

SYRACUSE REGIONAL AIRPORT AUTHORITY

SYRACUSE HANCOCK INTERNATIONAL AIRPORT
1000 COL. EILEEN COLLINS BLVD.
SYRACUSE, NEW YORK 13212
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**Syracuse Regional Airport Authority
Regular Meeting Agenda
Friday, September 23, 2022
11:00 a.m. – 12:30 p.m.
Syracuse Hancock International Airport
SRAA Board Room**

- Roll Call
- **Consent Agenda**
 1. **Approval of Minutes from the June 24, 2022 Regular Board Meeting**
 2. **Airport Police Captain (SRAA)**
 3. **Airport Police Officer (SRAA)**
- **Airport Scorecard**
- **Committee Reports**
 1. **HR committee**
 2. **Finance Committee**
 3. **Governance Committee**
 4. **Audit Committee**
- Executive Session
- **New Business/Discussion**
 1. **Resolution to approve PFC Application #10**
 2. **Resolution approving the Fiscal Year End 2022 Draft Audit of the Syracuse Regional airport Authority**
 3. **Resolution approving the position of Director of Information Technology**
 4. **Resolution approving the position of Network Engineer**
 5. **Resolution approving the FY 22/23 Capital Budget**
 6. **Resolution authorizing settlement of dispute with former General Aviation Tenant**
 7. **Review of the 2023 SRAA Board and Committee Calendar Draft**
 8. **Regional Advisory Board Update**
 9. **Southside General Aviation Update**
- Adjournment

* **Bolded items = materials available**



Consent Agenda

SYRACUSE REGIONAL AIRPORT AUTHORITY

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Minutes of the Regular Meeting of the Syracuse Regional Airport Authority

Friday, June 24, 2022

Pursuant to the notice duly given and posted, the regular board meeting of the Syracuse Regional Airport Authority was called to order on Friday, June 24, 2022, in the Syracuse Regional Airport Authority Board Room located in the Syracuse Hancock International Airport by Vice-Chair Mr. William Fisher.

Members Present:

Ms. Jo Anne Gagliano – Chair
Mr. William Fisher – Vice-Chair
Ms. Latoya Allen
Dr. Shiu-Kai Chin
Dr. Donna DeSiato
Mr. Tom Fernandez
Mr. Kenneth Kinsey
Mr. Michael Lazar
Mr. Nick Paro (left during Exec. Session)
Mr. Robert Simpson (arrived at 11:09) (left during Exec. Session)

Members Absent:

Mr. Michael Frame

Also Present

Mr. H. Jason Terreri	Debi Marshall
Ms. Robin Watkins	Lexi Hull
Mr. John Carni	Kristine Carson
Mr. John Clark	Brian Dorman
Ms. Joanne Clancy	John Herne
Mr. Jason Mehl	Arjun Nair
Ms. Cheryl Herzog	Elana Essig
Mr. Dan Zenk	Mike Chapman

Chair Gagliano started the SRAA Board meeting at 11:06 a.m.
Chair Gagliano introduced new SRAA board Member Tom Fernandez.

Roll Call

As noted above all members were present, except Mr. Michael Frame.

Review and Approval of the Minutes

Having no objections or additions to the minutes from the May 20, 2022, SRAA Regular Meeting of the Board, a motion was made by Dr. DeSiato and seconded by Mr. Lazar, and the minutes were unanimously approved.

Executive Team Report

Director Terreri remarked that the enplanement numbers continue to grow above our 2019 levels. There is approximately a 3% increase in the business traveler numbers compared to the same time last year. The team has been working hard to get the Cost Per Enplaned Passenger (CPE) number lowered. A graph was reviewed regarding SYR Market share with Legacy Low-Cost Carriers (LCC) and the Ultra-Low Cost Carriers (ULCC). The 2019 vs.2022 numbers were compared. SYR is doing very well, some smaller airports are having issues with flights and Airlines pulling out of their markets. What SYR is seeing as the airlines leave and flights are reduced in other markets is that passengers are coming to SYR based on the increased seat capacity numbers. Mr. Fisher asked if we market in these areas and Jason Mehl explained that we do. Director Terreri thanked CFO Watkins, her team and all of the department heads who put budget together.

CFO Watkins explained that the landed weights are projections that we get from the airlines along with the information from our air service team. The budget is then calculated from this combined data. SYR is seeing typical seasonality changes as well as increases due to a full year of service from Southwest and the addition of Breeze Airlines. The Enplanements budget was discussed, and the projections were based upon Campbell Hill's projections, that historical seasonality data and the increases from Southwest and Breeze. CFO Watkins explained the 2022/23 assumptions that were built into the budget. Airline revenue for rates and charges have targeted rates that are used to create this budget. Increased enplanements factor into concessions and revenues which drives all of the budgeted numbers. Staff salaries and compensation increases along with the employee incentive plan and an increase of 20% for both utility rates and fuel are all major factors. CFO Watkins reviewed the Budget Profit and Loss (P&L). A few of the biggest items are for garage repairs and the expansion of surface parking lots. This is necessary due to area repairs and because we have run out of parking spaces during peak times; these surfaces will help with increased parking capacity. Facility upgrades are needed such as a new phone and FIDS System. There will be an outreach program for any employees of the airport who needs transportation to work through Enterprise rental cars. The Law Enforcement Officer's staffing and the ARFF transition to the 174th were discussed. Aero Mag will be coming onboard for the glycol recycling program. CFO Watkins discussed the budget cash needs for the next fiscal year and spoke about Capital Improvement Projects under the ACIP Program. CFO Watkins explained that the board is being presented with a baseline budget with the intention to bring this back to the board on a quarterly basis due to the unknowns, grants, repairs, possible recession, etc. With the Capital Plan there will be a formal 5-year plan submitted to the Board in September.

Dan Zenk, Chief Operations Officer updated the Board for Operations. COO Zenk thanked John Carni for his assistance to getting him familiar with the SYR airport. COO Zenk appreciates getting to know the staff and stakeholders, learning the operations and is starting to develop work plans. Projects going on Airfield - FAA Navigational Aid Electrical Upgrades through November 22; and the ARFF Transition to the 174th ATKW will take place on July 1st. Aircraft gate restriping is ongoing through July. An outside company was hired to help assist our staff and also to look at capacity enhancements in order to maximize gate layouts. SYR received three new vehicles and branding is complete.

Mr. Fisher inquired about the transition from Syracuse City Fire at ARFF to the 174th, that if something should go wrong what would that be? Mr. Carni stated that he does not anticipate any problems the 174th that they are established already on the military side and a lot of work has been done for the transition. Mr. Carni stated that ARFF's retired Captain Terry Krom has assisted with this transition. Dr. Chin asked about 5G and what is the status? COO Zenk stated it is a non-issue for SYR airport. Mr. Lazar asked about the regional jets and how are they impacted when they go down to 00. Director Terreri stated he is still working with the FAA to get a definitive answer whether incoming approaches will be impacted moving forward.

Mr. Mehl updated the board on Revenue per Enplanement numbers for food and beverage. Mr. Mehl stated that the food and beverage are doing well due to new staffing within Delaware North. Mr. Mehl spoke about new activity in the Commercial Department. The pre-security vending area that was designed by RIT Hyperspace students is currently in the design and contract phase. REACH TV's expected installation is July/August. The Barracks project zone change has been completed. The common use lounge drawings are almost complete, and construction is to begin in July/August with the planned opening date in December 2022. TSA Offices buildout is expected to be completed in October/November. Dr. DeSiato asked why Dunkin Donuts does not open until 4:30 a.m. if TSA opens at 4:00 a.m.? It was explained that all of those employees have to go through TSA screening first to get to work. Delaware North will be doing a refurbishment project at Middle Ages on the north. They will have a ventless kitchen with fryers, grills, and stacked pizza ovens. Construction will start in January with the completion in April 2023.

HR Director Marshall reviewed the organizational chart. There are two new employees: Lexi Hull, Payroll Administrator and Jon Betar, Airport Operations Specialist. SRAA offered a class for AAAE Certified Member (C.M.) program and 18 people took the class with 11 employees obtaining their C.M. certifications. Matt Szwejbka received his Accredited Airport Executive (AAE), he is number 494 in the country who holds this certification. There was a job shadowing event with the Syracuse City School District and four students came out to the airport from the Remotely Piloted Aircraft System program along with two students from grades 11 & 12. There will be two interns starting July 12th -one in the Security Office and the other in Business Development. Ms. Marshall announced the retirements of Mr. Carni, Ms. Lorenzo, Payroll and Mr. Strife in Maintenance and thanked them for their years of service. Dr. DeSiato stated it is a great job with what the Authority is doing with the City of Syracuse School District. Dr. DeSiato mentioned that in East Syracuse-Minoa schools, they had six students receive their remote pilot licenses and Tom Davis is interested in starting a Fly Club for next year.

Committee Updates

HR Committee – Mr. Lazar discussed the Chief of Police position and that it needs to be ready to go when the bill is signed. Director Terreri stated this person will be responsible to get everything set up prior to bringing on an Authority police department. The committee met regarding the Executive Director's annual evaluation and recommend the Resolution be presented to the board for approval.

Audit Committee – Recommendation of the Resolution to the board for the Budget. Dr. Chin said everything the committee thought of it was already considered. Great Job.

Finance Committee – The Finance Committee voted unanimously to recommend the Resolution to approve the Budget to be presented to the SRAA board for a vote. Dr. Chin said everything the committee thought of it was already considered. Great Job.

Governance Committee – No Report

Executive Session

Chair Gagliano invited a motion to go into Executive Session to discuss matters pertaining to the financial and employment history of particular persons or corporations; sensitive public safety matters; and information relating to a potential investigation and criminal offense.

Dr. DeSiato made a motion and Mr. Fisher seconded the motion. The executive session began at 12:10 p.m. The executive session ended at 1:20 p.m. No action was taken.

New Business/Discussion

Resolution Adopting the 2022/23 State Use Regional Airport Authority Operating Budget

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

The resolution was adopted: 8 ayes, 0 nays, 0 abstain

Resolution Adopting the 2022/23 State Use Regional Airport Authority Capital Budget

This item will be moved to the September 23, 2022 regular board meeting agenda.

Resolution Creating Position of Airport Police Chief (SRAA)

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

The resolution was adopted: 8 ayes, 0 nays, 0 abstain

Resolution Approving Executive Director's Annual Employee Evaluation for 2021

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

The resolution was adopted: 8 ayes, 0 nays, 0 abstain

Adjournment

A motion was made by Dr. Chin and seconded by Dr. DeSiato to adjourn the meeting. The meeting was adjourned at 1:27 p.m.

Resolution No.

2022

**RESOLUTION CREATING THE POSITION
OF AIRPORT POLICE CAPTAIN (SRAA)**

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 Airport Police Captain which is a supervisory position at the Syracuse Regional Airport Authority, operator of Syracuse Hancock International Airport, involving responsibility for the police work of subordinate Police Officers or for the specialized duties, such as investigative work on assignment, which the incumbent personally performs. Under general supervision, an employee in this class assigns duties to subordinates in accordance with general instructions received from the Airport Police Chief or other higher-ranking officers. Supervision is exercised through inspections and review of reports. Does related work as required.

WHEREAS, by Resolution No. 7 of 2022 the position of Police Chief was created, which resolution also provided that the Police Chief position would also include the responsibilities of Police Captain, and it has subsequently been determined by Authority management that having a separate and distinct Police Captain position is more advisable, 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 workdays 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)
Airport Police Captain	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, and it is further

RESOLVED, that Resolution No. 7 of 2022 is hereby amended consistent herewith.

RESOLUTION ADOPTED

DATE: September 23, 2022

VOTE: Ayes ____ Nays ____ Abstentions ____

SIGNED: _____
Secretary

AIRPORT POLICE CAPTAIN (SRAA)

DISTINGUISHING FEATURES OF THE CLASS

This is a supervisory position at the Syracuse Regional Airport Authority, operator of Syracuse Hancock International Airport, involving responsibility for the police work of subordinate Police Officers or for the specialized duties, such as investigative work on assignment, which the incumbent personally performs. Under general supervision, an employee in this class assigns duties to subordinates in accordance with general instructions received from the Airport Police Chief or other higher-ranking officers. Supervision is exercised through inspections and review of reports. Does related work as required.

TYPICAL WORK ACTIVITIES

- Oversees the daily operation of the Syracuse Regional Airport Authority Police
- On call 24/7 for emergency response and available 24/7 to answer questions by phone
- Responds to all aircraft emergency situations and security related incidents at the airport as directed by radio, observation or other form of communication, when necessary
- Responds to medical emergencies as needed, when necessary
- Reviews reports and related investigations by airport police officers and ensures completion and accuracy, when necessary
- Communicates with FAA Air Traffic Control tower and other agencies
- Answers questions by the public and provides assistance
- Maintains operation files
- Books prisoners and sees that correct charges are placed, when necessary
- Keeps a record of persons arrested, detained or released on bond
- Transmits orders to Police Officers personally or by telephone
- Directs and performs criminal investigations when assigned, when necessary
- Takes statements and affidavits from suspects and witnesses, when necessary
- Inspects subordinates before or while on duty for compliance with departmental regulations, when necessary
- Checks Police Officers in the performance of duties and makes suggestions for better execution of work
- Reports any breach of duty or inefficiency of subordinates
- Reviews the daily report of activities during an assigned shift
- May be responsible for the proper filing and classification of identification records
- May command a unit or section of the department when so assigned
- Provides training, coaching and direct supervision of Airport Police Officers
- Investigates injuries to the public and damage to airport property, ensures completion of investigations, when necessary
- Prepare periodic performance evaluations of subordinates
- Reviews complaints on Officers, and makes disciplinary recommendations to the Airport Police Chief as necessary
- May take charge of traffic detail when necessary
- Performs other tasks related to law enforcement and the other safety and security of the airport as deemed necessary

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

- Thorough knowledge of accepted principles and practices of law enforcement as applied to airport and aviation security practices
- Good knowledge of New York State Penal Law, Criminal Procedure Law, Vehicle and Traffic Law and other relevant state and local laws
- Good knowledge of accepted principles and practices of administration and supervision as applied to police work, including hiring staff, creating schedules, professional development/training, and discipline
- Good knowledge of FAA and TSA policies, including 49 CFR Part 1542 and practices governing security at commercial airports

- Good knowledge of 14 CFR Part 139 – Certification of Airports
- Good knowledge of the modern methods and techniques employed in airport safety and security.
- Proficient in use of a personal computer, and Microsoft Office Suite products, including Word, Excel and Outlook
- Proficient in use of radio communications technology
- Ability to supervise and effectively command others in emergencies
- Ability to communicate effectively both orally and in writing in English (bilingual is a plus)
- Ability to maintain positive professional relationships with a diverse staff, including management, employees, tenants, vendors, regulatory agents, and other law enforcement and emergency management agencies
- Ability to exercise good judgment and make effective decisions in alignment with the mission and values of Syracuse Regional Airport Authority
- Ability to work independently or as a team in a high stress and life-threatening situation
- Good knowledge of the principles, practices and methods employed in investigation work
- Ability to obtain information through interview, interrogation, and observation, and to prepare and submit comprehensive activity and case reports
- Ability to be courteous and firm with the general public, focused both on customer service and safety and security
- Physical strength and agility sufficient to perform police work
- Ability to maintain records and prepare reports in an organized and clear manner
- Ability in the use and care of firearms
- Ability to plan, assign, and supervise the work of subordinates in a manner conducive to full performance and high morale
- Able to work primarily indoors in office setting and occasionally outdoors on foot or in vehicle in all weather conditions
- Must be able to work on call 24-hours as required
- Ability to perform lifesaving procedures
- Must meet the physical, mental, and certification requirements of New York State statutes for law enforcement, including hand and arm steadiness, ability to use a keyboard and telephone, occasional lifting/pushing/pulling up to 50 lbs., walking, standing, balancing, kneeling, bending, feeling, climbing, smelling, twisting, sufficient hand-eye coordination and position mobility in ankles, knees, hips, and back, vision, speech, and hearing necessary to perform the essential tasks and maintain proficiency standards and positions for the “gun” and “non-gun” hand. Must have physical stamina to chase and subdue fleeing persons and arrest suspects and rescue victims.

MINIMUM QUALIFICATIONS

1. Four (4) years of work experience, or its part time equivalent, as a police officer, with at least two (2) years of experience working in a law enforcement function at a commercial service airport; and
2. Two (2) years of supervisory/leadership experience in law enforcement.

Rev. 8/2022

Resolution No.

2022

**RESOLUTION CREATING THE POSITION
OF AIRPORT POLICE OFFICER (SRAA)**

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 Airport Police Officer in order to perform law enforcement work involving responsibility to enforce federal and state laws and local ordinances and to maintain order at Syracuse Hancock International Airport, for the Syracuse Regional Airport Authority. Under the general supervision of a superior officer, an employee in this class performs routine patrol duties on an assigned shift. Assignments to do investigative work are usually performed under immediate supervision. In emergencies, an employee in this class exercises considerable independent judgment. Work is reviewed by direct observation and through the submission of reports. Supervision is not exercised in this class. Does related work as required.

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 workdays 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)
Airport Police Officer	8.00 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: **September 23, 2022**

VOTE: *Ayes* ____ *Nays* ____ *Abstentions* ____

SIGNED: _____

Secretary

AIRPORT POLICE OFFICER (SRAA)

DISTINGUISHING FEATURES OF THE CLASS

This is law enforcement work involving responsibility to enforce federal and state laws and local ordinances and to maintain order at Syracuse Hancock International Airport, for the Syracuse Regional Airport Authority. Under the general supervision of a superior officer, an employee in this class performs routine patrol duties on an assigned shift. Assignments to investigative work are usually performed under immediate supervision. In emergencies, an employee in this class exercises considerable independent judgment. Work is reviewed by direct observation and through the submission of reports. Supervision is not exercised in this class. Does related work as required.

TYPICAL WORK ACTIVITIES

Patrols assigned areas on foot or within a vehicle, including curb management.
Responds to all aircraft emergency situations.
Directs traffic in congested and emergency areas.
Issues traffic and other citations or warnings.
Performs investigatory work.
Searches for and preserves evidence.
Checks doors and windows of unoccupied business and leased properties.
Investigates suspicious activities and makes arrests for violations of Federal and State Laws and local ordinances.
Escorts arrested individuals to jail and to court, and has them booked on charges.
Watches for and makes investigations of wanted and missing persons, stolen cars and property.
Maintains order in crowds at gatherings on airport grounds.
Answers questions for and directs the traveling public and airport visitors
Receives complaints from the public.
Utilizes radio technology for communications with airport personnel and other law enforcement and emergency management agencies.
Make daily reports of activities.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

- Thorough knowledge of accepted principles and practices of law enforcement as applied to airport and aviation security practices.
- Good knowledge of New York State Penal Law, Criminal Procedure Law, Vehicle and Traffic Law and other relevant state and local laws.
- Good knowledge of FAA and TSA policies, including 49 CFR Part 1542 and practices governing security at commercial airports.
- Good knowledge of 14 CFR Part 139 – Certification of Airports
- Good knowledge of the modern methods and techniques employed in airport safety and security.
- Proficient in use of a personal computer, and Microsoft Office Suite products, including Word, Excel and Outlook.
- Proficient in use of radio communications technology.
- Ability to communicate effectively both orally and in writing in English (bilingual is a plus)
- Ability to maintain positive professional relationships with a diverse staff, including management, employees, tenants, vendors, regulatory agents, and other law enforcement and emergency management agencies.
- Ability to exercise good judgment and make effective decisions in alignment with the mission and values of Syracuse Regional Airport Authority.
- Ability to work independently or as a team in a high stress and life-threatening situation.
- Ability to follow commands without hesitation, particularly in emergency situations
- Ability to following written and verbal directions
- Ability to be courteous and firm with the general public, focused both on customer service and safety and security.

- Ability to maintain records and prepare reports in an organized and clear manner.
- Ability in the use and care of firearms.
- Able to work primarily in doors in office setting and occasionally outdoors on foot or in vehicle in all weather conditions.
- Ability to perform lifesaving procedures.
- Physical strength and agility sufficient to perform police work.
- Must meet the physical, mental, and certification requirements of New York State statutes for law enforcement, including hand and arm steadiness, ability to use a keyboard and telephone, occasional lifting/pushing/pulling up to 50 lbs., walking, standing, balancing, kneeling, bending, feeling, climbing, smelling, twisting, sufficient hand-eye coordination and position mobility in ankles, knees, hips, and back, vision, speech, and hearing necessary to perform the essential tasks and maintain proficiency standards and positions for the "gun" and "non-gun" hand. Must have physical stamina to chase and subdue fleeing persons and arrest suspects and rescue victims.

MINIMUM QUALIFICATIONS

Age: Candidates must be at least 19 years and 6 months old on or before the written examination to be admitted to the test. Eligibility for appointment begins when candidates reach their 20th birthday. On April 26, 1999, Chapter 32 of the Laws of 1999 amended Section 58 of Civil Service Law to establish a maximum age limitation of 35 years of age as of the date the individual takes the written examination (eligibility ceases upon a candidates 35th birthday). Time spent on military duty, not exceeding a total of six (6) years (Volunteer service after July 1, 1970 is limited to a total of four (4) years unless performed during a period of war or national emergency), shall be subtracted from the age of any applicant who has passed his/her 35th birthday.

Education: Candidates must be high school graduates or holders of a high school equivalency diploma issued by an education department of any of the states of the United States or holders of a comparable diploma issued by any territory, commonwealth, or possession of the United States or by the Canal Zone or holders of a report from the United States Armed Forces certifying successful completion of the tests related to general education development, high school level at time of appointment.

Citizenship: Candidates must be citizens of the United States at time of appointment.

License: Possession of a valid New York State driver's license at time of appointment.

Physical: Candidates must meet the prescribed general physical and medical conditions as stated in the Municipal Police Training Council standards.

Psychological: Psychiatric and Polygraph examinations may be required of any successful candidate prior to appointment.

Moral Character: Candidates must be of a good moral character with no conviction of a felony. Conviction of a misdemeanor or other offense including traffic violation may bar appointment.

For Retired Police Officers working Part-Time: Must be licensed to carry a firearm and have arrest authority.

Previous law enforcement experience at a Commercial airport is preferred.

**RESOLUTION APPROVING CONSENT CALENDAR FOR MEETING OF
SEPTEMBER 23, 2022 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”)¹ governs the procedural conduct of Authority Board meetings; and

WHEREAS, RONR authorizes the use of a Consent Calendar² for routine matters in order to expedite a meeting; and

WHEREAS, at a meeting of the Board held on September 23, 2022 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 September 23, 2022 meeting Consent Calendar items as shown on Schedule “A” annexed to this Resolution.

RESOLUTION ADOPTED DATE: SEPTEMBER 23, 2022

VOTE: *Ayes* ____ *Nays* ____ *Abstentions* ____

SIGNED: _____
Secretary

¹ Refers to the edition of Roberts Rules of Order currently in effect.

² RONR 12th edition 41:32.

SCHEDULE A

- 1.** Approval of Minutes for June 24, 2022 Regular Board Meeting
- 2.** Resolution Creating the position of Airport Police Captain (SRAA)
- 3.** Resolution Creating the position of Airport Police Officer (SRAA)
- 4.** Updated copy of Authority Mission Statement and Performance Measurements 2022



Updated Authority Mission Statement and Performance Measurements

As discussed in the Governance Committee meeting on September 8, 2022 – Attached is a clean copy of the updates discussed



Authority Mission Statement and Performance Measurements

Name of Public Authority: Syracuse Regional Airport Authority

Public Authority's Mission Statement:

Mission

The Syracuse Regional Airport Authority serves Upstate New York, providing a safe, convenient, seamless passenger experience while enhancing economic opportunity, development, and growth in the region.

Vision

To be recognized as a best-in-class airport elevating the customer experience and exceeding stakeholder expectations, while using innovative technology and optimizing the economic prosperity of the region we serve.

Values

The Syracuse Hancock International Airport holds these values and beliefs as core to its culture, mission, and vision for its customers, staff, partners, and stakeholders:

- We believe in safety & security.
- We believe in health & wellness.
- We believe in community relationships.
- We believe in trust & transparency.
- We believe in reliability & responsiveness.
- We believe in innovation & technology.
- We believe in environmental sustainability.
- We believe in independent financial stability.
- We believe in diversity & inclusion.

Date Adopted: March 26, 2021

List of Performance Goals (If additional space is needed, please attach):

- Provide safe, efficient and low-cost air transportation service
- Stimulate air service, economic development, trade and tourism by focusing in the shared goals of stakeholders
 - More service to more destinations
 - Lower operating costs
 - Increased non-aeronautical revenue
- Optimize customer service
- Continuous improvements to the terminal building and public-use facilities
- Development of a new Strategic Plan
- Development of a new Master Plan

- Create a Syracuse Regional Airport Authority Police Force
- Smooth transition of ARFF operations from City of Syracuse to the 174th ATKW

Additional questions:

1. Have the board members acknowledged that they have read and understood the mission of the public authority?

Yes.

2. Who has the power to appoint the management of the public authority?

The 11 voting members of the Syracuse Regional Airport Authority are responsible for appointing the management.

3. If the Board appoints management, do you have a policy you follow when appointing the management of the public authority?

The Syracuse Regional Airport Authority does not currently have a formal policy regarding management. Other management employees are hired by the Executive Director, with certain positions (CFO, COO and General Counsel) requiring the Board's concurrence.

4. Briefly describe the role of the Board and the role of management in the implementation of the mission.

The Board's role includes:

- Management Oversight and Evaluation
- Financial Oversight
- Understanding Statutory Requirements
- Deciding, Implementing, and Monitoring Authority Policies
- Self-Evaluation
- Participation on certain RFP committees, projects

Management's Role:

Meet the goals and objectives of the Authority, specifically as described in the mission statement, recruit and retain employees, manage and oversee day-to-day operations of the airport, prepare and present annual budget and capital plans, air service development, and act as the liaison between the airport/SRAA the public and other government agencies.

5. Has the Board acknowledged that they have read and understood the responses to each of these questions?

Yes.



