Minutes of the Regular Meeting of the Albany County Airport Authority

June 8, 2009

Pursuant to notice duly given and posted, the regular meeting of the Albany County Airport Authority was called to order on Monday, June 8, 2009 @ 6:00 PM in the 3rd Floor Conference Room of the main Terminal located at the Albany International Airport by Chair David E. Langdon with the following present:

MEMBERS PRESENT
Chair David E. Langdon
John A. Graziano, Jr.
Elliott A. Shaw
Richard J. Sherwood
Dorsey M. Whitehead

MEMBERS ABSENT
Henry E. Dennis, Jr.
Daniel M. Sleasman

STAFF
John A. O’Donnell
Bill O’Reilly
Ginger Olthoff
Peter F. Stuto
Denise Zieske

Doug Myers
Steve Iachetta
Helen Chadderdon
Richard M. Meyers

ATTENDEES
Joel Russell, AvPorts
Pam Day, Million Air
Peter Mandle, Jacobs Consultancy

Eric Anderson, Times Union
Steve Williams, The Gazette
Jim Valachovic, Richmor Aviation

Chair Langdon noted there was a quorum.
CHAIR’S REMARKS

None

MINUTES

Mr. Graziano moved to approve the minutes of the May 4, 2009 minutes. The motion was adopted unanimously.

COMMUNICATIONS AND REPORT OF CHIEF EXECUTIVE OFFICEER

Mr. O’Donnell presented the Communications and Report of the Chief Executive Officer for the month of June 2009.

He also reported on the following:

- **Colgan Air Flight 3407 Update:** The NTSB has held many hearings regarding the crash of Colgan Air Flight 3407 in Buffalo and Congress plans to follow-up with hearings on regional airlines and how the FAA regulates them. The Senate may amend the House bill recently passed to require the initiation of a study within 3 months of enactment of commercial airline pilot training and certification programs. The study would have to be completed within 12 months of initiation of the study.

Chair Langdon referred to the item related to Southwest Airlines designating Albany as their No. 1 Station in the country and extended congratulations on behalf of the Authority members to Southwest Airlines and their staff.

INTERESTING CORRESPONDENCE:

Noted

MANAGEMENT REPORTS:

Chief Financial Officer

Mr. O’Reilly presented the following:

5.1 **Statistical and Financial Performance for the Month of April 30, 2009**
5.2 **Comparison of Enplanements**
5.3 **Summary of Airline Scheduled Flights and Markets**
5.4 **USDOT Arrival and Departure Statistics**

Mr. O’Reilly distributed and reviewed a power point presentation outlining the financial performance for the period ended April 30, 2009.

Chair Langdon reported that the Finance Committee held a meeting on June 2, 2009 and reviewed the financial performance in detail.
6. **Project Development**

Mr. Iachetta presented the Project Development Status Report for the month of June 2009.

7. **Counsel**

Mr. Stuto stated that the Authority staff has reviewed fees associated with the concession contract renewals, i.e., food and beverage concession, rental car concessions. He stated that staff was also reviewing fees charged to the off-Airport parking concession. He stated that the Authority did authorize staff to retain Jacobs Consultancy to review and make recommendations on an appropriate fee to charge for the off-Airport parking concession.

Mr. Stuto introduced Mr. Peter Mandle from Jacobs Consultancy who has over 30 years of experience in ground transportation and parking.

Mr. Mandle reviewed his report on the review of off-Airport parking fees which was previously distributed to Authority members and recommended the following:

1) It would be reasonable to charge off-Airport parking businesses a privilege fee calculated as between 10% and 11% of gross revenues the company derives from its Airport-related business. This recommendation was based upon the following: a) the fact that the business benefits companies receive from the presence of the entire Airport, not just the roadways and curbside areas; b) the privilege fees charged other commercial ground transportation businesses that rely upon the presence of the entire Airport (e.g., rental car companies) and other Airport concessions; and c) the fees that other airport operators charge similar off-airport parking businesses;

2) Increase the privilege fee now charged off-Airport rental car companies from the sliding scale fee to a flat rate of 9% to 10%, considering that on-Airport rental car companies now pay a fee of 10% plus other fees and charges. This is recommended to preserve existing revenue sources by assuring that the on-and-off Airport rental car companies are charged a comparable, if not the same, privilege fee; and

3) Require all commercial operators to pay a per-trip fee of up to $1.25.

