

Susquehanna Area Regional Airport Authority
Airport Operations Committee
June 21, 2024
Minutes

A meeting of the SARAA Airport Operations Committee was called to order by Mr. Enterline at 8:20 a.m. on Friday, June 21, with the following members of the Committee present:

Brian Enterline, Chair
Bennett Chotiner

Also attending were: Timothy Edwards (Executive Director), Ryan Collins (Deputy Executive Director), Bill Leonard (SARAA Board), Nelva Wright (SARAA Board), James Helsel (SARAA Board), Lou Pirozzi (Deputy Director, Engineering & Planning), Michael Moskal (Deputy Director, Finance & Administration), Belinda Svirbely (Deputy Director, Operations, Security & Public Safety), and Camille Springer (Executive Assistant).

Public Comments: None.

Minutes: The minutes of the May 24, 2024, Airport Operations Committee were deemed approved with no changes.

Marketing & Enplanement Report:

Mr. Collins reported that May was the busiest month of 2024. However, MDT Operations were down 16.6% vs May 2023. YTD MDT 2024 operations are down 4.5% vs. YTD 2023. CXY Operations were down 15% vs May 2023. YTD 2024 CXY Operations are down 3.6% vs YTD 2023. May 2024 was the busiest month since August 2012. May 2024 Air Cargo Tonnage increased 1% vs May 2023. YTD 2024 Air Cargo Tonnage is down 0.8% vs YTD 2023. May 2024 enplanements totaled 63,929, up 20.4% vs May 2023. YTD 2024 enplanements were up 12.5% vs YTD 2023, and up 6.5% vs budget. May 2024 was the third busiest May in airport history trailing 2019's record by 6%. May 2024 was the busiest month since November 2019 and the busiest since the pandemic. It was the 7th busiest month in terminal history.

Tour: U.S. Secretary of Transportation Pete Buttigieg and CNBC toured HIA on June 4th.

REAL ID: PA Secretary of Transportation Mike Carroll and TSA hosted a REAL ID press conference on June 6th. The deadline for the REAL ID is May 7th, 2025.

Tenant Cookout: SARAA staff hosted our annual Tenant Appreciation Cookout on June 10th.

Calder Cup Finals: The Hershey Bears and the Cochella Valley Firebirds used HIA for charter flights to/from Palm Springs. Avflight provided all on-site services for both teams.

Jacksonville First Flight: Jacksonville first flight ceremony was held on June 14th. There were 149 passengers on the first flight.

Project Update:

Mr. Pirozzi reported on the following:

Status of Major Projects:

HIA:

Cargo Apron Expansion, Phase 5/6: Continue to install drainage pipes and structures. Continue to prepare subgrade. Closed Taxiway G on 6/17/2024 for 60 days for open cut pipe excavation.

Reconfigure Third Street: Final inspection to be coordinated and project closed out.

WTP and Well Upgrades: SARAA installed parking blocks and pavement markings. Heisey and Aptus addressing punch list items,

Replace Passenger Boarding Bridges: Awaiting final grant offer and completing contracting.

Refurbish & Paint Water Tower: All coating applications are complete, and lettering applied. T-Mobile to relocate antenna back onto the tower. Once antennas are relocated then scaffolding will be removed.

Baggage Handling System Control System Upgrade: Continue to hold stakeholder coordination meetings.

GRA:

Construct South Apron: Contracting and coordinating preconstruction meeting.

FCRA:

Update Master Plan: Responded to FAA's comments for Working Paper No. 2. Continue to finalize last chapter of Master Plan and draft ALP for FAA review.

Hangar Lease Assignment, GRA:

Mr. Edwards reported that this is to authorize the Executive Director to execute a lease assignment with Dave and Leah Badaczewski. Mark Hillard constructed a box hangar at GRA in 2021. Mr. Hillard plans to sell this hangar to Dave and Leah Badaczewski for the storage of their personal aircraft. The current lease term is 20 years, plus two five-year options, which Dave and Leah Badaczewski will assume. The lease assignment document will be prepared by Angela McGowan, SARAA's legal counsel.

