

Minutes of the Regular Meeting of the Syracuse Regional Airport Authority

Friday, March 10, 2023

Pursuant to the notice duly given and posted, the regular board meeting of the Syracuse Regional Airport Authority was called to order on Friday, March 10, 2023, at 11:04a.m.in the Syracuse Regional Airport Authority Board Room located in the Syracuse Hancock International Airport by SRAA Board Chair Ms. Jo Anne Gagliano.

Members Present:

Ms. Jo Anne Gagliano – Chair
Dr. Shiu-Kai Chin
Dr. Donna DeSiato – via Teams
Mr. Robert Simpson- via Teams (11:08am)
Ms. Latoya Allen
Mr. Tom Fernandez
Mr. Michael Frame
Mr. Kenneth Kinsey
Mr. Michael Lazar
Mr. Nick Paro
Mr. Nathaniel Stevens

Members Absent:

Also Present

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

Chair Gagliano started the SRAA Board meeting at 11:04 a.m.

Roll Call

As noted above all members were present in person or via Teams.

Consent Agenda:

Having no objections or comments regarding this resolution, Chair Gagliano invited a motion. Mr. Lazar gave a brief description of the work done by the HR Committee on these items. A motion was made by Mr. Lazar, seconded by Mr. Frame, and the consent agenda was unanimously approved.

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

Airport Scorecard

Director Terreri shared information on the finance slides. Expense budget numbers for the past month were not met due to some operational and timing issues. Cash on hand, is 142 days. From an Operations perspective, we are below expectations on our landing numbers, but our enplanements outpace budget due to the up gauging of aircraft. Mr. Mehl explained the parking surface lot expansion program. There was a 30% increase in traffic during the winter break. The surface lot will be fully functioning by no later than May. Recently, the airport was unable to accommodate all the parking demands, but with the availability now of surface lots, that will no longer be a factor and revenues will increase. The RPE is lower due to the higher number of passengers at SYR, with no increase in the number of concessions available. The SRAA is working with the concessionaire to find solutions. As of March 6, 2023, we have our own Police Department. This has been quite a journey with only three months to complete. There has not been a new police department in New York state in over 50 years, so this has been a big effort. The landside project moves forward involving drainage and other areas and will be brought to the next meeting. The common use lounge will be available to travelers from the early morning hours and plans to open by June. The Airport Communications Center (ACC) funding availability and how the airport gets reimbursed after design FAA allocation conversations are still moving forward, the grant funds must be received before they can be spent. Union negotiations are held on a continuing basis.

CFO Watkins discussed several more current metrics and explained each. The last five months have shown continued growth over previous 2019 numbers and that trend looks like it will continue. The airport has exceeded the RON revenue expectations, which are the aircraft that Remain Over Night. Expenses are higher than expected year to date. There have been higher than average repairs due to cost increases in materials. Staffing was added to our Trades department and due to some re-alignments or timing issues. Investments are in T-Bills per the SRAA investment policy. Once matured later in 2023, a reinvestment strategy will be considered for investments and CFC funds. All grant projects are pay first, get reimbursed later and are supposed to reimburse in 30 days, however it takes longer than that historically. \$3.4M is left in CARES grants, under the ARPA program, it is allowed to pull down funds to reimburse payroll, which is clearly auditable, and the remainder must be requested by September 2024 or lose the funds. Executive Director Terreri asked if there were further questions, none were asked.

New Business/Discussion

Chair Gagliano discussed electing the new Vice Chair of the Board. She invited Board member, Michael Frame to speak on his behalf as a candidate for the role and noted that a ballot box is being made available to all board members present in the room to write down their candidate of choice's name on those ballots and put them in the box. Those will be collected and counted later in the meeting.

Mr. Paro made a motion to go into Executive Session and was seconded by Ms. Allen.

Executive Session began at 11:25 a.m. and ended at 11:35 a.m. No action was taken.

Executive Director Terreri welcomed and introduced Chief Chrissley to the Board. Chief Chrissley discussed his bio and experience with the fire department and the 174th ATKW along with the experience of transitioning to being the new ARFF service provider for the airport. Chief Chrissley is focusing on community involvement and invited all to stop by the firehouse.

Resolution approving the increase in Consolidated Facility Charge (CFC)

Mr. Mehl informed the board how the Consolidated Facility Charge (CFC) works and that the request is to increase the CFC transaction fee from \$5 to \$7 to help fund the shortfall in the needs to build the new facility. CFC funds can only be used to fund rental car operations. Discussions have been held with the rental car companies and they are supportive of this change. Mr. Lazar inquired if the fee is still limited to the 5 days maximum and Director Terreri said there would be no change in that policy. Mr. Mehl noted that there will be an increase in safety for passengers as well once the rental car companies are in a locked rental car facility and will not be in an area where other passengers will be walking through as they are now in the garage. The new facility cost estimates are \$64M. The total that SRAA can finance leaves a deficit, which is the reason for the increase, to offset these expenses. Other airports range from \$3 to \$10, and these rates depend on if there is an active or recent project. Mr. Lazar noted all the efficiencies a CONRAC will bring to passengers, and CFO Watkins noted that the most economical cost is to build a two-story facility. A discussion ensued regarding dynamic pricing, particularly for the business traveler and seasonality for leisure travelers. Dr. Chin stated that as long as there is a need and the rental car companies agree, this is justified. This area will be used for capacity issues during the garage construction project as well.

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

The resolution was adopted: 11 ayes, 0 nays, 0 abstain

Resolution Electing the SRAA Vice Chair of the Board of Directors

A ballot box vote was taken of the SRAA Board members. All ballots listed Mr. Frame's name on them for Vice Chair of the SRAA Board. Having no further discussion regarding this resolution, a motion was made by Dr. Chin and seconded by Mr. Paro to elect Mr. Frame as the Vice Chair of the SRAA Board.

The resolution was adopted: 8 ayes, 0 nays, 3 abstain (Mr. Frame) additionally, Dr. DeSiato and Mr. Simpson could not vote due to in person ballot box requirement.

Committee Reports

Chair Gagliano noted that minutes for the Human Resources, Finance and Governance Committees were included in their packets. There were no other committee related reports provided.

Director Terreri reminded the board that on Monday, a press event with AeroMag, the Glycol recovery and recycling project will held at the airport and additionally gave further agenda details for the upcoming SRAA Board member offsite and the speakers that will be available along with the focus of this offsite focus being the long term planning and funding of the upcoming needs of the airport and the decisions that need to be made for strategic goals and organizational assessments. This will only be an offsite, not a board meeting and he is looking forward to the engagement of the board.

Adjournment

A motion was made by Ms. Gagliano and seconded by Mr. Paro to adjourn the meeting. The meeting was adjourned at 11:59 a.m.