



Agenda
Board of Directors Meeting
October 1, 2008 -- #126
3:30 P. M.

1. Minutes of September 10, 2008 [Attached]
 2. Chairman's Report Mark Volchek
 3. Executive Director's Report Tim Larson
 4. Board Liaison Reports & Discussion
 - Air Service Committee Gerald Weiner
 - FBO Committee Tom Scarpati
 - Finance/Audit Committee Diane Wishnafski
 - Strategy Committee Mark Volchek
 5. Staff Reports & Discussion Eric Billowitz/Susan Godshall
 - a. Contract matters for North End Runway Safety Area Project:
 - Resolution #287: Approval of Construction Contract with Empire Paving, Inc. for Runway 20 Safety Area Improvements** [Attached]
 - Resolution #289: Approval of Agreement with Hoyle, Tanner and Associates for Consulting Engineering for Runway 20 RSA** [Attached]
 - b. Contract matter for South End Runway Safety Area Project:
 - Resolution #288: Approval of Change Order No. 3 to Contract with Guerrera Construction Company, Inc. for Runway 2 RSA** [Attached]
 - c. Car Rental Concessions
 - Resolution #290: Authorization to Enter into License Agreements for Off-Airport Car Rental Concessions** [Attached]
 - d. Feature article in October 2008 US Airways Magazine
 - e. For Information: Monthly Enplanement Figures [To be distributed]
 - f. Financial Reports: August 2008 [Attached]
 6. Neighborhood Liaison Committee
 7. Other Business
 8. Public Comment
- 4:45 p.m. Adjournment



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Airport Authority Meeting Minutes of September 10, 2008

Directors present: Alexander, Catardi, DePino, Harris, Leonardi, Munro, Murphy, Petrini, Piscitelli, Scarpati, Volchek, Weiner, and Wishnafski.

Directors absent: Romero.

Others in attendance: Eric Billowitz, Tina Doyle, Paul Giordano, Susan Godshall, Chuck Kurtz, Tim Larson, Ken Robinson, Mark Zaretsky; three TSA representatives.

Mr. Volchek opened the meeting at 4:05 p.m.

1. Minutes of July 9, 2008 meeting.

Mr. Weiner moved to approve the minutes of the July 9, 2008 meeting. Mr. Scarpati seconded the motion. The minutes were approved unanimously.

2. Chairman's Report

Mr. Volchek reported that construction of the RSA is going well on the South End and is almost 70% complete. He is hopeful that the runway threshold will be restored by December 1st. The project is on track to be completed by the end of the year.

Mr. Volchek expects approval of the RSA North End contract at the next Board meeting, subject to court decision. Mr. Manke advised him that the federal case is going well. He expects the judge's ruling by mid-October.

Obstruction removal is contingent on future funding. We are developing a plan to seek Bond Commission appropriation of \$5M for Airport Improvements approved in 2001

3. Executive Director's Report

Mr. Larson described meetings with business leaders and legislators to seek additional funding for Tweed.

Forty-nine airport neighbors have been given coupons for power washing and car washing, to mitigate dust created by the construction project.

Q. How is this being paid for?

A. We will seek to have it approved as part of project funding by FAA.

Mr. Larson reviewed correspondence with state agencies and legislative leaders.

4. Board Liaison Reports & Discussion

a. Air Service Committee

No report. Staff is working with US Airways on realigning the flight schedule and are keeping in close contact with them to address their needs.

b. FBO Committee

No report. Issuance of a RFP for future development will be considered next month.

c. Budget Committee

Ms. Wishnafski presented a proposal for a revised FY08-09 operating budget. It reduces the deficit from the approved budget by 70%.

Presentation of Proposed Revisions to FY08-09 Budget

The committee has several recommendations:

- 1) Re-establish the Audit/ Finance Committee
- 2) Establish a Strategy Committee of Board members to address the questions of "Where are we going and what do we need to do?"
- 3) Identify areas where process can be approved.

