

Susquehanna Area Regional Airport Authority
Airport Operations Committee
October 25, 2024
Minutes

A meeting of the SARAA Airport Operations Committee was called to order by Mr. Enterline at 8:00 a.m. on Friday, October 25, 2024, at the Harrisburg International Airport, with the following members of the Committee present:

Brian Enterline, Chair Keith Bashore Bennett Chotiner

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

Guests: Eric Clancy, Rebecca Burk, Maggie McGahen

Public Comments: None.

Minutes: The minutes of September 20, 2024, Airport Operations Committee were deemed approved with no changes.

Delta Development:

Eric Clancy, Rebecca Burk and Maggie McGahen reported on the following:

PennVEST PFAS: Secured Public Funding, \$6,700,809
PA DEP Growing Greener: Secured Public Funding, \$152,655
PCCD Local Law Enforcement Grant Program: Secured Public Funding \$74,153
Dauphin County Local Share Municipal Grant Program: Secured Public Funding: \$55,680
PA DCED Multimodal Transportation Fund: \$262,407
OSFC Municipal Fire Department Center Capital Grant Program: Secured Public Funding, \$75,935
PA DCED Statewide Local Share Account Program: Secured Public Funding, \$250,000
PennDOT Multimodal Transportation Fund (MTF) Grant Request: \$810,096 (not selected)
US Department of Defense: Grant Request: \$1,340,360
PA DCED Industrial Site Reuse: Grant Request, \$160,000
PA DCED Multimodal Transportation Fund Program: Grant Request: \$1,799,640
Dauphin County Local Share: Grant Request: \$75,000
PennDOT Multimodal Transportation Fund: Grant Request, \$2,286,041

Other Initiatives: Legislative Site Tours:

- Rep. Thomas Kutz, HIA – July 23, 2024
- Rep. Patty Kim, HIA – October 8, 2024

Marketing & Enplanement Report:

Mr. Miller reported that September 2024 MDT operations were 3,671, down 7% vs September 2023. YTD MDT operations are down 3.8% vs YTD 2023. September CXY operations were 2,167, down 6.8% vs September 2023. YTD 2024 operations are even with YTD 2023. September 2024 Air Cargo Tonnage decreased 9.1% vs September 2023. YTD 2024 cargo is down 4.5% vs YTD 2023. September 2024 enplanements totaled 66,312, up 22.0% vs September 2023. YTD enplanements are up 11.7% vs YTD 2023, up 8.4% vs budget. CY 2024 is currently pacing for around 720,000 enplanements, up 7% vs budget. September was the busiest September ever, the second busiest month since October 2019, and the 15th busiest in airport history.

Air Route Development Update: Mr. Edwards and Mr. Miller recently attended the Allegiant Conference in Las Vegas. SFB, PIE, PGD, BNA, MYR, SRQ are all doing well, JAX and FLL are being watched. Most MDT markets continue to perform well. For those routes that are not, staff is working with each airline to determine why. American Airlines will start service to Miami on Saturday's only for seven weeks, from 2/15/2025 – 3/29/2025.

May 2025 Air Show Update: Various coordination meetings are being held. Air.Show staff are working on marketing and hotel partnerships; the parking plan is being finalized; an initial site and aerobatic protection plan has been developed; staff responsibilities are being coordinated. The Blue Angels winter visit is scheduled for November 26, 2024.

Project Update:

Mr. Pirozzi reported on the following:

Status of Major Projects:

HIA:

Cargo Apron Expansion, Phase 6: Golden Triangle was the low bidder. Contractor will begin to mobilize in January 2025 and begin Building 208 demolition.

Replace Passenger Boarding Bridges: NTP to be issued April 2025 after PBB's are manufactured.

Baggage Handling System Control System Upgrade: Contractor will not work during peak time and will resume January 2025 after holidays.

Rehabilitate Escalators: SARAA was selected for FY2024 BIL-ATP Grant funding the full request (\$2.5 million).

Public Restroom Renovations: SARAA was selected for FY2024 BIL-ATP Grant funding the full request (\$640,000).

GRA:

Construct South Aircraft Parking Apron: Project is substantially complete. Working on punch list items.

FCRA:

Update Master Plan: Awaiting final report and ALP deliverables.

CXY:

Remove Obstructions – Off Airport Tree Removal Phase V: All tree clearing/trimming is complete.