Airport

Scorecard



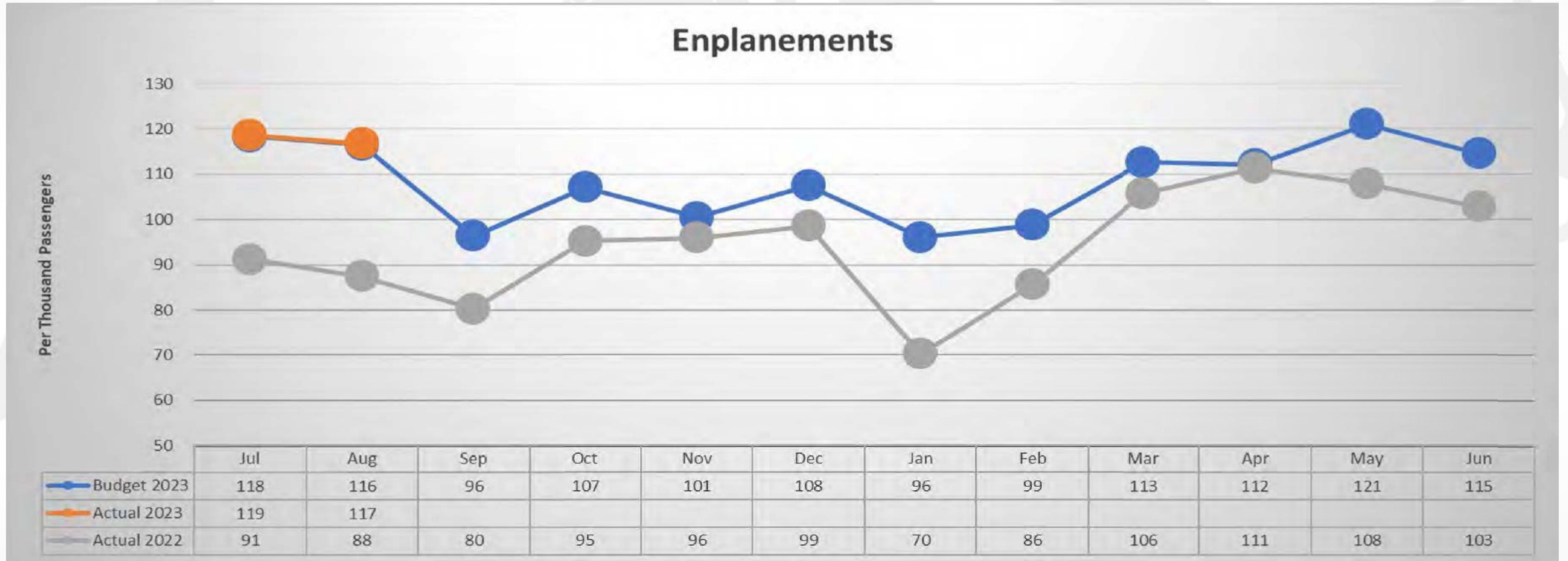
SRAA Finance Executive Update

9 / 23 / 22

2022 Landing Weights



2022 Enplanements



Financials August 2022

In Thousands

	Aug YTD Actual	Aug YTD Budget	Difference
Airline Revenue	\$2,342	\$2,379	(\$36)
Concession & Transportation	\$4,436	\$4,271	\$165
Non-Aeronautical	\$473	\$392	\$81
Total Operating Revenue	\$7,251	\$7,042	\$209
Parking Garage	\$773	\$933	\$160
Administration	\$1,311	\$1,446	\$135
Airport Security	\$659	\$762	\$103
ARFF	\$222	\$221	(\$1)
Airport Operations	\$2,108	\$2,201	\$94
Other	\$46	\$60	\$14
Total Operating Expenses	\$5,118	\$5,622	\$504
Income (Loss) from Operations	\$2,133	\$1,420	\$714
<u>Non-Operating Rev (Exp):</u>			
Grant Revenue	\$3,297	\$3,058	\$239
Lease Expense to City	\$0	\$0	\$0
Capital Cont. Exp to City	\$0	\$0	\$0
Interest Inc/Exp	(\$1,124)	(\$1,148)	\$11
PFC Income	\$819	\$843	(\$24)
CFC Income	\$810	\$339	\$471
Non-Operating Rev. (exp) Net	\$3,802	\$3,093	\$710
Net Income (Loss)	\$5,936	\$4,512	\$1,423

Historical CPE Tracking





Monthly Activity Report
Aug 2022

	2022	2019	Percent Change	Month over Month Change	
<u>Aircraft Operations</u>					
Air Carrier	3,406	3,787	-10.1%	-0.4%	
General Aviation	1,695	1,867	-9.2%	-8.6%	
Military	608	372	63.4%	-17.3%	
Total Aircraft Operations	5,709	6,026	-5.3%	-5.0%	
<u>Passenger Activity</u>					
Enplaned	116,791	124,608	-6.3%	-1.5%	
Deplaned	118,001	125,599	-6.0%	0.1%	
Total Passengers	234,792	250,207	-6.2%	-0.7%	
Terminal Side					
Enplaned	Term A*	59,454	69,057	-13.9%	-1.6%
Enplaned	Term B*	57,337	55,551	3.2%	-1.4%
<u>TOTAL CARGO (Freight & Parcel)</u>					
Total Enplaned Cargo	1,589	1,539	3.2%	6.4%	
Total Deplaned Cargo	2,013	2,256	-10.8%	10.6%	
Total Cargo	3,602	3,795	-5.1%	8.7%	

* One Airline Moved from Terminal A to Terminal B in October 2021

* An Additional Air Carrier was added to Terminal A in November 2021

* An Additional Air Carrier was added to Terminal A in June 2022



Airline Activity

Aug 2022

Airline	Enplaned	Deplaned	Total	Percentage of Total
Allegiant	6,445	6,400	12,845	5%
American	34,904	35,112	70,016	30%
Breeze	1,281	1,361	2,642	1%
Delta	27,476	28,112	55,588	24%
Frontier	6,723	6,711	13,434	6%
jetBlue	4,899	4,692	9,591	4%
Southwest	11,925	11,779	23,704	10%
United	23,138	23,834	46,972	20%

Total Passengers	116,791	118,001	234,792
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Cargo Activity

Aug 2022

Cargo Carrier	Enplaned Cargo (Tonnage)	Deplaned Cargo (Tonnage)	Total Cargo (Tonnage)	Percentage of Total
FedEX	778	841	1,619	44.9%
UPS	790	1,145	1,935	53.7%
Wiggins Airways	21	27	48	1.3%

Total Cargo	1,589	2,013	3,602
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**CYTD Monthly Activity Report
Aug 2022**

	2022	2019	Percent Change
<u>Aircraft Operations</u>			
Air Carrier	19,950	28,590	-30%
General Aviation	10,317	10,117	2%
Military	5,680	5,575	2%
Total Aircraft Operations	35,947	44,282	-19%

<u>Passenger Activity</u>			
Enplaned	819,867	857,409	-4.4%
Deplaned	827,849	865,203	-4.3%
Total Passengers	1,647,716	1,722,612	-4%

Terminal Side

Enplaned	Term A*	411,099	478,786	-14%
Enplaned	Term B*	408,768	378,623	8%

TOTAL CARGO (Freight & Parcel)

Total Enplaned Cargo	12,386	12,197	2%
Total DeplanedCargo	15,856	16,077	-1%
Total Cargo	28,242	28,274	0%

* An airline carrier moved from Terminal A to Terminal B in October 2021

* A new air carrier was added to Terminal A in November 2021

* A new air carrier was added to Terminal A in June 2022



Airline Activity
CYTD
Aug 2022

Airline	Enplaned	Deplaned	Total	Percentage of Total
Allegiant	68,028	66,900	134,928	8%
American	226,282	229,820	456,102	28%
Breeze	3,181	3,144	6,325	0%
Delta	199,825	202,599	402,424	24%
Frontier	58,550	60,412	118,962	7%
jetBlue	47,722	47,588	95,310	6%
Southwest	65,886	67,102	132,988	8%
United	150,393	150,284	300,677	18%
Total Passengers	819,867	827,849	1,647,716	

Cargo Activity
CYTD
Aug 2022

Cargo Carrier	Enplaned Cargo (Tonnage)	Deplaned Cargo (Tonnage)	Total Cargo (Tonnage)	Percentage of Total
FedEX	6228	6,856	13,084	46%
UPS	6026	8,843	14,869	53%
Wiggins Airways	132	157	289	1%
Total Cargo	12,386	15,856	28,242	



**FYTD Monthly Activity Report
Aug 2022**

	22/23	21/22	Percent Change
<u>Aircraft Operations</u>			
Air Carrier	6,826	6,327	8%
General Aviation	3,549	3,313	7%
Military	1,343	1,094	23%
Total Aircraft Operations	11,718	10,734	9%

<u>Passenger Activity</u>			
Enplaned	235,375	178,731	31.7%
Deplaned	235,866	180,696	30.5%
Total Passengers	471,241	359,427	31%

		Terminal Side		
Enplaned	Term A*	119,896	101,201	18%
Enplaned	Term B*	115,479	77,530	49%

<u>TOTAL CARGO (Freight & Parcel)</u>			
Total Enplaned Cargo	3,083	3,411	-10%
Total DeplanedCargo	25,604	27,563	-7%
Total Cargo	28,687	30,974	-7%

* An airline carrier moved from Terminal A to Terminal B in October 2021

* An Additional Air Carrier was added to Terminal A in November 2021

* An Additional Air Carrier was added to Terminal A in June 2022



**Airline Activity
FYTD
Aug 2022**

Airline	Enplaned	Deplaned	Total	Percentage of Total
Allegiant	9,606	9,434	19,040	8%
American	33,483	33,391	66,874	28%
Breeze	1,377	1,331	2,708	1%
Delta	28,901	29,520	58,421	25%
Frontier	6,617	6,661	13,278	6%
jetBlue	4,989	4,385	9,374	4%
Southwest	10,987	10,961	21,948	9%
United	22,624	22,182	44,806	19%
Total Passengers	118,584	117,865	236,449	

**Cargo Activity
FYTD
Aug 2022**

Cargo Carrier	Enplaned Cargo (Tonnage)	Deplaned Cargo (Tonnage)	Total Cargo (Tonnage)	Percentage of Total
FedEX	1,531	1,642	3,173	46%
UPS	1,512	2,141	3,653	53%
Wiggins Airways	40	50	90	1%
Total Cargo	3,083	3,833	6,916	

Risk	Impact to SRAA	\$ Impact to SRAA	Probability	Risk Score	Description, Comments, Controls & Actions	Mitigation Plan
Lack of structured workplace safety program	3		2	6	Need more safety protocols and initiatives in place to lower risk of workplace injuries and ensure all employees are trained on safety requirements for their specific job responsibilities. We have had several workers comp injuries in the areas of Airfield Maintenance, Trades, Custodial, and Operations.	Environmental, Health & Safety compliance review completed. SRAA Executive team is prioritizing findings and establishing an action plan to address findings. Recruitment for Airport Risk Manager to oversee workplace safety program is on hold pending results of organizational assessment.
Lack of Cyber Security Controls	3	1,500	2	6	During our insurance review it was brought to the SRAA's attention that we do not have adequate internet use policies and/or hardware/software controls in place to defend/defeat hacking attempts. This is a high priority for our IT team and they are in the process of correcting the issues.	Controls are in place. SRAA now is insured for Cyber attacks.
Parking Revenue System (Hub)	2	1,000	2	4	The Hub software and hardware for the parking operations continues to not operate effectively. After replacing the server we expected improved performance but noticing through increased investigation that software and hardware is source of several instances of downtime. Sourcing of replacement parts for repairs have long lead times.	SRAA is working closely with Hub to identify near term solutions and entertaining the possibility of alternative providers. Regular communications and follow up by SRAA staff to improve lead times and par inventory supply for emergency repairs.
Landside Plan	2		2	4	Curb Constraints: The curb is 510ft and we need 625 feet to provide an acceptable level of service. Roadway: Road are confusing and do not separate traffic properly. Rental Cars: Rental cars share the road with passengers and have created safety concerns. Parking Capacity: We have exceeded parking capacity during peak periods, We have also had to close spaces due to safety concerns	Landside plan in underway. Contingency parking plans have been developed including an additional employee lot located on the west side of old hotel. Landside policy & Procedures document has been finalized.
Signature Flight Support – facility maintenance	2	10.4M	2	4	Signature has failed to maintain the facilities under their control. Most of the Signature leases have expired. C&S estimate to bring the facilities into compliance is ~\$10.4M. Signature has not been a good business partner and decisions need to be made regarding changes in operations on the current GA side of the Airport and in regard to Fuel Farm management discussed below.	Signature is off SYR property effective 12/31/21. Property evaluation is continuing as are negotiations with Signature re settlement of claim for failure to maintain facilities.
Lack of structured workplace safety program	3		2	6	Need more safety protocols and initiatives in place to lower risk of workplace injuries and ensure all employees are trained on safety requirements for their specific job responsibilities. We have had several workers comp injuries in the areas of Airfield Maintenance, Trades, Custodial, and Operations.	Environmental, Health & Safety compliance review completed. SRAA Executive team is prioritizing findings and establishing an action plan to address findings. Recruitment for Airport Risk Manager to oversee workplace safety program is on hold pending results of organizational assessment.
5G	3		1	3	On January 19, 2022 the FAA issued a Notice to Airmen (NOTAM) limiting precision approaches to specific airports that are in close proximity to 5G towers SYR has 3 towers within 1 nautical mile and 8 towers within 2 Nautical miles. SYR does not qualify for the Modification to Standard so if the weather drops below 200ft ceiling or a runway visual range of 1,800ft. no aircraft will be able to land at SYR. UPDATE: On July 5, 2022 the grace period for AMOC operations expires. At this time, there is no certainty that SYR will not be impacted. RESOLVED: FAA and 5G providers have come to an agreement. No future impacts expected	Monitoring, but not expecting any further issues.
COVID Impacts of variants	3		1	3	COVID Variants are resulting in increasing documented cases. If infection numbers increase to a level that is concerning to health experts travel restrictions could be re-established resulting in a reduction in demand.	SRAA is monitoring and working with the airport industry to ensure our interests are being considered in any future policy mandates.
Fuel Farm Management	3	2,000	1	3	Signature has failed to maintain the commercial fuel farm. Currently having a third-party engineering analysis performed to establish current condition of Fuel Farm and necessary upgrades. Have consulted with Airlines regarding their preferred model for Fuel Farm operation. Awaiting engineering analysis in order to finish	The Airport has completed the fuel farm assessment. Signature is off SYR property as of 12/31/21. SRAA has engaged PrimeFlight to manage fuel farm on a short term basis (6/30/22) pending decision on long term structure.
Garage evaluation	3		1	3	To keep garage operable, yearly inspection and repairs are ongoing, but need to make decision on how to proceed within 5 years.	Completed the detailed inspection and there is a 5 year maintenance plan. Currently 250- 300 parking spaces are closed due to the on-going repairs that were not completed before Winter 2021.
Water issues – MillionAir	3		1	3	There are water pressure issues at the MillionAir and Signature hangar areas that could affect future development at C&S areas.	Discussed with OCWA. Water capacity will be evaluated during the Airport Master Plan update
Lack of structured workplace safety program	3		2	6	Need more safety protocols and initiatives in place to lower risk of workplace injuries and ensure all employees are trained on safety requirements for their specific job responsibilities. We have had several workers comp injuries in the areas of Airfield Maintenance, Trades, Custodial, and Operations.	Environmental, Health & Safety compliance review completed. SRAA Executive team is prioritizing findings and establishing an action plan to address findings. Recruitment for Airport Risk Manager to oversee workplace safety program is on hold pending results of organizational assessment.
Workplace violence/Insider threat	3		1	3	Workplace violence is a prevalent issue in our country. It is unpredictable but there are steps an organization can take to educate staff on red flags and lower the risk of it occurring among employees. Need to initiate annual Workplace Violence prevention training.	Annual Workplace Violence/Active Shooter training is annual required training for all SRAA employees each spring.

Risk	Impact to SRAA	\$ Impact to SRAA	Probability	Risk Score	Description, Comments, Controls & Actions	Mitigation Plan
Delaware North	2	100,000	1	2	Staffing Issues, Performance Issues, Dated Concessions concepts	All Concessions are open and in compliance with contract and any defaults have been cured. However, onsite management performance has been lackluster leading to overall performance issues. Daily SRAA oversight, observations and communications are helping improve the overall performance. A new General Manager has been hired and begins employment at SYR on April 4th.
Loss of International Designation as a Port of Entry	2		1	2	CBP has notified the SRAA that we must upgrade our FIS facility because we do not meet the current standards. A project is underway to convert the gate 15 area to a new FIS. Doing so will have the potential added benefit to handle international charter flights at SYR.	A new FIS design has been submitted as part of the Upstate Airport Grant (UAI). If the UAI Project is not selected we have reserved \$5M in CARES to complete the Project
Police Staffing	2	195,000	1	2	Police services are provided by SPD under a secondary work permit. If no officers sign up for shifts, or they are recalled we could be forced to close the checkpoint. Preferred solution is SRAA stand up of its own police force. This has been discussed with SPD leadership which is supportive as it is currently understaffed and struggles at times to support Airport LEO staffing.	The SRAA now contracts directly with the SPD officers and raised the hourly rates to be competitive with other secondary work opportunities in the region. Work is continuing to establish our own police force. Hired Airport Police Chief. Creating additional positions: Airport Police Captain and Airport Police Officer.
ATF Locker	1	None	1	1	The SPD, Syracuse City and Onondaga County have requested permission to store munitions in a secure locker on SYR Airport property inside security fence.	Locker is specifically designed and approved for this purpose and is being acquired and installed at no cost to SRAA. This is routinely done at other airports around the country. Locker will securely house ammunition and explosive ordinance for SPD and Onondaga County Sheriffs.
Lack of structured workplace safety program	3		2	6	Need more safety protocols and initiatives in place to lower risk of workplace injuries and ensure all employees are trained on safety requirements for their specific job responsibilities. We have had several workers comp injuries in the areas of Airfield Maintenance, Trades, Custodial, and Operations.	Environmental, Health & Safety compliance review completed. SRAA Executive team is prioritizing findings and establishing an action plan to address findings. Recruitment for Airport Risk Manager to oversee workplace safety program is on hold pending results of organizational assessment.

Revenue per Enplanement (RPE)

National Average - Small Hub Airports

	<u>Annual</u>
Food & Beverage	\$ 5.67
Retail / News & Gift	\$ 3.40
Total	\$ 9.07

SRAA - FY 2022	<u>Jul-21</u>	<u>Aug-21</u>	<u>Sep-21</u>	<u>Oct-21</u>	<u>Nov-21</u>	<u>Dec-21</u>	<u>Jan-22</u>	<u>Feb-22</u>	<u>Mar-22</u>	<u>Apr-22</u>	<u>May-22</u>	<u>Jun-22</u>	<u>YTD</u>
Food & Beverage	\$ 4.75	\$ 5.21	\$ 5.53	\$ 5.57	\$ 5.41	\$ 5.42	\$ 5.93	\$ 6.44	\$ 6.60	\$ 6.53	\$ 6.17	\$ 6.22	5.84
Retail / News & Gift	\$ 3.31	\$ 3.19	\$ 2.67	\$ 2.71	\$ 2.52	\$ 2.42	\$ 2.51	\$ 2.56	\$ 2.61	\$ 2.71	\$ 2.79	\$ 3.03	2.76
Total	\$ 8.06	\$ 8.41	\$ 8.20	\$ 8.28	\$ 7.94	\$ 7.83	\$ 8.44	\$ 9.00	\$ 9.21	\$ 9.25	\$ 8.96	\$ 9.25	8.60

SRAA - FY 2020	<u>Jul-19</u>	<u>Aug-19</u>	<u>Sep-19</u>	<u>Oct-19</u>	<u>Nov-19</u>	<u>Dec-19</u>	<u>Jan-20</u>	<u>Feb-20</u>	<u>Mar-19</u>	<u>Apr-19</u>	<u>May-19</u>	<u>Jun-19</u>	<u>YTD</u>
Food & Beverage	\$ 5.36	\$ 5.35	\$ 5.29	\$ 4.96	\$ 5.35	\$ 5.63	\$ 5.34	\$ 4.45	\$ 5.29	\$ 5.46	\$ 5.39	\$ 5.50	5.29
Retail / News & Gift	\$ 2.60	\$ 2.59	\$ 2.59	\$ 2.38	\$ 2.28	\$ 2.34	\$ 2.23	\$ 2.27	\$ 1.97	\$ 2.37	\$ 2.37	\$ 2.52	2.38
Total	\$ 7.96	\$ 7.93	\$ 7.88	\$ 7.34	\$ 7.63	\$ 7.97	\$ 7.56	\$ 6.72	\$ 7.26	\$ 7.82	\$ 7.76	\$ 8.02	7.67

*Source: 2019 ACI Concessions Survey and 2019 ARN Facebook. Note: These figures represent concessions revenue averages for all commercial small-hub airports reporting.

Commercial Dept Update

- ReachTV
 - Entertainment network and provider of content (news, sports, business, lifestyle and entertainment)
 - Revitalization of the gate hold entertainment at SYR
 - Completed – September 2022
- Costa Coffee Vending
 - Specialty coffee vending units
 - Fresh milk and whole bean
 - Completed September 21, 2022
- Pre-Security Vending Area
 - Contract is complete
 - Permitting intake meeting September 21, 2022
 - Completion expected Q1 2023
- Barracks Development Project
 - Zone Change Completed GC/IND to GC+
 - Currently marketing for build-to-suit opportunity
- Common Use Lounge
 - 90% Drawings complete
 - Permitting nearly complete
 - Planned open date February 2023
- TSA Offices
 - New TSA offices located adjacent to Dunkin and behind Common Use Lounge
 - Construction began 06/21/22
 - Expected completion December 2022
- Delaware North
 - Middle Ages North Refurbishment
 - Construction to begin January 2023
 - Expected completion April 2023

Surface Parking Lot Expansion



Surface Parking Lot Expansion

The goal is to provide additional parking capacity to accommodate short term demands as well as to allow additional parking when the landside parking project commences.

- Lot 1 – Expansion of the current Employee Lot
 - Will create roughly 600 additional spaces used for passenger parking
- Lot 2 – Employee Staging Lot
 - Allows for 300 employee parking spaces when parking capacity dictates
- Lot 3 – New Cell Phone
 - Relocation of cell phone lot to provide the option earlier in decision making process



Committee

Reports



Human Resources Committee Meeting Minutes

Thursday, September 8, 2022

Pursuant to the notice duly given and posted, the Human Resources Committee meeting of the Syracuse Regional Airport Authority was called to order on Thursday, September 8, 2022, in the Syracuse Regional Airport Authority Board Room located in the Syracuse Hancock International Airport by the committee Chair, Mr. Michael Lazar.

The meeting was called to order at 8:36 a.m. by Chair Michael Lazar.

In Attendance:

Chair Michael Lazar
Dr. Shiu-Kai Chin
Mr. Thomas Fernandez
Ms. Jo Anne Gagliano

Absent:

Mr. William Fisher
Ms. Latoya Allen

Staff/Other:

Mr. Jason Terreri
Mr. John Clark
Ms. Joanne Clancy
Ms. Robin Watkins
Mr. Mark Werbeck
Ms. Debi Marshall

Roll Call

As noted above all members were present, except Mr. William Fisher and Ms. Latoya Allen.

Approval of Minutes from Previous Meetings

Chair Lazar made a motion to approve the minutes from the previous meeting on June 9, 2022. Dr. Chin approved the motion, and it was seconded by Ms. Gagliano. The motion was carried unopposed.

New Business

Human Resources Goals 2021-22 and Organizational Assessment

Director Terreri shared with the group the background and information regarding the goals and organizational assessment including how SRAA employees viewed it negatively previously and how now there will be employee action groups. The participation level for this non-management employee group was excellent representing all departments and HR Director Marshall will be the

liaison for the group. Employee engagement is a focus for the management team to incorporate new communication strategies such as all shift staff meetings, making sure to include all shifts. Labor management meetings have begun on a regular basis in anticipation of future contract re negotiations which expires in June 2023. Diversity, Equity and Inclusion (DEI) review was included in this assessment, the Executive Team has been trained in DEI and this will continue to be a focus of the organization. Dr. Chin suggested an Ombudsman as a potential idea for outside the management team, and Director Terreri reminded the group that the SRAA does already have an Ethics Officer, John Clark for that purpose.

An organizational assessment was done by Steven Baldwin and Associates and has been completed with inputs from every level of staff. Additionally, a survey is being conducted with all staff. One focus will be on the Facilities and IT departments and a draft report will be made available to the board as soon as possible.

Org Chart

Director Terreri explained where the organization chart is on the website for review and that part of the organization changes should include less employees directly reporting to him and instead report up to the proper organization under which they fall so that employees will be able to have more 1-1 interaction with their direct supervisor and will be easier for day to day activity approvals. Mr. Lazar inquired regarding frequency of meetings and Director Terreri noted some recent changes to the recurring meeting schedule to make them more efficient for the Executive Team, one on one meetings with direct reports and Supervisors meetings.

SRAA Police Force Process Overview

Director Terreri introduced the new SRAA Police Chief, Mark Werbeck to the group. Chief Werbeck presented his extensive background, experience and credentials information and explained the process of creating a new police force and all it entails to become a recognized police force. Once that is established, uniforms, patches, shared reporting system software, etc. will be ordered and he said this will be a very slow process before any transition would be considered. The eventual goal will be to have the new officers supplement Syracuse Police Department in the schedule in parallel long before a transition would take place. Chief Werbeck is travelling to other similar sized airports to gain knowledge of best practices. The initial staffing numbers will be approx. 28.5 part time positions and may expand to full time as the airport grows. Chair Gagliano asked how TSA, Securitas and the new officers will all work together. Chief Werbeck noted that he has already been working with all of these entities to coordinate operational needs and timelines and Director Terreri explained the planned security program model further after a question from Dr. Chin, reiterating that all Airport Security controls and monitoring fall under the single point of contact, Chief Werbeck, who also acts as the Director of Airport Security to manage.

Airport Police Captain (SRAA) & Airport Police Officer (SRAA)

HR Director Marshall explained the roles and hiring process for the SRAA Police Captain and Airport Police Officers. Chief Werbeck explained both roles in more detail regarding the anticipated daily activities. Creating an Ad-hoc committee was discussed, but ultimately it was determined that a Special meeting of the Board may be more appropriate to include all board members as needed in the future. After discussion, with no further questions remaining, HR

Committee chair requested a motion - Dr. Chin granted a motion to bring these positions to the SRAA Regular board meeting on September 23, 2022 via the consent agenda with a second from Ms. Gagliano, the motion was carried unopposed.

Executive Session

Mr. Lazar invited a motion to go into executive session to discuss matters pertaining to the financial and employment history of particular persons. Dr. Chin approved the motion with a second from Mr. Fernandez, the motion was carried unopposed.

Executive session began at 9:30 a.m. Executive session ended at 9:54 a.m. No action was taken.

Adjournment

A motion to adjourn was made by Ms. Gagliano and seconded by Dr. Chin, the meeting adjourned at 9:55 a.m.

DRAFT



**Finance Committee Meeting Minutes
Thursday, September 8, 2022**

Pursuant to notice duly given and posted, the Finance Committee meeting of the Syracuse Regional Airport Authority was called to order on Thursday, September 8, 2022 in the Syracuse Regional Airport Authority Board Room located in the Syracuse Hancock International Airport by committee Chair, Dr. Shiu-Kai Chin.

