



**Altitude Access Solutions, Inc. (AAS)  
Regular Meeting Agenda  
Thursday, June 18, 2026  
11:30 a.m. – 12:00 p.m./directly following  
SRAA Board meeting**

**Syracuse Hancock International Airport  
SRAA Board Room**

1. Roll Call
2. **Consent Agenda**
  - a. **Approval of the minutes of the AAS Regular Board Meeting, May 29, 2026**
3. New Business/Discussion
  - a. Parking Management Agreement between SRAA/AAS discussion
  - b. **Resolution Adopting the 2026/2027 AAS Operating Budget**
4. Committee Reports
  - a. **Audit Committee**
  - b. Governance Committee
5. Adjournment

**\* Bolded items = materials available**

**Agenda revised: 6/18, 2026:** *Revised to correct Committee reports to Audit and Governance only (AAS Audit Committee previous minutes attached to packet)*

**RESOLUTION APPROVING CONSENT CALENDAR FOR MEETING OF  
June 18, 2026 OF THE ALTITUDE ACCESS SOLUTIONS, INC.**

**WHEREAS**, Altitude Access Solutions, Inc. (“AAS”) is a business corporation and subsidiary of the Syracuse Regional Airport Authority (the “Authority”), formed and operating pursuant to Article 8, Title 34 of the New York Public Authorities Law, as amended (the “Enabling Act”); and

**WHEREAS**, under the AAS Bylaws, the Board is responsible for determining the procedural conduct of AAS Board meetings; and

**WHEREAS**, Roberts Rules of Order Newly Revised (“RONR”)<sup>1</sup> authorizes the use of a Consent Calendar<sup>2</sup> for routine matters in order to expedite a meeting; and

**WHEREAS**, at a meeting of the Board held on June 18, 2026 a Consent Calendar was presented to the Board for approval;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Altitude Access Solutions, Inc. hereby authorizes and ratifies the use of Consent Calendars for routine matters and approves the June 18, 2026 meeting Consent Calendar items as shown on Schedule “A” annexed to this Resolution.

**RESOLUTION ADOPTED DATE: JUNE 18, 2026**

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

**SIGNED:**  
*Secretary*

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

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

## **SCHEDULE A**

### **Consent Agenda**

- **Approval of The AAS Minutes from May 29, 2026 Regular Board Meeting**

**Resolution No. 10**

**2026**

**RESOLUTION ADOPTING THE 2026-2027  
ALTITUDE ACCESS SOLUTIONS, INC. (AAS) OPERATING BUDGET**

**WHEREAS**, Altitude Access Solutions, Inc. (“AAS”) is a business corporation and subsidiary of the Syracuse Regional Airport Authority (the “Authority”), formed and operating pursuant to Article 8, Title 34 of the New York Public Authorities Law, as amended (the “Enabling Act”); and

**WHEREAS**, under the AAS Bylaws, the Board is responsible for managing the business of the corporation, including the review and approval of annual operating budgets; and

**WHEREAS**, the AAS Board has met and reviewed the 2026-2027 Operating Budget for AAS (the “Operating Budget”) which is attached hereto and made part of this Resolution as Exhibit “A”;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board that Altitude Access Solutions, Inc. hereby adopts the 2026-2027 Operating Budget as set forth on Exhibit A" of this Resolution.

**RESOLUTION ADOPTED DATE: June 18, 2026**

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

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

EXHIBIT A

**2026-2027 Operating Budget**

Description	2027 Total
Salaries	\$86,528
Wages	\$991,120
Overtime	\$36,276
FICA	\$85,215
Retirement	\$32,415
Health Care	\$307,443
Other Benefits	\$11,362
Workers Comp	\$70,177
Clothing/Shoes/Tools	\$8,200
Office Supplies	\$5,400
Supplies Other	\$33,600
Employee Appreciation	\$3,000
Conferences & Training	\$1,500
Outside Services	\$63,600
Rentals	\$12,000
Garbage Removal	\$3,900
Cell Phone	\$2,280
Fuel - Gas/Diesel/Oil	\$51,600
Maint & Repairs Vehicles	\$48,600
Snow Supplies & Equip	\$48,000
Maint. Other	\$22,800
Maint. Equipment	\$3,000
Outside Snow Removal	\$310,000
Paint Supplies	\$1,500
Tools	\$2,400
Paper Supplies	\$600
Other Supplies	\$18,000
Cleaning Supplies	\$2,400
Small Equipment	\$2,400
Signage	\$6,000
<b>Altitude Access</b>	<b>\$2,271,317</b>



**Minutes of the Regular Meeting of the  
Altitude Access Solutions, Inc. (AAS)**

**Friday, May 29, 2026**

Pursuant to the notice duly given and posted, the regular board meeting of Altitude Access Solutions, Inc. (AAS) was called to order on Friday, May 29, 2026, at 12:00 p.m. in the Syracuse Regional Airport Authority Board Room located in the Syracuse Hancock International Airport by AAS Board Chair Ms. JoAnne Falco.