ADA Ramp Improvements (Construction), HIA:

Mr. Edwards reported that this is to authorize the Executive Director to execute a contract with Lobar Associates in the amount of \$365,922.55 to design and reconstruct sixteen existing ADA curb ramps at HIA. In April 2024, SARAA received a \$262,407 Multimodal Transportation Fund grant from the Commonwealth of Pennsylvania Financing Authority for sidewalk improvements at HIA. SARAA selected sixteen locations proximate to the terminal and along Loop Road that receive the most use and that can be constructed with the available funding. This work will be paid for through the CFA Grant at 70% funding with a 30% match requirement from SARAA.

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

Passenger Exit Lane Breach Control Corridor, HIA:

Mr. Edwards reported that this is to approve the award of a contract with Dormakaba USA in the amount of \$223,450 for the purchase of one double exit lane breach control corridor for HIA. The TSA requires the passenger exit lane at every commercial service airport in the US to be monitored by either a human being or mechanical device. Since the opening of the terminal building in 2004, the exit lane at HIA has been monitored by TSA personnel when the checkpoint is open and SARAA staff after the checkpoint is closed. The TSA considers monitoring the exit lane as a responsibility of the airport sponsor because it takes critical trained personnel away from their primary duty of screening passengers at the checkpoint. If TSA reassigns personnel and stops manning the exit lane, the cost to SARAA to post a person at the exit lane for 17-18 hours per day will be approximately \$160,000. The Dormakaba Exit Lane Breach Control Corridor is available through the Interlocal Purchasing System (TIPS). TIPS is a national purchasing cooperative that offers access to competitively procured purchasing contracts. SARAA counsel has reviewed the TIPS cooperative membership for compliance with SARAA purchasing policy. Funding to purchase The Dormakaba Exit Lane Breach Control Corridor will come from SARAA's Capital Improvement Account.

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

Old Foxtrot Utility Trench Repair, HIA

Mr. Edwards reported that this is for the Board to award a contract to Lobar Associates in an amount of \$34,683 to complete concrete repairs to a utility trench from the old Foxtrot taxiway center line lighting. Lobar Associates has provided pricing through the Keystone Purchasing

Network/Gordian. Funding for this contract will come from the 2024 SARAA Operating & Maintenance budget.

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

Consulting Services Proposal, One+ Strategies:

Mr. Edwards reported that SARAA received two agreements with State Street Strategies, LLC d/b/a One+ Strategies to provide 1) assistance in identifying, securing and implementing Grants through the Commonwealth of Pennsylvania, and 2) provide Pennsylvania Government Relations Services to the Airport Authority.

1. Consulting Agreement for Assistance Identifying, Securing and Implementing Grants through the Commonwealth of Pennsylvania. One+ Strategies will identify Pennsylvania grant opportunities and recommend a strategy to maximize the chances of receiving an award. SARAA would pay a fee equal to 5% of the amount of each grant awarded by the Commonwealth for the benefit of SARAA. Staff recognizes that this work is already provided successfully by Delta Development and does not recommend approval.
2. Consulting Agreement for Pennsylvania Government Relations Services: One+ Strategies will provide government relations services in and before the Commonwealth of Pennsylvania with respect to relationship building, message creation, pursuit of legislation and grants of select projects for all four SARAA owned airports. The initial term is for a minimum of 12 months beginning January 1, 2025. SARAA would pay a retainer fee of \$3,000 per month plus costs. Staff recommends proceeding with this agreement.

There were no objections to forwarding these items to the full Board for approval.

GA Airports:

Mr. Collins reported on the following:

CXY Activity:

- Tree Clearing Project

GRA Tenant Tax Discussion:

Mr. Collins reported that tenants who have built a hangar on SARAA land lease recently received tax bills from Adams County. Impacted tenants reached out to staff and indicated that they were told they would not have pay taxes because SARAA is tax exempt. They should not have to pay taxes because the building reverts to SARAA at the end of the lease. Taxation would deter future private development at GRA. Tenants appealed their assessments to the Adams County Tax Authority. Meetings were held on October 17th. The county advised that, per state law, exemptions could only be granted to “public property used for public purposes”. SARAA staff reinforced the importance of private development at GRA, along with the regional economic impact that the facility provides. Tenants will be notified of the decision, in writing,

by November 15th. Mr. Collins emphasized that SARAA continues to lobby in support of our tenants.

Adjournment: Mr. Enterline adjourned the meeting at 10:05 a.m.

Next Meeting: Friday, November 22, 2024, **8:00 a.m., Harrisburg International Airport**

Respectfully submitted:

Timothy J. Edwards
Executive Director

Prepared by Camille Springer