The Board approved these recommendations. Mr. Volchek asked the members of the current Ad Hoc Budget Committee to become the Audit/Finance Committee. Ms. Wishnafski agreed to remain Chair. She requested the staff to show cash flow reporting, saying that will be the Committee's next charge.

Mr. Larson reviewed details of the proposed adjustments. Legal fees related to the RSA Project are to be dropped from the operating budget for FY08-09.

Q. Where will the invoices be paid from?

A. FAA has agreed that the next (2009) AIP grant will reimburse legal fees from 2007 and early 2008. Reimbursement for FY2008-09 legal fees is under discussion.

Efforts are underway to increase corporate advertising in the terminal. Revenue for this line was increased. The value added is that it gives back to the business community, in terms of advertising exposure.

Mr. Larson stated that staffing is already at a minimum, compared to comparable airports. Alternatively, certain rate and fee increases are being reviewed. Mr. Billowitz described areas proposed for possible increases:

- Landing fees for general aviation aircraft at a certain weight level
- Terminal rent – to cover increased utility costs
- Vehicle parking – weekly rates only
[Long Term lot: from \$30 to \$37.50; pay 5 for days, other 2 days are free]
[Short Term lot: from \$42 to \$63; pay for 6 days, 7th day is free]

Proposed rate changes will be publicized to airport tenants before approval.

Discussion ensued on parking rates and comparisons to Bradley Airport. Rates at Bradley vary widely, from \$5 to \$16 per day. Questions were raised about the relationship between rate increases and customer service. The goal is to “push the envelope without a negative impact on customers.” A comment was made that “the last place we should look is the pockets of the paying customers.”

The Board asked the staff to look at the parking rate question further. One option is to eliminate the hourly lot and keep the weekly rate as it stands and evaluate the result.

A question was raised regarding the ASD Fund. Mr. Billowitz and Ms. Godshall described the purpose and use of the fund.

Mr. Alexander moved to adopt the revised working budget with authorization to the Committee to implement rate and fee changes at the appropriate time. Mr. Weiner seconded the motion. Approval was unanimous. Members of the Board thanked the Committee for its efforts.

Mr. Volchek appointed Msrs. Weiner, Catardi, Petrini, and Volchek to form the Strategy Committee.

6. Staff Reports & Discussion

a. Car Rental Concessions:

Ms. Godshall presented Resolution #s 283, 284, and 285 and described the RFP process, including active involvement by the car rental firms .

Resolution #283: Approval of License Agreement with The Hertz Corporation for Car Rental Concession

Resolution #284: Approval of License Agreement with Avis Rent A Car System LLC for Car Rental Concession

Resolution #285: Approval of License Agreement with Budget Rent A Car System, Inc. for Car Rental Concession

Mr. Harris moved to approve all three resolutions together. Ms. DePino seconded the motion. Approval was unanimous.

b. Contract Matters for Runway Safety Area Project:

Ms. Godshall presented Resolution #286 and explained the role of FAA with respect to the relocation of the localizer. The cost is reimbursable as part of AIP 33.

Resolution #286: Approval of Reimbursable Agreement with FAA for Relocation of Runway 2 Localizer

Mr. Weiner moved to approve Resolution #286. Mr. Alexander seconded. Approval was unanimous.

Q. What is the impact of the RSA project on aircraft landings?

A. Mr. Volchek and Mr. Kurtz described the impacts and timing of the North End and South End work. There is minimal impact on US Airways flights.

b. Feature Article in October 2008 US Airways Magazine:

Ms. Godshall described the upcoming US Airways feature on New Haven. She circulated the Tweed ad, as well as the similar Tweed ad to be inserted in the welcoming packets for Yale freshmen, compliments of the Office of New Haven and State Affairs at Yale. The Board suggested contacting other area universities to do the same for their students.

7. Neighborhood Liaison Committee

No report.

8. Other Business

None

There being no further business, the meeting was adjourned at 5:40 p.m.

Respectfully submitted,

Susan E. Godshall
Administrative Director