Mr. Shaw inquired as to how the number of trips is calculated for courtesy vehicles. Mr. Stuto stated that the operators are granted a permit and given access to the commercial lane through an electronic gate that monitors the number of trips.

Mr. O’Donnell stated that the national trend from Phoenix to Miami to Denver shows that parking revenues are off quite a bit more than Albany. A survey of Phoenix Airport revealed that the business traveler is more price sensitive at this time and is finding alternative parking methods and the leisure travelers are increasingly being dropped off and picked up rather than parking at the airport. These trends have resulted in parking revenue decreases which are higher than the decrease in enplanement levels.

Chair Langdon inquired as to what percentage of budget revenues was derived from parking revenues. Mr. Mandle stated that ground transportation and parking revenues represent 30-40% of the Airport’s revenue budget.
Mr. Stuto stated that staff was currently negotiating with off-Airport concessionaires and will report back to the Authority members.

8. **Concessions/Ambassador Program**

Ms. Chadderdon presented the Concessions/Ambassador Program Report for the month of June 2009.

Ms. Chadderdon reported that Starbucks would be opening on June 25th and Dunkin Donuts was scheduled to begin construction in July with an August opening.

9. **Public Affairs Report**

Mr. Myers presented the Public Affairs Report for the month of June 2009.

10. **Business and Economic Development Report**


**ACTION ITEMS:**


11.1 **Acceptance of Federal Airport Improvement Grant No. 3-36-0001-103-09: Runway 28 Obstruction (Water Tank) Removals – Phase IV**

Mr. Iachetta recommended authorization of Acceptance of Federal Airport Improvement Grant No. 3-36-0001-103-09: Runway 28 Obstruction (Water Tank) Removals – Phase IV under the American Recovery and Reinvestment Act of 2009 (Stimulus Package) in the amount of $6,737,601, as determined by a competitive bidding project. This grant is federally funded at 100%.

Mr. Sherwood moved to authorize acceptance of said grant. The motion was adopted unanimously.

11.2 **Acceptance of Federal Airport Improvement Grant No. 3-36-0001-104-09; NYSDOT PIN No. 1913.97: Airport Snow Removal Equipment Procurement (Runway Broom and Plow Truck Sander)**

Mr. Iachetta recommended authorization of Acceptance of Federal Airport Improvement Grant No. 3-36-0001-104-09; NYSDOT PIN No. 1913.97: Airport Snow Removal Equipment Procurement (Runway Broom and Plow Truck Sander) in the amount of $680,202 as follows: Federal Share - $646,192; State Share - $17,005; and ACAA Share - $17,005.

Mr. Graziano moved to authorize acceptance of said grant. The motion was adopted unanimously.
11.3 Acceptance of Federal Airport Improvement Grant No. 3-36-0001-105-09; NYSDOT PIN No. 1913.98: Runway 01 Protection Zone Property Acquisition

Mr. Iachetta recommended authorization of Acceptance of Federal Airport Improvement Grant No. 3-36-0001-105-09; NYSDOT PIN No. 1913.98: Runway 01 Protection Zone Property Acquisition in the amount of $2,500,000 as follows: Federal Share - $2,375,000; State Share - $62,500; and ACAA Share - $62,500.

Mr. Graziano moved to authorize acceptance of said grant. The motion was adopted. Mr. Sherwood recused himself from the vote.

11.4 Acceptance of Federal Airport Improvement Grant No. 3-36-0001-106-09; NYSDOT PIN No. 1913.99: Runway 19 Obstruction (Tree) Removals and Property Acquisition – Phase 3

Mr. Iachetta recommended authorization of Acceptance of Federal Airport Improvement Grant No. 3-36-0001-106-09; NYSDOT PIN No. 1913.99: Runway 19 Obstruction (Tree) Removals and Property Acquisition – Phase 3 in the amount of $232,618 as follows: Federal Share - $220,987; State Share - $5,815; and ACAA Share - $5,815.

