

Minutes of the Regular Meeting of the Syracuse Regional Airport Authority

Friday, September 23, 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, September 23, 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
Dr. Shiu-Kai Chin – 11:04a.m.
Dr. Donna DeSiato
Mr. Tom Fernandez
Mr. Michael Frame – joined via Teams
Mr. Kenneth Kinsey
Mr. Michael Lazar
Mr. Nick Paro
Mr. Robert Simpson

Members Absent:

Ms. Latoya Allen

Also Present

Mr. H. Jason Terreri
Ms. Robin Watkins
Mr. John Clark
Ms. Joanne Clancy
Mr. Jason Mehl
Chief Werbeck
Mr. Dan Zenk
Debi Marshall

Chair Gagliano started the SRAA Board meeting at 11:00 a.m.

Roll Call

As noted above all members were present, except Ms. Latoya Allen.

Consent Agenda:

Having no objections or comments regarding the consent agenda, a motion was made by Mr. Simpson and seconded by Dr. DeSiato, and the consent agenda was unanimously approved.

Executive Team Report

Director Terreri discussed the airport scorecard. The scorecard showed that the SRAA is doing better than budget and it is being managed well to stay on track. Commercial development – Director Terreri explained the metrics. Key projects were updated that are going on at the airport such as establishing the police department. He introduced the new Airport Police Chief, Mark Werbeck. Chief Werbeck explained the vision for his role and his plans to focus on public service and customer service. Mr. Fisher inquired about the relationship with other police agencies and Chief Werbeck stated that it is very positive. Key contracts were also discussed such as the rental car agreement which ends this year and the Airline Use and Lease Agreement that ends in 2025 as well as an amended agreement with the 174th ATKW to include ARFF services, negotiations are also coming up in the future with several unions.

Committee Updates

HR Committee – Mr. Lazar stated that the minutes from the last meeting were attached, and he had no further comments. New employees were introduced to the board.

Audit Committee – Dr. DeSiato stated that the committee met and the draft audit is included in the materials and that she is pleased to recommend that this clean audit be approved by the SRAA board today. GASBY-87 was added to this year’s audit for financial accounting. She further stated that this is a very comprehensive audit and that there is an excellent financial team now in place for this framework and that CFO Watkins and her team should be commended. Mr. Fisher inquired about the “component unit” name listing the City of Syracuse, Aviation Department, if that should still be listed as it states that it is an extension of the city when the Authority is its own entity. Discussion continued regarding being a component of the city’s budget with the last City of Syracuse employee coming over in February 2022. When there are no further departmental exchanges, perhaps in next year’s budget, that wording may be corrected on both our end and the City of Syracuse’s statements at some point in the future.

Finance Committee — Dr. Chin stated that a lot of work has gone into reviewing the capital budget and explained the process. Chair Gagliano stated all have looked through the materials in the packet. Dr. Chin noted the extensive projects and how to maximize performance to get bonds in the future and the discipline it takes in the daily and monthly operation to ensure the funding will be available to the SRAA when it is needed for these large projects. PFC Application #10 was also discussed, and all questions were answered to move forward with this resolution today. Mr. Fisher noted that the long-term planning noted in the documents is very good and that in the future even further years out should be added to that report.

Governance Committee – No Report

Executive Session

Chair Gagliano invited a motion to go into Executive Session to discuss matters pertaining to the potential litigation and the employment history of particular persons or corporations.

Mr. Fisher made a motion and Mr. Paro seconded the motion. The executive session began at 11:31 p.m. The executive session ended at 12:01 p.m. No action was taken.

New Business/Discussion

All 6 resolutions were discussed and approved by roll call vote, unanimously.

Resolution to approve PFC Application #10

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

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

Resolution approving the Fiscal Year End 2022 Draft Audit of the Syracuse Regional Airport Authority

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

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

Resolution approving the position of Director of Information Technology

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

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

Resolution approving the position of Network Engineer

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

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

Resolution approving the FY22/23 Capital Budget

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

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

Resolution authorizing settlement of dispute with former General Aviation Tenant

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

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

Review of the 2023 SRAA Board and Committee Calendar Draft

Executive Director Terri discussed the 2023 SRAA Committee meetings schedule, and he noted March 23 and 24 in particular for the SRAA yearly board retreat and meeting as well as the January 27th State of

the Airport presentation to the community dates and that the final schedule will be on the December 2nd board meeting agenda for approval consideration.

Executive Director Terreri discussed a proposal regarding the future of the SRAA Regional Advisory Board (RAB). He noted that although legislation requires this advisory board, it does not define its role. The recommendation is that they be the liaisons to their appointing agencies, to communicate airport initiatives within their appointing bodies and if the airport needs them for legislative support with their appointing agencies as well as bringing awareness and issues to the Authority from their respective catchment areas. One way to accomplish this is to offer the Regional Advisory Board members to join via Teams/video vs. in person and invite them to other committee meetings to be a part of the Master plan and other projects at the airport. SRAA will host a few special engagements with them throughout the year such as a 4Q calendar year event to brief them on updates at the airport and build relationships; invite them to the State of the Airport, board meetings and the breakfast on the morning of the SRAA board retreat. Director Terreri asked for feedback on this plan. It was suggested that Oneida County has a lot of opportunity for partnership and perhaps something can be tied into the retreat that includes them, perhaps at the Sky Dome. Mr. Simpson suggested folks in the RAB roles could help influence and connect their perspective regions in various ways. Executive Director Terreri will be sending letters to each appointing agency requesting they provide updates for these important appointments.

Southside General Aviation update – the Authority has been operating that side of the airport since September. Chief Commercial Officer Jason Mehl updated the group regarding the need to demo some buildings due to their conditions and that will free up areas for new development. Proposals and market studies are being considered and to determine what the local community needs in these spaces. MRO and leases were discussed regarding long term planning needs.

Adjournment

A motion was made by Mr. Simpson and seconded by Mr. Paro adjourn the meeting. The meeting was adjourned at 12:22 p.m.