The meeting was called to order by Dr. Chin at 10:03 a.m.

Members Present

Dr. Shiu-Kai Chin
Mr. Michael Lazar
Mr. Michael Frame
Mr. Nick Paro
Ms. Jo Anne Gagliano

Members Absent:

Mr. William Fisher
Mr. Robert Simpson

Also Present:

Mr. Jason Terreri
Ms. Robin Watkins
Mr. John Clark
Ms. Joanne Clancy
Mr. Jason Mehl

Roll Call

As noted above all members were present, except Mr. William Fisher and Mr. Robert Simpson.

Executive Session

Finance Chair Dr. Chin stated that the first item on the agenda was to modify the agenda to include an Executive Session. Mr. Lazar made the motion and Mr. Paro seconded that motion. Executive session began at 10:05 a.m. and ended at 10:28 a.m. No action was taken.

Review and approval of minutes from the previous meeting:

Chair Chin asked if there were comments to the minutes, there were none. A motion was made by Mr. Lazar to approve the minutes from the previous meeting on June 24, 2022, and Mr. Paro seconded the motion. Motion carried unanimously.

CFO Report

CFO Watkins expressed her appreciation for Finance Committee Chair Dr. Chin and the phenomenal job he does. She gave a quick summation of how Fiscal year 2022 ended which included exceeding the expectations for flight revenues, landed weights and other areas being above the 2019 levels. Due to some passenger traffic retraction due to the Omicron variant of Covid, the SRAA did not completely meet the budget, but it was still a great year. Excess revenues were able to be retained in the amount of \$.9M. Net income loss appears to be large, however it is reflective of the SRAA paying off the bonds with the City of Syracuse and moving that debt to the Authority books after refinancing which will actually result in significant savings in the future.

Cash balances Enterprise funds are used for daily operations/checking accounts. The reserve fund is an internally reserved account to save money for the large parking garage and landside projects. The banks and market will look to see that the Authority has money saved toward that specific purpose when considering financing options. The CARES funds have specific rules and requirements, and this is one of those projects that it can be saved for to use in the future. A small ancillary account will be rolled over into the operating account. The operating account has grown from \$4M to \$6 M over the last year due to the excellent management of our expenses and a change in culture. Restricted cash includes PFC projects that come from the airlines and must be approved for specific uses such as to use towards our new Master Plan. CFC accounts come from car rental agencies and are restricted to be used for something related to car rental projects. Bond escrow and Bond reserves must be held to keep documentation to the bond holders and cannot be utilized. Mr. Lazar asked questions regarding short term investment possibilities. A discussion ensued and CFO Watkins and Executive Director Terreri answered all questions.

A plan is being considered for any remaining CARES funding with ARPA/ARPA concessions based on eligible program restrictions. Landed weights in July were lower than budgeted due to cancellations and down-gauging of aircrafts. Enplanements were slightly ahead of predicted budget. Flight seat capacity is full and the hope is that late in 2022, these issues will be remedied. Airline terminal fees were slightly ahead of plan. Concessions and transportation numbers including rental cars were all up. Operating expenses came in below our budget. There were no major shifts in these reports, simply a few timing variations. Income/Operating loss was up compared to budget. That line in the budget is important and drove our employee bonus program which for the first time ever, each employee received \$100 for a zero-finding security audit and an additional \$100 for meeting the July metrics as a bonus. This will drive employees to understand our financial situation more as a team.

Each year in July, Fitch and Moody's who completed the SRAA bond ratings reviews the years' findings and looks at the airports cash position. After a questionnaire was completed and conference call meetings with follow up questions were completed, they were satisfied with the review and based on that, the airport will continue with the same rating as last year.

Jet bridges and snow equipment plans were discussed. Recent building system failures such as plumbing, roof, electrical and HVAC have taken place throughout the airport recently putting a strain on our resources. The Executive Team met to reprioritize project spending based on these urgent needs. 2022 Capital plan and PFC spending was discussed and explained to the group this is based on entitlements and restricted spending and matching rules. Various debts and detailed spending plans for essential repairs and equipment needs were discussed. The CFO went through this plan which included a look out 5+ years. The Communications Center and the police force still need to be established as well as the demolition of the old hotel. A shipping and receiving facility needs to be created, signage improvements are needed as well as completion of significant plumbing projects in order to meet our operational and capacity needs. The Authority has applied for several grants to assist with these large projects and those were fully discussed.

Chair Gagliano inquired about the de-icing project. Executive Director Terreri explained that there will be a revenue share potential for the airport along with the green-positive of the recycling program itself.

New Business

CFO Watkins stated all business was discussed during this meeting.

Adjournment:

With no further questions, Mr. Frame made a motion to adjourn, and Mr. Paro seconded that motion. The meeting was adjourned at 11:18 a.m.



**Governance Committee Meeting Minutes
Thursday, September 8, 2022**

Pursuant to notice duly given and posted, the Governance Committee meeting of the Syracuse Regional Airport Authority was called to order on Thursday, September 8, 2022 in the Syracuse Regional Airport Authority Board Room located in the Syracuse Hancock International Airport by SRAA Chair, Ms. Jo Anne Gagliano.

The meeting was called to order at 11:44 a.m. by SRAA Chair Gagliano.

Members Present

Ms. Jo Anne Gagliano
Mr. Kenneth Kinsey
Mr. Michael Lazar
Mr. Michael Quill
Mr. Nick Paro

Members Absent

William Fisher (Chair)

Also Present

Mr. Jason Terreri
Ms. Robin Watkins
Mr. John Clark
Ms. Joanne Clancy
Mr. Jason Mehl

Review and approval of minutes from previous meeting

SRAA Chair Gagliano asked the Committee to review the past committee minutes and waive the reading and adopt the minutes. A motion was made by Mr. Lazar and seconded by Mr. Kinsey and was unanimously approved to accept the minutes from the February 10, 2022 Governance Committee meeting.

New Business

SRAA Chair Gagliano explained that multiple policy reviews are required by the ABO and need to be reviewed yearly and their importance. They are as follows:

Records retention policy review (ABO required) – Ms. Clancy reminded the committee that in April the policy was updated to the LGS as our standard. Chair Gagliano suggested committee members review this lengthy policy and the link was provided to them and is also on the SRAA website.

Financial Disclosure form discussion (ABO required) – Chair Gagliano asked the committee to remember to return this Financial Disclosure form on/by the September Regular Board meeting and that it need be notarized. Ms. Clancy can notarize at the 23 September meeting.

Mission statement review (ABO required) – Ms. Clancy showed the board where this Mission Statement is located on the SRAA website and the group discussed that it was just updated this past year and no changes are needed. This statement is also located in the same area of the SRAA website where there is a link to the current SRAA Organization chart.

Mission Statement/Performance Measure review (ABO required) – Ms. Clancy explained that this is a form that is posted to the SRAA Website and acknowledged yearly within 90 days of the end of each fiscal year in the PARIS reporting system. One minor change was noted to update for this year's form.

Member Evaluation form review (ABO required) – The group discussed an old form that used to be given to the SRAA Board members to simply give their opinion on frequency of meetings, their understanding of the airport and the policies and what changes they would recommend. This form was also given at the time that SRAA Board members received their attendance record and also turned in their Financial Disclosure Form each year. It was determined that this form was created at the Authority's inception and is no longer needed as communication with the SRAA staff has improved over time.

New member training review (ABO required) – It was discussed that the Executive Director takes the lead in training new board members each year and sets up tours of the airport as well.

Chair Gagliano remarked that she felt comfortable and was proud of the work that this committee and the board have done with implementing the new Mission Statement and reviewing and updating policies as needed.

Director Terreri discussed that there would be a change in the way we do the SRAA Regular Board meetings and will provide a "Scorecard" instead of a full verbal Executive Team report during the meetings. The materials for what the Executive Team has to report will simply be put into the Microsoft Teams folder for the SRAA Board to review one week prior to the meeting along with short white papers as needed to explain the topics for the board to read in advance so they are better prepared for the meetings and to be able to ask questions in advance so they feel more comfortable with the information to be ready to vote during the meetings. All agreed. The draft meeting calendar for 2023 will be in the Teams folder for review and comment at the September meeting and will be voted on at the December board meeting. The State of the Airport presentation will be held January 27, 2023 and the SRAA Board offsite will be held March 27-28, 2023. Executive Director Terreri stated that his goal is to grow the communication with the overall community at the State of the Airport and other activities throughout the year.

Executive Session

There was no Executive Session.

Adjournment

Having no other topics brought to the committee, a motion was made by Chair Fisher to adjourn the meeting. Motion was approved by Ms. Gagliano and seconded by Mr. Paro. The meeting adjourned at 12:04 p.m.

DRAFT



New Business

Resolutions

RESOLUTION TO APPLY FOR PASSENGER FACILITY CHARGES

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-bbb of the Enabling Act provides that the purposes of the Authority include the development, expansion, maintenance, and financing of aviation-related facilities in Central New York in general and the Syracuse Hancock International Airport ("Airport") in particular; and

WHEREAS, the Congress of the United States, through enactment of the Aviation Safety and Capacity Expansion Act of 1990, empowered the Federal Aviation Administration of the U.S. Department of Transportation to authorize operators of commercial service airports to impose a Passenger Facility Charge ("PFC") on certain enplaned passengers at those airports, and to use the revenues collected for capital projects that would promote the safety, security, capacity, and noise mitigation goals of those airport operators;

WHEREAS, that Federal Aviation Regulations require that the Authority adopt a resolution authorizing an application for Passenger Facility Charges to be submitted to the Federal Aviation Administration and agreement to comply with the requirements of that Regulation;

NOW, THEREFORE, after due deliberation having been had thereon, it is RESOLVED, that the Board of the Syracuse Regional Airport Authority hereby:

SECTION 1 - PASSENGER FACILITY CHARGE

- 1.1 Authorization to apply; specification of approved Capital Projects: The Authority hereby authorizes the Executive Director to submit to the FAA an application for the authorization to impose a Passenger Facility Charge at the Syracuse Hancock International Airport and to expend PFC revenues as identified on Attachment I.

These funds will be expended on a Pay-As-You-Go basis in the following manner:

- \$4.6 million for eight pieces of crucial airfield equipment replacements, replacing pieces of equipment which are all well beyond the useful life,
- \$3.0 million for Airport-owned jet bridges for gates without bridges today, increasing capacity,
- \$6.3 million for concourse renovations to rehab/expand gate holds for new jet bridge locations,
- \$75K for preparation fees.

- 1.2 Authorization to give assurances: The Authority hereby authorizes the Executive Director to include in the application, when filed, all understandings and assurances required by the FAA.
- 1.3 Amount of Charge: Once authorized by FAA, the Passenger Facility Charge shall be imposed at a level of \$4.50 on all revenue enplaned passengers at the Airport, except for those that the Authority seeks and is granted permission to exclude from such collection.
- 1.4 Date of Imposition and Expiration: The Authority hereby authorizes collection of the Passenger Facility Charge beginning on the first day of the second month after approval by FAA of the application for authorization to impose a PFC at the Airport, or as soon thereafter as the PFC can be collected as determined by the Executive Director. The PFC authorized by this Resolution shall expire when sufficient revenues have been collected to equal the eligible costs of the approved projects listed in Section 1.1 above.

SECTION 2-DESIGNATION OF OFFICIAL REPRESENTATIVE

- 2.1 The Executive Director of the Syracuse Regional Airport Authority is designated as the Official Representative of the Authority to act in connection with the application and is authorized to implement the necessary procedures required under 14 CFR Part 158 to secure authorization to impose a PFC and spend PFC revenues, including but not limited to, the authorization to sign all necessary documents, to enter into all necessary certifications, and to give all required assurances.

SECTION 3 - COMPLIANCE WITH FEDERAL REQUIREMENTS

- 3.1 The revenues collected pursuant to FAA approval of the Authority's application shall be expended for projects determined by FAA to be eligible under the Act and 14 CFR Part 158.
- 3.2 The Passenger Facility Charge to be imposed under this Resolution shall be collected and disbursed in compliance with the Act and 14 CFR Part 158.

Resolution Adopted Date: _____

Vote: Ayes Nays: Abstentions:



Passenger Facility Charge (PFC) Application #10

Syracuse Hancock International Airport (SYR)

August 2022

**Syracuse Regional Airport Authority
Passenger Facility Charge (PFC) Application #10**

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**Syracuse Regional Airport Authority
Passenger Facility Charge (PFC) Application #10**

1.0 Air Carrier Notice

MEMO

Date: August 12, 2022

Re: Notice to Passenger Air Carriers for PFC Application #10

To: Whom It May Concern:

The Syracuse Regional Airport Authority (SRAA), operating the Syracuse Hancock International Airport (SYR), will be convening a meeting for all passenger airlines regarding the Airport's Passenger Facility Charge (PFC) Application #10. Meeting information is as follows:

Date: Thursday, March 15, 2022

Time: 11:00 AM EST

Location: Syracuse Hancock International Airport, John Walsh Conference Room
1000 Col. Eileen Collins Blvd., Syracuse, NY 13212

Call-in Number (If you cannot attend in person):

Number: 1-347-966-4080 **Participant Code:** 73775771#

The total amount of this Pay-As-You-Go Passenger Facility Charge (PFC) is \$13,830,156. The individual PFC level requested in the application is \$4.50.

A summary information sheet including exempted classes of air carriers is attached to this notice. Additional information on the projects can be found on the Syracuse Regional Airport Authority website:

<https://syrsraa.com/legal-notices/>

At the conclusion of the air carrier meeting, staff will specify the deadline for comments from the carriers.

Comments must be sent in writing to:

Syracuse Regional Airport Authority
1000 Col. Eileen Collins Blvd.
Syracuse, NY 13212
Attn: Robin Watkins, CFO

Or may be sent via email: watkinsr@syrairport.org

SYR PFC Application #10 Summary Information

Estimated Charge Date: June 1, 2030

Charge Expiration Date: March 1, 2033

Excluded Class: ATCO – Nonscheduled/On Demand Air Carriers, filing FAA – Form 1800-31 (See Air Carrier Activity Information System (ACAIS) list attached for 2019-2021)

Excluded Class Reason: Total number of passengers in this category are well below the 1% enplanement threshold and these are all nonscheduled enplanements

Air Carriers Notification List: See ACAIS List for 2019-2021

PFC Rate: \$4.50

PFC Application Total: \$13,830,156

Capital Improvement Plan (Includes Financing): See the attached CIP

Projects:

- Snow Removal Equipment Total: \$4,515,156
 - MTE 1: \$1,183,284
 - MTE 2: \$1,183,284
 - MTE 3: \$1,183,284
 - Skid Steer: \$75,000
 - Tractor & Batwing 1: \$125,457
 - Tractor & Batwing 2: \$125,457
 - Western Star Truck, Plow and Sander 1: \$319,695
 - Western Star Truck, Plow and Sander 2: \$319,695
- Gate 11 Modifications: \$600,000
- Jet Bridge for Gate 14: \$1,200,000
- Jet Bridge for Gate 22: \$1,200,000
- Terminal Modifications: \$6,240,000
- Administrative Preparation Fees: \$75,000

For further information on the above projects, please visit the SRAA website at:

<https://syrsraa.com/legal-notices/>

**Syracuse Regional Airport Authority
Passenger Facility Charge (PFC) Application #10**

2.0 Summary

Syracuse Regional Airport Authority
Passenger Facility Charge (PFC) Application #10 Summary

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Summary Information

Estimated Charge Date: June 1, 2030

Charge Expiration Date: March 1, 2033

Excluded Class: ATCO–Nonscheduled/On Demand Air Carriers, filing FAA–Form 1800-31 (See Air Carrier Activity Information System (ACAIS) list attached for 2017-2019)

Excluded Class Reason: Total number of passengers in this category is well below the 1% enplanement threshold and these are all nonscheduled enplanements

Air Carriers Notification List: See ACAIS List for 2019-2021

PFC Rate: \$4.50

PFC Application Total: \$13,830,156

Capital Improvement Plan (Includes Financing): See the attached CIP

Projects:

- Snow Removal Equipment Total: \$4,515,156
 - MTE 1: \$1,183,284
 - MTE 2: \$1,183,284
 - MTE 3: \$1,183,284
 - Skid Steer: \$75,000
 - Tractor & Batwing 1: \$125,457
 - Tractor & Batwing 2: \$125,457
 - Western Star Truck, Plow and Sander 1: \$319,695
 - Western Star Truck, Plow and Sander 2: \$319,695
- Gate 11 Modifications: \$600,000
- Jet Bridge for Gate 14: \$1,200,000
- Jet Bridge for Gate 22: \$1,200,000
- Terminal Modifications: \$6,240,000
- Administrative Preparation Fees: \$75,000

Multitasking Equipment (MTE) 1

Project Cost: \$1,183,284

Project Description: This piece of equipment is specifically for runway snow removal actions.

Project Objective: To preserve or enhance safety as well as maintain the capacity of the national air transportation system. By acquiring a new MTE and replacing Runway Sweeper #8, which was purchased in 1996, the Airport will be able to reliably clean the runways without experiencing failure of old equipment. The Oshkosh Runway Sweeper is difficult to maintain, and parts are no longer available and must be custom made. When Sweeper #8 breaks down, there is a delay in snow removal operations.

Project Justification: The Syracuse Hancock International Airport's Snow and Ice Control Plan was approved on October 10, 2016. The plan describes all aspects of a snow and/or ice event. Chapter 3 of the plan, titled "Snow Removal Action Criteria," details the activities surrounding an event. Specifically, Section 3.6 of this Chapter identifies the use of each type of equipment. The current Sweeper is vital to the runway snow removal operations. Parts are difficult to obtain, if they are available at all. However, in most cases, parts are not available and must be custom made. This results in significant downtime for a crucial piece of equipment. In addition, the hydraulic system and pump motors on these Sweepers are extremely worn. Lead time on repairs and parts is significant and results in not having any back-up equipment when this piece breaks down.

The new MTE will be much more efficient and reliable, allowing the Airport to clear the runways in a safer and more timely manner. The operating concept is that a single operator can operate a plow, runway broom, and air-blast system simultaneously to clean the surface to bare pavement. A MTE can move large amounts (Tons Per Hour (TPH)) of snow much faster since the plow is located at the front of the carrier and the broom is located approximately in the middle of the unit. Thus, one operator can perform the complete cleaning process in one pass, reducing labor costs, equipment maintenance costs, and the number of vehicles on the airfield, which enhances safety.

Start Date: July 2022

End Date: October 2023

MTE 2

Project Cost: \$1,183,284

Project Description: This piece of equipment is specifically for runway snow removal actions.

Project Objective: To preserve or enhance safety as well as maintain the capacity of the national air transportation system. By acquiring a new MTE and replacing Fresia Runway Sweeper #1 and Fresia Runway Sweeper #2 that were purchased in 2004 and 2006, the Airport will be able to reliably clean the runways without experiencing failure of old equipment. The Fresia equipment is difficult to maintain, and parts are no longer available and must be custom made. When a Sweeper breaks down, there is a delay in snow removal operations.

Project Justification: The Syracuse Hancock International Airport's Snow and Ice Control Plan was approved on October 10, 2016. The plan describes all aspects of a snow and/or ice event. Chapter 3 of the plan, titled "Snow Removal Action Criteria," details the activities surrounding an event. Specifically, Section 3.6 of this Chapter identifies the use of each type of equipment. The current Sweepers are vital to the runway snow removal operations. Parts are difficult to obtain, if they are available at all. However, in most cases, parts are not available and must be custom made. This results in significant downtime for crucial pieces of equipment. In addition, the hydraulic system and pump motors on these Sweepers are extremely worn. Lead time on repairs and parts is significant and results in not having any back-up equipment when these pieces break down.

The new MTE will be much more efficient and reliable, allowing the Airport to clear the runways in a safer and more timely manner. The operating concept is that a single operator can operate a plow, runway broom, and air-blast system simultaneously to clean the surface to bare pavement. A MTE can move large amounts (TPH) of snow much faster since the plow is located at the front of the carrier and the broom is located approximately in the middle of the unit. Thus, one operator can perform the complete cleaning process in one pass, reducing labor costs, equipment maintenance costs, and the number of vehicles on the airfield, which enhances safety.

Start Date: July 2022

End Date: October 2023

MTE 3

Project Cost: \$1,183,284

Project Description: This piece of equipment is specifically for runway snow removal actions.

Project Objective: To preserve or enhance safety as well as maintain the capacity of the national air transportation system. By acquiring a new MTE and replacing the Walter Snowplow that was purchased in 1986, the Airport will be able to reliably clean the runways without experiencing failure of old equipment. The Walter Snowplow equipment is difficult to maintain, and parts are no longer available and must be custom made. When a Snowplow breaks down, there is a delay in snow removal operations.

Project Justification: The Syracuse Hancock International Airport's Snow and Ice Control Plan was approved on October 10, 2016. The plan describes all aspects of a snow and/or ice event. Chapter 3 of the plan, titled "Snow Removal Action Criteria," details the activities surrounding an event. Specifically, Section 3.6 of this Chapter identifies the use of each type of equipment. The current Snowplows are vital to the runway snow removal operations. Replacement parts are difficult to obtain, if they are available at all. However, in most cases, parts are not available and must be custom made. This results in significant downtime for a crucial piece of equipment. In addition, the vehicle systems and the motor on this Snowplow is extremely worn. Lead time on repairs and parts is significant and results in not having any back-up equipment when this piece breaks down.

The new MTE will be much more efficient and reliable, allowing the Airport to clear the runways in a safer and more timely manner. The operating concept is that a single operator can operate a plow, runway broom, and air-blast system simultaneously to clean the surface to bare pavement. A MTE can move large amounts (TPH) of snow much faster since the plow is located at the front of the carrier and the broom is located approximately in the middle of the unit. Thus, one operator can perform the complete cleaning process in one pass, reducing labor costs, equipment maintenance costs and the number of vehicles on the airfield, which enhances safety.

Start Date: July 2022

End Date: October 2023

Skid Steer

Project Cost: \$75,000

Project Description: This piece of equipment is specifically for snow removal and clean up, and airfield grounds maintenance actions.

Project Objective: To preserve or enhance safety as well as maintain Airport facilities and the capacity of the national air transportation system. By acquiring a new Skid Steer and replacing the GEHL Skid Steer that was purchased in 1996, the Airport will be able to reliably clean, sweep aircraft ramps and facilities, and maintain grounds on the airfield without experiencing failure of old equipment. The GEHL Skid Steer equipment is past its useful life and is difficult to maintain.

Project Justification: The Syracuse Hancock International Airport's Snow and Ice Control Plan was approved on October 10, 2016. The plan describes all aspects of a snow and/or ice event. Chapter 3 of the plan, titled "Snow Removal Action Criteria," details the activities surrounding an event. Specifically, Section 3.6 of this Chapter identifies the use of each type of equipment. The current Skid Steer is vital to keeping the aircraft parking areas and ramp clean and operational for the air carriers. This equipment is able to maneuver in tight areas to remove debris and keep the ramp clean and the airfield grounds well maintained.

A new Skid Steer will be more efficient and reliable, allowing the Airport to clean and clear areas of the aircraft parking ramp easily and in a safer and more timely manner. In the summer months, this equipment will assist staff with maintaining the airfield grounds. This piece is versatile with landscape and asphalt maintenance by using multiple attachments (already owned by the Authority) such as an auger, roller for asphalt repair, and a front-loading bucket.

Start Date: July 2022

End Date: February 2023

Tractor & Batwing 1

Project Cost: \$125,457

Project Description: This piece of equipment is specifically for snow removal and clean up, and airfield grounds maintenance actions.

Project Objective: To preserve or enhance safety as well as maintain Airport facilities and the capacity of the national air transportation system. By acquiring a New Holland CTL110 Tractor and replacing the New Holland TL90 Tractor that was purchased in 2001, the Airport will be able to reliably maintain aircraft ramps and facilities during snow operations and grounds on the airfield without experiencing failure of old equipment. The New Holland TL90 Tractor is past its useful life and difficult to maintain.

Project Justification: The Syracuse Hancock International Airport's Snow and Ice Control Plan was approved on October 10, 2016. The plan describes all aspects of a snow and/or ice event. Chapter 3 of the plan, titled "Snow Removal Action Criteria," details the activities surrounding an event. Specifically, Section 3.6 of this Chapter identifies the use of each type of equipment. The current New Holland TL90 Tractor is a supplemental piece of equipment for keeping the aircraft parking areas and ramps clean and operational for the air carriers. However, it is a primary piece of equipment for grounds maintenance during the summer months. This equipment is able to maneuver in tight areas to keep the ramp clean and the airfield grounds well maintained.

A New Holland CTL110 Tractor will be more efficient and reliable, allowing the Airport to clean and clear in tight areas during snow operations of the aircraft parking ramp easily and in a safer and more timely manner. In the summer months, this equipment will provide staff the appropriate equipment to maintain the airfield grass areas. This piece is versatile and able to clear snow with a blower attachment (already owned by the Authority) and maintain landscape with a new 15-foot batwing mower and a multi-purpose front-loading bucket.

Start Date: July 2022

End Date: October 2023

Tractor & Batwing 2

Project Cost: \$125,457

Project Description: This piece of equipment is specifically for snow removal and clean up, and airfield grounds maintenance actions.

Project Objective: To preserve or enhance safety as well as maintain Airport facilities and the capacity of the national air transportation system. By acquiring a New Holland CTL110 Tractor and replacing the New Holland TL90 Tractor that was purchased in 2003, the Airport will be able to reliably maintain aircraft ramps and facilities during snow operations, and grounds on the airfield without experiencing failure of old equipment. The New Holland TL90 Tractor is past its useful life and difficult to maintain.

Project Justification: The Syracuse Hancock International Airport's Snow and Ice Control Plan was approved on October 10, 2016. The plan describes all aspects of a snow and/or ice event. Chapter 3 of the plan, titled "Snow Removal Action Criteria," details the activities surrounding an event. Specifically, Section 3.6 of this Chapter identifies the use of each type of equipment. The current New Holland TL90 Tractor is a supplemental piece of equipment for keeping the aircraft parking areas and ramps clean and operational for the air carriers. However, it is a primary piece of equipment for grounds maintenance during the summer months. This equipment is able to maneuver in tight areas to keep the ramp clean and the airfield grounds well maintained.

A New Holland CTL110 Tractor will be more efficient and reliable, allowing the Airport to clean and clear in tight areas during snow operations of the aircraft parking ramp easily and in a safer and more timely manner. In the summer months, this equipment will provide staff the appropriate equipment to maintain the airfield grass areas. This piece is versatile and able to clear snow with a blower attachment (already owned by the Authority) and maintain landscape with a new 15-foot batwing mower and a multi-purpose front-loading bucket.

