

**RESOLUTION APPROVING CONSENT CALENDAR FOR MEETING OF
MAY 19, 2023 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 May 19, 2023 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 May 19, 2023 meeting Consent Calendar items as shown on Schedule “A” annexed to this Resolution.

RESOLUTION ADOPTED DATE: MAY 19, 2023

VOTE: *Ayes* 8 *Nays* 0 *Abstentions* 0

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 March 10, 2023 Regular Board Meeting

SYRACUSE REGIONAL AIRPORT AUTHORITY

SYRACUSE HANCOCK INTERNATIONAL AIRPORT
1000 COL. EILEEN COLLINS BLVD.
SYRACUSE, NEW YORK 13212
P: 315.454.3263
F: 315.454.8757

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.

**RESOLUTION APPROVING AND AUTHORIZING THE PARTICIPATION IN
THE NEW YORK STATE AND LOCAL RETIEMENT SYSTEM-POLICE AND
FIRE RETIREMENT SYSTEM BY 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, by Resolution No. 2 of 2022 the Board authorized seeking an amendment of the Authority's Enabling Act in order to, among other things, establish an independent police force for the Authority; and

WHEREAS, the Enabling Act was subsequently amended to allow the creation of an Authority police force and the Board thereafter authorized the creation and filling of various Authority police force positions which positions have been, and continue to be filled; and

WHEREAS, in connection therewith it is required that Authority police officers, not already collecting a pension from the NYS Public Retirement System, become members of that system.

NOW, THEREFORE, after due deliberation having been had thereon,

BE IT RESOLVED, by the Board of the Syracuse Regional Airport Authority does hereby elect to participate as an employer in the New York State and Local Police and Fire Retirement System and approves inclusion of its officers and employees in such system, in accordance with any and all of the laws governing such participation as set forth in the

Retirement and Social Security Law, as presently or hereafter amended, together with any administrative rule, regulation or directive governing the same, and

BE IT FURTHER RESOLVED, that the Board of the of the Syracuse Regional Airport Authority does hereby elect to provide the pension benefit of Sections 375-c, 375-e, 375-g and 375-i of the Retirement and Social Security Law for Police Officers and paid Firefighters, as presently or hereafter amended.

Resolution Adopted Date: May 19, 2023.

Vote: Ayes 8 Nays: 0 Abstentions: 0

Signed: _____.
Secretary

Received Date

Please type or print clearly
in blue or black ink

Employer
Location Code

5 1 4 8 2

Affidavit of Chief Fiscal Officer of SYRACUSE REGIONAL AIRPORT AUTHORITY pursuant to Section 430
of the Retirement and Social Security Law.

STATE OF NEW YORK,)
COUNTY OF Onondaga) SS:

I, Robin Watkins being duly sworn, deposes and says:

1. That (s)he is the chief fiscal officer of the SYRACUSE REGIONAL AIRPORT AUTHORITY.
2. That the regular fiscal year of said employer begins on July 1 and ends on June 30.
3. That the governing body of said participating employer has elected to make the following retirement benefit(s) available to its employees: Participation in the NYS Police & Fire Retirement System, as well as Sections 375-c, 375-e, 375-g, and 375-i.
4. That (s)he has been advised by the Retirement System that the estimated annual cost to the System of all obligations created by such benefit(s) is \$ 48,675.
5. That said sum has been appropriated in the budget for said fiscal year, and is available for such payment.
6. That payment of said sum will be made to the Retirement System during said fiscal year.

Signature of Chief Fiscal Officer

Robin Watkins

ACKNOWLEDGEMENT TO BE COMPLETED BY A NOTARY PUBLIC

State of New York County of Onondaga On the 19th day of May in the year 2023 before me, the undersigned, personally appeared Robin Watkins personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

R. JOHN CLARK
NOTARY PUBLIC, STATE OF NEW YORK
Registration No. 02CL4976101
Qualified in Onondaga County
Commission Expires 4/14/27

[Signature]
NOTARY PUBLIC (Please sign and affix stamp)





New York State and Local Retirement System

110 State Street, Albany, New York 12244-0001

Please type or print clearly
in blue or black inkEmployer
Location Code

5 1 4 8 2

Received Date

Employer Participation
Resolution – Police and Fire
Retirement System (PFRS)

At a meeting of the * Board of the Syracuse Regional Airport Authority held at Syracuse, New York,
on May 19, 20 23, Dr. Donna De Sisto offered the following resolution:
(person)

"BE IT RESOLVED: that the * Board of the Syracuse Regional Airport Authority does hereby elect to participate as an employer in the New York State and Local Police and Fire Retirement System and approves inclusion of its officers and employees in such system, in accordance with any and all of the laws governing such participation as set forth in the Retirement and Social Security Law, as presently or hereafter amended, together with any administrative rule, regulation or directive governing the same."

