and NYSDOT CIP program and to accept CIP program grant monies and expend such monies on the 2020-2021 Projects; and

WHEREAS, the CIP program requires that the Authority contribute a portion or in some instances all of the overall cost of the 2020-2021 Projects as further detailed in Schedule "A"; and

WHEREAS, the Finance Committee has met and reviewed the Capital Budget and has recommended its approval and adoption by the Authority Board.

NOW, THEREFORE, after due deliberation having been had thereon, it is hereby RESOLVED, that the Board of the Syracuse Regional Airport Authority hereby: (1) adopts the 2020-2021 Capital Budget as set forth on Exhibit "A" of this Resolution; (2) authorizes the Executive Director and/or Chief Financial Officer to apply for and accept any and all FAA and NYSDOT grant monies available for the 2020-2021 Projects through the CIP program; (3) with the advice of counsel to the Authority to enter into such contracts as necessary to undertake and complete the 2020-2021 Projects; and (4) expend such grant monies and funds of the Authority

for each 2020-2021 Project as shown on Schedule "A", plus an additional twenty percent (20%) as may be necessary in order to accommodate change orders and other routine construction and contract administration matters in order to undertake and complete the 2020-2021 Projects.

Resolution Adopted Date: September 11, 2020

Vote: Ayes 10                      Nay 0                      Abstentions 0

Signed:  \_\_\_\_\_  
Secretary

Exhibit A

Syracuse Hancock International Airport  
Capital Improvement Program

Project Description/Remarks	NPR	Work Code	NY State	NY State	NY State	NY State	Federal Funds (\$1,000)		State Discretionary	State Discretionary	Total (\$1,000)	Savings/Overall Type	Environmental Status	Comments
							Capital	Operating						
							Enrollment	State Appropriation						
<b>2020</b>														
Rehabilitate Runway 10-28 (7,500 LF x 150 LF) (Construction)	41	RE RW IM	\$ 3,020	\$ 230	\$ 10,000	\$ -	\$ 625	\$ -	\$ 625	\$ 13,500	Catex	Approved 1/19/2018		
Rehabilitate Runway 10-28 Lighting (Construction)	R1	RE RW LI	\$ 1,350	\$ -	\$ -	\$ -	\$ 75	\$ -	\$ 75	\$ 4,500	Catex	Approved 1/19/2018		
Upgrade Airport Master Plan Study	73	PL MA UP	\$ -	\$ -	\$ -	\$ -	\$ 67	\$ 1,215	\$ 1,282	\$ 1,350	Catex	Approved 1/13/2018	CATEX (one-page)	
Update Miscellaneous Study (MNS)	62	PL MA MS	\$ -	\$ -	\$ 149	\$ -	\$ -	\$ -	\$ 149	\$ 165	Catex	Approved 1/13/2018	CATEX (one-page)	
Rehabilitate Runway 10-28 Surface Condition Sensors (Construction)	48	ST RW SR	\$ -	\$ -	\$ 900	\$ -	\$ 50	\$ -	\$ 50	\$ 1,000	Catex	Approved 1/19/2018	CATEX (one-page)	
Acquire/Install Terminal Equipment (Phase II)	45	ST TE SN	\$ -	\$ -	\$ -	\$ -	\$ 1,070	\$ -	\$ 1,070	\$ -	Catex		CATEX (one-page)	
Acquire/Install Terminal Equipment (Phase I)	46	ST TE SN	\$ -	\$ -	\$ -	\$ -	\$ 303	\$ -	\$ 303	\$ -	Catex		CATEX (one-page)	
Acquire/Install Terminal Equipment (Construction)	47	ST TE SN	\$ -	\$ -	\$ -	\$ -	\$ 842	\$ -	\$ 842	\$ -	Catex		CATEX (one-page)	
<b>Total FY2020</b>			\$ 4,370	\$ 230	\$ 9,949	\$ -	\$ 825	\$ 1,415	\$ 2,240	\$ 19,465				
<b>2021</b>														