Start Date: July 2022

End Date: October 2023

Western Star Truck, Plow and Sander 1

Project Cost: \$319,695

Project Description: This piece of equipment is specific to runway, taxiway, and aircraft ramp area snow removal actions.

Project Objective: To preserve or enhance safety as well as maintain the capacity of the national air transportation system. By acquiring a new Western Star truck, plow and sander and replacing the International Sander unit that was purchased in 1985, the Airport will be able to reliably maintain the aircraft movement areas without experiencing failure of old equipment. The International Sander unit is difficult to maintain and is beyond its useful life.

Project Justification: The Syracuse Hancock International Airport's Snow and Ice Control Plan was approved on October 10, 2016. The plan describes all aspects of a snow and/or ice event. Chapter 3 of the plan, titled "Snow Removal Action Criteria," details the activities surrounding an event. Specifically, Section 3.6 of this Chapter identifies the use of each type of equipment. The current snowplow and sander units are vital to the runway snow removal and management of snow operations. Replacing the 1985 Sander unit with a combination plow and sander unit will provide greater flexibility and efficiency for snow management on the airfield runways, taxiways, and aircraft parking ramp.

The new Western Star equipment will be much more effective, efficient, and reliable, allowing the Airport to clear and treat runways and taxiways in a safer and more timely manner. The operating concept is that a single operator can manage a plow while simultaneously applying sand to the surface. This activity will assist in the safe operational movement of aircraft landing and taxiing to the Airport terminal. One operator in a new piece of equipment will reduce labor costs, equipment maintenance costs, and the number of vehicles on the airfield, which enhances safety.

Start Date: July 2022

End Date: October 2023

Western Star Truck, Plow and Sander 2

Project Cost: \$319,695

Project Description: This piece of equipment is specific to runway, taxiway, and aircraft ramp area snow removal actions.

Project Objective: To preserve or enhance safety as well as maintain the capacity of the national air transportation system. By acquiring a new Western Star truck, plow and sander and replacing the International Snowplow that was purchased in 2010, the Airport will be able to reliably maintain the aircraft movement areas without experiencing equipment failure. The International Snowplow is difficult to maintain, breaks down frequently and is beyond its useful life.

Project Justification: The Syracuse Hancock International Airport's Snow and Ice Control Plan was approved on October 10, 2016. The plan describes all aspects of a snow and/or ice event. Chapter 3 of the plan, titled "Snow Removal Action Criteria," details the activities surrounding an event. Specifically, Section 3.6 of this Chapter identifies the use of each type of equipment. The current snowplow and sander units are vital to the runway snow removal and management of snow operations. Replacing the 2010 Snowplow with a combination plow and sander unit will provide greater flexibility and efficiency for snow management on the airfield runways, taxiways, and aircraft parking ramp.

The new Western Star equipment will be much more effective, efficient, and reliable, allowing the Airport to clear and treat runways and taxiways in a safer and more timely manner. The operating concept is that a single operator can manage a plow while simultaneously applying sand to the surface. This activity will assist in the safe operational movement of aircraft landing and taxiing to the Airport terminal. One operator in a new piece of equipment will reduce labor costs, reduce labor costs, equipment maintenance costs, and the number of vehicles on the airfield, which enhances safety.

Start Date: July 2022

End Date: October 2023

Gate 11 Modifications

Project Cost: \$600,000

Project Description: Make the necessary modifications to the jet bridge at Gate 11 to allow for full utilization of the gate and jet bridge.

Project Objective: To enhance the capacity of the national air transportation system and maintain a competitive Airport environment. These modifications will allow for the full use of the jet bridge and increase capacity. Without these modifications, the Airport will not be able to meet increasing passenger demand unless a new jet bridge is purchased, which would cost twice as much.

Project Justification: These modifications will extend the life of the bridge at gate 11 and allow the Airport to fully serve the travelling public. Due to the increased passenger demand, the Airport either needs to purchase a new bridge with the proper requirements or modify the existing bridge. Modifying the existing bridge will speed up the process of using the gate, is much less expensive, and will increase the capacity of the Airport.

Start Date: October 2022

End Date: June 2023

Jet Bridge for Gate 14

Project Cost: \$1,200,000

Project Description: Purchase and installation of a new jet bridge for Gate 14.

Project Objective: To enhance the capacity of the national air transportation system and maintain a competitive airport environment. The new jet bridge for Gate 14 will promote a safer and more efficient Airport and will allow the Airport to meet current and future demand. Currently, there is no jet bridge for Gate 14.

Project Justification: The Airport is near capacity with all bridges currently being utilized. To accommodate passenger and airline demand, Gate 14 must have a new jet bridge. A new jet bridge for Gate 14 will better position the Airport for current activity and future growth. This also reduces the need for diversions and allows the Airport to have all passengers use a gate/jet bridge rather than ground loading.

Start Date: April 2023

End Date: April 2024

Jet Bridge for Gate 22

Project Cost: \$1,200,000

Project Description: Purchase and installation of a new jet bridge for Gate 22.

Project Objective: To enhance the capacity of the national air transportation system and maintain a competitive Airport environment. The new jet bridge for Gate 22 will promote a safer and more efficient Airport and will allow the Airport to meet current and future demand. Currently, there is no jet bridge for Gate 22.

Project Justification: The Airport is near capacity with all bridges currently being utilized. To accommodate passenger and airline demand, Gate 22 must have a new jet bridge. A new jet bridge at Gate 22 will better position the Airport for current activity and future growth. This also reduces the need for diversions and allows the Airport to have all passengers use a gate/jet bridge rather than ground loading.

Start Date: April 2023

End Date: April 2024

Terminal Modifications

Project Cost: \$6,240,000

Project-Description: Expansion of the terminal gate hold rooms to ensure passenger waiting areas are available with the addition of new jet bridges at Gate 14 and Gate 22 as well as required modifications at Gate 11.

Project Objective: To enhance the capacity of the national air transportation system and maintain a competitive Airport environment. The terminal building gate hold areas are greatly undersized and do not align with industry standards for available square feet for the level of service experienced at the Airport. With the addition of jet bridges at gates 14 and 22 as well as the modifications to the bridge at gate 11, this is the most cost-effective and time-sensitive opportunity to make these adjustments.

Project Justification: The existing terminal facilities as they relate to gate hold areas and public passenger movements are extremely outdated and very undersized. The facilities were developed and built for different-sized aircraft. With the increased size of the regional jets and the increased use of the smaller sized jet aircraft (737 as an example), the current size of all of the hold rooms at the Airport needs to be expanded. With the addition of the new jet bridges at gates 14 and 22 as well as the gate modifications at gate 11, this is the best opportunity to start to make these areas safer, passenger-friendly, and provide a more efficient operation of the Airport. These changes will improve the overall operation of the Airport by allowing more free movement for passengers and preventing passengers from entering the wrong aircraft.

Start Date: July 2023

End Date: January 2025

Administrative Preparation Fees

Project Cost: \$75,000

Project Description: The general administrative preparation fees for the development of the PFC application by consultants and Airport management. The Syracuse Regional Airport Authority contracted with Steven Baldwin Associates to manage the overall PFC application development. Tasks generally involve coordinating all projects and descriptions with Airport management; developing all PFC application materials; coordinating with the FAA; facilitating the airline consultation meeting; and finalizing the application documentation for submission.

Start Date: January 2022

End Date: January 2023

**Syracuse Regional Airport Authority
Passenger Facility Charge (PFC) Application #10**

3.0 Capital Improvement Program

**Syracuse Hancock International Airport
Capital Improvement Program**

Airport:		Syracuse Hancock International Airport					State:		NY					NPIAS #:		36-0114		LOCID:		SYR		Date:		1/12/22	
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.	BIL Funding	Supplementary Discretionary		PFC	Other														
2022																									
Passenger Terminal Improvements (Design & Construct) -	42	ST TE IM	\$ 3,988						\$ 222		\$ 222		\$ 4,432	Catex	Approved 8/11/2017										
Rehabilitate Taxiway B [2,500 LF x 75LF] Including Stub Taxiways S [300 lf x 85 lf], T [200 LF x 85 LF] & M [600 lf x 75 lf] (Design),	76	RE TW IM	\$ 93	\$ 200					\$ 16		\$ 16		\$ 325	Catex	Submit by 12/16/2021										
Rehabilitate Taxiway B Including Stub Taxiways S, T & M - Lighting (Design)	76	RE TW LI	\$ 63						\$ 4		\$ 4		\$ 70	Catex	Submit by 12/16/2021										
Rehabilitate T/W A East [5,300 lf x 75 lf] Incl. Stub Taxiways M [600 lf x 75 lf] - Phase II (Design)	76	RE TW IM	\$ 360						\$ 20		\$ 20		\$ 400	Catex	Approved 7/16/2014										
Rehabilitate Taxiway A East & Taxiway M - Phase II Lighting (Design)	76	RE TW LI	\$ 90						\$ 5		\$ 5		\$ 100	CATEX	Approved 7/16/2014										
Construct Maintenance Building	39	ST BD MS						\$ 4,500	\$ 250		\$ 250		\$ 5,000	CATEX	Submit by 5/31/2022										
Jet Bridge Updates (Gates 11, 14 & 22)													\$ 600	CATEX	Submitted by 8/12/2022										
Snow Removal Equipment													\$ 4,600	CATEX	Submitted 8/3/2022										
Total FY2022			\$ 4,594	\$ 200	\$ -	\$ -	\$ 4,500	\$ -	\$ 516	\$ 5,200	\$ 516	\$ -	\$ 15,527												
2023																									
Replace ARFF Vehicle and Equipment (ARFF 8)	89	SA EQ RF	\$ 940	\$ 230					\$ 65	\$ -	\$ 65		\$ 1,300	Catex	Submit by 6/30/2022	need to submit CATEX (one-page)									
Replace PPE Equipment	89	SA EQ RF	\$ 90						\$ 5		\$ 5		\$ 100	Catex	Submit by 6/30/2022	need to submit CATEX (one-page)									
Rehabilitate Taxiway A West [3,700 lf x 75 lf] & Stub Taxiways Q [250 lf x 110 lf] & R [250 lf x 110 lf] and Stub Taxiway G [150 lf x 110 lf] (Construct)	76	RE TW IM	\$ 3,150						\$ 175		\$ 175		\$ 3,500	Catex	Approved 7/16/2014										
Rehabilitate Taxiway A West [3,700 lf x 75 lf] & Stub Taxiways Q [250 lf x 110 lf] & R [250 lf x 110 lf] and Stub Taxiway G [150 lf x 110 lf] - Lighting - (Construct)	76	RE TW LI	\$ 540						\$ 30		\$ 30		\$ 600	Catex	Approved 7/16/2015										
Comprehensive De-Icing Operations Program Rehabilitation- Phase - II (Design).	39	ST OT DI	\$ 203						\$ 11		\$ 11		\$ 225	CATEX	Submit by 6/30/2022										
Comprehensive De-Icing Operations Program Rehabilitation- Phase - III (Design) - Rehabilitate Chemical Storage/ Winter Operations Building [5,600 SF] (Design)	47	ST BD IM			\$ 225				\$ 13		\$ 13		\$ 250	Catex	Submit by 6/30/2022										
Rehabilitate Terminal Apron Including Taxiways D, E & F (Design)	76	RE TW IM			\$ 405				\$ 23		\$ 23		\$ 450	Catex	Approved 8/11/2018										
Construct Cargo Apron Access Taxiway	71	ST TW CO						\$ 3,150	\$ 175		\$ 175		\$ 3,500	Catex	Submit by 6/30/2022										
Construct Cargo Apron Expansion	64	ST AP CO						\$ 1,350	\$ 75		\$ 75		\$ 1,500	Catex	Submit by 6/30/2022										
Jet Bridge Updates (Gates 11, 14 & 22)													\$ 2,400	Catex	Submitted by 8/12/2022										
Terminal Modifications (Gates 11, 14 & 22)													\$ 4,120	Catex	Submitted 8/10/2022										
Total FY2023			\$ 4,923	\$ 230	\$ 630	\$ -	\$ 4,500	\$ -	\$ 571	\$ 6,520	\$ 571	\$ -	\$ 17,945												
2024																									
Rehabilitate Taxiway B [2,500 LF x 75LF] Including Stub Taxiways S & T [each 190 LF x 85 LF] (Construct)	76	RE TW IM	\$ 2,990	\$ 250	\$ 3,000				\$ 80		\$ 80		\$ 3,600	Catex	Submit by 12/16/2021										
Rehabilitate Taxiway B Including Stub Taxiways S & T- Lighting (Construct)	76	RE TW LM	\$ 720		\$ 500				\$ 40		\$ 40		\$ 800	Catex	Submit by 12/16/2021										
Rehabilitate T/W A East [5,300 lf x 75 lf] Incl. Stub Taxiways M [600 lf x 75 lf] Phase-II (Construct)	76	RE TW IM	\$ 800		\$ 4,200				\$ 250		\$ 250		\$ 5,000	Catex	Approved 7/16/2014										
Rehabilitate Taxiway A East & Taxiway M- Lighting- Phase II (Construct)	76	RE TW LM			\$ 1,000				\$ 100		\$ 100		\$ 1,000	Catex	Submit by 12/16/2021										
Comprehensive De-Icing Operations Program Rehabilitation- Phase - II (Construct).	39	ST OT DI			\$ 4,100				\$ 228		\$ 228		\$ 4,556	Catex	Submit by 7/31/2023										
Comprehensive De-Icing Operations Program Rehabilitation - [Rehabilitate Chemical Storage/ Winter Operations Building [5,600 SF] Phase - III] (Construct)	47	ST BD IM			\$ 1,350				\$ 75		\$ 75		\$ 1,500	CATEX	Submitted by 7/31/2022										
Conduct Environmental Study (EA)	72	EN MA ES	\$ -	\$ 230					\$ 13		\$ 13		\$ 256	Catex	Submit by 7/31/2023										
BIL Funding Project								\$ 4,500	\$ 250		\$ 250		\$ 5,000	Catex	Submit by 7/31/2023										
Terminal Modifications (Gates 11, 14 & 22)													\$ 2,120	Catex	Submitted 8/10/2022										
Total FY2024			\$ 4,510	\$ 250	\$ 14,300	\$ -	\$ 4,500	\$ -	\$ 1,036	\$ 2,120	\$ 1,036	\$ -	\$ 23,832												
2025																									

**Syracuse Hancock International Airport
Capital Improvement Program**

Airport:		Syracuse Hancock International Airport				State:		NY		NPIAS #:		36-0114		LOCID:		SYR		Date:		1/12/22	
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.	BIL Funding	Supplementary Discretionary		PFC	Other										
Airfield Pavement Project #1	76	RE TW IM	\$ 105	\$ 300					\$ 23		\$ 23		\$ 450	Catex	Submit by 7/31/24						
Airfield Pavement Project #2			\$ 1,500																		
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						
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						
BIL Funding Project								\$ 4,500	\$ 250		\$ 250		\$ 5,000	Catex	Submit by 7/31/2024						
Total FY2025			\$ 3,765	\$ 300	\$ -	\$ -	\$ -	\$ 4,500	\$ 393	\$ -	\$ 393	\$ -	\$ 7,850								
2026																					
Rehabilitate Terminal Apron & Taxiways D, E & F (Construction)	76	RE TW IM	\$ 1,800	\$ 300	\$ 1,980				\$ 210		\$ 210		\$ 4,500	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						
Pavement Project 4	76	RE TW IM	\$ 1,500						\$ 84		\$ 84		\$ 1,667	Catex	Approved 8/11/2017						
BIL Funding Project								\$ 4,500	\$ 250		\$ 250		\$ 5,000	Catex	Submit by 7/31/2025						
Total FY2026			\$ 3,930	\$ 300	\$ 4,680	\$ -	\$ -	\$ 4,500	\$ 729	\$ -	\$ 729	\$ -	\$ 14,867								

**Syracuse Regional Airport Authority
Passenger Facility Charge (PFC) Application #10**

4.0 Air Carrier Activity Information System (ACAIS) Listing

**Air Carrier Summary List
2019 – 2021**

Air Carrier Name	Carrier Code	Operation Type
Aerodynamics, Inc.	AJQ	CAC - Commuters or Small Certificated Air Carriers
Air Wisconsin Airlines Corporation	ZW	CAC - Commuters or Small Certificated Air Carriers
CFM INC D/B/A CONTOUR AIRLINES	LF#	CAC - Commuters or Small Certificated Air Carriers
Commutair Aka Champlain Enterprises, Inc.	C5	CAC - Commuters or Small Certificated Air Carriers
Piedmont Airlines	PT#	CAC - Commuters or Small Certificated Air Carriers
Tradewind Aviation LLC	04Q	CAC - Commuters or Small Certificated Air Carriers
Trans States Airlines, Inc.	AX	CAC - Commuters or Small Certificated Air Carriers
Air Wisconsin Airlines Corporation	ZW	CRAC - Large Certificated Air Carriers
Allegiant Air LLC	G4	CRAC - Large Certificated Air Carriers
American Airlines, Inc.	AA	CRAC - Large Certificated Air Carriers
Atlas Air, Inc.	5Y	CRAC - Large Certificated Air Carriers
CARIBBEAN SUN AIRLINES, INC. D/B/A WORLD ATLANTIC AIRLINES	WL#	CRAC - Large Certificated Air Carriers
Commutair Aka Champlain Enterprises, Inc.	C5	CRAC - Large Certificated Air Carriers
Delta Air Lines, Inc	DL	CRAC - Large Certificated Air Carriers
EASTERN AIRLINES F/K/A DYNAMIC AIRWAYS, LLC	1BQ	CRAC - Large Certificated Air Carriers
ENDEAVOR AIR INC.	9E#	CRAC - Large Certificated Air Carriers
Envoy Air	MQ#	CRAC - Large Certificated Air Carriers
Expressjet Airlines INC.	EV#	CRAC - Large Certificated Air Carriers
Frontier Airlines, Inc.	F9	CRAC - Large Certificated Air Carriers
GoJet Airlines, LLC	G7	CRAC - Large Certificated Air Carriers
Jetblue Airways Corporation	B6	CRAC - Large Certificated Air Carriers
Mesa Airlines, Inc.	YV	CRAC - Large Certificated Air Carriers
Miami Air International, Inc.	GL	CRAC - Large Certificated Air Carriers
NATIONAL AIR CARGO GROUP INC D/BA NATIONAL AIRLINES	N8#	CRAC - Large Certificated Air Carriers
OMNI AIR INTERNA TIONAL LLC	X9	CRAC - Large Certificated Air Carriers
Psa Airlines Inc.	OH#	CRAC - Large Certificated Air Carriers
Republic Airlines	YX#	CRAC - Large Certificated Air Carriers
SkyWest Airlines, Inc.	OO	CRAC - Large Certificated Air Carriers
Southwest Airlines Co	WN	CRAC - Large Certificated Air Carriers
Sun Country Airlines	SY	CRAC - Large Certificated Air Carriers

Air Carrier Name	Carrier Code	Operation Type
Swift Air, Llc	09Q	CRAC - Large Certificated Air Carriers
United Air Lines, Inc.	UA	CRAC - Large Certificated Air Carriers
WESTERN AIR CHARTER, INC. D/B/A JET EDGE	3FQ	CRAC - Large Certificated Air Carriers
AEROENLACES NACIONALES, S.A. DE C.V.D/B/A VIVAAEROBUS	VB#	FFC - Foreign Air Carriers
Air Alsie A/S	15Q	FFC - Foreign Air Carriers
Air Canada	AC	FFC - Foreign Air Carriers
AIR HAMBURG LUFTVERKEHRSGESELLSCHAFT MBH	36Q	FFC - Foreign Air Carriers
Chartright Air Inc.	13Q	FFC - Foreign Air Carriers
Vistajet Limited	VJT	FFC - Foreign Air Carriers

(Final) Enplanements by Air Carrier for Calendar Year 2019

NYC

Syracuse Hancock International (SYR)

SYR

Jason Terreri 1000 Col Eileen Collins Blvd, Syracuse, NY 13212

SCHEDULE TYPE CARRIER NAME (CARRIER CODE)	ENPLANEMENTS		TOTAL
	SCHEDULED	NONSCHEDULED	
ATCO - Nonscheduled/On-Demand Air Carriers, filing FAA Form 1800-31.			
Aero Charter, Inc. (DGCA)	0	12	12
Meridian Air Group, Inc. (K1RA)	0	6	6
Netjets Aviation, Inc. (DXTA)	0	64	64
Seneca Flight Operations (SFOA)	0	84	84
ATCO Total	0	166	166
CAC - Commuters or Small Certificated Air Carriers, filing T-100.			
Air Wisconsin Airlines Corporation (ZW)	10,478	0	10,478
Commatair Aka Champlain Enterprises, Inc. (C5)	34,239	0	34,239
Piedmont Airlines (PT#)	72,186	0	72,186
Tradewind Aviation LLC (04Q)	0	37	37
Trans States Airlines, Inc. (AX)	0	165	165
CAC Total	116,903	202	117,105
CRAC - Large Certificated Air Carriers, filing T-100.			
Allegiant Air LLC (G4)	103,562	1,920	105,482
American Airlines, Inc. (AA)	142,772	370	143,142
Atlas Air, Inc. (5Y)	0	298	298
CARIBBEAN SUN AIRLINES, INC. D/B/A WORLD ATLANTIC AIRLINES (WL#)	0	60	60
Delta Air Lines, Inc. (DL)	184,316	302	184,618
ENDEAVOR AIR INC. (9E#)	80,704	0	80,704
Envoy Air (MQ#)	47,782	0	47,782
Expressjet Airlines INC. (EV#)	14,256	0	14,256
Frontier Airlines, Inc. (F9)	94,801	176	94,977
GoJet Airlines, LLC (G7)	31,565	0	31,565
Jetblue Airways Corporation (B6)	132,219	0	132,219
Mesa Airlines, Inc. (YV)	42,075	0	42,075
Miami Air International, Inc. (GL)	0	415	415
NATIONAL AIR CARGO GROUP INC D/BA NATIONAL AIRLINES (N8#)	0	81	81
Psa Airlines Inc. (OH#)	51,662	0	51,662
Republic Airlines (YX#)	62,089	0	62,089
SkyWest Airlines, Inc. (OO)	110,980	0	110,980
Sun Country Airlines (SY)	0	408	408
Swift Air, Llc (09Q)	0	300	300
United Air Lines, Inc. (UA)	51,450	0	51,450
CRAC Total	1,150,233	4,330	1,154,563
FFC - Foreign Air Carriers, filing T-100(f).			
Air Canada (AC)	0	38	38
FFC Total	0	38	38
SITE TOTAL	1,267,136	4,736	1,271,872

(Final) Enplanements by Air Carrier for Calendar Year 2020

NYC

Syracuse Hancock International (SYR)

SYR

Jason Terreri 1000 Col Eileen Collins Blvd, Syracuse, NY 13212

SCHEDULE TYPE CARRIER NAME (CARRIER CODE)	ENPLANEMENTS		TOTAL
	SCHEDULED	NONSCHEDULED	
ATCO - Nonscheduled/On-Demand Air Carriers, filing FAA Form 1800-31.			
Seneca Flight Operations (SFOA)	0	64	64
ATCO Total	0	64	64
CAC - Commuters or Small Certificated Air Carriers, filing T-100.			
Air Wisconsin Airlines Corporation (ZW)	4,750	0	4,750
CFM INC D/B/A CONTOUR AIRLINES (LF#)	0	27	27
Commutair Aka Champlain Enterprises, Inc. (C5)	16,494	0	16,494
Piedmont Airlines (PT#)	20,123	0	20,123
Tradewind Aviation LLC (04Q)	0	5	5
Trans States Airlines, Inc. (AX)	633	107	740
CAC Total	42,000	139	42,139
CRAC - Large Certificated Air Carriers, filing T-100.			
Air Wisconsin Airlines Corporation (ZW)	6,023	0	6,023
Allegiant Air LLC (G4)	51,697	970	52,667
American Airlines, Inc. (AA)	61,617	0	61,617
Commutair Aka Champlain Enterprises, Inc. (C5)	1,578	0	1,578
Delta Air Lines, Inc. (DL)	43,502	383	43,885
ENDEAVOR AIR INC. (9E#)	34,149	0	34,149
Envoy Air (MQ#)	10,233	0	10,233
Expressjet Airlines INC. (EV#)	943	0	943
Frontier Airlines, Inc. (F9)	31,517	0	31,517
GoJet Airlines, LLC (G7)	21,675	0	21,675
Jetblue Airways Corporation (B6)	34,752	147	34,899
Mesa Airlines, Inc. (YV)	1,830	0	1,830
Psa Airlines Inc. (OH#)	31,735	0	31,735
Republic Airlines (YX#)	21,729	0	21,729
SkyWest Airlines, Inc. (OO)	28,682	0	28,682
Sun Country Airlines (SY)	0	152	152
Swift Air, Llc (09Q)	0	1,634	1,634
United Air Lines, Inc. (UA)	6,370	121	6,491
CRAC Total	388,032	3,407	391,439
FFC - Foreign Air Carriers, filing T-100(f).			
AEROENLACES NACIONALES, S.A. DE C.V. D/B/A VIVAAEROBUS (VB#)	0	130	130
Air Alsie A/S (15Q)	0	3	3
FFC Total	0	133	133
SITE TOTAL	430,032	3,743	433,775

(Preliminary) Enplanements by Air Carrier for Calendar Year 2021

Syracuse Hancock International (SYR)

SYR

Jason Terreri 1000 Col Eileen Collins Blvd, Syracuse, NY 13212

SCHEDULE TYPE	-----	ENPLANEMENTS	-----
CARRIER NAME (CARRIER CODE)	SCHEDULED	NONSCHEDULED	TOTAL
ATCO - Nonscheduled/On-Demand Air Carriers, filing FAA Form 1800-31.			
Meregrass, Inc. (M85A)	0	2	2
Seneca Flight Operations (SFOA)	0	57	57
ATCO Total	0	59	59
CAC - Commuters or Small Certificated Air Carriers, filing T-100.			
CFM INC D/B/A CONTOUR AIRLINES (LF#)	0	12	12
Tradewind Aviation LLC (04Q)	0	47	47
CAC Total	0	59	59
CRAC - Large Certificated Air Carriers, filing T-100.			
Air Wisconsin Airlines Corporation (ZW)	21,868	0	21,868
Allegiant Air LLC (G4)	85,036	955	85,991
American Airlines, Inc. (AA)	93,356	190	93,546
Commutair Aka Champlain Enterprises, Inc. (C5)	22,671	0	22,671
Delta Air Lines, Inc. (DL)	93,153	351	93,504
ENDEAVOR AIR INC. (9E#)	96,509	58	96,567
Envoy Air (MQ#)	22,888	0	22,888
Frontier Airlines, Inc. (F9)	52,912	0	52,912
GoJet Airlines, LLC (G7)	28,700	0	28,700
Jetblue Airways Corporation (B6)	57,227	2,769	59,996
Mesa Airlines, Inc. (YV)	2,140	0	2,140
Piedmont Airlines (PT#)	53,836	0	53,836
Psa Airlines Inc. (OH#)	48,386	0	48,386
Republic Airlines (YX#)	81,532	0	81,532
SkyWest Airlines, Inc. (OO)	35,763	0	35,763
Southwest Airlines Co (WN)	11,094	0	11,094
Sun Country Airlines (SY)	0	391	391
Swift Air, Llc (09Q)	0	1,450	1,450
United Air Lines, Inc. (UA)	27,423	168	27,591
WESTERN AIR CHARTER, INC. D/B/A JET EDGE (3FQ)	0	13	13
CRAC Total	834,494	6,345	840,839
FFC - Foreign Air Carriers, filing T-100(f).			
AIR HAMBURG LUFTVERKEHRSGESELLSCHAFT MBH (36Q)	0	3	3
Chartright Air Inc. (13Q)	0	14	14
Vistajet Limited (VJT)	0	20	20
FFC Total	0	37	37
SITE TOTAL	834,494	6,500	840,994

Resolution No.