Mr. O'Donnell noted that this grant will replace a grant that has closed-out due to timing and will allow continued AIP funding.

Mr. Whitehead moved to authorize acceptance of said grant. The motion was adopted unanimously.

11.5 Acceptance of Amendment No. 1 to Federal Airport Improvement Grant No. 3-36-0001-79-04; NYSDOT PIN No. 1913.72: Runway 28 Obstruction (Water Tanks) Removal; Phase One

Mr. Iachetta recommended authorization of Acceptance of Amendment No. 1 to Federal Airport Improvement Grant No. 3-36-0001-79-04; NYSDOT PIN No. 1913.72: Runway 28 Obstruction (Water Tanks) Removal; Phase One in the amount of $3,015,825 as follows: Federal Share - $2,865,034; State Share - $75,395; and ACAA Share - $75,395.

Mr. Shaw moved to authorize acceptance of said grant amendment. The motion was adopted unanimously.

11.6 Acceptance of Amendment No. 1 to Federal Airport Improvement Grant No. 3-36-0001-87-06; NYSDOT PIN No. 1913.80: Terminal and General Aviation Apron Rehabilitation; Runway 10-19 Drainage Improvements

Mr. Iachetta recommended authorization of Acceptance of Amendment No. 1 to Federal Airport Improvement Grant No. 3-36-0001-87-06; NYSDOT PIN No. 1913.80: Terminal and General Aviation Apron Rehabilitation; Runway 10-19 Drainage Improvements in the amount of $3,610,334 as follows: Federal Share - $3,429,817 State Share - $90,258; and ACAA Share - $90,258.

Mr. Whitehead moved to authorize acceptance of said grant amendment. The motion was adopted unanimously.
11.7 Acceptance of Amendment No. 1 to Federal Airport Improvement Grant No. 3-36-0001-88-06; NYSDOT PIN No. 1913.81: Runway 19 Protection Zone Property Acquisitions

Mr. Iachetta recommended authorization of Acceptance of Amendment No. 1 to Federal Airport Improvement Grant No. 3-36-0001-88-06; NYSDOT PIN No. 1913.81: Runway 19 Protection Zone Property Acquisitions in the amount of $1,998,658 as follows: Federal Share - $1,898,725 State Share - $49,966; and ACAA Share - $49,967.

Mr. Sherwood moved to authorize acceptance of said grant amendment. The motion was adopted unanimously.

11.8 Acceptance of Amendment No. 1 to Federal Airport Improvement Grant No. 3-36-0001-96-08; NYSDOT PIN No. 1913.89: Runway 19 Protection Zone Property Acquisitions

Mr. Iachetta recommended authorization of Acceptance of Amendment No. 1 to Federal Airport Improvement Grant No. 3-36-0001-96-08; NYSDOT PIN No. 1913.89: Runway 19 Protection Zone Property Acquisitions in the amount of $501,624 as follows: Federal Share - $476,543 State Share - $12,540; and ACAA Share - $12,540.

Mr. Whitehead moved to authorize acceptance of said grant amendment. The motion was adopted unanimously.

11.9 Acceptance of NYS Environmental Facilities Corp. Grant for Deicing Stormwater Lagoon Replacement with Above Ground Geodesic Dome Tank Storage Improvements

Mr. Iachetta recommended authorization of Acceptance of NYS Environmental Facilities Corp. (NYSEFC) Grant for Deicing Stormwater Lagoon Replacement with Above Ground Geodesic Dome Tank Storage Improvements in the amount of $4,805,000 as follows: NYS Share - $4,324,000 and ACAA Share - $481,000 contingent upon receiving notification of grant award from NYSEFC.

Mr. Iachetta stated that this is a Federal American Reinvestment and Recovery Act (Stimulus Package) grant administered by NYS Environmental Facilities Corp.