Replace ARFF Vehicle and Equipment (ARFF 8)	89	SA EQ RF	\$ 400	\$ 230	\$ -	\$ -	\$ 35	\$ -	\$ 35	\$ 700	Catex	Submit by 7/30/2020	CATEX (one-page)	
Replace PPE Equipment	89	SA EQ RF	\$ 90	\$ -	\$ -	\$ -	\$ 5	\$ -	\$ 5	\$ 100	Catex	Submit by 7/30/2020	CATEX (one-page)	
Reconfigure Taxiway M (1,300 LF x 75 LF) (Design)	76	RC TW SH	\$ 450	\$ -	\$ -	\$ -	\$ 25	\$ -	\$ 25	\$ 500	Catex	Submit by 7/30/2020		
Reconfigure Taxiway M (1,300 LF x 75 LF) (Construction)	76	RC TW SH	\$ 275	\$ -	\$ -	\$ -	\$ 15	\$ -	\$ 15	\$ 306	Catex	Approved 7/16/2014		
Rehabilitate TWA West Incls Sub Taxiways Q & R - Lighting (Design)	76	RE TW LI	\$ 40	\$ -	\$ -	\$ -	\$ 3	\$ -	\$ 3	\$ 54	Catex	Approved 7/16/2014		
Passenger Terminal Improvements (Design & Construct) - PH III	42	ST TE IM	\$ 3,798	\$ -	\$ -	\$ -	\$ 211	\$ -	\$ 211	\$ 4,320	Catex	Approved 6/11/2017		
Incl. Passengers Boarding Bridge (Catex) - (Design & Construct)	42	ST TE IM	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ -	\$ 1,200	\$ -	Catex	Approved 6/22/2016		
Incl. Passengers Boarding Bridge (Catex) - (Design & Construct)	42	ST TE IM	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ -	\$ 1,200	\$ -	Catex	Approved 6/22/2016		
Incl. Passengers Boarding Bridge (Catex) - (Design & Construct)	42	ST TE IM	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ -	\$ 1,200	\$ -	Catex	Approved 6/22/2016		
Incl. Passengers Boarding Bridge (Catex) - (Design & Construct)	42	ST TE IM	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ -	\$ 1,200	\$ -	Catex	Approved 6/22/2016		
Incl. Passengers Boarding Bridge (Catex) - (Design & Construct)	42	ST TE IM	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ -	\$ 1,200	\$ -	Catex	Approved 6/22/2016		
Incl. Passengers Boarding Bridge (Catex) - (Design & Construct)	42	ST TE IM	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ -	\$ 1,200	\$ -	Catex	Approved 6/22/2016		
Construct Passenger FST Facility (Catex) - (Design)	42	ST TE IM	\$ -	\$ -	\$ -	\$ -	\$ 150	\$ -	\$ 150	\$ 311	Catex	Submit by 7/30/2020		
<b>Total FY2021</b>			\$ 5,062	\$ 230	\$ -	\$ -	\$ 294	\$ 7,570	\$ 519	\$ 13,455				
<b>2022</b>														
Reconfigure Taxiway M (1,300 LF x 75 LF) (Construction)	76	RC TW SH	\$ 4,900	\$ 230	\$ -	\$ -	\$ 285	\$ -	\$ 285	\$ 5,700	Catex	Submit by 7/30/2020		
Incl. Passengers Boarding Bridge (Catex) - (Design)	42	ST TE IM	\$ -	\$ -	\$ -	\$ -	\$ 25	\$ -	\$ 25	\$ 23	Catex	Approved 6/22/2016		
Incl. Passengers Boarding Bridge (Catex) - (Design)	42	ST TE IM	\$ -	\$ -	\$ -	\$ -	\$ 1,400	\$ -	\$ 1,400	\$ 1,600	Catex	Approved 6/22/2016		
Incl. Passengers Boarding Bridge (Catex) - (Design)	42	ST TE IM	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ 3,243	\$ 4,743	\$ 4,815	Catex	Submit by 7/31/2017		
<b>Total FY2022</b>			\$ 4,900	\$ 230	\$ -	\$ -	\$ 285	\$ 2,735	\$ 3,528	\$ 11,700				
<b>2023</b>														
Rehabilitate Chemical Storage Building (3,606 SF) (Design)	47	ST BD IM	\$ 225	\$ -	\$ -	\$ -	\$ 13	\$ -	\$ 13	\$ 250	Catex	Submit by 7/31/2021		
Passenger Terminal Improvements (Design & Construct) - PH IV	42	ST TE IM	\$ 3,465	\$ -	\$ -	\$ -	\$ 192	\$ -	\$ 192	\$ 3,850	Catex	Approved 8/11/2017		
<b>Total FY2023</b>			\$ 3,690	\$ -	\$ -	\$ -	\$ 205	\$ -	\$ 205	\$ 4,100				