2022

**RESOLUTION APPROVING THE FISCAL YEAR END
2022 DRAFT AUDIT 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 and Article 8, Title 34 of the New York Public Authorities Law, as amended (collectively the "Enabling Act"); and

WHEREAS, Section 2799-vvv of the Enabling Act requires that the accounts of the Authority be subject to the supervision of the State Controller and that an annual audit be performed by an independent certified public accountant; and

WHEREAS, in compliance with said provision of the Enabling Act, the Authority engaged the independent certified public accounting firm of Fust Charles Chambers to audit the Authority's accounts and prepare a draft audit for the fiscal year ending June 30, 2022; and

WHEREAS, Fust Charles Chambers performed such audit and prepared a draft audit for Fiscal Year End 2022; and

WHEREAS, Fust Charles Chambers further presented the draft audit for Fiscal Year End 2022 to the Audit Committee of the Board at its September 23, 2022 meeting and responded to questions posed by Audit Committee members; and

WHEREAS, the Audit Committee has recommended to the Board that it adopt and accept the draft Audit for Fiscal Year End 2022.

NOW, THEREFORE, after due deliberation having been had thereon, it is hereby
RESOLVED, by the Board of the Syracuse Regional Airport Authority that it hereby
approves and adopts the draft audit for the Authority's Fiscal Year End 2022 prepared by Fust
Charles Chambers; and

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

Resolution Adopted Date: September 23, 2022

Vote: Ayes: __ Nays: __ Abstentions: .

Signed: _____
Secretary

DRAFT – For Discussion Purposes Only

**SYRACUSE REGIONAL AIRPORT AUTHORITY
(A DISCRETELY PRESENTED COMPONENT UNIT
OF THE CITY OF SYRACUSE, NEW YORK)**

Financial Statements and
Required Supplementary Information

June 30, 2022 and 2021

DRAFT – For Discussion Purposes Only

SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

June 30, 2022 and 2021

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DRAFT – For Discussion Purposes Only

INDEPENDENT AUDITOR’S REPORT

Board Members
Syracuse Regional Airport Authority:

Opinion

We have audited the accompanying financial statements of the business type activities of the Syracuse Regional Airport Authority (the Authority), a public benefit corporation of the State of New York and a discretely presented component unit of the City of Syracuse, New York, as of and for the years ended June 30, 2022 and 2021, and the related notes to the financial statements, which collectively comprise the basic financial statements of the Authority as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Authority as of June 30, 2022 and 2021, and the changes in its financial position and cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor’s Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Authority, and to meet our ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Change in Accounting Principle

As discussed in note 2 to the financial statements, in 2022, the Authority adopted new accounting guidance, Governmental Accounting Standards Board No. 87, *Leases*. Our opinion is not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

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Board Members

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Responsibilities of Management for the Financial Statements, Continued

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about whether the Authority's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for a reasonable period of time.

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Auditor’s Responsibilities for the Audit of the Financial Statements, Continued

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management’s discussion and analysis and other required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audits were conducted for the purpose of forming opinions on the financial statements that collectively comprise the Syracuse Regional Airport Authority’s basic financial statements. The accompanying combining and individual nonmajor fund financial statements and schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

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Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated September ___, 2022, on our consideration of the Authority’s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the effectiveness of the Authority’s internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority’s internal control over financial reporting and compliance.

September ___, 2022

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Independent Accountant’s Report on Compliance with Section 2925(3)(f) of the New York State Public Authorities Law

Board Members

Syracuse Regional Airport Authority:

We have examined Syracuse Regional Airport Authority’s (the Authority) compliance with Section 2925(3)(f) of the New York State Public Authorities Law during the year ended June 30, 2022. Management is responsible for the Authority’s compliance with those requirements. Our responsibility is to express an opinion on the Authority’s compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in Government Auditing Standards issued by the Comptroller General of the United States and, accordingly, included examining, on a test basis, evidence supporting the Authority’s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the Authority’s compliance with specified requirements.

In our opinion, the Authority complied, in all material respects, with the aforementioned requirements during the year ended June 30, 2022.

This report is intended solely for the information and use of management, the Board of Directors, and the Office of the State Comptroller of the State of New York. It is not intended to be and should not be used by anyone other than these parties.

September __, 2022

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Management's Discussion and Analysis as of
and for the year ended June 30, 2022

(Unaudited)

The following is a discussion and analysis of the Syracuse Regional Airport Authority (the Authority)'s financial performance for the years ended June 30, 2022 and 2021. This section is a summary of the Authority's financial activities based on currently known facts, decisions and conditions. This section is only an introduction and should be read in conjunction with the Authority's financial statements, which immediately follow this section.

1. INTRODUCTION

The Authority, a public benefit corporation, is established to provide the necessary tools and support to Syracuse Hancock International Airport (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 Airport by overseeing fiscal responsibility, regional marketing, and job creation in the aviation industry, and those industries that support aviation. The Authority was organized under the Public Authorities Law of the State of New York on August 17, 2011.

2. OVERVIEW OF THE FINANCIAL STATEMENTS

The financial statements of the Authority are prepared in accordance with accounting principles generally accepted in the United States of America (GAAP) as promulgated by the Government Accounting Standards Board (GASB). The financial statements are prepared using the economic resources measurement focus and the accrual basis of accounting, which requires that transactions be recorded when they occur, not when its related cash receipt or disbursement occurs. The Authority meets the criteria set forth in GAAP as promulgated by the GASB for inclusion as a component unit within the City of Syracuse, New York (City)'s basic financial statements based on the City's responsibility for the appointment of the Authority members. As such, the Authority is included in the City's basic financial statements.

The Statements of Net Position depicts the Authority's financial position at June 30, the end of the Authority's fiscal year. The statements present all the financial assets, liabilities, deferred inflows and deferred outflows of the Authority. Net Position represents the Authority's assets and deferred outflows after liabilities and deferred inflows are deducted.

The Statements of Revenues, Expenses and Change in Net Position report operating revenues and expenses, non-operating revenues and expenses and the change in net position for the years ended June 30, 2022 and 2021. The change in Net Position combined with the previous year's net asset total, reconciles to the net position total for the reporting period.

The Statements of Cash Flows report cash activities for each year resulting from operating activities, noncapital financing activities, capital and related financing activities and investing activities. The net result of these activities, added to the beginning of the year cash balance, reconciles to the total balance at the end of the year.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Management’s Discussion and Analysis as of
and for the year ended June 30, 2022

(Unaudited)

3. SUMMARY OF FINANCIAL HIGHLIGHTS

Key financial highlights for fiscal years 2022 and 2021 are as follows:

- The Authority’s Net Position increased by \$21,509,219 and \$8,611,318 for the years ended June 30, 2022 and 2021, respectively. The current year increase was primarily due to increased passenger travel and grants received during the year.
- The Authority had a net operating gain for the year ended June 30, 2022 in the amount of \$2,535,309 and a net operating loss for the year ended June 30, 2021 in the amount of \$10,386,489. The primary factor for the gain in 2022 was due to passenger travel levels rebounding from the COVID-19 pandemic. The primary factor for the loss in 2021 was the decline in revenues brought on by the COVID-19 pandemic.
- The Authority had nonoperating income, net for the year ended June 30, 2022 and June 30, 2021 in the amount of \$18,244,185 and \$18,997,807, respectively.

4. FINANCIAL ANALYSIS OF THE AUTHORITY

Net Position

The Authority’s total Net Position increased by \$21,509,219 between fiscal year 2021 and 2022. A summary of the Authority’s Statements of Net Position at June 30, 2022 and 2021 is as follows:

Table A-1 Condensed Statement of Net Position

	<u>2022</u>	<u>2021</u>	<u>Increase (decrease)</u>	<u>Percentage change</u>
Current other assets	\$ 42,648,549	30,916,380	11,732,169	37.9%
Non-current assets	70,891,099	70,058,548	832,551	1.2%
Capital assets, net of accumulated depreciation	<u>29,994,484</u>	<u>27,013,582</u>	<u>2,980,902</u>	11.0%
Total assets	143,534,132	127,988,510	15,545,622	12.1%
Deferred outflows of resources	<u>7,771,915</u>	<u>7,472,744</u>	<u>299,171</u>	4.0%
Total assets and deferred outflows	<u>\$ 151,306,047</u>	<u>135,461,254</u>	<u>15,844,793</u>	11.7%

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Management’s Discussion and Analysis as of
and for the year ended June 30, 2022

(Unaudited)

4. FINANCIAL ANALYSIS OF THE AUTHORITY, Continued

Net Position, Continued

Table A-1 Condensed Statement of Net Position, Continued

	<u>2022</u>	<u>2021</u>	<u>Increase (decrease)</u>	<u>Percentage change</u>
Current liabilities	\$ 5,543,180	14,562,441	(9,019,261)	(61.9)%
Noncurrent liabilities	<u>54,036,229</u>	<u>54,674,070</u>	<u>(637,841)</u>	<u>(1.2)%</u>
Total liabilities	59,579,409	69,236,511	(12,657,102)	(18.3)%
Deferred inflows of resources	<u>24,707,769</u>	<u>20,715,093</u>	<u>3,992,676</u>	19.3%
Total liabilities and deferred inflows	<u>84,287,178</u>	<u>89,951,604</u>	<u>(5,664,426)</u>	<u>(6.3)%</u>
Net position:				
Net investment in capital assets	15,043,898	14,212,582	831,316	5.8%
Restricted	27,683,766	24,650,711	3,033,055	12.3%
Unrestricted	<u>24,291,205</u>	<u>6,646,357</u>	<u>17,644,848</u>	265.5%
Total net position	<u>67,018,869</u>	<u>45,509,650</u>	<u>21,509,219</u>	47.3%
Total liabilities, deferred inflows and net position	<u>\$ 151,306,047</u>	<u>135,461,254</u>	<u>15,844,793</u>	11.7%

Current other assets increased by \$11,732,169 or 37.9% from June 30, 2021 to June 30, 2022 primarily due to an increase in cash and cash equivalents related to timing of grant reimbursements received.

Capital assets, net, increased by \$2,980,902 from June 30, 2021 to June 30, 2022. This increase is mainly due to current year costs for construction in progress projects relating to the reconfiguration and rehabilitation of the Airport during the year ended June 30, 2022.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Management's Discussion and Analysis as of
and for the year ended June 30, 2022

(Unaudited)

4. FINANCIAL ANALYSIS OF THE AUTHORITY, Continued

Net Position, Continued

Deferred outflows of resources increased by \$299,171 or 4.0% from June 30, 2021 to June 30, 2022 primarily due to changes to assumptions and other changes for the New York State Employees' Retirement System and for the OPEB Plan.

Current liabilities decreased by 9,019,261 or (61.9)% from June 30, 2021 to June 30, 2022 due to an decrease in bonds payable relating to the issuance of the Series 2021 bonds.

Noncurrent liabilities decreased \$637,841 or 1.2% from June 30, 2021 to June 30, 2022. This decrease is primarily attributed to changes to assumptions and other changes for the OPEB Plan.

Deferred inflows of resources increased by \$3,992,676 or 19.3% from June 30, 2021 to June 30, 2022 primarily due to the net difference between projected and actual earnings for the New York State Employees' Retirement System and for the net differences between expected and actual experience for the OPEB Plan.

The net investment in capital assets is calculated by subtracting the amount of outstanding debt used for construction from the total cost of all asset acquisitions, net of accumulated depreciation. The total cost of these acquisitions includes expenditures to purchase land, construct and improve buildings, purchase vehicles, equipment and furniture to support the Authority's operations.

The restricted Net Position at June 30, 2022 and 2021 was \$27,683,766 and \$24,650,711, respectively, which represents the amount of the Authority's restricted cash balances.

The unrestricted Net Position at June 30, 2022 and 2021 was \$24,291,205 and \$6,646,357, respectively.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Management's Discussion and Analysis as of
and for the year ended June 30, 2022

(Unaudited)

4. FINANCIAL ANALYSIS OF THE AUTHORITY, Continued

Change in Net Position from Operating Activities

The results of this year's operations as a whole are reported in the Statements of Revenues, Expenses, and Change in Net Position in the accompanying financial statements. A summary of this statement for the years ended June 30, 2022 and 2021 is as follows.

Table A-2 Condensed Changes in Net Position from Operating Results

	<u>2022</u>	<u>2021</u>	<u>Increase (decrease)</u>	<u>Percentage change</u>
Revenues:				
Operating revenues:				
Landing fees	\$ 8,535,147	5,852,823	2,682,324	45.8%
Parking rents	14,260,961	5,137,048	9,123,913	177.6%
Terminal rents	6,120,641	4,223,978	1,896,663	44.9%
Concessions and miscellaneous	<u>9,898,127</u>	<u>6,926,600</u>	<u>2,971,527</u>	<u>42.9%</u>
Total revenues	<u>38,814,876</u>	<u>22,140,449</u>	<u>16,674,427</u>	<u>75.3%</u>
Expenditures:				
Operating expenditures:				
Cost of service	24,631,728	22,218,142	2,413,586	10.9%
Administration	8,382,805	7,917,635	465,170	5.9%
Depreciation	<u>2,535,309</u>	<u>2,391,161</u>	<u>144,148</u>	<u>6.0%</u>
Total expenditures	<u>35,549,842</u>	<u>32,526,938</u>	<u>3,022,904</u>	<u>9.3%</u>
Net operating gain (loss)	\$ <u>3,265,034</u>	<u>(10,386,489)</u>	<u>13,651,523</u>	131.4%

The Authority's operating revenues increased by \$16,674,427 or 75.3% between the years ended June 30, 2021 and June 30, 2022. This increase was mainly due to increase air travel as restrictions from the COVID-19 shutdown began to decline.

The Authority's operating expenses increased by \$3,022,904 or 9.3% between the years ended June 30, 2021 and June 30, 2022. This was primarily due to an increase in passenger travel during the year, resulting in additional expenditures to necessary for operations of the airport.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Management's Discussion and Analysis as of
and for the year ended June 30, 2022

(Unaudited)

5. FACTORS BEARING ON THE AUTHORITY'S FUTURE

- General Economic Climate - Air travel can broadly be divided into business travel and leisure travel. Both of these depend, to varying degrees, on the strength of the economy. In a strong economy, travel tends to increase, which will result in an increase in revenue. In a weak economy, the reverse is true.
- Air Service Development - The Authority actively works to bring new airline service to Syracuse, both through adding new carriers and through existing airlines serving new destinations. To the extent it is successful, traffic through the Airport increases which increases revenue.
- Contract/Agreement Negotiations - The Authority will be negotiating several contracts and agreements over the next several years which will have an effect on the Airport's cost structure.
- Continued Transition from City to Authority - While the operating certificate for the airport has been transferred from the City of Syracuse to the Authority, it still remains the Authority's intent to transfer the bulk of the employees from the City to the Authority.

6. CONTACTING THE AUTHORITY'S FINANCIAL MANAGEMENT

This financial report is designed to provide the Authority's citizens, customers, and creditors with a general overview of the Authority's finances and to demonstrate the Authority's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Executive Director at 1000 Colonel Eileen Collins Blvd, Syracuse, NY 13212.

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<u>Liabilities, Deferred Inflows of Resources and Net Position</u>	<u>2022</u>	<u>2021</u>
Current liabilities:		
Accounts payable	\$ 1,097,802	3,731,724
Accrued liabilities	1,854,540	2,392,531
Compensated absences	351,544	271,722
Retainage payable	150,343	46,482
Due to City	1,627,642	578,332
Bonds payable	461,309	-
Lease liability	-	3,320,650
Grant anticipation note payable	-	4,221,000
	<hr/>	<hr/>
Total current liabilities	5,543,180	14,562,441
	<hr/>	<hr/>
Bonds payable	42,112,095	-
Grant anticipation note payable	-	8,580,000
Lease liability	-	32,664,313
Other post-employment benefits liability	11,924,134	13,415,978
Net pension liability - proportionate share	-	13,779
	<hr/>	<hr/>
Total liabilities	59,579,409	69,236,511
	<hr/>	<hr/>
Deferred inflows of resources:		
Other post-employment benefits	8,770,763	6,185,191
Pension	6,032,041	4,090,734
Leases	9,904,965	10,439,168
	<hr/>	<hr/>
Total deferred inflows of resources	24,707,769	20,715,093
	<hr/>	<hr/>
Net position:		
Net investment in capital assets	15,043,898	14,212,582
Restricted:		
Bond reserve funds	5,187,937	-
Passenger facility charge funds	16,266,620	21,585,621
Customer facility charge funds	6,120,752	2,966,900
Other restricted funds	108,457	98,190
Unrestricted	24,291,205	6,646,357
	<hr/>	<hr/>
Total net position	67,018,869	45,509,650
	<hr/>	<hr/>
Commitments, contingencies and uncertainties (notes 3, 7 and 10)		
Total liabilities, deferred inflows of resources and net position	\$ <u>151,306,047</u>	<u>135,461,254</u>

See accompanying notes to financial statements.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Statements of Revenues, Expenses and Change in Net Position

Years ended June 30, 2022 and 2021

	<u>2022</u>	<u>2021</u>
Operating revenues:		
Landing fees	\$ 8,535,147	5,852,823
Parking rents	14,260,961	5,137,048
Terminal rents	6,120,641	4,223,978
Concession and other	9,790,340	6,815,327
Miscellaneous	107,787	111,273
	<u>38,814,876</u>	<u>22,140,449</u>
Total operating revenues		
Operating expenses:		
Cost of service	24,631,728	22,218,142
Administrative	8,382,805	7,917,635
	<u>33,014,533</u>	<u>30,135,777</u>
Total operating expenses		
Excess (deficiency) of operating revenues over expenses before depreciation	5,800,343	(7,995,328)
Depreciation	<u>2,535,309</u>	<u>2,391,161</u>
Gain (loss) before nonoperating income and expenses	<u>3,265,034</u>	<u>(10,386,489)</u>
Nonoperating income (expense):		
Coronavirus relief assistance	6,446,272	11,631,288
Capital grants	16,116,181	7,587,799
Capital contribution expense to City's aviation fund	(10,062,014)	(1,655,410)
Passenger facility charges	4,793,253	2,182,938
Customer facility charges	3,283,765	1,681,870
Interest income	10,961	41,895
Interest expense	(2,344,233)	(2,472,573)
	<u>18,244,185</u>	<u>18,997,807</u>
Total nonoperating income, net		
Increase in net position	21,509,219	8,611,318
Net position, beginning of year	<u>45,509,650</u>	<u>36,898,332</u>
Net position, end of year	<u>\$ 67,018,869</u>	<u>45,509,650</u>

See accompanying notes to financial statements.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Statements of Cash Flows

Years ended June 30, 2022 and 2021

	<u>2022</u>	<u>2021</u>
Cash flows from operating activities:		
Cash received from providing services	\$ 39,064,264	19,500,651
Cash paid to suppliers	(24,270,829)	(22,402,598)
Cash paid to employees	(9,564,079)	(6,658,478)
Net cash flows provided by (used in) operating activities	<u>5,229,356</u>	<u>(9,560,425)</u>
Cash flows provided by noncapital financing activities - coronavirus relief assistance	<u>6,446,272</u>	<u>11,631,288</u>
Cash flows from capital and related financing activities:		
Purchase of capital assets	(14,468,294)	(11,082,477)
Payment of debt	(12,801,000)	-
Proceeds of debt	42,573,404	-
Leases	(33,628,932)	(1,160,805)
Interest paid	(2,344,233)	(2,472,573)
Capital grants	16,116,181	7,587,799
Consumer facility charges	3,414,130	1,591,070
Passenger facility charges	4,556,180	1,598,128
Net cash flows provided by (used in) capital and related financing activities	<u>3,417,436</u>	<u>(3,938,858)</u>
Cash flows provided by investing activities - interest income	<u>10,961</u>	<u>41,895</u>
Net increase (decrease) in cash	<u>15,104,025</u>	<u>(1,826,100)</u>
Cash, beginning of year	<u>49,061,347</u>	<u>50,887,447</u>
Cash, end of year	<u>\$ 64,165,372</u>	<u>49,061,347</u>
Gain (loss) before nonoperating income and expenses	3,265,034	(10,386,489)
Adjustment to reconcile loss before nonoperating income, net to net cash flows used in operating activities:		
Depreciation	2,535,309	2,391,161
Changes in operating assets and liabilities:		
Accounts receivable	463,883	(3,945,812)
Prepaid expenses	(88,269)	(342,675)
Deferred outflows - pensions	(752,241)	(1,482,106)
Deferred outflows - OPEB	453,070	(723,616)
Accounts payable	(2,633,922)	1,185,850
Accrued liabilities	(537,991)	2,098,350
Retainage payable	103,861	(459,164)
Due to City	1,049,310	(1,420,748)
Compensated absences	79,822	24,373
OPEB liability	(1,491,844)	(1,094,733)
Pension liability - proportionate share	(1,743,545)	(2,581,830)
Deferred inflows - pensions	1,941,307	3,986,176
Deferred inflows - OPEB	2,585,572	3,190,838
Net cash flows provided by (used in) operating activities	<u>\$ 5,229,356</u>	<u>(9,560,425)</u>

See accompanying notes to financial statements.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

June 30, 2022 and 2021

(1) Organization

The Syracuse Regional Airport Authority (“the Authority”), a public benefit corporation, was established to provide the necessary tools and support to Syracuse Hancock International Airport (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 Airport by overseeing fiscal responsibility, regional marketing, job creation in the aviation industry, and those industries that support aviation. The Authority was organized under the Public Authorities Law of the State of New York on August 17, 2011.

The Authority meets the criteria set forth in Generally Accepted Accounting Principles (GAAP) as promulgated by the Governmental Accounting Standards Board (GASB) for inclusion as a discretely presented component unit within the basic financial statements of the City of Syracuse, New York (City) based on the City’s responsibility for the appointment of the Authority members. As such, the Authority is included in the City’s basic financial statements. The accompanying financial statements present the financial position and the changes in net position and cash flows of the Authority only. The Authority is not involved in any joint ventures.

The Authority is not subject to Federal, State or local income, property or sales tax. However, the Authority may agree to make certain payments in lieu of taxes for real property owned or used by the Authority for purposes other than public aviation purposes and under other limited circumstances.

Transfer of Operations

On March 1, 2014, the City transferred responsibility for the operation of the Airport to the Authority, represented by agreements discussed below. The United States Department of Transportation Federal Aviation Administration (FAA) approved this transfer effective March 1, 2014. The Authority, as operator of the Airport, shall have the sole right and responsibility to establish Airport policies and plans, adopt all Airport budgets, determine levels of operational service, and set fees, rates and charges.

The City signed a non-cancellable lease agreement (lease agreement) with the Authority which was effective March 1, 2014, for an initial period of forty (40) years, and renewals of the lease term are automatic for additional ten year terms. Per the lease agreement, the Authority will lease all premises that comprise the Airport, and will maintain, repair and operate the Airport, at its own cost and expense. All land acquired and improvements made by or on behalf of the Authority to the Airport during the term of the agreement shall be deemed property of the City, and title shall vest in the City upon acquisition or completion of the project in which improvements are made.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(1) Organization, Continued

Transfer of Operations, Continued

The Authority signed an assignment and assumption agreement with the City, effective March 1, 2014, transferring the City's responsibility of Airport operations to the Authority, including all outstanding grant agreements related to the Airport with the United States Department of Transportation, the Department of Homeland Security Transportation Security Administration and the Federal Aviation Administration Passenger Facility Charge Records of Decision. The City also transferred substantially all of the assets and liabilities of its Aviation Enterprise Fund to the Authority which included cash, receivables, equipment and personal property, and contractual liabilities payable by the City's Aviation Fund.

The Authority signed a services agreement with the City effective March 1, 2014, which allows the City to continue to perform services that have been rendered by employees of the City's Department of Aviation, most of whom are represented by a union for the purpose of collective bargaining, for an initial period of ten (10) fiscal years beginning June 30, 2014 and two (2) successive periods of five (5) fiscal years (July 1 to June 30). The services agreement also allows the City to continue to make certain expenditures that are necessary and appropriate for the operation of the Airport.

(2) Summary of Significant Accounting Policies

(a) New Accounting Pronouncement

On July 1, 2021, the Authority adopted Governmental Accounting Standards Board (GASB) No. 87, Leases. This statement was applied retrospectively and had a material effect on the financial statements of the Authority. This statement, requires the recognition of certain lease assets, and liabilities for leases that previously were classified as operating leases and recognize them as inflows of resources or outflows of resources based on the payment provisions of the contract.

(b) Basis of Accounting

The Authority's financial statements are prepared in accordance with GAAP as applied to enterprise funds of governmental units. The GASB is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. All activities of the Authority are accounted for within a single proprietary (Enterprise) fund. Proprietary funds are used to account for operations that are: (a) financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the cost (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(2) Summary of Significant Accounting Policies, Continued

(b) Basis of Accounting, Continued

Revenues from landing fees, parking rents, terminal rents, concessions and other similar revenue are reported as operating revenues. All expenses related to operating the Airport are reported as operating expenses. Passenger facility and Customer facility charges, federal and state grants and interest are reported as non-operating revenues. Capital contribution expense to the City's Aviation fund and interest expense are reported as non-operating expenses, special and extraordinary items are reported separately after non-operating revenues and non-operating expenses.

(c) Net Position Classifications

In the financial statements there are three classes of Net Position:

Net Investment in Capital Assets - consists of net capital assets (cost less accumulated depreciation) reduced by outstanding balances of related debt obligations from the acquisition, constructions or improvements of those assets.

