

# SYRACUSE REGIONAL AIRPORT AUTHORITY

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## **Minutes of the Special Meeting of the Syracuse Regional Airport Authority January 27, 2017**

Pursuant to notice duly given and posted, the regular meeting of the Syracuse Regional Airport Authority was called to order on Friday, January 27, 2017 @ 4:32 p.m. in the Syracuse Regional Airport Authority Board Room located in the Syracuse Hancock International Airport by Chair, Mr. Patrick Mannion.

Mr. Mannion welcomed the new SRAA Board Members, Mr. Michael Lazar representing the DeWitt Town and Mr. Mark Venesky representing Town of Cicero.

### **Members Present:**

Mr. Patrick Mannion – Chair  
Mr. William Fisher  
Mr. Michael Quill  
Ms. Beth Rougeux  
Mr. John B. Johnson Jr.  
Mr. Michael Lazar  
Dr. DeSiato  
Dr. Shiu-Kai Chin  
Mr. Mark Venesky  
Mr. William Simmons

### **Members Absent:**

Mr. Khalid Bey

### **Also Present:**

Ms. Christina Callahan  
Mr. Trent Amond  
Ms. Cheryl Herzog  
Ms. Patty Jeschke  
Ms. Linda Ryan  
Mr. R. John Clark  
Mr. John Carni  
Ms. Jennifer Sweetland

### **Roll Call**

As noted, all Board members were present, except for Mr. Khalid Bey, Ms. Beth Rougeux (arrived at 4:34 p.m), Mr. William Simmons (arrived at 4:43 p.m.) and Dr. DeSiato (arrived 5:02 p.m.)

The Chair explained the meeting was called due to the fact that there has been a lot that has happened in the past 6-8 months regarding the new terminal project and State Grant. Please ask any question you may have. If we can't answer, we will get the information back to you.

Mr. Mannion introduced Ms. Callahan and Mr. Amond to present information regarding the upcoming Terminal Improvement project. Ms. Callahan stated they will follow the guideline of the agenda. The Power Point presentation is attached for easy reference.

Mr. Amond gave a recap of the original submission of grant application to the state and the changes that have since occurred. The original plan was to replace the front canopy, replace front façade to glass walls, and redesign the interior of terminal. Mr. Amond shared how the original plan and costs were derived. In January, 2017, the SRAA staff was able to review the submissions that won the original awards, and it was determined that the state was looking for a "WOW factor" for submissions. Since then, Mr. Amond and Ms. Callahan have reviewed the first round of winners and the renderings they submitted. Ms. Callahan has spoken to a number of people, including some at the State level to understand what the State is looking for in submissions. Ms. Callahan stated that it was rather quiet after the first round of winners were announced and then, when the Governor's office shared there would be a next round, everything ramped up quickly.

Ms. Callahan reviewed the different project components.

1. Begin at main entrance and repaving Eileen Collins Blvd. up to monument
2. Reconfigure the traffic lands to improve passenger drop-off and pick-up and pedestrian access.
3. Remove existing canopy between the Terminal and Garage and replace it with a dramatic, upswept canopy extending from the Terminal.
4. The Terminal Façade will be opened up with glass window walls. We are trying to incorporate, as much as we can, a sustainable design with natural light and solar panels- similar to the glass curtain wall area on secure side overlooking ramps where many enjoy sitting there and watching aircraft activity.
5. Renovating the main lobby into a Grand Hall and becoming the Landmark of the center terminal. New concession kiosk in lobby, grand central staircase. Airline ticket counters will be redesigned and replaced to ensure compliance with ADA requirements and future needs. Rental counters will be relocated to ground transportation center – you'll see this in many terminals where they are separate and apart from the main terminal and closer to ground transportation – combined with all ground transportation options.
6. Both concourses will be renovated with new flooring, seating and all new areas that passengers use while waiting for flights.

Goal and vision is to transform the airport and position ourselves to be the airport of the future, factoring in not only the necessary elements of terminal design but the passenger experience.

Slight change of funding sources. Ms. Callahan explained how/why the costs have changed. Regarding the cash flow, we have not received the actual grant offer from the DOT. There are different bureaus of the State that have been involved. Now that the announcement has been made, the offer is at the Aviation Bureau. We have a lot of experience with the Aviation Bureau

– they facilitate the standard ongoing DOT Grants with our AIP program. They are having some difficulty understanding the program, as they were not involved in the beginning. Ms. Callahan stated that she has been in communication with Aviation Bureau and is expecting the offer within the next couple of weeks.

Ms. Callahan shared financial information regarding the project. It is likely that we will need some sort of bridge financing to assist with the time between payment of contractors and receipt of reimbursement either from the State of FAA. Also, researching line of credits, rates, etc. As we get further information on how the grant is going to work we will have a better idea of how to proceed. When we get to that point, we will bring to the Finance Committee. Mr. Mannion expressed that he presumed this is common practice for airports that have received Awards. Ms. Callahan stated that is true.