Syracuse Hancock International Airport  
Capital Improvement Program

Project Description/Variante	NPR	Work Code	Date	NY	NYALS #	LDCID	QTY	Date	Comments		
										Establishment	Capital
<b>2024</b>											
Rehabilitate Taxiway A West End Sub-Taxiway D & E Lighting (Construction)	76	RE TW IM	\$ 3,071	\$ 250		\$ 385	\$ 185		\$ 3,650	Case	Approved 7/16/2014
Rehabilitate Taxiway A West End Sub-Taxiway D & E Lighting (Construction)	76	RE TW IM	\$ 310			\$ 21	\$ 21		\$ 430	Case	
Rehabilitate Taxiway B Including Sub-Taxiway S & T Lighting (Design)	76	RE TW IM	\$ 162			\$ 9	\$ 9		\$ 160	Case	Submit by 7/31/22
Rehabilitate Taxiway B Including Sub-Taxiway S & T Lighting (Design)	76	RE TW IM	\$ 18			\$ 1	\$ 1		\$ 20	Case	
Conduct Environmental Study (PA)	72	EN MA ES	\$ 230	\$ -		\$ 13	\$ 13		\$ 256	Case	Submit by 7/31/22
<b>Total FY2024</b>			<b>\$ 3,850</b>	<b>\$ 250</b>	<b>\$ -</b>	<b>\$ 228</b>	<b>\$ -</b>	<b>\$ 228</b>	<b>\$ 4,556</b>		
<b>2025</b>											
Rehabilitate Terminal Apron Including Taxiway D, E & F (Design)	76	RE TW IM	\$ 105	\$ 300		\$ 23	\$ 23		\$ 450	Case	N/A
Rehabilitate Taxiway H, G & GA Apron (Design)	76	RE TW IM	\$ 310			\$ 10	\$ 10		\$ 200	Case	N/A
Rehabilitate Taxiway A East & Taxiway M - Phase I (Design)	76	RE TW IM	\$ 180			\$ 10	\$ 10		\$ 200	Case	N/A
Rehabilitate Taxiway J, P & Y - Phase I (Design)	76	RE TW IM	\$ 270			\$ 15	\$ 15		\$ 300	Case	N/A
Rehabilitate Taxiway N & Y - Phase II (Design)	76	RE TW IM	\$ 180			\$ 10	\$ 10		\$ 200	Case	N/A
Rehabilitate Chemical Storage Building (Solid SF) (Construction)	47	ST BD IM	\$ 1,350			\$ 75	\$ 75		\$ 1,500	Case	Submit by 9/30/22
Passenger Terminal Improvements (Design & Construct) - PHV	42	ST TE IM	\$ 1,500			\$ 83	\$ 83		\$ 1,667	Case	Approved 11/11/2017
<b>Total FY2025</b>			<b>\$ 3,765</b>	<b>\$ 300</b>	<b>\$ -</b>	<b>\$ 226</b>	<b>\$ -</b>	<b>\$ 226</b>	<b>\$ 1,517</b>		
<b>2026</b>											
Rehabilitate Taxiway A East & Taxiway M - Phase I (Construction)	76	RE TW IM	\$ 1,500	\$ 300		\$ 100	\$ 100		\$ 2,000	Case	N/A
Rehabilitate Taxiway B (SOLID SF) Including Sub-Taxiway S & T (Construction)	76	RE TW IM	\$ 1,140	\$ 300		\$ 80	\$ 80		\$ 1,600	Case	N/A
Rehabilitate Terminal Apron & Taxiway D, E & F (Construction)	76	RE TW IM	\$ 1,800	\$ 1,980		\$ 210	\$ 210		\$ 4,200	Case	N/A
Rehabilitate Taxiway N, G & GA Apron (Construction)	76	RE TW IM	\$ -	\$ 2,700		\$ 150	\$ 150		\$ 3,000	Case	N/A
Rehabilitate Taxiway S, K & M - Phase I (Design)	76	RE TW IM	\$ 270			\$ 15	\$ 15		\$ 300	Case	N/A
Rehabilitate Taxiway B, D & M - Phase III (Design)	76	RE TW IM	\$ 310			\$ 20	\$ 20		\$ 400	Case	N/A
Passenger Terminal Improvements (Design & Construct) - PHV	42	ST TE IM	\$ 1,500			\$ 84	\$ 84		\$ 1,667	Case	Approved 11/11/2017
<b>Total FY2026</b>			<b>\$ 6,570</b>	<b>\$ 600</b>	<b>\$ 4,680</b>	<b>\$ 659</b>	<b>\$ -</b>	<b>\$ 659</b>	<b>\$ 13,167</b>		