Restricted - reports Net Position when constraints placed on the assets are either externally imposed by grantors, contributors, laws or regulations of other governments, or imposed by law through constitutional provisions or enabling legislation.

Unrestricted - reports the balance of Net Position that does not meet the definition of the above two classifications and are deemed to be available for general use by the Authority.

(d) Estimates

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported revenues and expenses during the reported period. Actual results could differ from those estimates.

(e) Cash

The Authority's cash consists of demand deposits. New York State Public Authority Law governs the Authority's investment policies. Resources must be deposited in FDIC-insured commercial banks or trust companies located within New York State (State).

Permissible investments include obligations of the United States Treasury, United States Agencies, repurchase agreements and obligations of New York State or its localities. Collateral is required for demand and time deposits and certificates of deposit not covered by FDIC insurance. Obligations that may be pledged as collateral are obligations of the United States and its agencies and obligations of the State and its municipalities.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(2) Summary of Significant Accounting Policies, Continued

(f) Accounts Receivable

Receivables are reported at their gross value when earned and are reduced by the estimated portion that is expected to be uncollectible. The allowance for uncollectible amounts is based on collection history, aviation industry trends and current information regarding the credit worthiness of the tenants and others doing business with the Authority. When continued collection activity results in receipt of amounts previously written off, revenue is recognized for the amount collected.

(g) Lessor Receivable

The Authority, as a lessor, recognizes a lease receivable and a deferred inflow of resources at the commencement of the lease term, with certain exceptions for leases of assets held as investments, certain regulated leases, short-term leases, and leases that transfer ownership of the underlying asset. The lease receivable is measured at the present value of the lease payments expected to be received during the lease term. The deferred inflow of resources should be measured as the value of the lease receivable in addition to any payments received at or before the commencement of the lease term that relate to future periods.

(h) Restricted Cash and Cash Equivalents

Restricted cash and cash equivalents are restricted legally as described below:

Capital Improvement Funds - Capital debt proceeds and grant funds that are restricted for designated capital projects and cannot be expended for any other item.

Passenger Facility Charges - Funds representing Passenger Facility Charges (PFC) collections based on an approved FAA application to “impose” such charges on enplaned passengers at the Airport. These funds are restricted for designated capital projects and any debt incurred to finance the construction of those projects. The Authority recognizes and reports as nonoperating income PFCs earned when all conditions have been met that entitles the Authority to retain the PFCs.

Customer Facility Charges - Funds representing Customer Facility Charges (CFC) collections based on a State approved application to “impose” such charges on rental car passengers at the Airport. These funds are restricted and to be used to fund capital costs, debt service, reserve funds and all other costs and expenses associated with the improvement of the existing consolidated airport facilities or the construction of new consolidated airport facilities. The Authority recognizes and reports as nonoperating income CFCs earned when all conditions have been met that entitles the Authority to retain the CFCs.

Bond Funds – Funds pledged to be used for the purpose of paying principal of and interest on the Series 2021 Bonds.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(2) Summary of Significant Accounting Policies, Continued

(i) Capital Assets

Capital assets include vehicles, equipment and all other tangible assets that are used in operations and have useful lives extending beyond a single reporting period. Capital assets that were transferred to the Authority on March 1, 2014 from the City's Aviation Fund are carried at historical cost, net of accumulated depreciation. Acquisitions of assets costing \$5,000 or more are recorded at cost.

Maintenance and repairs are expensed as incurred. When depreciable assets are disposed of, the related costs and accumulated depreciation are removed from the respective accounts and any gain or loss on disposition is credited or charged to an expense. Capital assets are written off when fully depreciated unless clearly identified as still being in use. Capital assets are written down due to impairment if circumstances indicate a significant or unexpected decline in an assets service utility has occurred. Impaired capital assets are written down using an approach that best matches the asset's decline in service utility. Disposed of assets are reported at the lower of carrying value or fair value less disposal costs. Depreciation of capital assets is computed using the straight-line method at various rates considered adequate to allocate costs over the estimated useful lives of such assets. The estimated lives by general classification are as follows:

Machinery and equipment	3-10 years
Vehicles	3-5 years

(j) Deferred Outflows of Resources

In addition to assets, the statements of net position reports a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Authority has two items that qualify for reporting in this category. The first one represents the effect of the net change in the Authority's proportionate share of the collective net pension asset or liability and difference during the measurement period between the Authority's contributions and its proportionate share of total contributions not included in pension expense. The second item is related to other postemployment benefits (OPEB) reported on the statements of net position and represents the effect of differences between expected and actual experience and changes in assumptions during the year. These amounts are deferred and will be recognized in OPEB expense over the next several years.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(2) Summary of Significant Accounting Policies, Continued

(k) Deferred Inflows of Resources

In addition to liabilities, the statements of net position reports a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Authority has three items that qualify for reporting in this category. The first item is related to pensions reported in the statements of net position. This represents the effect of the net change in the Authority's proportionate share of the collective net pension asset or liability and difference during the measurement periods between the Authority's contributions and its proportionate share of total contributions to the pension systems not included in pension expense. The second item relates to other postemployment benefits (OPEB) reported on the statements of net position and represents the effect of differences between expected and actual experience and changes in assumptions during the year. These amounts are deferred and will be recognized in OPEB expense over the next several years. The third item relates to lease receivables that will be recognized as revenue in a systematic and rational manner over the term of the leases.

(l) Capital Contributions

Certain expenditures for airport capital assets are significantly funded through the Airport Improvement Program (AIP) of the FAA, with certain matching funds provided by the State and the Authority, or from various State allocations or grant programs. Capital funding provided under government grants is considered earned as the related allowable expenditures are incurred.

Grants for capital asset acquisition, facility development and rehabilitation are reported in the statements of revenues, expenses and changes in net position, as nonoperating income (expense), as capital contributions.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(2) Summary of Significant Accounting Policies, Continued

(m) Revenue Recognition

Landing Fees - Landing fees are principally generated from scheduled airlines, cargo carriers and non-scheduled commercial aviation and are based on the maximum landed weight of the aircraft. The estimated landing fee structure is determined annually pursuant to an agreement between the Authority and the signatory airlines based on the adopted operating budget of the Authority and is adjusted at the fiscal year end for the actual landed weight of all aircraft and actual expenses. Landing fees are recognized as revenue based on number of landings and certain other criteria.

Fixed Based Operations (FBO), Rents, Concessions and Ground Transportation - FBO revenues are generated from commercial and general aviation users, rental car users, advertising and commercial tenants primarily through lease agreements. The lease agreements are for various terms and generally require rentals based on the volume of business, with specific minimum annual rental payments required. Rental revenue is recognized over the life of the respective lease and concession revenue is recognized based on reported concessionaire revenue.

Other - All other types of revenues are recognized when earned.

(n) Reclassifications

Certain amounts in the 2021 financial statements have been reclassified to conform with the 2022 presentation.

(3) Coronavirus Pandemic

Pandemic

In March 2020, the World Health Organization declared the COVID-19 outbreak a pandemic and the United States federal government declared COVID-19 a national emergency. The COVID-19 pandemic and the responsive measures taken in connection therewith, at international and U.S. federal, state and local levels, have depressed and continue to depress demand for domestic and international travel and travel-related industries. Airports in the United States had been acutely impacted by the broad-based economic shutdown resulting from efforts to stop the spread of COVID-19, including reductions in flights and declines in passenger volumes. Airlines are reporting passenger volumes returning to pre-pandemic levels, with the expectation of continued passenger volume increases as restrictions continue to be lifted.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(3) Coronavirus Pandemic, Continued

Coronavirus Relief Assistance

On March 27, 2020, the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) was enacted. The CARES Act is an approximate \$2 trillion emergency economic stimulus package passed in response to the COVID-19 pandemic, which includes \$10 billion in funds to be awarded as economic relief to eligible U.S. airports affected by the prevention of, preparation for, and response to the COVID-19 pandemic. Funding received under the CARES Act is intended to help offset declines in revenues arising from diminished airport operations and activities as a result of the COVID-19 pandemic. Subsequent to the CARES Act, the Coronavirus Response and Relief Supplemental Appropriation Act (CRRSAA) was signed into law on December 27, 2020, which includes nearly \$2 billion in funds to be awarded as economic relief to eligible U.S. airports. Funding under CRRSAA is intended to provide funding for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments.

During 2021, the Authority was awarded funding under the CARES Act of approximately \$12,900,000 and approximately \$5,100,000 under CRRSAA. As of June 30, 2022 and 2021, the Authority has recognized approximately \$6,400,000 and \$11,600,000, respectively, as nonoperating revenue in the statements of revenues, expenses and changes in net position as a result of satisfying the requirements of the grant agreements.

(4) Accounts Receivable

Accounts receivable is recorded net of allowances for probable uncollectible accounts. A summary of accounts receivable at June 30 is as follows:

	<u>2022</u>	<u>2021</u>
Enterprise	\$ 3,531,298	2,286,727
Other – AJUA	98,955	1,723,784
Grants	23,083	-
Customer facility charges	379,475	249,110
Passenger facility charges	452,612	689,685
Less allowance for doubtful accounts	<u>(21,552)</u>	<u>(21,552)</u>
	<u>\$ 4,463,871</u>	<u>4,927,754</u>

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(5) Capital Assets

Per the agreement between the Authority and the City, certain land, buildings, and improvements with a cost of approximately \$436,000,000; with accumulated depreciation of approximately \$272,000,000 are included in the City’s Aviation Fund. The Authority’s Airport Lease Agreement with the City provides that all land acquired and improvements made to the Airport, on behalf of the Authority, shall be deemed property of the City. As a result, the Authority’s policy is to remove Construction in Progress by recording a non-operating expense as “Capital Contribution Expense to City’s Aviation Fund,” when the project is substantially complete. The Authority expects certain capital projects of approximately \$_____ to be completed during fiscal year 2023, which will then be recorded as “Capital Contribution Expense to City’s Aviation Fund.” Capital asset balances and activity for the years ended June 30, 2022 and June 30, 2021 were as follows:

	Balance July 1, <u>2021</u>	<u>Additions</u>	<u>Deletions and transfers</u>	Balance June 30, <u>2022</u>
Capital assets not being depreciated:				
Construction in progress	\$ 18,124,846	13,299,766	(10,138,100)	21,286,512
Capital assets being depreciated:				
Machinery and equipment	19,521,985	695,922	(5,536,631)	14,681,276
Leasehold improvements	-	109,075	6,536,264	6,645,339
Vehicles	9,874,988	351,786	(5,192,458)	5,034,316
Total	<u>29,396,973</u>	<u>1,156,783</u>	<u>(4,192,825)</u>	<u>26,360,931</u>
Accumulated depreciation:				
Machinery and equipment	10,713,490	1,249,016	(2,905,479)	9,057,027
Leasehold improvements	-	80,607	3,841,490	3,922,097
Vehicles	9,794,747	44,881	(5,165,793)	4,673,835
Total	<u>20,508,237</u>	<u>1,374,504</u>	<u>(4,229,782)</u>	<u>17,652,959</u>
Capital assets, net	\$ <u>27,013,582</u>	<u>13,082,045</u>	<u>(10,101,143)</u>	<u>29,994,484</u>

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(5) Capital Assets, Continued

	Balance July 1, <u>2020</u>	<u>Additions</u>	<u>Deletions and transfers</u>	Balance June 30, <u>2021</u>
Capital assets not being depreciated:				
Construction in progress	\$ <u>11,316,456</u>	<u>8,463,800</u>	<u>1,655,410</u>	<u>18,124,846</u>
Capital assets being depreciated:				
Machinery and equipment	15,247,898	4,274,087	-	19,521,985
Vehicles	<u>10,644,938</u>	<u>-</u>	<u>769,950</u>	<u>9,874,988</u>
Total	<u>25,892,836</u>	<u>4,274,087</u>	<u>769,950</u>	<u>29,396,973</u>
Accumulated depreciation:				
Machinery and equipment	9,698,349	1,015,141	-	10,713,490
Vehicles	<u>10,349,482</u>	<u>215,215</u>	<u>769,950</u>	<u>9,794,747</u>
Total	<u>20,047,831</u>	<u>1,230,356</u>	<u>769,950</u>	<u>20,508,237</u>
Capital assets, net	\$ <u><u>17,161,461</u></u>	<u><u>11,507,531</u></u>	<u><u>1,655,410</u></u>	<u><u>27,013,582</u></u>

Depreciation expense on capital assets for the years ended June 30, 2022 and 2021 was \$1,374,504 and \$1,230,356, respectively. Depreciation expense on city aviation fund right of use asset was \$1,106,805 for the years ended June 30, 2022 and 2021.

(6) Restricted Cash and Cash Equivalents

Restricted cash and cash equivalents consists of amounts which are restricted legally as described in note 2(h). A summary of the restricted cash balances at June 30 are as follows:

	<u>2022</u>	<u>2021</u>
Cash – PFC	\$ 16,266,620	21,585,621
Cash – CFC	6,120,752	2,966,900
Bond funds	5,187,937	-
DEC escrow	77,266	77,258
Other	<u>31,191</u>	<u>20,932</u>
	\$ <u><u>27,683,766</u></u>	<u><u>24,650,711</u></u>

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(7) Leases

Lessor

The Authority, as a lessor, recognizes a lease receivable and a deferred inflow of resources at the commencement of the lease term, with certain exceptions for leases of assets held as investments, certain regulated leases, short-term leases, and leases that transfer ownership of the underlying asset. As lessor, the asset underlying the lease is not derecognized. The lease receivable is measured at the present value of the lease payments expected to be received during the lease term. The deferred inflow of resources should be measured at the value of the lease receivable in addition to any payments received at or before the commencement of the lease term that relate to future periods.

For the purposes of GASB No. 87, the Authority leases have been categorized as follows:

- GASB No. 87 Leases – Included
- GASB No. 87 Leases – Excluded Leases – Regulated
- GASB No. 87 Leases – Excluded Leases – Short-term

GASB No. 87 Leases – Included

In accordance with GASB No. 87, the Authority recognizes a lease receivable and a deferred inflow of resources for leases the Authority categorizes as GASB No. 87 – Included. For these leases, the Authority is reporting lessor lease receivables and deferred inflows of resources \$10,439,168 at June 30, 2021.

The Authority has entered into leases as a lessor for various purposes, which include certain agreements as follows:

Car Rental Concessions

The Authority has entered into multiple rental car lease agreements for the use of rental car ready return spaces in the airport parking garage. The leases commenced January 1, 2018 and are set to expire December 31, 2027, with no extension options. The payment terms in these agreements range in annual revenue of approximately \$29,000 to approximately \$48,000 in 2022 and 2021, paid in twelve monthly installments.

The terms of these agreements include a variable revenue component that is not included in the measurement of the lease receivable related to the Authority receiving a concessionaire fee based on concession sales.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(7) Leases, Continued

Property Leases

The Authority has entered into multiple property leases (land and buildings), which range in previous commencement and expiration dates through December 31, 2049. The payment terms of these agreements range in annual revenue of approximately \$37,000 to approximately \$301,000 in 2022 and 2021, paid in twelve monthly installments. The rent in these agreements escalates by an inflationary factor each year. These leases include extension options, however it is not reasonably certain that the lessee will renew each lease for the additional year options.

Other

The Authority has also entered into leases for other various purposes, such as office space, cell towers, and advertising. These leases range in commencement and expiration dates through May 31, 2027. The payment terms of these agreements range in annual revenue of approximately \$2,000 to approximately \$52,000 in 2022 and 2021, paid in twelve monthly installments. The rent in these agreements escalates by an inflationary factor each year.

Future minimum lease payments expected are as follows:

For the year ending <u>June 30,</u>	
2023	\$ 1,081,114
2024	904,987
2025	835,047
2026	815,114
2027	827,414
2028 - 2032	3,781,761
2033 – 2037	3,239,607
2038 – 2042	2,665,964
2043 - 2047	1,263,631
2048 - 2050	<u>162,170</u>
Total	<u>\$ 15,576,809</u>

The ending current and non-current lease receivables are \$1,053,107 and \$8,851,858 at June 30, 2022 and \$1,016,294 and \$9,422,874 at June 30, 2021. Deferred inflows of resources relating to the lease receivables are \$9,904,965 and \$10,439,168 at June 30, 2022 and 2021.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(7) Leases, Continued

GASB No. 87 Excluded Leases – Regulated

In accordance with GASB No. 87, the Authority does not recognize a lease receivable and a deferred inflow of resources for regulated leases. Regulated leases are certain leases that are subject to external laws, regulations, or legal rulings, e.g. the U.S. Department of Transportation and the Federal Aviation Administration, regulated aviation leases between airports and air carriers and other aeronautical users. Regulated leases include Airline Use and Lease Agreements (ULA) for signatory airlines. The rights, services and privileges, including the lease of preferentially-assigned gates, an airline has in connection with the use of the airport and its facilities is addressed in the ULA. By definition, a ULA is considered a regulated lease and does not recognize a receivable and corresponding deferred inflow of resources.

The Authority and certain airlines entered into a ULA that became effective July 1, 2016 and expires June 30, 2025. Additional airlines have also entered into a ULA with the Authority effective December 2019 and September 2021, both of which expire June 30, 2025.

The Authority has recognized for these agreements terminal landing fees, passenger boarding revenue and terminal rent revenue for the year ended June 30, 2022 of approximately \$7,988,000, \$3,963,000 and \$1,676,000, and for the year ended June 30, 2021 of approximately \$5,606,000, \$2,198,000 and \$1,720,000, respectively.

Due to the variable nature of the above revenues from year-to-year, expected future minimum payments are indeterminable.

GASB No. 87 Excluded Leases – Short-term

In accordance with GASB No. 87, the Authority does not recognize a lease receivable and a deferred inflow of resources for short-term leases. Short-term leases are certain leases that, at the commencement of the lease term, has a maximum possible term under the lease contract of 12 months or less, including any options to extend, regardless of their probability of being exercised. Short-term leases primarily consist of various advertising agreements.

Lessee

City of Syracuse Lease (City Lease)

The Authority entered into a lease agreement with the City, commencing on March 1, 2014 which is effective for an initial term of forty (40) years. See note 1 related to transfer of operations of the Airport.

The lease agreement gives the Authority the exclusive right to operate, maintain and improve the Airport subject to certain restrictions and conditions. The renewals of the lease term are automatic for additional ten year terms. The City retains physical ownership of the current and future land, buildings and improvements of the Airport made by or on behalf of the Authority.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(7) Leases, Continued

City of Syracuse Lease (City Lease), Continued

In conjunction with GASB No. 87, for the period beginning July 1, 2021, the Authority recorded a lease liability equal to the present value of the future principal and interest payments on the Airport related debt issued by the City as part of the lease agreement and a corresponding city aviation fund right-of-use asset. The Authority made rental payments funded by the passenger facility charges referred to in note 2, totalling approximately \$2,013,000 and \$3,321,000 for the years ended June 30, 2022 and 2021, respectively.

In October 2021, the Authority utilized proceeds from the Syracuse Regional Authority Senior Airport Revenue Refunding Bonds, Series 2021, to satisfy the remaining principal and interest due on the City's Series 2011A bonds of approximately \$33,400,000. The Authority also made payments funded by the passenger facility charges of approximately \$515,000 to satisfy the remaining principal and interest due on the City's Series 2013B bonds. These payments paid off the remaining lease liability. The Authority is depreciating the city aviation fund right-of-use asset systematically and rationally over the remaining lease term, which approximates \$1,100,000 per year.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(8) Benefit Plans

(a) New York State and Local Employees' Retirement System (ERS)

General Information about the ERS

The Authority participates in the New York State and Local Employees' Retirement System (ERS). This is a cost-sharing multiple-employer retirement plan. The ERS provides retirement benefits as well as death and disability benefits. The New York State Comptroller's office administers the ERS along with the New York State and Local Police and Fire Retirement System, which are collectively referred to as the New York State and Local Retirement System (NYSLRS). The net position of the NYSLRS is held in the New York State Common Retirement Fund (Fund), which was established to hold all assets and record changes in fiduciary net position allocated to the NYSLRS. The Comptroller of the State of New York serves as the trustee of the Fund and is the administrative head of the NYSLRS. NYSLRS benefits are established under the provisions of the New York State Retirement and Social Security Law (RSSL). Once a public employer elects to participate in the NYSLRS, the election is irrevocable. The New York State Constitution provides that pension membership is a contractual relationship and plan benefits cannot be diminished or impaired. Benefits can be changed for future members only by enactment of a State statute. The Authority also participates in the Public Employees' Group Life Insurance Plan (GLIP), which provides death benefits in the form of life insurance. The NYSLRS is included in the State's financial report as a pension trust fund. That report, including information with regard to benefits provided, may be found at www.osc.state.ny.us/retire/about_us/financial_statements_index.php or obtained by writing to the New York State and Local Retirement System, 110 State Street, Albany, New York 12244-0001.

The ERS is noncontributory except for employees who joined on or after July 27, 1976, who contribute 3 percent of their salary for the first ten years of membership, employees who joined on or after January 1, 2010 who contribute 3 percent of their salary for their entire length of service, and employees who joined on or after April 1, 2012 who contribute between 3 and 6 percent of their salary for their entire length of service based on a sliding salary scale. The Comptroller annually certifies the actuarially determined rates expressly used in computing the employers' contributions based on salaries paid during the ERS fiscal year ending March 31st.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(8) Benefit Plans, Continued

(a) New York State and Local Employees' Retirement System (ERS), Continued

General Information about the ERS, Continued

The Authority's share of the required contributions, based on covered payroll paid for the current and two preceding years were:

	<u>Amount</u>
2022-2021	\$ 841,539
2020-2019	503,729
2019-2018	349,375

For ERS, employer contributions are paid annually based on the ERS' fiscal year which ends on March 31. Accrued retirement contributions as of June 30, 2022 represent the projected employer contribution for the period of April 1, 2022 through June 30, 2022 based on paid ERS wages multiplied by the employer's contribution rate, by tier. Accrued retirement contributions were \$174,786 and \$125,932 as of June 30, 2022 and 2021, respectively.

Pension Assets (Liabilities), Pension Income and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At June 30, 2022 and 2021, the Authority reported the following asset (liability) for its proportionate share of the net pension asset (liability). The net pension asset (liability) was measured as of March 31, 2022 and 2021. The total pension asset (liability) used to calculate the net pension asset (liability) was determined by an actuarial valuation as of March 31, 2022. The Authority's proportionate share of the net pension liability was based on a projection of the Authority's long-term share of contributions to the ERS relative to the projected contributions of all participating members, actuarially determined. This information was provided by ERS in reports provided to the Authority.

	March 31, <u>2022</u>	March 31, <u>2021</u>
Net pension asset (liability)	\$ 1,729,766	(13,779)
Authority's proportion of the ERS' net pension asset (liability)	0.0211603%	0.0138381%

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Notes to Financial Statements

(8) Benefit Plans, Continued

(a) New York State and Local Employees' Retirement System (ERS), Continued

Pension Assets (Liabilities), Pension Income and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions, Continued

For the years ended June 30, 2022 and 2021, the Authority recognized pension income of \$526,921 and \$77,760, respectively. The Authority reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources as of June 30:

	<u>2022</u>	
	<u>Deferred outflows of resources</u>	<u>Deferred inflows of resources</u>
Differences between expected and actual experience	\$ 130,998	169,911
Changes of assumptions	2,886,785	48,711
Net difference between projected and actual earnings on pension plan investments	-	5,664,259
Changes in proportion and differences between the Authority's contributions and proportionate share of contributions	957,488	149,160
Authority's contributions subsequent to the March 31, 2022 measurement date	<u>174,786</u>	<u>-</u>
Total	<u>\$ 4,150,057</u>	<u>6,032,041</u>
	<u>2021</u>	
	<u>Deferred outflows of resources</u>	<u>Deferred inflows of resources</u>
Differences between expected and actual experience	\$ 168,281	-
Changes of assumptions	2,533,541	47,783
Net difference between projected and actual earnings on pension plan investments	-	3,958,182
Changes in proportion and differences between the Authority's contributions and proportionate share of contributions	570,062	84,769
Authority's contributions subsequent to the March 31, 2021 measurement date	<u>125,932</u>	<u>-</u>
Total	<u>\$ 3,397,816</u>	<u>4,090,734</u>

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(8) Benefit Plans, Continued

(a) New York State and Local Employees' Retirement System (ERS), Continued

Pension Liabilities, Pension Income and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions, Continued

Authority contributions subsequent to the measurement date will be recognized as an increase in the net pension asset in the year ended June 30, 2022. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension income as follows:

<u>Year ending</u>	<u>ERS</u>
2023	\$ (184,626)
2024	(399,415)
2025	(1,280,754)
2026	(191,976)

Actuarial Assumptions

The total pension asset at March 31, 2022 was determined by using an actuarial valuation as of April 1, 2021, with update procedures used to roll forward the total pension asset to March 31, 2022. The actuarial valuation used the following actuarial assumptions:

Investment rate of return	5.9%
Salary scale	4.4%
Inflation rate	2.7%
Cost-of-living adjustments	1.4%

Annuitant mortality rates are based on April 1, 2015 - March 31, 2020 NYSLRS experience with adjustments for mortality improvements based on Society of Actuaries' Scale MP-2020 (MP-2018 in 2020).

The actuarial assumptions used in the April 1, 2021 valuation are based on the results of an actuarial experience study for the period April 1, 2015 - March 31, 2020 (April 1, 2010 - March 31, 2015 in 2020).

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(8) Benefit Plans, Continued

(a) New York State and Local Employees' Retirement System (ERS), Continued

Actuarial Assumptions, Continued

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected return, net of investment expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the target asset allocation as of March 31, 2022 are summarized below:

Asset class:	Target Allocations in %	Long-Term expected real rate of return in %
Domestic equity	32.0%	3.30%
International equity	15.0%	5.85%
Private equity	10.0%	6.50%
Real estate	9.0%	5.00%
Opportunistic/ARS portfolio	3.0%	4.10%
Credit	4.0%	3.78%
Real assets	3.0%	5.58%
Fixed income	23.0%	0.00%
Cash	1.0%	-1.00%

The real rates of return are net of a long-term inflation assumption of 2.50 percent.

Discount Rate

The discount rate used to calculate the total pension asset (liability) was 5.9% in 2022 and 2021. The projection of cash flows used to determine the discount rate assumes that contributions from plan members will be made at the current contribution rates and that contributions from employers will be made at statutorily required rates, actuarially. Based upon the assumptions, the NYSLRS's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension asset (liability).