Mr. Shaw moved to authorize acceptance of said grant. The motion was adopted unanimously.


12.1 Procurement of Replacement Runway Broom Using Federal General Services Administration (GSA) Contract No. GS30F-1-19D

Mr. Stuto recommended authorization of Procurement of Replacement Runway Broom using Federal General Services Administration (GSA) Contract No. GS30F-1-19D from Oshkosh Corporation, in the amount of $425,932, to be funded from Capital Improvements Project Account No. 2590.

Mr. Sherwood moved to authorize said procurement. The motion was adopted unanimously.
12.2 **Procurement of Replacement Plow Truck – Sander Using New York State Office of General Services (NYSOGS) Contract No. PC62376**

Mr. Stuto recommended authorization of Procurement of Replacement Plow Truck – Sander Using New York State Office of General Services (NYSOGS) Contract No. PC62376 from Tracey Road Equipment, Inc. in the amount of $254,270, to be funded from Capital Improvements Project Account No. 2590.

Mr. Sherwood moved to authorize said procurement. The motion was adopted unanimously.

12.3 **Amendment No. 2 – Professional Services Contract No. S441: Runway 19 Obstruction Removal – Phase 2 with Stantec, Inc.**

Mr. Iachetta recommended authorization of Amendment No. 2 – Professional Services Contract No. S441: Runway 19 Obstruction Removal – Phase 2 with Stantec, Inc. in the amount of $48,558, to be funded from Capital Improvements Project Account No. 2014.

Mr. Iachetta stated that the amendment amount was negotiated down from $70,000 to $48,558.

Mr. Whitehead moved to authorize said amendment. The motion was adopted unanimously.

12.4 **Professional Services Contract No. S653: Engineering and Architectural Services for Parking Garage Rehabilitation**

Mr. O'Donnell recommended authorization of negotiations for Professional Services Contract No. S653: Engineering and Architectural Services for Parking Garage Rehabilitation with AECOM, USA. He stated that recommendation on contract award would be presented for authorization upon completion of negotiations.

Mr. O'Donnell stated that since it has been ten years since the parking garage was originally built, testing and resealing of the decks was necessary to see if there is any salt damage and to ensure that the parking garage remains waterproof. This type of maintenance will extend the life of the garage for another 10 years.

Mr. Shaw inquired as to where AECOM was located. Mr. O'Donnell stated that it was a conglomeration of firms which included the firm TAMS who did the original designed of the parking garage located in Latham, NY.

Mr. Shaw inquired as to what would happen if negotiations fail with AECOM. Mr. O'Donnell stated that negotiations would begin with the next highest rated firm, as recommended by the Selection Committee.

Mr. Graziano moved to authorize said negotiations. The motion was adopted unanimously.

12.5 **Construction Contract No. 654GC: General Construction – Terminal Carpet Tile Replacement**

Mr. O'Donnell recommended authorization to award Construction Contract No. 654GC: General Construction – Terminal Carpet Tile Replacement to Flooring Environment, Inc., for installation of carpet tiles in the amount of $25,950 with a unit price amount of $6.36.
Mr. O'Donnell stated that the carpet tiles will be purchased from an approved vendor on the New York State contract.

Mr. Shaw moved to authorize award of said contract. The motion was adopted unanimously.

12.6 Construction Contract No. 651GC: General Construction – Roofing Replacement Work

Mr. O'Donnell recommended authorization to award Construction Contract No. 651GC: General Construction – Roofing Replacement Work to Titan Roofing, Inc., in the amount of $287,770, to be funded from Capital Improvements Project Account No. 2550/2560/2573 for roof replacement for the Sand Storage Building, Airport Authority Administration Building and 11 Northway Lane Office Building.

Mr. O'Donnell stated that the apparent low bidder was rejected for not meeting the bid specification requiring an apprentice program approved by the NYS Department of Labor.

Mr. Whitehead inquired as to the estimated life of the roofs which were being replaced. Mr. O'Donnell stated that the estimated life was 15-20 years.

Mr. Whitehead moved to authorize said award. The motion was adopted unanimously.