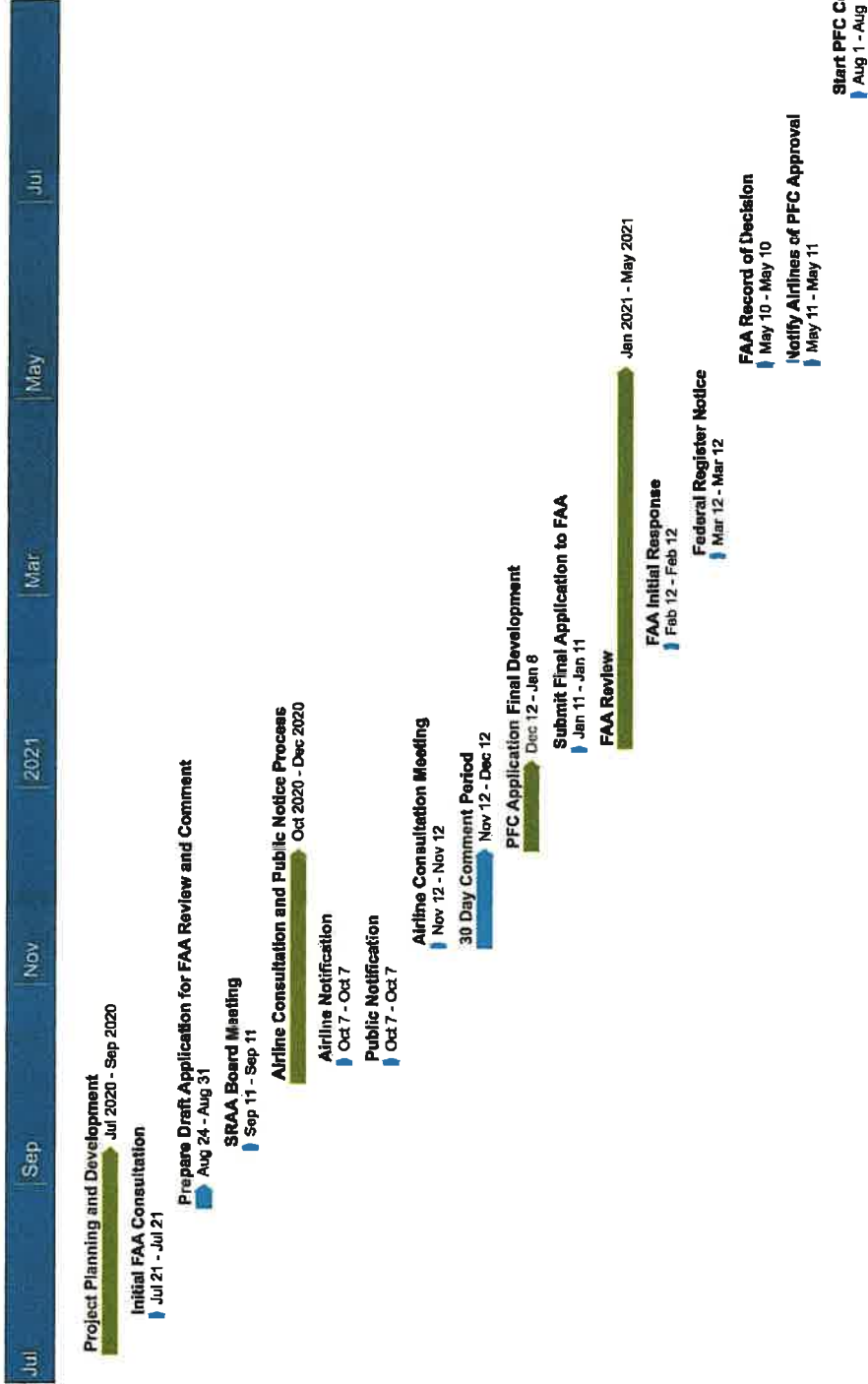
Syracuse Hancock International Airport  
Capital Improvement Program

Project	Syracuse Hancock International Airport	State	NY	FY	LOC ID	Year	16-0114	Year	16-0114				
Project Description/Narrative	NPR	Work Code	Entitlement	Cargo Entitlement	Federal Funds (NARS) Direct Release	State Approp/Incl	Supplementary Discretionary	Funds (\$1,000)		Total (\$1,000)	Environmental Type	Environmental Bridge	Comments
								State Matching	Other				
<b>2027</b>													
Rehabilitate Taxiway J, P & Y - Phase I (Construction)	66		\$ 2,580	\$ 300				\$ 160	\$ 160	\$ 3,200	Other	N/A	
Rehabilitate Taxiway N & V - Phase II (Construction)	66		\$ 1,620					\$ 90	\$ 90	\$ 1,800	Other	N/A	
<b>Total FY2027</b>			\$ 4,200	\$ 300	\$ -	\$ -		\$ 250	\$ 250	\$ 5,000			
<b>2028</b>													
Rehabilitate Taxiway B, D & M - Phase III (Construction)	66		\$ 2,000	\$ 300	\$ 650			\$ 175	\$ 175	\$ 3,500	Other	N/A	
Rehabilitate Taxiway S & R - Phase II (Construction)	66		\$ 2,200		\$ 950			\$ 175	\$ 175	\$ 3,500	Other	N/A	
<b>Total FY2028</b>			\$ 4,200	\$ 300	\$ 1,600	\$ -		\$ 350	\$ 350	\$ 7,000			

" Schedule A "