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(8) Benefit Plans, Continued

(a) New York State and Local Employees' Retirement System (ERS), Continued

Sensitivity of the Proportionate Share of the Net Pension Asset (Liability) to the Discount Rate Assumption

The following presents the Authority's proportionate share of the net pension asset (liability) calculated using the discount rate of 5.9%, as well as what the Authority's proportionate share of the net pension asset (liability) would be if it were calculated using a discount rate that is 1-percentage point lower (4.9%) or 1-percentage point higher (6.9%) than the current rate:

	1% Decrease (4.9%)	Current assumption (5.9%)	1% Increase (6.9%)
Authority's proportionate share of the net pension asset (liability)	\$ <u>(4,452,399)</u>	<u>1,729,766</u>	<u>6,900,848</u>

ERS Fiduciary Net Position

Detailed information about the ERS' fiduciary net position is available in the separately issued NYSLRS financial report. Refer to note 9(a) - *General Information about the ERS* for information on how to obtain the report.

(b) Postretirement Healthcare Benefits

General Information about the Plan

Plan Description

The Authority provides postretirement healthcare coverage to eligible retirees and their spouses under a single-employer defined benefit healthcare plan administered by the Authority. The obligations of the Plan members, employers, and other entities are established by action of the Authority pursuant to applicable collective bargaining and employment agreements. The required contribution rates of the employer and the members vary depending on the applicable agreement. The plan does not issue a separate financial report since there are no assets legally segregated for the sole purpose of paying benefits under the Plan. No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(8) Benefit Plans, Continued

(b) Postretirement Healthcare Benefits, Continued

General Information about the Plan, Continued

Employees Covered By Benefit Terms

At June 30, the following employee classifications were covered by the benefit terms:

	<u>2022</u>	<u>2021</u>
Active employees	92	92
Inactive employees or beneficiaries currently receiving benefit payments	<u>2</u>	<u>2</u>
Total	<u>94</u>	<u>94</u>

Postretirement Healthcare Benefit Liability

At June 30, 2022, the Authority's postretirement healthcare benefit liability of \$11,924,134 was measured as of June 30, 2022 and was determined by an actuarial valuation as of July 1, 2020.

At June 30, 2021, the Authority's postretirement healthcare benefit liability of \$13,415,978 was measured as of June 30, 2021 and was determined by an actuarial valuation as of July 1, 2020.

Actuarial Assumptions and Other Inputs

The Authority's postretirement healthcare benefit liability in the June 30, 2022 actuarial valuation was determined using the following actuarial assumptions and other inputs:

Rate of compensation increase:	3.00%
Discount rate:	3.69%
Inflation rate:	2.25%
Assumed pre-65 healthcare cost trend rate assumed for next fiscal year:	6.75%
Assumed post-65 healthcare cost trend rate assumed for next fiscal year:	4.40%
Ultimate healthcare cost trend rate:	3.78%

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(8) Benefit Plans, Continued

(b) Postretirement Healthcare Benefits, Continued

Postretirement Healthcare Benefit Liability, Continued

Actuarial Assumptions and Other Inputs, Continued

The discount rate was based on the Fidelity General Obligation 20-Year AA Municipal Bond Index.

Mortality rates were based on the Pub-2010 Public Retirement Plans Mortality Tables for employees, health retirees, and contingent survivors, adjusted for mortality improvements with Scale MP-2021 mortality improvement scale on a generational basis. (MP-2020 mortality improvement scale in 2021).

Changes in the Postretirement Healthcare Benefit Liability

A schedule of the changes in the Authority's postretirement healthcare benefit liability at June 30:

	<u>2022</u>	<u>2021</u>
Balance at July 1	\$ 13,415,978	14,510,711
Changes for the year:		
Service cost	1,246,529	1,057,827
Interest cost	280,697	287,478
Change in benefit terms	558,855	243,108
Differences between expected and actual experience	-	(3,809,578)
Changes in assumptions and other inputs	(3,492,211)	1,176,746
Benefit payments	(85,714)	(50,314)
Net changes	<u>(1,491,844)</u>	<u>(1,094,733)</u>
Balance at June 30	\$ <u>11,924,134</u>	<u>13,415,978</u>

Changes in assumptions and other inputs reflect a change in the discount rate from 1.92% in 2021 to 3.69% in 2022.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(8) Benefit Plans, Continued

(b) Postretirement Healthcare Benefits, Continued

Changes in the Postretirement Healthcare Benefit Liability, Continued

Sensitivity of the Postretirement Healthcare Benefit Liability to Changes in the Discount Rate

The following presents the postretirement healthcare benefit liability of the Authority, as well as what the Authority's postretirement healthcare benefit liability would be if it were calculated using a discount rate that is 1-percentage-point lower (2.69%) or 1-percentage-point higher (4.69%) than the current discount rate as of June 30, 2022:

	1% Decrease (<u>2.69%</u>)	Current assumption (<u>3.69%</u>)	1% Increase (<u>4.69%</u>)
Postretirement healthcare benefit liability	\$ <u>13,924,388</u>	<u>11,924,134</u>	<u>10,298,209</u>

Sensitivity of the Postretirement Healthcare Benefit Liability to Changes in the Healthcare Cost Trend Rates

The following presents the postretirement healthcare benefit liability of the Authority, as well as what the Authority's postretirement healthcare benefit liability would be if it were calculated using ultimate healthcare cost trend rates that are 1-percentage-point lower (trend decreasing to 2.78%) or 1-percentage-point higher (trend increasing to 4.78%) than the current ultimate healthcare cost trend rates at June 30, 2022:

	1% Decrease (trend decreasing to <u>2.78%</u>)	Current assumption (trend rate at <u>3.78%</u>)	1% Increase (trend increasing to <u>4.78%</u>)
Postretirement healthcare benefit liability	\$ <u>9,670,565</u>	<u>11,924,134</u>	<u>14,868,870</u>

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(8) Benefit Plans, Continued

(b) Postretirement Healthcare Benefits, Continued

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Postretirement Healthcare Benefits

For the years ended June 30, 2022 and 2021, the Authority recognized postretirement healthcare benefit expense of \$1,546,798 and \$1,372,459, respectively. At June 30, 2022 and 2021, the Authority reported deferred outflows of resources and deferred inflows of resources related to postretirement healthcare benefits from the following sources:

	<u>2022</u>	
	<u>Deferred outflows of resources</u>	<u>Deferred inflows of resources</u>
Differences between expected and actual experience	\$ 1,652,507	5,465,319
Changes of assumptions or other inputs	<u>1,969,351</u>	<u>3,305,444</u>
Total	<u>\$ 3,621,858</u>	<u>8,770,763</u>
	<u>2021</u>	
	<u>Deferred outflows of resources</u>	<u>Deferred inflows of resources</u>
Differences between expected and actual experience	\$ 1,884,275	6,069,875
Changes of assumptions or other inputs	<u>2,190,653</u>	<u>115,316</u>
Total	<u>\$ 4,074,928</u>	<u>6,185,191</u>

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(8) Benefit Plans, Continued

(b) Postretirement Healthcare Benefits, Continued

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Postretirement Healthcare Benefits, Continued

Amounts reported as deferred outflows of resources and deferred inflows of resources related to postretirement healthcare benefits will be recognized in postretirement healthcare benefit expense as follows:

<u>Year ending December</u>	<u>Postretirement healthcare benefits expense</u>
2023	\$ (453,539)
2024	(453,539)
2025	(453,539)
2026	(453,539)
2027	(453,539)
Thereafter	(2,881,210)

(9) Custodial Credit Risk

Custodial credit risk is the risk that in the event of a bank failure, the Authority's deposits may not be returned to it. While the Authority does not have a specific policy for custodial credit risk, New York State statutes govern the Authority's investment policies, as discussed previously in these notes.

As of June 30, 2022 and 2021, the Authority's bank balances were fully collateralized by federal depository insurance and securities held by an agent of the pledging financial institution in the Authority's name.

(10) Risk Management

Potential Grantor Liability

The Authority is exposed to various risks of loss related to torts, theft, damage, injuries, errors and omissions, natural disasters and other risks. These risks are covered by commercial insurance purchased from independent third parties.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(10) Risk Management, Continued

Self-Insured Health and Dental Insurance

The Authority participates in the health and dental insurance consortium managed by Onondaga County Employees Benefit Association (OCEBA). This is a self-insured plan whereby the insurance risk is retained by the Authority although such risk is spread among the participants in the Plan. The Authority has not recorded an estimate of incurred but not reported claims as of June 30, 2022 and 2021 as it is deemed immaterial to the financial statements.

Litigation

The nature of the business of the Authority generates certain litigation against the Authority arising in the ordinary course of business. The Authority could be a defendant in lawsuits at various times. The Authority estimates that these matters, if any, would be resolved without material adverse effect on the Authority's future financial position or results from operations.

(11) Noncurrent Liabilities

Noncurrent liability balance and activity for the year ended June 30, are as follows:

<u>Description</u>	Balance July 1, <u>2021</u>	<u>Additions</u>	<u>Reductions</u>	Balance June 30, <u>2022</u>	Amounts due within <u>one year</u>
Grant anticipation note payable	\$ 12,801,000	-	(12,801,000)	-	-
Series 2021 Bonds	-	35,105,000	-	35,105,000	450,000
Series 2021 Bonds Premium	-	7,468,404	-	7,468,404	11,309
Net pension liability	13,779	-	(13,779)	-	-
OPEB liability	13,415,978	-	(1,491,844)	11,924,134	-
Total noncurrent liabilities	\$ <u>26,230,757</u>	<u>42,573,404</u>	<u>(14,306,623)</u>	<u>54,497,538</u>	<u>461,309</u>
	Balance July 1, <u>2020</u>	<u>Additions</u>	<u>Reductions</u>	Balance June 30, <u>2021</u>	Amounts due within <u>one year</u>
Grant anticipation note payable	\$ 12,801,000	-	-	12,801,000	4,221,000
Net pension liability	2,595,609	-	(2,581,830)	13,779	-
OPEB liability	14,510,711	2,765,159	(3,859,892)	13,415,978	-
Total noncurrent liabilities	\$ <u>29,907,320</u>	<u>2,765,159</u>	<u>(6,441,722)</u>	<u>26,230,757</u>	<u>4,221,000</u>

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(11) Noncurrent Liabilities, Continued

During 2021, the Authority issued the Syracuse Regional Airport Authority Senior Airport Revenue Refunding Bonds, Series 2021 (AMT) (Series 2021 Bonds) in the amount of \$35,105,000 and recorded a premium of approximately \$7,468,000. The Authority records amortization of the premium over the term of the bonds for each bond issuance. The Authority recorded and expensed bond issuance costs of approximately \$463,000 as interest expense in the statements of revenues, expenses, and change in net position for the year ended June 30, 2022. The proceeds from the Series 2021 Bonds were used to prepay the principal and interest due on the City's General Obligation Airport Terminal Security and Access Improvement Bonds, Series 2011A, that the Authority was responsible for under a lease agreement (note 7), to repay the Authority's Airport Terminal Anticipation Notes (Series 2019 Notes), fund the reserve requirement for the Series 2021 Bonds, and pay certain costs of issuance of the Series 2021 Bonds. The Series 2021 Bonds are secured by a pledge and lien upon the Authority's net revenues derived by the Authority from the operations of the Airport, and such other amounts. A portion of the Series 2021 Bonds are designated as PFC Bonds, which are secured by an additional pledge and assignment of available PFC revenues.

The Series 2021 Bonds mature on July 1, 2036 and bear interest at rates ranging between 4.00% and 5.00% with semi-annual payments due on January 1 and July 1 of each year, commencing July 1, 2022. Principal payments range from \$450,000 to \$3,060,000 beginning for the years 2022 through 2036. The Series 2021 Bonds maturing after July 1, 2031 shall be subject to redemption by the Authority at its option on or after July 1, 2031 and thereafter, in whole or in part at any time, at a redemption price equal to 100% of the principal amount of the Series 2021 Bonds or portions thereof to be redeemed, plus accrued interest, if any, to the redemption date, from available moneys in accordance with the terms of the agreement.

During 2019, the Authority entered into a note purchase agreement (Series 2019 Notes) in the amount of \$15,757,000 with a bank to finance a project consisting of (a) refinancing of certain revolving indebtedness with the bank incurred to finance (i) the construction of certain capital improvements in and around the terminal of the airport complex (ii) the equipping of the terminal with certain items of equipment, machinery, fixtures, and other items of tangible personal property; (b) paying certain costs and expenses incidental to the issuance of the Series 2019 Notes; and (c) funding any debt service reserve or similar fund, if any. The outstanding amount of \$12,801,000 on the Series 2019 Notes was repaid as part of the Series 2021 Bonds issuance.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Notes to Financial Statements

(11) Noncurrent Liabilities, Continued

Principal and interest payments due on the Series 2021 Bonds are as follows:

For the year ending <u>June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2023	\$ 450,000	1,147,554	1,597,554
2024	2,065,000	1,682,050	3,747,050
2025	2,170,000	1,578,800	3,748,800
2026	2,285,000	1,470,300	3,755,300
2027	2,395,000	1,356,050	3,751,050
2028 - 2032	13,535,000	4,164,000	17,699,000
2033 - 2036	<u>12,205,000</u>	<u>1,061,050</u>	<u>13,266,050</u>
Total	<u>\$ 35,105,000</u>	<u>13,696,084</u>	<u>48,801,804</u>

(12) Subsequent Events

The Authority has evaluated subsequent events occurring after the statement of net position through the date of September __, 2022, which is the date the financial statements were issued.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Schedules of Authority's Pension Contributions

ERS Pension Plan

(Unaudited)

	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Contractually required contribution	\$ 841,539	503,729	349,375	180,927	126,573	99,797	92,914	19,934
Contributions in relation to the contractually required contribution	<u>841,539</u>	<u>503,729</u>	<u>349,375</u>	<u>180,927</u>	<u>126,573</u>	<u>99,797</u>	<u>92,914</u>	<u>19,934</u>
Contribution deficiency (excess) \$	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Authority's covered-ERS employee payroll	6,987,596	5,994,566	2,429,109	1,271,982	922,538	752,001	599,249	123,520
Contributions as a percentage of covered-employee payroll	12.04%	8.40%	14.38%	14.22%	13.72%	13.27%	15.51%	16.14%

See accompanying independent auditor's report.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Schedules of Authority's Proportionate Share of the Net Pension Asset (Liability)

ERS Pension Plan

(Unaudited)

	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Authority's proportion of the net pension asset (liability)	0.0211603%	0.0138381%	0.0098019%	0.0055365%	0.0036346%	0.0031085%	0.0024646%	0.0008180%
Authority's proportionate share of the net pension asset (liability)	\$ 1,729,766	(13,779)	(2,595,609)	(392,279)	(117,305)	(292,077)	(395,629)	(27,633)
Authority's covered-employee payroll	\$ 6,987,596	5,994,566	2,429,109	1,271,982	922,538	752,001	599,249	123,520
Authority's proportionate share of the net pension asset (liability) as a percentage of its covered-employee payroll	24.75%	0.23%	106.85%	30.84%	12.72%	38.84%	66.02%	22.37%
Plan fiduciary net position as a percentage of total pension asset (liability)	103.65%	99.95%	86.39%	96.27%	98.24%	94.70%	90.70%	97.90%

See accompanying independent auditor's report.

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SYRACUSE REGIONAL AIRPORT AUTHORITY (A DISCRETELY PRESENTED COMPONENT UNIT OF THE CITY OF SYRACUSE, NEW YORK)

Schedule of Changes in the Authority's Net Postretirement Healthcare Benefit Liability and Related Ratios

	(Unaudited)				
	<u>2022*</u>	<u>2021*</u>	<u>2020*</u>	<u>2019*</u>	<u>2018*</u>
Measurement date	6/30/2022	6/30/2021	6/30/2020	6/30/2019	6/30/2018
Total OPEB Liability:					
Service cost	\$ 1,246,529	1,057,827	678,667	425,727	250,479
Interest on total OPEB liability	280,697	287,478	283,556	176,888	73,565
Change in benefit terms	558,855	243,108	7,031,143	3,152,779	-
Change in assumptions and other inputs	(3,492,211)	1,176,746	1,341,406	(157,868)	18,427
Difference between expected and actual experience	-	(3,809,578)	(3,144,725)	2,579,579	(1,554)
Benefit payments	(85,714)	(50,314)	(13,301)	-	-
Net change in total OPEB liability	(1,491,844)	(1,094,733)	6,176,746	6,177,105	340,917
Total OPEB liability - beginning	<u>13,415,978</u>	<u>14,510,711</u>	<u>8,333,965</u>	<u>2,156,860</u>	<u>1,815,943</u>
Total OPEB liability - ending	<u>\$ 11,924,134</u>	<u>13,415,978</u>	<u>14,510,711</u>	<u>8,333,965</u>	<u>2,156,860</u>
Covered payroll	5,558,687	5,357,448	3,989,919	2,681,711	1,098,757
Total OPEB liability as a percentage of covered payroll	214.51%	250.42%	363.68%	310.77%	196.30%

*10 years of historical information will not be available upon implementation. An additional year of historical information will be added each year subsequent to the year of implementation until 10 years of historical data is available.

Notes to Required Supplementary Information:

Actuarial assumptions:

The actuarial methods and assumptions used to calculate the total OPEB liability are described in note 8 to the financial statements.

See accompanying independent auditor's report.

DRAFT – For Discussion Purposes Only

SYRACUSE REGIONAL AIRPORT AUTHORITY

Schedule of Expenditures of Federal Awards

Year ended June 30, 2022

<u>Federal Grantor/Pass-Through Grantor/Program Title</u>	<u>Federal CFDA number</u>	<u>Identifying numbers</u>	<u>Current year expenditures</u>
<u>U.S. Department of Transportation - Direct</u>			
Airport improvement program:			
COVID-19 CARES Act Airport Grant	20.106	156-20	\$ 1,562,516
Taxiway hotspots design and rehabilitation	20.106	153-19	121,638
Pavement Management Plan	20.106	157-21	157,017
COVID-19 Airport Coronavirus Response Grant	20.106	159-21	4,883,756
Rehab runway 10/28	20.106	155-20	11,180,664
Taxiway A West Design	20.106	160-21	<u>138,352</u>
Total U.S. Department of Transportation			<u>18,043,943</u>
Total expenditures of federal awards			\$ <u><u>18,043,943</u></u>

See Notes to Schedule of Expenditures of Federal Awards and Independent Auditor's Report.

DRAFT – For Discussion Purposes Only

SYRACUSE REGIONAL AIRPORT AUTHORITY

Notes to Schedule of Expenditures of Federal Awards

June 30, 2022

(1) Significant Accounting Policies

Organization

The accompanying Schedule of Expenditures of Federal Awards represents all Federal awards administered by the Syracuse Regional Airport Authority. The Syracuse Regional Airport Authority's organization is defined in note 1 to the basic financial statements.

Basis of Accounting

The expenditures in the accompanying schedule are presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of the Uniform Guidance, Audits of States, Local Governments, and Non-Profit Organizations. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

De Minimis Indirect Cost Rate

The Authority has not elected to use the 10 percent de minimis indirect cost rate as allowed under the Uniform Guidance.

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REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

INDEPENDENT AUDITOR’S REPORT

Board Members

Syracuse Regional Airport Authority:

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the business type activities of the Syracuse Regional Airport Authority (Authority), as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Syracuse Regional Airport Authority’s basic financial statements, and have issued our report thereon dated September ____, 2022.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Authority’s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority’s internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority’s internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

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Board Members

Page 2 of 2

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority’s financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statement. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority’s internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority’s internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

September __, 2022

DRAFT – For Discussion Purposes Only

REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

INDEPENDENT AUDITOR’S REPORT

Board Members

Syracuse Regional Airport Authority:

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Syracuse Regional Airport Authority’s (Authority) compliance with the types of compliance requirements identified as subject to audit in the *OMB Compliance Supplement* that could have a direct and material effect on the Authority’s major federal program for the year ended June 30, 2022. The Authority’s major Federal program is identified in the summary of auditor’s results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Authority complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2022.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor’s Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Authority and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the Authority’s compliance with the compliance requirements referred to above.

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Board Members

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Report on Compliance for Each Major Federal Program, Continued

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Authority's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Authority's compliance based on our audit. Reasonable assurance is a high level of assurance but it not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Authority's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Authority's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Authority's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

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Board Members

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Report on Internal Control Over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor’s Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

_____, 2022

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SYRACUSE REGIONAL AIRPORT AUTHORITY

Schedule of Audit Findings and Questioned Costs

Summary of Auditor’s Results

Type of Financial Statement Opinion	Unmodified
Were there any material control weakness conditions reported at the financial statement level (GAGAS)?	No
Were there any other significant deficiencies reported at the financial statement level (GAGAS)?	None reported
Was there any reported material noncompliance at the financial statement level (GAGAS)?	No
Were there any material internal control weakness conditions reported for major federal programs?	No
Were there any other significant deficiencies reported for major federal programs?	None reported
Type of Major Programs’ Compliance Opinion	Unmodified
Are there any reportable findings under 2CFR Section 200.516(a)?	No
Major Programs (list):	<u>U.S. Department of Transportation</u> CFDA #20.106 Airport Improvement Program
Dollar Threshold: Type A\B Programs	Type A: >\$750,000 Type B: all others
Low Risk Auditee?	Yes

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**SYRACUSE REGIONAL AIRPORT AUTHORITY
(A DISCRETELY PRESENTED COMPONENT UNIT
OF THE CITY OF SYRACUSE, NEW YORK)**

Schedule of Audit Findings and Questioned Costs

Year ended June 30, 2022

Section II - Financial Statement Findings

None

Section III - Federal Award Findings and Questioned Costs

None

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SYRACUSE REGIONAL AIRPORT AUTHORITY

New York State Department of Transportation
Single Audit Report

June 30, 2022

DRAFT – For Discussion Purposes Only

SYRACUSE REGIONAL AIRPORT AUTHORITY

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DRAFT – For Discussion Purposes Only

Independent Auditor's Report on Compliance and on Internal Controls over State Transportation Assistance Expended based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards

Board Members

Syracuse Regional Airport Authority:

Report on Compliance

We have audited the Syracuse Regional Airport Authority's compliance with the types of compliance requirements described in the preliminary Draft Part 43 of the New York State Codification of Rules and Regulations (NYSCRR) that could have a direct and material effect on the state transportation assistance programs tested for the year ended June 30, 2022. The programs tested are identified in the summary of audit results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

The Syracuse Regional Airport Authority's management is responsible for compliance with requirements of laws, regulations, contracts, and grants applicable to each program tested.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the Syracuse Regional Airport Authority's state transportation assistance programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and Draft Part 43 of NYSCRR. Those standards and Draft Part 43 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above, that could have a direct and material effect on the state transportation assistance programs tested, has occurred. An audit includes examining, on a test basis, evidence about the Syracuse Regional Airport Authority's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each state transportation assistance program. However, our audit does not provide a legal determination on the Syracuse Regional Airport Authority's compliance.

Opinion on Each Transportation Assistance Program

In our opinion, the Syracuse Regional Airport Authority complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its state transportation assistance programs tested for the year ended June 30, 2022.

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Board Members

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Report on Internal Control Over Compliance

Management of the Syracuse Regional Airport Authority is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above.

In planning and performing our audit of compliance, we considered the Syracuse Regional Airport Authority's internal control over compliance with the types of requirements that could have a direct and material effect on state transportation assistance programs tested to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for state transportation assistance programs and to test and report on internal control over compliance in accordance with Preliminary Draft Part 43 of the NYSCRR but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Syracuse Regional Airport Authority's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a state transportation assistance program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a state program will not be prevented, or detected and corrected, on a timely basis.

A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a state program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in the internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of Draft Part 43 of the NYSCRR. Accordingly, this report is not suitable for any other purpose.

DRAFT – For Discussion Purposes Only

Board Members

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Report on Schedule of State Transportation Assistance Expended Required by Draft Part 43

We have audited the financial statements of the business-type activities of the Syracuse Regional Airport Authority as of and for the year ended June 30, 2022 which comprise the Syracuse Regional Airport Authority's basic financial statements, and have issued our report thereon dated September __, 2022 which contained an unmodified opinion on those financial statements that comprise the Syracuse Regional Airport Authority's basic financial statements. The Schedule of State Transportation Assistance Expended is presented for purposes of additional analysis as required by Draft Part 43 of NYSCRR, and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the financial statements as a whole.

September __, 2022

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SYRACUSE REGIONAL AIRPORT AUTHORITY

Schedule of State Transportation Assistance Expended

For the year ended June 30, 2022

<u>Federal Grantor/Pass-Through Grantor/Program Title</u>	<u>NYSDOT Reference Number</u>	<u>Expenditures</u>
Matching grants for the FAA Airport Improvement Program (030):		
Master Agreement	Various	\$ <u>6,074</u>
Total State Transportation Assistance Expended		\$ <u><u>6,074</u></u>

See notes to Schedule of State Transportation Assistance Expended and Independent Auditor's Report.

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SYRACUSE REGIONAL AIRPORT AUTHORITY

Notes to Schedule of State Transportation Assistance Expended

June 30, 2022

(1) General

The accompanying Schedule of State Transportation Assistance Expended presents the activity of all financial assistance programs provided by the New York State Department of Transportation and administered by the Syracuse Regional Airport Authority for year ended June 30, 2022.

(2) Basis of Accounting

The accompanying Schedule of State Transportation Assistance Expended is presented using the accrual basis of accounting. The amounts reported as expenditures of State Assistance were obtained from the accounting records utilized to record activity for the applicable programs and periods.

(3) Matching Costs

Matching costs (the Syracuse Regional Airport Authority's share of certain program costs) are not included in the reported expenditures.

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SYRACUSE REGIONAL AIRPORT AUTHORITY

Schedule of Findings and Questioned Costs for State Transportation Assistance Expended

For the year ended June 30, 2022

Summary of Audit Results:

Internal control over state transportation assistance expended:

Material weaknesses identified	None Reported
Reportable condition(s) identified that are not considered to be material weaknesses	None Reported
Type of auditor's report issued on compliance for programs tested	Unmodified

Identification of State Transportation Assistance Programs Tested:

Matching Grants for the FAA Airport Improvement Program (030)

Compliance Findings and Questions Costs:

No matters were reported

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September __, 2022

Board Members

Syracuse Regional Airport Authority:

We have audited the financial statements of the Syracuse Regional Airport Authority (the Authority), a public benefit corporation of the State of New York and a discretely presented component unit of the City of Syracuse, New York, for the year ended June 30, 2022, and have issued our report thereon dated September __, 2022. Professional standards and *Governmental Auditing Standards* require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter dated July 1, 2022. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Authority are described in note 2 to the financial statements.

As described in note 2(a) to the financial statements, the Authority changed certain accounting policies by adopting Governmental Accounting Standards Board Statement No. 87, *Leases* (GASB No. 87). GASB No. 87 has been applied retroactively and as such prior period financial statements have been adjusted for the adoption of the accounting standard.