** The effective date of participation, which will be designated by NYSLRS, cannot be prior to the date this resolution is "filed" with the Comptroller. Documents mailed by the United States Postal Service registered or certified mail return receipt requested or express mail and ultimately received by the Retirement System will be considered received as of the postmark date.

STATE OF NEW YORK,

COUNTY OF Onondaga) SS:

I, R. John Clark Esq. General Counsel, clerk of the * Board of of the
Syracuse Regional Airport Authority, of the State of New York, do hereby certify that I have
compared the foregoing with the original resolution passed by such Board, at a legally
convened meeting held on the 19th day of May, 20 23 on file as part of
the minutes of such meeting, and that the same is a true copy thereof and the whole of such original. I further certify that the full
Board consists of 11 members, and that 8 of such members were
present at such meeting and that 8 of such members voted in favor of the above resolution.

IN WITNESS WHEREOF, I have hereunto set my hand
and the seal of theSyracuse Regional Airport Authority

(name of employer)

on this 19th day of May, 20 23

(signature of clerk)

* Legislative body.

(Seal)

R. JOHN CLARK
NOTARY PUBLIC, STATE OF NEW YORK
Registration No. 02CL4976101
Qualified in Onondaga County
Commission Expires 1/19/27

The resolution must be adopted by the legislative body and be approved by any other body or officer required by law to approve resolutions of such legislative body.





New York State and Local Retirement System

110 State Street, Albany, New York 12244-0001

Please type or print clearly
in blue or black inkEmployer
Location Code

5 1 4 8 2

Received Date

**Resolution providing
Sections 375-c, 375-e, 375-g
and 375-i**(Non-Contributory Retirement Plan, Non-Contributory
Retirement Plan with Guaranteed Benefit, Career
Retirement Plan and New Career Retirement Plan for
Police Officers and paid Firefighters)

At a meeting of the * Board of the SYRACUSE REGIONAL AIRPORT AUTHORITY held at Syracuse, New York,
on May 19, 2023, Dr. Donna De Sisto offered the following resolution:
(person)

"BE IT RESOLVED: that the * Board of the SYRACUSE REGIONAL AIRPORT AUTHORITY
does hereby elect to provide the pension benefit of Sections 375-c, 375-e, 375-g and 375-i of the Retirement and Social Security Law for
Police Officers and paid Firefighters, as presently or hereafter amended."

"BE IT FURTHER RESOLVED: that the effective date of such shall be the 1st day of March, 2023." **

** The effective date of the benefit cannot be prior to the date this resolution is "filed" with the Comptroller.
Documents mailed by the United States Postal Service registered or certified mail return receipt requested or
express mail and ultimately received by the Retirement System will be considered received as of the postmark date.

STATE OF NEW YORK,

COUNTY OF

Onondaga

) SS:

I, R. John Clark Esq., General Counsel, clerk of the * Board of the
SYRACUSE REGIONAL AIRPORT AUTHORITY of the State of New York, do hereby certify that I have
compared the foregoing with the original resolution passed by such Board, at a legally
convened meeting held on the 19th day of May, 2023 on file as part of
the minutes of such meeting, and that the same is a true copy thereof and the whole of such original. I further certify that the full
Board consists of 11 members, and that 8 of such members were
present at such meeting and that 8 of such members voted in favor of the above resolution.

IN WITNESS WHEREOF, I have hereunto set my hand
and the seal of the

SYRACUSE REGIONAL AIRPORT AUTHORITY

(name of employer)

on this 19th day of May, 2023

(signature of clerk)

* Legislative body.

The resolution must be adopted by the legislative body and be approved by any other body or officer required by law to approve
resolutions of such legislative body.

(Seal)

R. JOHN CLARK
NOTARY PUBLIC, STATE OF NEW YORK
Registration No. 02CL4976101
Qualified in Onondaga County
Commission Expires 11/17/27