## SYR PFC Application/Amendment Schedule



# Exhibit B

**Syracuse Hancock International Airport  
Capital Improvement Program**

Airport:	Syracuse Hancock International Airport			State:	NY				NPIAS #:	36-0114			LOC ID:	SYR		Date:	9/16/2020
Project Description/Narrative	NPR	Work Code	Federal Funds (\$1,000)					State Matching Funds (\$1,000)	Local (\$1,000)		State funded only	Totals (\$1,000)	Environmental Type	Environmental Status	Comments		
			Entitlement	Cargo Entitlement	Discretionary	State Apportion.	Supplementary Discretionary		PFC	Other							
<b>2021</b>																	
Update Miscellaneous Study (APMS)	62	PL MA MS	\$ 160		\$ -			\$ -	\$ 165	\$ -		\$ 178	Catex	Approved 1/13/20	CATEX (one-page)		
Rehabilitate T/W A West [3,700 lf x 75 lf] Incl. Stub Taxiways Q & R [each 250 lf x 110 lf] (Design)	76	RE TW IM	\$ 275					\$ 15		\$ 15		\$ 306	Catex	Approved 7/16/2014			
Rehabilitate T/W A West Incl. Stub Taxiways Q & R- Lighting (Design)	76	RE TW LI	\$ 49					\$ 3		\$ 3		\$ 54	Catex	Approved 7/16/2014			
Passenger Terminal Improvements (Design & Construct) - Ph III	42	ST TE IM	\$ 3,870					\$ 215		\$ 215		\$ 4,300	Catex	Approved 8/11/2017			
Update Airport Master Plan Study	73	PL MA UP	\$ -		\$ -			\$ -	\$ 1,350	\$ -		\$ 1,350	Catex	Approved 1/13/20	CATEX (one-page)		
Install Passenger Boarding Bridge (Gate 5) - [Design & Construct]	42	ST TE IM	\$ -					\$ -	\$ 1,200	\$ -		\$ 1,200	Catex	Approved 4/27/2016			
Install Passenger Boarding Bridge (Gate 6) - [Design & Construct]	42	ST TE IM	\$ -					\$ -	\$ 1,200	\$ -		\$ 1,200	Catex	Approved 4/27/2016			
Install Passenger Boarding Bridge (Gate 8) - [Design & Construct]	42	ST TE IM	\$ -					\$ -	\$ 1,200	\$ -		\$ 1,200	Catex	Approved 4/27/2016			
Install Passenger Boarding Bridge (Gate 9) - [Design & Construct]	42	ST TE IM	\$ -					\$ -	\$ 1,200	\$ -		\$ 1,200	Catex	Approved 4/27/2016			
Install Passenger Boarding Bridge (Gate 10) - [Design & Construct]	42	ST TE IM	\$ -					\$ -	\$ 1,200	\$ -		\$ 1,200	Catex	Approved 4/27/2016			
Install Passenger Boarding Bridge (Gate 26) - [Design & Construct]	42	ST TE IM	\$ -					\$ -	\$ 1,200	\$ -		\$ 1,200	Catex	Approved 4/27/2016			
Construct Passenger FIS Facility (Gate 15) - [Design]	42	ST TE IM	\$ -					\$ -	\$ 452	\$ 208		\$ 660	Catex	Submit prior to PFC Apprvl			
<b>Total FY2021</b>			\$ 4,354	\$ -	\$ -	\$ -	\$ -	\$ 233	\$ 9,167	\$ 441	\$ -	\$ 14,048					
<b>2022</b>																	
Passenger Terminal Improvements (Design & Construct) -	42	ST TE IM	\$ 3,798					\$ 211		\$ 211		\$ 4,220	Catex	Approved 8/11/2017			