Mr. Johnson asked if on the State Funding, is there any Legislative action that is required? Ms. Callahan shared that the funds are already appropriated and no Legislative action will be needed. How much of the funds that State awarded us will come from the Federal level. Ms. Callahan is not aware. Mr. Johnson explained his concern with monies coming in and the 2017-2018 budget. Mr. Fisher stated this is from 2016 budget.

Ms. Rougeux asked if the SRAA is going to borrow all \$35 million up front. Ms. Callahan stated “No, we are waiting to see how the State handles these awards. Ms. Callahan explained the State is going to hire someone to oversee all these projects to review everything from design, drawings, payment apps, etc. On smaller projects, the airport’s experience has been that the State has reimbursed us within 3-4 weeks. We don’t have the specifics on how the Airport is going to be reimbursed for this big project.

Ms. Rougeux inquired what the State is asking for when the Grant Offer is issued. Ms. Callahan explained that they are taking the Airport’s original application with the changes that were made.

Mr. Fisher asked if there will be a Grant Disbursement Agreement with the Grant Offer. Ms. Callahan if that is the standard practice with this Grant.

Ms. Callahan stated it is important to note that the Governor stated he wants this project completed in 2 years. Ms. Callahan would like to understand from the SRAA Board what portions of the project are important recognizing that there may be some phases involved. We are not going to rush to get the job done. Ms. Callahan’s goal today is to answer your questions, understand from the Board there is a consensus to move forward with the project and hear from you what you think some of the priorities should be.

Ms. Callahan talked about selection of Project Consultant.

The Airport will assemble project team which includes key staff members and the Chair will later discuss the Board’s involvement.

Mr. Johnson asked if this is a good use of the money to redo the façade which will be hidden behind the parking garage. Mr. Fisher stated that the Board needs to look at what is going to happen to the parking garage. There was some discussion about the garage and the changes

that are being made. Chair Mannion shared that the Board has spent a good part of the last year talking about parking. Although they both may not be reconciled at the same time, overall feeling is we should keep it as part of the process. Mr. Fisher discussed the hotel as part of the improvements. Some discussion about using this opportunity to consider all areas, and do it right.

Ms. Rougeux asked about the energy efficient part of project. Ms. Callahan shared that it will depend on cost and how important it is to the SRAA Board.

Mr. Simmons asked what the SRAA uses for Airport Forecasting for potential growth. Ms. Callahan shared there is a master plan that was completed about 7 years ago.

Ms. Callahan explained our focus is not to lose service and to make smaller increments in services. There was discussion on where the flying public comes from in the Syracuse Airport.

Ms. Callahan shared what the staff at the airport feels is important.

- a) The canopy removed with new canopy installed.
- b) Replace saw tooth roof in the center portion of the roof
- c) Replace the façade and renovate the center lobby.

Chair Mannion asked where the ticket counter fall in this project. Ms. Callahan expressed that it depends on whether the Airport can convince the FAA that the Airline Counters are eligible for Federal Funding. If they are not, we may not have enough money to complete at this time. They will be phased in. Mr. Amond stated that the new façade will help

Mr. Fisher noted that the Governor promised that certain things will be done and we better keep that in mind while furthering project. Ms. Rougeux asked what Ms. Callahan thought may not be incorporated in the beginning. Ms. Callahan expressed maybe the Aviation History Museum, the Ground Transportation Center. The feeling is the public restrooms really should be done. Mr. Fisher read from Governor's bullet points that were announced.

Mr. Fisher explained the next step is to get the renderings, costs, etc. and then evaluate what we can/cannot do. When evaluating the project needs, Mr. Venesky questions what the "users" get out of this?" "What can we do to get people to fly out of the airport?" Everything else would be secondary. Discussion about the condition of the Airport Facility.

Chair Mannion proposes to create an Ad-Hoc Committee to work more closely on this project with the Executive Director and staff. Chair suggested that Mr. Venesky, Mr. Fisher, Dr. Chin and Mr. Robb (from the Regional Advisory Board) be part of the Ad-Hoc committee. Will present it as a Resolution next week.

Chair Mannion also stated that for next week's meeting there is going to be a Resolution to have a bidding process for the primary consultant for this project. The bidding would consist of the four General Contractor's that have been previously approved to do work at Airport. Mr. Fisher feels that the architectural company – Gensler – should stay on as architects. They are nationally known and have done much of the design. Mr. Fisher suggests since this is the first big project for the SRAA Board, the SRAA attorney review the processes to be sure we are doing the bidding, procurements, etc., appropriately.

## **Adjournment**

A motion was made by Ms. Rougeux and seconded by Dr. DeSiato to adjourn the meeting.

The motion was approved: 10 ayes, 0 nays

The meeting was adjourned at 5:30 p.m.

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