



## **Airport Authority Board of Directors**

**Minutes of May 19, 2021**

**Via Teleconference:** John Picard, Kevin Arnold, Peter Leonardi, David White, Serena Neal-Sanjuro, Joe Ginnetti, Rich Jacob, Mark Sklarz, Gerald Weiner, Matt Hoey

**Directors Absent:** Karen O'Connell, Robert Ellis, Anthony Verderame, Vin Petrini, Dan Adams

**Others in Attendance:** Jorge Roberts, Jeremy Nielson, Felipe Suriel, Mark Zaretsky, Evan Warren, Peter Kirsch, Jose, Amy Chiu, Brett Simon, Suyash Raiborde, Eliot Jameson, Andrew King, David Reger, Hugh Manke, Alicia Seremet, Bryan Hoffman

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Chairman John Picard called the meeting to order at 4:02PM.

### **1. Meeting Minutes**

A motion to approve the meeting minutes from April 21<sup>st</sup> with amendment to include Robert Ellis as absent. Peter Leonardi made the motion which was seconded by Matt Hoey. The Chairman declared the motion adopted unanimously.

The board approved the special meeting minutes from April 21<sup>st</sup>. Peter Leonardi made the motion which was seconded by Mark Sklarz. The Chairman declared the motion adopted unanimously.

The board approved the special meeting minutes from May 1<sup>st</sup> with amendment to include Gerald Weiner as present on the call. Peter Leonardi made the motion which was seconded by Serena Neal-Sanjuro. The Chairman declared the motion adopted unanimously.

The board approved the meeting minutes from May 6<sup>th</sup> with amendment to ensure the correct voting figures. Peter Leonardi made the motion which was seconded by Matt Hoey.

### **2. Executive Director's Report**

Sean Scanlon was excited to discuss the announcement made about the future airport expansion.

- It was a special day for the airport and the feedback during the last two weeks regarding the deal has been positive.



- The deal needs to be approved by the city and we must start the process with our EA after finalizing a scope of work with the selected consulting firm. There will be a lot of activities going on.

David White asked about any reaction to the news from American Airlines. Mr. Scanlon reported that he has not had direct conversations regarding the new deal.

### 3. Chairman's Report

Chairman Picard thanked Sean Scanlon for the all the work. There is still a lot of work ahead.

### 4. Audit and Finance

Kevin Arnold reported that we have finally caught up to the last month regarding financial reports.

- Expenses have been more than usual in March and April. As far as everyday spending, the numbers are in line within normal budget. However, due to legal fees incurred as a result of the expansion deal have increased.
- As part of our agreement with Avports with get engineering services of \$35,000 built in. When we exceed the built-in services, we get billed. Due to all the larger than normal volume of projects, we have incurred more costs including the EA RFQ, administration building refurbishment, as well as others. March ended up \$40,000 in the red.
- Auditing, legal, accounting have increased which is money well spent.

Matt Hoey thanked Kevin Arnold for bringing up the financial figure reporting up to the month.

### 5. Report and Action Items

Mr. Picard read the following resolutions.

**Resolution # 525:** Authorization of Executive Director to Complete The Due Diligence Process and Hire A Qualified Consultant To Perform An Environmental Assessment. Motion to approve by Peter Leonardi seconded by Matt Hoey. Unanimously approved with amending to replace Peter Leonardi with Peter Kirsch as the council for the authority. Motion to approve by Peter Leonardi seconded by Matt Hoey. Unanimously approved.

Peter Kirsch stated that more resolutions will be coming over the next several months. These resolutions will be used to put in place the transaction put forth this month. The



resolution gives Sean the authority to start the EA process with McFarland Johnson. The cost of the EA is part of the overall package with Avports including the new terminal building. The EA will largely be reimbursed by the FAA.

Sean Scanlon informed the board the McFarland Johnson was chosen due to their relationship and local knowledge. The firm scored well and met our qualifications, metrics.

**Resolution #526:** Approval of Change Order No. 1 for Construction Contract for Residential Sound Insulation Program – Phase 5. Motion to approve by Mr. Peter Leonardi seconded by Mr. Matt Hoey. Unanimously approved.

**Airport Manager's Report:**

Jeremy Nielson reported on the following items:

- Our crews are working getting things ready for the FAA inspection next month.
- Tenant meeting will be on May 20<sup>th</sup> at 11AM.
- Avports will be working on coordinating tenant meetings focusing on general aviation.
- Avelo Airlines has notified that they will be on site early next to week to start the process of their operation.

**6. Other Business**

None.

**7. Public Comment:**

None.

**8. Adjournment:**

Chairman John Picard entertained a motion to adjourn the meeting. Mr. Peter Leonardi made the motion which was seconded by Matt Hoey. The Chairman declared the motion adopted unanimously and the meeting was adjourned at 4:28PM.

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Respectfully submitted-

**Felipe Suriel- Assistant Airport Manager**