Terminal Apron, Taxiway E North (Design)	76	ST TE IM	\$ 365					\$ 20		\$ 20		\$ 405					
Construct Passenger FIS Facility (Gate 15) - [Construct]	42	ST TE IM	\$ -					\$ -	\$ 3,208	\$ 1,332		\$ 4,540	Catex	Submit prior to PFC Apprvl			
<b>Total FY2022</b>			\$ 4,163	\$ -	\$ -	\$ -	\$ -	\$ 231	\$ 3,208	\$ 1,563	\$ -	\$ 9,165					
<b>2023</b>																	
Replace ARFF Vehicle and Equipment (ARFF 8)	89	SA EQ RF	\$ 940	\$ 230				\$ 65	\$ -	\$ 65		\$ 1,300	Catex	Submit by 7/30/2020	need to submit CATEX (one-page)		
Replace PPE Equipment	89	SA EQ RF	\$ 90					\$ 5		\$ 5		\$ 100	Catex	Submit by 7/30/2020	need to submit CATEX (one-page)		
Rehabilitate Chemical Storage Building [5,600 SF] (Design)	47	ST BD IM	\$ 225					\$ 13		\$ 13		\$ 250	Catex	Submit by 7/31/22			
Passenger Terminal Improvements (Design & Construct) - Ph IV	42	ST TE IM	\$ 3,465					\$ 192		\$ 193		\$ 3,850	Catex	Approved 8/11/2017			
Install FIS Passenger Boarding Bridge (Gate 15) - [Design & Construct]	42	ST TE IM	\$ -					\$ -	\$ 1,250	\$ -		\$ 1,250	Catex	Approved 4/27/2016			
<b>Total FY2023</b>			\$ 4,720	\$ -	\$ -	\$ -	\$ -	\$ 275	\$ -	\$ 275	\$ -	\$ 5,500					
<b>2024</b>																	
Rehabilitate T/W A West [3,700 lf x 75 lf] Incl. Stub Taxiways Q & R [each 250 lf x 110 lf] (Construction)	76	RE TW IM	\$ 3,071	\$ 250				\$ 185		\$ 185		\$ 3,690	Catex	Approved 7/16/2014			
Rehabilitate Taxiway A West Incl. Stub Taxiways Q & R- Lighting (Construct)	76	RE TW IM	\$ 369					\$ 21		\$ 21		\$ 410	Catex	Approved 7/16/2014			
Terminal Apron, Taxiway E North (Construction)	76	ST TE IM	\$ 950			3,100		\$ 225		\$ 225		\$ 4,500	Catex				
Rehabilitate Taxiway B [2,500 LF x 75LF] Including Stub Taxiways S & T [each 190 LF x 85 LF] (Design)	76	RE TW IM	\$ 162					\$ 9		\$ 9		\$ 180	Catex	Submit by 7/31/23			
Rehabilitate Taxiway B Including Stub Taxiways S & T- Lighting (Design)	76	RE TW IM	\$ 18					\$ 1		\$ 1		\$ 20	Catex	Submit by 7/31/23			
Conduct Environmental Study (EA)	72	EN MA ES	\$ 230	\$ -				\$ 13		\$ 13		\$ 256	Catex	Submit by 7/31/23			
<b>Total FY2024</b>			\$ 4,800	\$ 250	\$ 3,100	\$ -	\$ -	\$ 453	\$ -	\$ 453	\$ -	\$ 9,056					
<b>2025</b>																	
Rehabilitate Terminal Apron Including Taxiways D, E & F (Design)	76	RE TW IM	\$ 105	\$ 300				\$ 23		\$ 23		\$ 450	Catex	Submit by 7/31/24			
Rehabilitate Taxiway H, G & GA Apron (Design)	76	RE TW IM	\$ 180					\$ 10		\$ 10		\$ 200	Catex	Submit by 7/31/24			
Rehabilitate Taxiway A East & Taxiway M - Phase I (Design)	76	RE TW IM	\$ 180					\$ 10		\$ 10		\$ 200	Catex	Submit by 7/31/24			