12.7 Concurrence of Award: Latham Water District – Phase 4 Transmission Main Construction Contract: Runway 28 Approach Obstruction (Water Tanks) Removal

Mr. Iachetta recommended concurrence of Award of Latham Water District – Phase 4 Transmission Main Construction Contract: Runway 28 Approach Obstruction (Water Tanks) Removal to Highlander Construction in the amount of $1,048,588.45, to be funded from Capital Improvements Project Account No. 2512 (100% federally funded by the Federal Stimulus Package).

Mr. Iachetta stated that award was contingent upon demonstration of Disadvantaged Business Enterprise program compliance and concurrence in award by the Federal Aviation Administration.

Mr. Sherwood moved to authorize said concurrence of award with said contingencies. The motion was adopted unanimously.

12.8 Concurrence of Award: Latham Water District – Phase 5 General Construction Contract 5.1; Electrical Contract 5.3; and Plumbing Contract 5.4 - Pump Station HVAC: Runway 28 Approach Obstruction (Water Tanks) Removal

Mr. Iachetta recommended concurrence of Award of Latham Water District – Phase 5 General Construction Contract 5.1; Electrical Contract 5.3; and Plumbing Contract 5.4 - Pump Station HVAC: Runway 28 Approach Obstruction (Water Tanks) Removal as follows:

<table>
<thead>
<tr>
<th>Category</th>
<th>Contractor</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General</td>
<td>WM Schultz Construction, Inc.</td>
<td>$2,589,983.75 (Includes Alt No.1)</td>
</tr>
<tr>
<td>Mechanical</td>
<td>WM Schultz Construction, Inc.</td>
<td>$420,835 (Includes Alt. No. 6)</td>
</tr>
<tr>
<td>Electric</td>
<td>Brunswick Electric</td>
<td>$731,873 (Includes Alt. No. 3 &amp; 4)</td>
</tr>
</tbody>
</table>

Mr. Iachetta stated that the awards were contingent upon demonstration of Disadvantaged Business Enterprise program compliance and concurrence in award by the Federal Aviation Administration.
Mr. Whitehead moved to authorize said concurrence of award with said contingencies. The motion was adopted unanimously.


Mr. O'Donnell recommended authorization of Phase Three Services - Professional Services Contract No. S541: Engineering/Design Services – Runway 10 FAR part 77 Approach Obstruction (Tree) Removals with Clough Harbour & Associates in the amount of $29,800, to be funded from Capital Improvements Project Account No. 2514.

Mr. O'Donnell stated that this Phase Three amount will bring Clough Harbour current for past services performed. He stated that the project will not move forward unless the Board advances the project.

Mr. Shaw inquired as to why the Board was being asked to approve this item. Mr. O'Donnell stated that the Board had previously authorized incremental phasing work on this project with authorization by the Board required for advancement of each phase.

Mr. Whitehead moved to authorize said phase three amount. The motion was adopted unanimously.

12.10 Lease Agreement No. L657: One-Acre Parcel On-Airport for Parking and Storage of Rental Cars with ELRAC, INC. (d/b/a Enterprise Rent-A-Car)

Mr. Stuto recommended authorization of Lease Agreement No. L657: One-Acre Parcel On-Airport for Parking and Storage of Rental Cars with ELRAC, INC. (d/b/a Enterprise Rent-A-Car) at an annual rental rate of $15,000 subject to cost of living increase. The term is for one year with fine one-year renewals subject to approval by both parties. The Authority may cancel and attempt to relocate the tenant if it needs the parcel for Airport use. Either party may cancel without cause upon 180 days notice.

Mr. Sherwood moved to authorize said lease agreement. The motion was adopted unanimously.

12.11 Specialized Aviation Service Operator (SASO) and Lease No. L-660: 16 Jetway Drive, ACAA Bldg. No. 109, with FlightWorx, LLC

Ms. Zieske recommended authorization of Specialized Aviation Service Operator (SASO) and Lease No. L-660: 16 Jetway Drive, ACAA Bldg. No. 109, with FlightWorx, LLC to provide Flight Training/Ground School at Million Air. The monthly rental is $472.75 plus a 3% fee on all gross revenues.