No other changes to accounting policies were noted. We noted no transactions entered into by the Authority during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The most sensitive estimates affecting the financial statements were:

- The Authority estimates an allowance for doubtful accounts in order to present accounts receivable at the appropriate net realizable amount.
- The Authority estimates actuarial assumptions that are used to determine annual postretirement cost for the year in accordance with GASB Statement No. 75.
- The Authority estimates actuarial assumptions that are used to determine annual pension cost for the year in accordance with GASB Statement No. 68.

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The Board of Managers
September __, 2022
Page 2 of 3

Significant Audit Matters, Continued

Qualitative Aspects of Accounting Practices, Continued

We evaluated the key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent and clear.

Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. There were no corrected or uncorrected misstatements identified as a result of the audit. Implementation adjustments were made in conjunction with management to record GASB No. 87.

Disagreements with Management

For purposes of this letter, a disagreement with management is a disagreement on a financial accounting, reporting or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated September __, 2022.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Authority's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

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The Board of Managers
September __, 2022
Page 3 of 3

Significant Audit Matters, Continued

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Authority's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the Management's Discussion and Analysis, Schedule of the Authority's Pension Contributions, Schedule of Authority's Proportionate Share of the Net Pension Liability, Schedules of Changes in the Authority's Net Postretirement Healthcare Benefit Liability and Related Ratios and Notes to Required Supplementary Information, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

* * * * *

This information is intended solely for the use of the Board Members, Audit Committee and management of the Syracuse Regional Airport Authority, a public benefit corporation of the State of New York and a discretely presented component unit of the City of Syracuse, New York and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

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SYRACUSE REGIONAL AIRPORT AUTHORITY

Reports Required by the Passenger Facilities Guide for Public Agencies

June 30, 2022

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SYRACUSE REGIONAL AIRPORT AUTHORITY

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DRAFT – For Discussion Purposes Only

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR THE PASSENGER FACILITY CHARGE PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE AND THE SCHEDULE OF EXPENDITURES OF PASSENGER FACILITY CHARGES REQUIRED BY THE PASSENGER FACILITY CHARGE AUDIT GUIDE FOR PUBLIC AGENCIES

Board Members

Syracuse Regional Airport Authority:

Report on Compliance for the Passenger Facility Charge Program

We have audited the Syracuse Regional Airport Authority (The Authority)'s compliance with the types of compliance requirements described in the Passenger Facility Charge Audit Guide for Public Agencies (the Guide), issued by the Federal Aviation Administration, that could have a direct and material effect on its passenger facility charge program for the year ended June 30, 2022.

Management's Responsibility

Management is responsible for compliance with the requirements of laws and regulations applicable to its passenger facility charge program.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for the Authority's passenger facility charge program based on our audit. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and the Guide. Those standards and the Guide require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on the passenger facility charge program occurred. An audit includes examining, on a test basis, evidence about the Authority's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance with the Guide. Our audit does not provide a legal determination on the Authority's compliance with those requirements.

Opinion on The Passenger Facility Charge Program

In our opinion, the Syracuse Regional Airport Authority complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on the passenger facility charge program for the year ended June 30, 2022.

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Board Members

Page 2 of 3

Report on Internal Control Over Compliance

The management of the Authority is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Authority's internal control over compliance with the types of requirements that could have a direct and material effect on the passenger facility charge program in order to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance and to test and report on internal control over compliance in accordance with the Guide, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct noncompliance with a type of compliance requirement of the passenger facility charge program on a timely basis. A material weakness in internal control over compliance is a deficiency, or a combination of deficiencies in internal control over compliance such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of the passenger facility charge program will not be prevented or detected and corrected on a timely basis.

Report on Schedule of Expenditures of Passenger Facility Charges

We have audited the basic financial statements of the business-type activities of the Authority, as of and for the year ended June 30, 2022, and the related notes to the basic financial statements, which comprise the Authority's basic financial statements. We issued our report thereon dated September __, 2022 which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming an opinion on the basic financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of passenger facility charges is presented for purposes of additional analysis as required by the Passenger Facility Charge Audit Guide for Public Agencies, issued by the Federal Aviation Administration, and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of passenger facility charges is fairly stated, in all material respects, in relation to the financial statements taken as a whole.

DRAFT – For Discussion Purposes Only

Board Members

Page 3 of 3

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Guide. Accordingly, this report is not suitable for any other purpose.

September __, 2022

DRAFT – For Discussion Purposes Only

SYRACUSE REGIONAL AIRPORT AUTHORITY

Schedule of Expenditures of Passenger Facility Charges

For the year ended June 30, 2022

<u>Projects</u>	<u>Application Number</u>	<u>Charge effective date</u>	<u>Approval of use date</u>	<u>Year ended June 30, 2022</u>	<u>Cumulative ended June 30, 2022</u>	<u>Amount approved for impose and use</u>
Passenger Terminal Security Access and Improvements	07-07-C-00-SYR	3/1/07	7/1/09	\$ 6,389,871	\$ 53,192,688	\$ 91,668,671
Equipment, Jet Bridge Replacements and Master Plan	21-09-C-00-SYR	6/1/21	8/1/21	3,961,172	3,961,172	13,361,693

See Notes to Schedule of Expenditures of Passenger Facility Charges and Independent Auditor's Report.

DRAFT – For Discussion Purposes Only

SYRACUSE REGIONAL AIRPORT AUTHORITY

Notes to Schedule of Expenditures of Passenger Facility Charges

June 30, 2022

(1) General

The Aviation Safety and Capacity Expansion Act of 1990 (Public Law 101-508, Title II, Subtitle B) authorized the imposition of local Passenger Facility Charges (PFC) and use of resulting PFC revenues for Federal Aviation Administration (FAA) approved projects. In August 1993, the FAA approved a \$3.00 Passenger Facility Charge collection at the Syracuse Hancock International Airport beginning November 1, 1993. Effective September 1, 2002, the FAA increased the PFC level to \$4.50.

(2) Basis of Presentation

The accompanying Schedule of Expenditures of Passenger Facility Charges presents the activity of passenger facility charge projects administered by the Authority located at the Syracuse Hancock International Airport.

(3) Expenditures of Passenger Facility Charges

The amounts reported as expenditures are those of passenger facility charge projects obtained from the PFC Quarterly Reports and the accounting records utilized to record activity for the applicable projects and period. The expenditures of passenger facility charges are recorded on the cash basis.

**RESOLUTION CREATING THE POSITION
OF DIRECTOR OF INFORMATION TECHNOLOGY (SRAA)**

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 Director of Information Technology which is responsible for the planning, directing, organizing and overall execution of all IT functions for the Syracuse Regional Airport Authority (SRAA). The work requires advanced technical knowledge of electronic information systems and seasoned knowledge of management and administrative principles, methods, practices and techniques all of which is gained through formal education, training and extensive on-the-job experience. This position oversees the work of subordinates and may participate in the execution of the department's day-to-day activities. Under executive leadership and subject to operating plans, objectives and functional policies, the Director of Technology applies strong strategic and business acumen to develop and deploy SRAA's IT strategy and ensure that all systems necessary to support operational objectives are in place.

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 workdays 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)
Director of Information Technology	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: September 23, 2022

VOTE: Ayes ____ Nays ____ Abstentions ____

SIGNED: _____

Secretary

DIRECTOR OF INFORMATION TECHNOLOGY (SRAA)

DISTINGUISHING FEATURES OF THE CLASS

The Director of Information Technology is responsible for the planning, directing, organizing and overall execution of all IT functions for the Syracuse Regional Airport Authority (SRAA). The work requires advanced technical knowledge of electronic information systems and seasoned knowledge of management and administrative principles, methods, practices and techniques all of which is gained through formal education, training and extensive on-the-job experience. This position oversees the work of subordinates and may participate in the execution of the department's day-to-day activities. Contacts with others require skills in understanding and influencing people and are important in supervising staff, coordinating the functions of the department and communicating the necessity of various strategic IT initiatives to executive level leaders. The work is performed following clearly defined management policies and requiring the frequent use of judgment in search of solutions to challenges facing the IT functions of SRAA. The work is performed in an office environment and includes operation and configuration of network infrastructure, cyber security and operation of IT equipment. After hours and on-call rotation work is required. Under executive leadership and subject to operating plans, objectives and functional policies, the Director of Technology applies strong strategic and business acumen to develop and deploy SRAA's IT strategy and ensure that all systems necessary to support operational objectives are in place. The work is reviewed in terms of feasibility, compatibility and effectiveness in meeting strategic objectives and expected results.

TYPICAL WORK ACTIVITIES

- Directs all IT functions at the airport, both terminal and airside, to meet customer requirements, ensuring support for and maintenance of existing applications.
- Manages a team of technology professionals to meet the needs of a 24/7 organization.
- Analyzes complex business needs and recommends technical solutions.
- Establishes electronic information systems to maximize the efficiency of diverse operations and ensure seamless communication of information between and within departments and external stakeholders.
- Directs the design, testing, development and deployment of application hardware and software consistent with short and long-term information systems requirements.
- Develops, documents and manages detailed project plans and schedules for the implementation and/or management of technology and software systems.
- Develops, documents and evaluates standard operating information practices to maintain effective information systems that meet all cybersecurity and current industry developments.
- Manages the implementation, maintenance, trouble-shooting, and security of electronic information systems.
- Oversees and assists in the installation of systems software and hardware for all SRAA networks, including security, business, landside, airside, and other operational systems.
- Manages multiple networks and engages with various stakeholders both internal and external to SRAA.
- Coordinates training in the proper use of systems hardware and software applications for department managers and other users.
- Establishes and ensures compliance with proper TSA, FAA and cybersecurity procedures to protect systems from unauthorized access.
- Develops and implements procedures for business continuity, back up testing and disaster recovery.
- Develops and deploys patching and maintenance schedules for both network and end user hardware and software.
- Maintains accurate inventories of all purchased hardware and software.

- Maintains accurate network configuration layout files.
- Maintains an organized department and work environment in adherence with office best practices and OSHA standards.
- Establishes strategic relationships and liaises with outside entities who participate in electronic transfers with the SRAA.
- Ensures the appropriate procurement of external professional services, to provide technical assistance.
- Adheres to all SRAA procurement policies and procedures.
- Oversees the work of all selected professional services.
- Prepares and manages the technology department's budget by facilitating intelligent forecasting, maintaining effective budgetary controls, constructing contingency plans, reducing expenses and developing revenue generating opportunities.
- Projects and establishes investment needs into a 5-year plan to ensure achievement of strategic and operational goals. Makes recommendations always with a view to maintaining state-of-the-art information systems.
- Performs other related duties as required.
- Maintain the Airfield inspection server and software to remain FAA compliant with Part 139
- Working with the airport access control system as required by TSR 1542

FULL PERFORMANCE, KNOWLEDGE, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS

- Knowledge of IT audit compliance requirements
- Supervisory and administrative experience in a technical environment
- Ability to effectively communicate instructions and ideas verbally and in writing to persons at all levels of the organization
- Ability to analyze, interpret and deploy complex infrastructure and communication across multiple networks
- Understanding of IT infrastructure including network and end-user operating systems
- Experienced in project management, with ability to clearly define a project plan and execute meeting deadlines
- Ability to manage and prioritize tasks and projects both individually and overseeing a team
- Understanding and experience with VEEM/Barricuda backup, VMware and Endpoint protection systems
- Understanding of Office 365 and Azure Suite, including Exchange, in an enterprise environment
- Ability to utilize and program specific computer languages used by SRAA
- Ability to manage a staff of IT professionals both on-site and remote
- Ability to work independently with minimal supervision
- Ability to plan and supervise the work of support staff in a manner conducive to full performance and high morale
- Ability to communicate clearly, both verbally and in writing, with diverse vendors, tenants, customer base, management, and staff.
- Skilled in developing and maintaining effective interpersonal relations
- Ability to read, understand, and interpret technical and procedural manuals
- Ability to meet the physical requirements of the position, with or without a reasonable accommodation

PREFERRED QUALIFICATIONS

Previous Airport/Airline experience
All IT related certifications

MINIMUM QUALIFICATIONS

- A) Bachelor's degree in Information Systems, Computer Science or a closely related field; and
- B) Five (5) years of progressively responsible experience in the oversight and management of Enterprise Information Technology operations and project deployments; and
- C) Three (3) years of supervisory experience

SPECIAL REQUIREMENTS

- Must be able to obtain and maintain a Security Identification Display Area (SIDA) badge

Rev. 9/2022

DRAFT

**RESOLUTION CREATING THE POSITION
OF NETWORK ENGINEER (SRAA)**

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 Network Engineer which is professional work which involves complex programming, configuration, support and maintenance of the Syracuse Regional Airport Authority's (SRAA) Network systems. The work requires knowledge of techniques, methods and procedures for installing, configuring, troubleshooting and optimizing all related hardware, software and communication links. The work is performed under limited supervision reporting to an administrative supervisor where work assignments are subject to established standards, procedures, and completion dates. The position plans and organizes the work, determines individual priorities and the work is reviewed in terms of quality, volume, timeliness and for adherence to established methods, standards and policies.

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 workdays 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)
Network Engineer	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: September 23, 2022

VOTE: Ayes ____ Nays ____ Abstentions ____

SIGNED: _____
Secretary

NETWORK ENGINEER (SRAA)

DISTINGUISHING FEATURES OF THE CLASS

The Network Engineer is professional work which involves complex programming, configuration, support and maintenance of the Syracuse Regional Airport Authority's (SRAA) Network systems. The work requires knowledge of techniques, methods and procedures for installing, configuring, troubleshooting and optimizing all related hardware, software and communication links. Work may be complex in contacts with others, requires courtesy, tact and effectiveness in dealing with others to request or provide information, ask questions or obtain clarification. The work is performed in accordance with department policies. After hours and on-call rotation work is required. The work is performed under limited supervision reporting to an administrative supervisor where work assignments are subject to established standards, procedures, and completion dates. The position plans and organizes the work, determines individual priorities and the work is reviewed in terms of quality, volume, timeliness and for adherence to established methods, standards and policies.

TYPICAL WORK ACTIVITIES

- Manage and support hardware and software components pertaining to a Network infrastructure, including operating systems, routers, switches, firewall, wireless, SDN, LAN/WAN, VPN as well as office IT related matters
- Configures, deploys and maintains all firewalls, switches and servers
- Recommends, schedules and performs network maintenance, improvements, upgrades and repairs
- Perform maintenance of the network authorization infrastructure as well as network backup system
- Perform RMA's and/or hardware swap, while working with third party OEM's and customer cross functional support teams
- Troubleshoot and investigate issues with long haul circuits and hardware, working closely with ISP's to minimize downtime to the office network. Being able to communicate with carrier and diagnose problem
- Build and deploy virtual and on-prem servers
- Configure and deploy
- Develop and documents systems standards for computer and network devices.
- Develops and documents system diagrams and layouts
- Troubleshoots hardware and software malfunctions
- Monitors and tests performance of multiple networks, including WiFi
- Images computers
- Evaluates and recommends new technology
- Participates in implementation of new programs and projects
- Provides network performance statistics and reports
- Responds to network and service incidents
- Recommends network designs that best meet SRAA system needs
- Works with internal and external stakeholders and providers, including airport tenants and employees, providing a high level of customer service and support
- Monitors and reports on system availability; implements improvements when necessary
- May assist in training of other staff
- Performs other related duties as required

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

- Experience with multiple vendor hardware platforms including Cisco, Juniper, Arista, Aruba and HPE

- Demonstrated knowledge of Layer2/3 technologies and protocols, including ,RSTP/MSTP, VLAN, VTP, ARP, OSPF, BGP, TCP/IP, UDP, NDP, VxLAN, VRRP, Etherchannel
- Knowledge of application level protocols such as SNMP, telnet, FTP, HTTP, HTTPS, DHCP, DHCPv6, DNS. 802.1x, IPsec
- Demonstrated ability to analyze complex situations and utilize troubleshooting skills, systems and tools, and creative problem-solving abilities under pressure
- Understanding of Office 365 and Azure Suite, including Exchange, in an enterprise environment.
- Ability to troubleshoot technical issues.
- Ability to gain knowledge of Airport Common Use platforms and security systems.
- Knowledge of project management tools and ability to meet deadlines and manage and prioritize multiple projects with competing deadlines
- Knowledge of physical networking equipment and configuration best practices.
- Ability to read/understand and interpret technical and procedural manuals.
- Ability to work independently with minimal supervision.
- Ability to communicate clearly, both verbally and in writing, with customer base, management, and staff.
- Skilled in developing and maintaining effective interpersonal relations.
- Ability to work professionally and respectfully with a diverse staff, tenants, and vendors
- Ability to understand and follow verbal and written instructions.
- Must be able to work the required schedule, including weekends, holidays, and on-call as needed (and respond within 20 minutes)
- Ability to perform the physical requirement of the position, which consist of moving from one work location to another, sitting or standing at a workstation for extended periods of time, repetitive use of hands and wrists, and may involve lifting objects weighing up to 25 pounds, with or without a reasonable accommodation

PREFERRED QUALIFICATIONS

The ideal candidate will have 5+ years' experience in Enterprise Network support and large-scale network operations.

MINIMUM QUALIFICATIONS

Open Competitive:

- A. Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a bachelor degree, or higher, in Computer Science, Information Technology, Information Systems, or a closely related field; or equivalent Military experience/training in Computer Science, Information Technology, Information Systems, or closely related field; and 5 years of work-related experience.
- B. Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with an Associate degree in Computer Science, Information Technology, Information Systems, or a closely related field; or equivalent Military experience/training in Computer Science, Information Technology, Information Systems, or closely related field; and 7 years of work-related experience

- C. An equivalent combination of experience and training as defined by the limits of (A) and (B).

Special Requirements:

- Cisco Certified Network Professional (CCNP)
- Must be able to obtain and maintain a Security Identification Display Area (SIDA) badge

Rev. 9/2022

DRAFT

RESOLUTION: (1) ADOPTING THE 2022-2023 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, the Finance Committee has developed the 2022-2023 Capital Improvement Budget for the Authority (the "2022-2023 Projects") which is attached hereto and made part of

this Resolution as Exhibit “A”; and

WHEREAS, the Capital Budget was initially considered at the June 2022 Board Meeting but was tabled for further consideration at the September 2022 Board Meeting; and

WHEREAS, the Authority wishes to obtain available funding for the 2022-2023 Projects through the FAA and NYSDOT CIP program and to accept CIP program grant monies and expend such monies on the 2022-2023 Projects; and

WHEREAS, the CIP program requires that the Authority contribute a portion or in some instances all of the overall cost of the 2022-2023 Projects as further detailed in Exhibit “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 2022-2023 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 2022-2023 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 2022-2023 Projects; and (4) expend such grant monies and funds of the Authority for each 2022-2023 Project as shown on Exhibit “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 2022-2023 Projects.

Resolution Adopted Date: September __, 2022

Vote: Ayes _____ Nay _____ Abstentions _____

Signed: _____
Secretary



2022 Capital Plan

Capital Requirements

Department	Equipment Description	Funding Source	2023	2024	2025	2026	2027	Total
ACIP 5% Match	Entitlement Funding	Operations	\$266	\$250	\$250	\$250	\$250	\$1,266
ACIP 5% Match	Entitlement Funding	State	\$266	\$250	\$250	\$250	\$250	\$1,266
AIP Capital Plan	Entitlement Funding	FAA	\$4,779	\$4,500	\$4,500	\$4,500	\$4,500	\$22,779
AIP PFC	Snow Removal Equip	PFC	\$4,600					\$4,600
AIP PFC	Jet Bridge Replacement	PFC	\$3,000					\$3,000
AIP PFC	South Terminal Improvements	PFC	\$4,800					\$4,800
Various	Capital Operations	Operations	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$5,000
Finance	Bond Interest	Operations	\$1,682	\$1,579	\$1,470	\$1,356	\$1,236	\$7,324
Finance	Bond Principal	Operations	\$3,747	\$3,749	\$3,755	\$3,751	\$3,751	\$18,754
	Total Capital Other		\$24,140	\$11,328	\$11,226	\$11,107	\$10,988	\$68,788

Capital Detail Operations

Department	Item Description	Qty	Cost per Item	Total Cost
IT	Rack system for Maintenance IT	1	\$10,000	\$10,000
Terminal	Bathroom Disinfectant & Cleaning Equipment	2	\$6,000	\$12,000
Garage	Parking Garage Switchs & hardware replacement	3	\$5,000	\$15,000
IT	Common Use equipment - Gates 11, 22, ticket counters	1	\$30,000	\$30,000
Terminal	Common Use Gate Bag Sizers	6	\$5,000	\$30,000
IT	Industrial UPC for Server room	1	\$35,000	\$35,000
Security	Terminal BDA Radio Coverage Solution	1	\$64,000	\$64,000
Terminal	Ride-on Floor Scrubber Machine	3	\$25,000	\$75,000
IT	Switch Updgrade to POE	25	\$3,000	\$75,000
Maintenance	Vehicle replacement	2	\$60,000	\$120,000
Maintenance	Truck 3500 carryover	2	\$75,000	\$150,000

Infrastructure Needs

Project	Possible Funding	FISCAL YEAR					
		2022/23	2023/24	2024/25	2025/26	2027	After
Terminal Improvements	PTI Grant	\$3,600					
Communications Center	Earmark	\$1,250	\$1,250				
HVAC upgrade - full terminal	BILS/ATC	\$10,000					
SRE Building	BILS			\$5,000			
North & Central Terminal Roof	BILS/ATC				\$5,000		
Police Dept Stand Up	ARPA	\$600					
Demolish abandoned hotel	Other			\$2,500			
Shipping/ Receiving facility	ATC/OPS		\$750				
Airport Signage	ATC/OPS		\$1,000				
Honey Hut Relocation	OPS		\$300				
Landside- Access Roadways	Grants, AIP		\$\$\$	\$\$\$	\$\$\$		
Landside - Parking Garage	Bonds/Other			\$\$\$	\$\$\$	\$\$\$	
Landside - Car RAC/QTA	CFC, RACs		\$\$\$	\$\$\$	\$\$\$	\$\$\$	

**RESOLUTION AUTHORIZING SETTLEMENT OF DISPUTE WITH FORMER
GENERAL AVIATION TENANT**

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 which include the development, expansion, maintenance and operation of aviation facilities in Central New York in general and the Syracuse Hancock International Airport ("Airport") in particular; and

WHEREAS, in connection with the Authority's assumption of responsibilities for the operation of the Airport, the City assigned to the Authority and the Authority assumed a series of lease agreements the City had with various tenants over the years for various general aviation hangars, the main fuel farm and other related facilities (the "Leased Facilities") located generally along Malden Road on the south side of the Airport (the "Prior Leases"); and

WHEREAS, Signature Flight Support, LLC ("Signature") had previously acquired the rights of the various tenants under the Prior Leases and was operating the Leased Facilities subject to those rights; and

WHEREAS, thereafter the Authority determined that the Leased Facilities were in a deteriorated condition not in conformance with the tenants obligations under the Prior Leases; and

Resolution No. ___

2022

WHEREAS, the Authority undertook negotiations with Signature to restore the Leased Facilities to the condition required under the Prior Leases but ultimately such negotiations were unproductive and the Authority determined to exercise its rights and remedies under the Prior Leases and New York law and issued Signature a Notice to Quit the Leased Facilities on or before June 30, 2022 (the “Vacate Date”); and

WHEREAS, Signature advised that it would unilaterally accelerate the Vacate Date to December 31, 2021 and vacate the Leased Premises on or before such date, but that in addition it would continue to negotiate with the Authority regarding settlement of any claims in connection with the Prior Leases and the Leased Facilities; and

WHEREAS, Signature vacated the Leased Facilities no later than December 31, 2021 and the parties have continued to negotiate a resolution of all claims concerning the Prior Leases and the Leased Facilities; and

WHEREAS, Authority management has from time to time briefed the Board on the status of these negotiations; and

WHEREAS, after over one year of negotiations and numerous offers and counteroffers between the parties, Signature has tentatively offered to pay the sum of \$5.5 million in exchange for mutual releases in order to fully settle the Prior Lease and Leased Facilities claims; and

WHEREAS, after discussing internally, and with outside counsel, Authority management has determined that given the time and expense that would be involved in litigating the Prior Lease and Leased Facilities claims, and the uncertain outcome of such litigation, that accepting Signatures offer would be in the best interest of the Authority, and has recommended that the Board approve the proposed settlement.

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

Resolution No. __

2022

RESOLVED, by the Board of the Syracuse Regional Airport Authority, that the Prior Lease and Leased Facilities claims be fully and finally resolved by the payment of the sum of \$5.5 million by Signature to the Authority, in exchange for mutual general releases by the parties, and be it further

RESOLVED, that the Executive Director, with the advice of counsel to the Authority, is authorized to execute such release(s) on behalf of the Authority in exchange for payment of such amount and the receipt of a mutual general release from Signature Flight Support, LLC.

Resolution Adopted Date: September 23, 2022

Vote: Ayes __ Nays: ____ Abstentions: __

Signed: _____

Secretary

DRAFT - 2023 SRAA COMMITTEE MEETING SCHEDULE

DATE	COMMITTEE	TIME
Friday, January 20th	BOARD MEETING	11:00 A.M.
Friday, January 27th	STATE OF THE AIRPORT-Offsite	8:00 A.M.
Thursday, February 23rd	FINANCE MEETING	9:30 A.M.
Thursday, February 23rd	GOVERNANCE MEETING	11:00 A.M.
Thursday, March 9th	HR MEETING	11:00 A.M.
Friday, March 24th	BOARD MEETING-Offsite	11:00 A.M.
Thursday, April 27th	AUDIT MEETING	11:00 A.M.
Friday, May 19th	FINANCE MEETING	9:30 A.M.
Friday, May 19th	BOARD MEETING	11:00 A.M.
Thursday, June 8th	HR COMMITTEE	11:00 A.M.
Friday, June 23rd	FINANCE COMMITTEE	9:30 A.M.
Friday, June 23rd	BOARD MEETING	11:00 A.M.
Thursday, September 7th	HR COMMITTEE	9:30 A.M.
Thursday, September 7th	GOVERNANCE COMMITTEE	11:00 A.M.
Thursday, September 22nd	FINANCE COMMITTEE	8:30 A.M.
Friday, September 22nd	AUDIT COMMITTEE	9:30 A.M.
Friday, September 22nd	BOARD MEETING	11:00 A.M.
Thursday, October 26th	FINANCE COMMITTEE	9:30 A.M.
Thursday, October 26th	HR COMMITTEE	11:00 A.M.
Friday, December 1st	BOARD MEETING	11:00 A.M.
Color Coding:		
BOARD MEETING	HR COMMITTEE	
FINANCE COMMITTEE	GOVERNANCE COMMITTEE	
AUDIT COMMITTEE	ANNUAL MEETING	