**Syracuse Hancock International Airport  
Capital Improvement Program**

Airport:		Syracuse Hancock International Airport		State:		NY		NPIAS #:		36-0114		LOC ID:		SYR		Date:		9/16/2020	
Project Description/Narrative	NPR	Work Code	Federal Funds (\$1,000)					State Matching Funds (\$1,000)	Local (\$1,000)		State funded only	Totals (\$1,000)	Environmental Type	Environmental Status	Comments				
			Entitlement	Cargo Entitlement	Discretionary	State Apportion.	Supplementary Discretionary		PFC	Other									
Rehabilitate Taxiway J, P & Y - Phase I (Design)	76	RE TW IM	\$ 270					\$ 15		\$ 15		\$ 300	Catex	Submit by 7/31/24					
Rehabilitate Taxiway N & Y - Phase II (Design)	76	RE TW IM	\$ 180					\$ 10		\$ 10		\$ 200	Catex	Submit by 7/31/24					
Rehabilitate Chemical Storage Building [5,600 SF] (Construction)	47	ST BD IM	\$ 1,350					\$ 75		\$ 75		\$ 1,500	Catex	Submit by 7/31/22					
Passenger Terminal Improvements (Design & Construct) - Ph V	42	ST TE IM	\$ 1,500					\$ 83		\$ 83		\$ 1,667	Catex	Approved 8/11/2017					
												\$ -							
<b>Total FY2025</b>			\$ 3,765	\$ 300	\$ -	\$ -	\$ -	\$ 226	\$ -	\$ 226	\$ -	\$ 4,517							
<b>2026</b>																			
Rehabilitate Taxiway A East & Taxiway M- Phase I (Construction)	76	RE TW IM	\$ 1,500	\$ 300				\$ 100		\$ 100		\$ 2,000	Catex	Submit by 7/31/24					
Rehabilitate Taxiway B [2,500 LF x 75LF] Including Stub Taxiways S & T [each 190 LF x 85 LF] (Construction)	76	RE TW IM	\$ 1,140	\$ 300				\$ 80		\$ 80		\$ 1,600	Catex	Submit by 7/31/23					
Rehabilitate Terminal Apron & Taxiways D, E & F (Construction)	76	RE TW IM	\$ 1,800		\$ 1,980			\$ 210		\$ 210		\$ 4,200	Catex	Submit by 7/31/24					
Rehabilitate Taxiway H, G & GA Apron (Construction)	76	RE TW IM	-		\$ 2,700			\$ 150		\$ 150		\$ 3,000	Catex	Submit by 7/31/24					
Rehabilitate Taxiway S, K & M - Phase II (Design)	76	RE TW IM	\$ 270					\$ 15		\$ 15		\$ 300	Catex	Submit by 7/31/25					
Rehabilitate Taxiway B, D & M - Phase III (Design)	76	RE TW IM	\$ 360					\$ 20		\$ 20		\$ 400	Catex	Submit by 7/31/25					
Passenger Terminal Improvements (Design & Construct) - Ph VI	42	ST TE IM	\$ 1,500					\$ 84		\$ 84		\$ 1,667	Catex	Approved 8/11/2017					
												\$ -							
<b>Total FY2026</b>			\$ 6,570	\$ 600	\$ 4,680	\$ -	\$ -	\$ 659	\$ -	\$ 659	\$ -	\$ 13,167							
<b>2027</b>																			
Rehabilitate Taxiway J, P & Y - Phase I (Construction)	66		\$ 2,580	\$ 300				\$ 160		\$ 160		\$ 3,200	Catex	Submit by 7/31/24					
Rehabilitate Taxiway N & Y - Phase II (Construction)	66		\$ 1,620					\$ 90		\$ 90		\$ 1,800	Catex	Submit by 7/31/24					
												\$ -							
<b>Total FY2027</b>			\$ 4,200	\$ 300	\$ -	\$ -		\$ 250	\$ -	\$ 250	\$ -	\$ 5,000							
<b>2028</b>																			
Rehabilitate Taxiway B, D & M - Phase III (Construction)	66		\$ 2,000	\$ 300	\$ 850			\$ 175		\$ 175		\$ 3,500	Catex	Submit by 7/31/25					
Rehabilitate Taxiway S, K & M - Phase II (Construction)	66		\$ 2,200		\$ 950			\$ 175		\$ 175		\$ 3,500	Catex	Submit by 7/31/25					
<b>Total FY2028</b>			\$ 4,200	\$ 300	\$ 1,800	\$ -		\$ 350	\$ -	\$ 350	\$ -	\$ 7,000							

Environmental type

Catex

Short EA

EA

EIS

**RESOLUTION APPROVING CONSTRUCTION OF NEW TRANSPORTATION  
SECURITY ADMINISTRATION OFFICES**

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 and Article 8, Title 34 of the New York Public Authorities Law, as amended (collectively the "Enabling Act"); and

WHEREAS, Section 2799-ggg (11) of the Enabling Act authorizes the Authority to enter into contracts, agreements and leases with the federal government, the state, the county, the city, any person or other public corporation and to execute all instruments necessary or convenient to accomplishing its corporate purposes; and

WHEREAS, the Transportation Security Administration ("TSA") is responsible for providing essential baggage and passenger screening services at the Airport and in connection therewith TSA requires administrative offices in order to provide such services and accommodate its employees; and

WHEREAS, TSA's administrative offices have been located on the first floor of the Terminal some distance from where the baggage and passenger screening services are provided (the "Current Facilities") and overtime, have proven to be only marginally adequate for the provision of TSA's essential services; and

WHEREAS, the lease for the Current Facilities expires August 31, 2021 and TSA has requested that the Authority provide it with an alternate location on the second floor of the Terminal from which it may more efficiently administer the services it provides at the Airport (the "New Facilities"); and

**Resolution No. \_\_\_\_**

**2021**

WHEREAS, TSA has advised that it will reimburse the Authority for all of its costs and expenses incurred in providing the New Facilities as well as the costs and expenses of constructing and building out the New Facilities (the “TSA Project”); and

WHEREAS, the Authority has obtained preliminary cost estimates for the TSA Project which indicate that the cost of same would run approximately \$587,366.92 which would be fully reimbursed by TSA; and

WHEREAS, TSA provides essential services at the Airport and it is in the best interests of the Authority that such services be provided in the most efficient and cost-effective manner available.