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

Operating Agreement – Mark & Kathryn Hillard, GRA:

Mr. Edwards reported that this is to authorize the Executive Director to execute an Operating Agreement with Mark and Kathryn Hillard for hangar space rental at GRA. Mark Hillard recently constructed a hangar, divided into three separate units, on the new south apron at GRA. Mr. Hillard intends to rent the hangar space to individuals for aircraft storage. This rental practice is defined as a commercial activity that requires an operating agreement with the Authority. The term of the proposed operating agreement would be for 10 years and automatically renewing every 10 years to run concurrently. The operator shall pay SARAA a Commission fee of 3.5% of the total gross revenues. Mr. Hillard's annual land rate is \$3,384.00 for the hangar, with an annual CPI increase. SARAA legal counsel will draft the Operating Agreement.

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

HVA License Agreement, GRA:

Mr. Edwards reported that this is to authorize the Executive Director to execute a License Agreement with High Voltage Aviation (HVA) for the storage of support vehicles at GRA. HVA owns a fleet of helicopters that provide a variety of services, primarily supporting the maintenance and inspection of high voltage transmission lines. A fleet of support vehicles will deploy on their missions to provide mechanics, parts, tools, and fuel. HVA is seeking dedicated space at GRA to store those support vehicles. Legal Counsel will draft the License Agreement. HVA will pay SARAA a fixed monthly fee on a month-to-month basis.

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

Car Rental Concessionaire Agreement Option to Extend:

Mr. Edwards said that this is to authorize the Executive Director to approve a five-year extension to the Rental Car Concession Agreement for all existing on-airport brands under the same terms and conditions as approved by the SARAA Board in 2019. On October 30, 2019, the SARAA Board approved the award of an On-Airport Rental Car Concession Agreement to the top six ranked rental car operators for the term January 1, 2020 through December 31, 2024. The Agreement includes an Option to Extend for an additional term of five years “upon concessionaire’s request and at the Authority’s discretion”. Additionally, the Option to Extend is “subject, however, to re-negotiated terms and conditions”. Avis, Budget and Hertz have agreed to the extension without re-negotiated terms and conditions. Enterprise Holdings (National, Enterprise and Alamo) have requested an amendment to Article V, Rents, Fees and Charges that would remove language stating, “that in no event shall the MAG for any Lease Year be less than the first year MAG”. This proposal, if approved, will reduce the MAG amount for only the Alamo brand by approximately \$125,000 annually. After internal discussions, staff does not agree that there is a need to adjust the MAG as requested simply for the benefit of a single brand. Discussion ensued.

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

GA Airports:

CXY Premier Pilot Training Discovery Day: Mr. Collins reported that the CXY Premier Pilot Training Discovery Day will be held on June 22, 2024. The Premier Pilot Center intends to hold a small “Discovery Day” to promote their operation at CXY. Premier Pilot will have a small static aircraft display and will have staff on site to answer questions. The marketing team will share/promote their information on social media platforms.

Mr. Collins also shared pictures of the following:

- CXY Tree Removal (before and after)
- GRA Activity: Speranza Hangar Construction; Hillard Hangar lease assignment to Badaczewski; Hillard Hangar (South Apron) Operating Agreement; High Voltage Aviation license agreement.
- GRA Barnstormers/Tenant Presentation

- FCRA Building 400 Renovation Remaining Items:
 1. Insulation/wall panel install
 2. Floor grinding and epoxy coating application
 3. Exterior pedestrian door replacement
 4. Expect to advertise for lease in early July

Adjournment: Mr. Enterline adjourned the meeting at 9:27 a.m.

Next Meeting: Friday, July 26, 2024, 8:00 a.m., **Capital City Executive Airport**

Respectfully submitted:

Timothy J. Edwards
Executive Director

Prepared by Camille Springer