

Minutes of the Regular Meeting of the Syracuse Regional Airport Authority March 10, 2017

Pursuant to notice duly given and posted, the regular meeting of the Syracuse Regional Airport Authority was called to order on Friday, March 10, 2017@ 11:07 a.m. in the Syracuse Regional Airport Authority Board Room located in the Syracuse Hancock International Airport by Chair, Mr. Patrick Mannion.

Members Present:

Mr. Patrick Mannion – Chair
Mr. William Fisher
Ms. Beth Rougeux
Mr. John B. Johnson Jr.
Mr. Mark Venesky
Mr. Khalid Bey
Dr. Donna DeSiato

Members Absent:

Mr. Bill Simmons
Dr. Shiu-Kai Chin
Mr. Michael Lazar
Mr. Michael Quill

Also Present:

Ms. Christina Callahan
Mr. Trent Amond
Ms. Patty Jeschke
Ms. Linda Ryan
Mr. R. John Clark
Ms. Jennifer Sweetland
Mr. Brian Dorman

Roll Call

As noted, all Board members were present, except for Dr. Donna DeSiato (arrived at 11:42 a.m.), Mr. Bill Simmons (arrived at 11:35 a.m.) Mr. Michael Quill, Mr. Michael Lazar and Dr. Shiu-Kai Chin

Reading and Approval of the Minutes:

Chair Mannion asked if anyone had any questions/comments on minutes.

Mr. Johnson noted that on the February 3, 2017 minutes, the time that the group came out of Executive Session was omitted. The minutes will be revised.

A motion was made by Mr. Johnson and seconded by Ms. Beth Rougeux and was unanimously approved to accept the minutes from the January 27, 2017 and February 3, 2017 meetings.

The motion was approved 6 ayes, 0 nays.

New Business Part 1:

Ms. Callahan explained that she will be asking the Board to vote on 1, 3, 4 and 5 – hold off on 2 and 6 until after executive session.

Resolutions:

- **Resolution Approving the Selection of a General Airport Consultant to Provide Engineering, Design and Construction Management Services for the Terminal Improvement Project** was moved by Mr. Johnson, seconded by Ms. Rougeux and was unanimously approved. Ms. Callahan explained the Resolution comes from the Ad Hoc committee that was formed in the January 2017 meeting to participate in the Terminal Improvement Project. We decided to hold a Mini RFP, committee reviewed proposals and it was a unanimous decision to go with C & S Engineering for Management. Chair Mannion thanked all of those that worked on the committee.

There was no further discussion/questions regarding the resolution.
The resolution was adopted: 6 ayes, 0 nays

- **Resolution Accepting Audit for Fiscal Year Ending June 30, 2016** was moved by Mr. Fisher, seconded by Mr. Venesky and unanimously approved.
Presentation was made by Chip Clark, Partner at D’Arcangelo & Co. He stated he met with Audit Committee last week. Reviewed Audit Summary with the Board. There was some discussion about the 90 day ABO Requirement. Overall, the SRAA is in compliance in all areas. No questions regarding the Balance Sheet or Statement of Financial Hi-lights. Chair Mannion explained that Dr. DeSiato, Audit Committee Chair and committee met last week and approve Audit. The Chair explained at the Audit Committee meeting there was a lot of discussion regarding the 90 day ABO Requirement. He explained why it is very difficult to meet that deadline, some of which is the City is still providing a number of our services and communicating expenses with us, it is almost impossible to get completed within 90 days. The committee talked to Mr. Amond & Ms. Callahan about how they can get closer to the 90 day deadline. Some discussion followed regarding process and different Audit dates.

There was no further discussion regarding the resolution.
The resolution was adopted: 6 ayes, 0 nays

- **Resolution Amending SRAA Procurement Policy** – was moved by Ms. Rougeux, seconded by Mr. Fisher and unanimously approved. Chair Mannion explained Mr. Chin worked very hard on this and unfortunately is not able to be here. Mr. Amond explained the changes. The SRAA Board has a copy of revisions to review along with him.

There was no further discussion regarding the resolution.

The resolution was adopted: 6 ayes, 0 nays

- **Resolution Authorizing Executive Director to Accept Grant Offer from New York State Department of Transportation for the Terminal Improvement Project** was moved by Mr. Johnson, seconded by Mr. Fisher. Chair Mannion explained that it is pretty straight forward. The Chair explained that he and Ms. Callahan were in a meeting last week in Albany with the Governor, Onondaga County Executive, and County Execs from other areas that won awards. Ms. Callahan shared some insight into the meeting. At the meeting were other members from State Depts. that will be involved in projects. They expressed they are here for us to help us get the work completed in time. SRAA also had a meeting locally with people from the State, C & S and others that are going to be involved. They answered any questions/concerns we had. Chair Mannion informed the Board that the Governor's expectation of time table is important. It is high on his priority list. Chair Mannion shared some much larger projects that the Governor uses as examples that have been completed. Mr. Fisher expressed some concern about the reimbursement time tables and the output of SRAA's money. He asked Mr. Clark, SRAA's attorney, if it is clearly stated in contract. Mr. Clark said "not really" with a bit of explanation. Mr. Amond said that the State did agree there will be a monthly reimbursement – but not necessarily how much. Mr. Amond also shared that he is working with C & S on a project schedule. When it is firmed up a bit more, Mr. Amond will share with Board. Ms. Rougeux asked about bonding – Ms. Callahan will follow up and let them know. Mr. Fisher asked about the scope of work. Ms. Callahan shared with Board that they did discuss the expectations with Governor's office. State is willing to work with us to fine tune the scope. Chair Mannion thanked Ms. Callahan and all for doing a terrific job.

There was no further discussion regarding the resolution.

The resolution was adopted: 8 ayes, 0 nays

Presentation by Enterprise Holdings (operators of Alamo, Enterprise and National):

Executive Session: The members in attendance went in to Executive Session to discuss proposed, pending or current litigation; financial credit and employment history of a particular person or corporations by the Authority. It was noted that no formal action would be taken during the Executive Session. The two (2) other Resolutions will be voted on after Executive

Session. The motion was made by Dr. DeSiato and seconded by Mr. Bey. Board members, Ms. Callahan, Mr. Amond and Mr. R. John Clark went into executive session at 12:15 p.m.

Executive session ended at 1:35 p.m. Motion was moved by Mr. Johnson, seconded by Mr. Fisher. No action was taken.

- **Resolution Approving the Selection of a Security Firm to Provide Airport Security Personnel Services** was moved by Mr. Simmons, seconded by Mr. Johnson. Mr. Fisher suggested the Resolution be amended. Mr. Clark read verbiage to Board. Board voted on Resolution to include amendments.

There was no further discussion regarding the resolution.
The resolution was adopted: 7 ayes, 1 nays

Resolution Creating the Position of Director of Airport Security. There was no vote and it will be addressed at a later meeting.

Committee Reports: There are three committee reports in packet: Finance (2/3/17), Human Resource (2/16/17) and Audit (3/2/17)

Adjournment

A motion was made by Dr. DeSiato and seconded by Mr. Simmons to adjourn the meeting.
The motion was approved: 8 ayes, 0 nays
The meeting was adjourned at 1:39 p.m.