NOW, THEREFORE, after due deliberation having been had thereon it is hereby;

RESOLVED, that the Board of the Syracuse Regional Airport Authority hereby approves the TSA Project; and be it further

RESOLVED, that the Executive Director is hereby authorized, with the advice of counsel, to enter into such contracts and agreements on behalf of the Authority as may be necessary to in order to undertake and complete the TSA Project.

**Resolution Adopted Date: January \_\_, 2021.**

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

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

**Secretary**

**SRAA Income Statement**

	<u>Dec MTD</u>	<u>Dec 2020 YTD</u>	<u>Budget YTD</u>	<u>Diff</u>	
<b>Operating Revenues:</b>					
Landing Fees	\$491	\$2,909	\$2,923	(\$14)	Landing weights down by 11.6% YTD, December flights increased slightly but were 23% behind budget.
Parking Rents	\$221	\$1,332	\$3,495	(\$2,162)	Parking continues to be off due to low activity
Terminal Rents	\$282	\$2,290	\$2,196	\$94	Passenger traffic off budget by 58% in Dec, down by 49% YTD ,
Concession and Other	\$354	\$2,253	\$2,007	\$247	Car rental income decreased in Dec by 15% but remains above budget YTD. Other rentals stayed relatively flat.
Misc. Revenue	\$3	\$68	\$1	\$67	
<b>Total Operating Revenue</b>	<b>\$1,351</b>	<b>\$8,852</b>	<b>\$10,621</b>	<b>(\$1,768)</b>	
<b>Operating Expenses:</b>					
Maintenance	\$474	\$1,869	\$2,286	\$416	
Operations	\$95	\$906	\$825	(\$81)	
Trades	\$132	\$731	\$737	\$6	
Terminal (Custodial)	\$301	\$2,181	\$2,260	\$79	
Security	\$345	\$1,646	\$1,886	\$240	
ARFF	\$913	\$2,247	\$1,165	(\$1,082)	NYS PFRS invoice received for period ending 3/31/20
Parking Garage	\$86	\$1,348	\$1,000	(\$348)	
Finance	\$109	\$652	\$516	(\$136)	ERP conversion all charged to Finance but portion budgeted in IT dept.due to change in contractor.
Information Tech	\$13	\$210	\$309	\$99	
Human Resources	\$32	\$207	\$218	\$10	
Legal Affairs	\$22	\$153	\$144	(\$9)	
Marketing	\$52	\$303	\$420	\$118	
Business Development	\$8	\$61	\$88	\$28	
Facilities/GIS	\$77	\$260	\$170	(\$89)	
Executive Director's Office	\$138	\$747	\$706	(\$41)	Wetland assessment on Barrack's site
General Administration	\$68	\$769	\$899	\$130	
Uncoll. Accts. Rec. Exp.	(\$0)	(\$432)	\$0	\$432	
Capital Contrib.to City	\$0	\$0	\$224	(\$224)	
Depreciation	\$96	\$571	\$592	\$21	
<b>Total Operating Expenses</b>	<b>\$2,960</b>	<b>\$14,428</b>	<b>\$14,444</b>	<b>\$16</b>	
<b>Income (Loss) from Operations</b>	<b>(\$1,610)</b>	<b>(\$5,575)</b>	<b>(\$3,823)</b>	<b>(\$1,752)</b>	
<b>Non-Operating Rev (Exp):</b>					
Federal Grant Revenue-Capital	\$4,469	\$14,724	\$3,421	\$11,303	
NYS Grant Revenue-Capital	\$130	\$359	\$0	\$359	
Passenger Facility Charges	\$0	\$354	\$1,229	(\$875)	
Lease Exp to Aviation Fund	\$11	\$2,268	\$2,268	\$0	
Interest Income (Rest. and Unrest.)	\$5	\$27	\$0	\$27	
Interest Expense	\$0	(\$156)	(\$24)	(\$132)	
CFC Charges	\$104	\$647	\$696	(\$50)	
<b>Non-Operating Rev. (exp) Net</b>	<b>\$4,720</b>	<b>\$18,222</b>	<b>\$7,590</b>	<b>\$10,632</b>	
<b>Net Income (Loss)</b>	<b>\$3,110</b>	<b>\$12,646</b>	<b>\$3,767</b>	<b>\$8,880</b>	

**Cares Grant Status**

Total Grant Amount \$12,921,402

Draws 1 8/17/20 (\$2,769,574)

Draw #3 10/6/20 (\$1,955,693)

Draw #3 11/23/20 (\$1,321,143)

Exit Portals (\$500,000)

Draw #4 12/30/20 (\$2,202,872)

(\$8,749,283)

Remaining Balance \$4,172,119

Total Grant \$12,921,402

Used for Operations (\$8,749,283)

Remaining Balance \$4,172,119