

Susquehanna Area Regional Airport Authority
Airport Operations Committee
April 19, 2024
Minutes

A meeting of the SARAA Airport Operations Committee was called to order by Mr. Leonard at 8:33 a.m. on Friday, April 19, 2024, with the following members of the Committee present:

Keith Bashore

Also attending were: Timothy Edwards (Executive Director), Ryan Collins (Deputy Executive Director), Bill Leonard (SARAA Board), Carolyn Van Newkirk (SARAA Board), James Helsel (SARAA Board), Nelva Wright (SARAA Board), Erik Home (SARAA Board), Lou Pirozzi (Deputy Director, Engineering & Planning), Michael Moskal (Deputy Director, Finance & Administration), Mick Burkett (Deputy Director, Human Resources), Scott Miller (Deputy Director, Marketing, PR & Advertising), Kevin Bryner (Deputy Director, IT), Belinda Svirbely (Deputy Director, Operations, Security & Public Safety) and Camille Springer (Executive Assistant).

Public Comments: None.

Minutes: The minutes of the March 22, 2024, Airport Operations Committee were deemed approved with no changes.

Marketing & Enplanement Report:

Mr. Miller reported that March 2024 MDT Operations were down 6% vs March 2023. 1Q24 MDT Operations were down 2% vs 1Q23. Passenger and Cargo operations are down 5% YTD. March 2024 CXY Operations were up 6% vs March 2023. 1Q24 Operations are flat vs 1Q23. Local GA operations are up 5% YTD. March 2024 Air Cargo Tonnage decreased 12% vs March 2023. 1Q24 cargo is down 1% vs 1Q23. March 2024 Enplanements were 57,364, up 7.7% vs March 2023. 1Q24 was up 6.7% vs 1Q23 and up 1.5% vs budget. 1Q24 enplanements were up 1.5% vs budget. 1Q24 Load Factor was 88.4%, up 1.1 points vs budget. 1Q24 capacity was up 0.3% vs budget. 2Q24 enplanements are forecast to be up 11% vs budget on an equal increase in capacity. CY 2024 currently pacing for 685,000 enplanements, 3% above budget of 668,000. American, Delta and Allegiant are increasing seats and generating opportunities for passenger growth. March 2024 traffic is now at the 2nd highest level since September 2012, the 5th highest point over the past two decades, 85% of 2019's record.

Marketing Update: Mr. Edwards and Mr. Miller will be attending the Jumpstart Conference on May 20 to May 22 in Washington, DC. Meetings will be held with American, Delta, United, JetBlue, Southwest, Viva Aerobus, and Landline Bus Company

Upcoming Events:

April 26th: Earth Day Event

April 26th: Boy Scout Camporee at CXY

May 13th Last Orlando flight on Frontier

June 6th: REAL ID press conference with TSA and PennDOT (May 7th, 2025)

June 14th: First Jacksonville flight on Allegiant
June 27th: first Dulles flight on United

Project Update:

Mr. Pirozzi reported on the following:

Status of Major Projects:

HIA:

Cargo Apron Expansion, Phase 5: Continue demolishing existing structures and utilities. Continue submittals and material procurement.

Reconfigure Third Street: Contractor will reseed areas that did not achieve minimum growth. The final inspection will be held after growth is established.

Upgrade Water Plant, Phase 1, HIA: Site restoration work will be completed the week of April 29th. Substantial completion inspection for Lobar was held February 27, 2024.

Replace Passenger Boarding Bridges: Project was rebid on March 24, 2024. Bids will be opened on April 25th.

Rehab Water Tower #4: NTP was issued on March 6th, 2024. Blasting/primer coat application work began on April 18, 2024. Work will be completed in June 2024.

CXY:

Remove Obstructions – Off Airport Tree Removal Phase V: Project will be bid for construction starting 5/12/2024 with a bid opening of 7/1/2024. The grant application is due 7/12/2024.

GRA:

Construct South Aircraft Parking Apron: Project will be bid for construction starting 3/24/2024 with a 4/26/2024 opening. The grant application is anticipated to be received September 2024.

FCRA:

Update Master Plan: Currently addressing FAA's comments for Working Paper No. 2. Finalize draft ALP and submit for FAA review.

Award Construction Contract to Replace Airfield Lighting, HIA:

Mr. Edwards reported that this is to authorize the Executive Director to execute a construction contract with Bruce-Merrilees Electric Company in the amount of \$579,964 to replace BRITE unit airfield lighting controls at HIA. This project will replace HIA's existing BRITE unit airfield lighting controls with updated AGLAS technology. One bid was received from Bruce-Merrilees Electric Company and it was deemed to be responsible, responsive and a fair market value. This project was identified as a priority in SARAA's 2024 budget and will be funded from the capital project account.

There were no objections to forwarding this item to the full Board for approval.

Dunkin Donuts Lease Assignment:

Mr. Edwards reported that this is to authorize the Executive Director to execute a lease assignment to Siyade LLC. Dunkin Donuts has successfully been in operation at HIA since 2014. KPV Harrisburg Airport LLC approached SARAA with a request to assign their Dunkin Donuts concession lease agreement to Siyade LLC. Siyade LLC is owned by Atreia Sindiri who operates the Auntie Anne's franchise at HIA. This assignment will not relieve the KPV of any of its obligations under the lease. KPV will be supporting Siyade LLC with their operations and guiding them in the upcoming full store remodel process that will be completed by the end of the year.

There were no objections to forwarding this item to the full Board for approval.

GA Airports:

Mr. Collins said that on April 9th, Mr. Edwards, Ms. Springer and he went on a GA site visit to GRA and FCRA. He presented slides on the following:

FCRA:

- FCRA fuel system tank installation

GRA:

- Hillard Hangar Construction
- Tree Trimming/Electrical Install Prep

CXY Sinkhole Repairs:

- CXY Sinkhole Repairs
- CXY Tree Trimming

Mr. Bashore expressed concern about a property owner who complained to him about the tree removal at his property at CXY. Staff will reach out to this individual.

Adjournment: Mr. Leonard adjourned the meeting at 9:43 a.m.

Next Meeting: Friday, May 24, 2024, 8:00 a.m., **Harrisburg International Airport**

Respectfully submitted:

Timothy J. Edwards
Executive Director

Prepared by Camille Springer