**Members Present:**

Ms. Jo Anne Falco – Chair  
Dr. Shiu-Kai Chin  
Mr. Thomas Fernandez – Teams Video  
Mr. Michael Lazar  
Mr. Michael Mirizio  
Mr. Nathaniel Stevens  
Dr. Donna DeSiato  
Mr. Robert Simpson

**Members Absent:**

Mr. Kenneth Kinsey  
Mr. Michael Frame  
Mr. Eric Ennis

**Also Present:**

Mr. Jason Mehl  
Mr. Aaron Harris  
Ms. Robin Watkins  
Ms. Joanne Clancy  
Chief Justin Baum  
Mr. Benjamin Yaus  
Mr. Jonathan Giardina

Chair Falco started the AAS Board meeting at 12:00 p.m.

**Roll Call**

As noted above, all AAS Board members were present other than Mr. Kenneth Kinsey, Mr. Ennis and Mr. Frame.

Chair Falco welcomed the group, and a discussion was held to update the Altitude Access, Inc. (AAS) Board meetings to immediately follow the SRAA Board meetings from now on so there is no gap in the schedule. Ms. Clancy stated that she will update the meeting notices in the future to begin at 11:30 a.m./immediately following the SRAA Board meetings. All agreed.

## **Resolution to approve the AAS Regular Board meeting minutes from April 10, 2026**

Hearing no objections, Chair Falco invited a motion to approve. A motion was made by Mr. Lazar, seconded by Mr. Mirizio, and the resolution was unanimously approved.

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

### **New Business/Discussion:**

#### **Resolution authorizing the President to promulgate an Employee Handbook**

General Counsel Ben Yaus explained that the initial AAS Employee Handbook should be approved by resolution to allow the President, Executive Director Terreri, to authorize the promulgation of a handbook for AAS and noted that each year any changes will be made by the SRAA to update anything needed and will bring those changes to the AAS Board each June prior to the new Fiscal Year. Human Resources Director Marshall noted that a copy of the Handbook is in the packet and explained that the benefit package and the handbook are applicable to all local labor laws. Chair Falco asked if there were any further questions. Hearing no objections, Chair Falco invited a motion to approve. A motion was made by Dr. DeSiato, seconded by Mr. Mirizio, and the resolution was unanimously approved.

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

CFO Watkins gave an update regarding the status of the budget for the Altitude Access Solutions, Inc. (AAS) Subsidiary, which will begin parking operations at SYR starting July 1, 2026. This budget only consists of the AAS employees, operating expenses, software/office supplies and those types of items \$2.1M, which is roughly equivalent to what the management fee was for SP+ with all revenues going directly to SRAA. The control by SRAA and improved passenger experience is the goal for this subsidiary.

### **Committee Reports**

No AAS Committee meetings have been held yet.

### **Adjournment**

Ms. Clancy reminded the group that the next AAS Board meeting will be on Thursday, June 18<sup>th</sup>, starting immediately after the SRAA Regular Meeting of the Board/11:30 a.m. Having no other topics for discussion, a motion was made by Ms. Falco and seconded by Mr. Mirizio, to adjourn the meeting. The meeting was adjourned at 12:05 p.m.



**Minutes of the AAS Audit Committee Meeting  
of the Syracuse Regional Airport Authority  
Thursday, April 23, 2026**

Pursuant to the notice duly given and posted, the SRAA Audit Committee meeting of the Syracuse Regional Airport Authority was called to order on Thursday, April 23, 2026, at 10:02 a.m. in the Syracuse Regional Airport Authority Board Room located in the Syracuse Hancock International Airport by the Audit Committee Chair Dr. DeSiato.

**Members Present:**

Dr. Donna DeSiato – Committee Chair  
Ms. JoAnne Falco – Board Chair  
Mr. Kenneth Kinsey

**Members Absent:**

Mr. Michael Lazar  
Mr. Robert Simpson

**Also Present:**

Ms. Robin Watkins  
Ms. Joanne Clancy  
Mr. Jason Mehl  
Mr. Benjamin Yaus  
Mr. Aaron Harris  
Ms. Julie Barfield

**Roll Call**

Chair DeSiato started the Audit Committee Meeting at 10:02 a.m. by welcoming everyone. As noted, all Committee members were present other than Mr. Lazar and Mr. Robert Simpson.

**New Business/Discussion:**

This was the very first AAS Audit Committee meeting. General Counsel Yaus explained the organizational structure of AAS and that this charter mainly mirrors the parent company, SRAA's charter, which was discussed at the first AAS Board meeting on April 10, 2026. The committee established and discussed the AAS Audit Committee Charter and approved it unanimously.

CFO Watkins discussed the preparation discussions for the SRAA/AAS Audit for Fiscal Year ending June 30, 2026. Fust Charles Chambers will be the auditing

company for AAS as well since they are auditors of the parent company, SRAA. Both audit results will be discussed at the September 18<sup>th</sup> Board meetings. One hundred shares of stock will be purchased by SRAA of the subsidiary and there will be some minimal activity and payroll transactions during this fiscal year to on-board staff. General Counsel Yaus stated that the tax forms and bank accounts are set up and operational. Dr. DeSiato asked if other things would come under the AAS subsidiary besides parking. General Counsel Yaus stated that the SRAA Enabling Act allows for two subsidiaries that are currently authorized. The focus of this first subsidiary, AAS, is for parking and other passenger services.

### **Adjournment**

Having no other topics for discussion with the AAS Audit Committee, a motion was made by Mr. Kinsey and seconded by Ms. Falco to adjourn the meeting. The motion was unanimously approved. The meeting was adjourned at 10:09 a.m.