

Susquehanna Area Regional Airport Authority
Meeting Minutes
June 26, 2024

A meeting of the Susquehanna Area Regional Airport Authority was called to order by Mr. Leonard at 8:00 a.m., on Wednesday, June 26, 2024. The following six Board members were in attendance, which did not constitute a quorum:

Brian Enterline	William Leonard
James Gross	Keith Rodgers
James Helsel	*Nelva Wright

*Ms. Wright arrived after Roll Call was taken.

Because there was not a quorum present, no business of the Authority was conducted, and no action was taken.

Also attending were: Timothy Edwards (Executive Director), Michael Winfield (Post & Schell), Michael Moskal (Deputy Director, Finance & Business Administration), Jamie Sides (Deputy Director, Maintenance), Kevin Bryner (Deputy Director, IT), Scott Miller (Deputy Director, Advertising & PR), Lou Pirozzi (Deputy Director, Engineering & Planning), Belinda Svrbely (Deputy Director, Operations, Security & Public Safety), Mick Burkett (Deputy Director, Human Resources), and Camille Springer (Executive Assistant).

Public Comments: None.

Executive Director's Report:

a) Financials & Dashboard (through May): Total Revenues were \$12.3 million vs \$12.4 million budgeted, or 1.2% below budget. Total Operating Expenses were \$10.1 million, vs \$11.3 million budgeted, or 10.4% below budget. Net Operating Revenue is \$2.1 million vs \$1.1 million budgeted. The Variance to Budget was \$749,519. Adding the Extraordinary Cash Inflows resulted in a Net Position of \$2,361,832. The Debt Coverage Ratio is 1.90 on a 1.25 requirement. On the Sales and Revenue Summary, YTD enplanements were up 12.5% vs YTD 2023. Food/Gift sales are up 11.4%. Hotel Sales are up 7.3%. Rental Car sales are up 3.9%. CFC Days are up 4.3%. On the Accounts Receivable Trade Summary, the total 60-plus day receivables are 11.7% of total outstanding receipts.

b) Project Update: Mr. Edwards reported on the following:

HIA:

Cargo Apron Expansion: Closed Taxiway G on 6/27/2024 for 60 days for open cut pipe excavation. Bids for Phase 6 will close 7/9/2024 with a fall 2025 completion.

Airport Drive Phase 3B, Third St. Intersection: Final Inspection to be coordinated and project closed out.

Water Plant PFOS Remediation Upgrade: Contractor addressing punch list items.
Baggage Handling System Control: The contract completion date is 7/13/2025.
Replace Passenger Boarding Bridges: Will replace GPU and PC air at all 12 PBB's and provide up to 6 new PBB's.
Rehab Water Tower #4: Work is substantially complete.
Building 208 Demolition: This project is to be completed by winter 2024.

Capital City Executive Airport:
Remove Obstructions-Off Airport Tree Removal Phase V: Bids will be opened 7/1/2024.

Gettysburg Regional Airport:
Construct South Aircraft Parking Apron, Phase VI/VII: Construction awarded to Conewago for \$731,229.

Franklin County Regional Airport:
Update Master Plan: Contract Completion Date is 7/12/2024.
Rehabilitate Apron, Phase 1: Bids will be opened on 7/1/2024

c) Enplanement Report: Mr. Edwards 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 their 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: The Jacksonville first flight ceremony was held on June 15th. There were 149 passengers on the first flight.

Executive Session: Mr. Leonard did not convene an Executive Session.

Board Member Comments:

Mr. Leonard: Mr. Leonard reminded everyone that the July 26th Committee meetings will be held at the Capital City Executive Airport.

Next Board Meeting:

**Wednesday, July 31, 2024, 8:00 a.m.
Harrisburg International Airport**

Adjournment:

There being no further business to discuss, Mr. Leonard adjourned the meeting at 8:15 a.m.

Respectfully submitted:

James Gross,
SARAA Secretary

Prepared by Camille Springer