Ms. Zieske pointed out that the lease term was changed from a one year term to a term of 6 months subsequent to the transmittal of the Agenda book.

Mr. Graziano moved to authorize said SASO and lease agreement. The motion was adopted unanimously.
12.12 **Equipment Purchase** – One Toro Groundsmaster 4000-D58 HP Kubota Diesel Lawn Mowing Tractor on NYS Contract No. PC64358

Mr. O'Reilly recommended authorization of Equipment Purchase – One Toro Groundsmaster 4000-D58 HP Kubota Diesel Lawn Mowing Tractor on NYS Contract No. PC64358 from Grassland Equipment & Irrigation Corp., in the amount of $57,307.77.

Mr. O'Reilly stated that this equipment will be purchased to replace two smaller mowers.

Mr. Shaw moved to authorize said equipment purchase. The motion was adopted unanimously.

13. **Authorization of change Orders**

Mr. O'Donnell recommended authorization of the following change orders:


Mr. Sherwood moved to authorize said change order. The motion was adopted unanimously.

13.2 **Construction Contract 542GC: General Construction – Runway 19 RPZ Historic House Relocation with Iota Construction, Inc.**

Change Order No. 3 to Construction Contract 542GC: General Construction – Runway 19 RPZ Historic House Relocation with Iota Construction, Inc., for an additional amount of $4,168, to be funded from Capital Improvement Project Account No. 2516.

Mr. Shaw moved to authorize said change order. The motion was adopted unanimously.


Mr. Stuto recommended authorization of Property Acquisition: 1060 Troy-Schenectady Road: 2-Acre Residential Parcel Located in the Runway 19 Approach – FAR Part 150 Noise Compatibility Program – Phase 4, from the owner of record, James Anderson, in an amount not-to-exceed $395,000, pending NYSDOT Certification, to be funded from Capital Improvements Project Account No. 2501.

Mr. O'Donnell stated that it is not normal practice to ask for authorization without NYSDOT Certified Value; however, given the fact that there will be no July meeting, approval was required at this time.

Chair Langdon inquired as to how the value was arrived at. Mr. O'Donnell stated that the value was based upon two independent appraisals that were performed.

Mr. Graziano moved to authorize said property acquisition. The motion was adopted unanimously.
15. **Authorization of Property Acquisition: 682 Albany Shaker Road – Vacant 43.3 Acre Parcel in the Runway 01 Protection Zone**

Mr. O'Donnell recommended authorization of Property Acquisition: 682 Albany Shaker Road – Vacant 43.3 Acre Parcel in the Runway 01 Protection Zone, from Edward and John Engel, in the NYSDOT certified value of $2,500,000, to be funded from Capital Improvements Project Account No. 2510.

Mr. Graziano moved to authorize said property acquisition. The motion was adopted. Mr. Sherwood recused himself from the vote.

16. **Amendment to ACAA Personnel Handbook to Include Policy Statement on Workplace Violence Protection Program**

Ms. Olthoff recommended authorization of Amendment to ACAA Personnel Handbook to Include Policy Statement on Workplace Violence Protection Program to add the following Policy Statement on Workplace Violence Protection Program:

"SECTION 2.14 WORKPLACE VIOLENCE PREVENTION POLICY AND INCIDENT REPORTING

The Albany County Airport Authority is committed to the safety and security of our employees. Workplace violence presents a serious occupational safety hazard to our agency, staff, and clients. Threats, threatening behavior, or acts of violence against employees, visitors, guests, or other individuals by anyone on the Albany County Airport Authority’s property will be thoroughly investigated and appropriate action will be taken, including summoning criminal justice authorities when warranted. All employees are responsible for helping to create an environment of mutual respect for each other as well as clients, following all policies, procedures and program requirements, and for assisting in maintaining a safe and secure work environment.

This policy is designed to meet the requirements of NYS Labor Law 27b and highlights some of the elements that are to be found within our Workplace Violence Prevention Program. The process involved in complying with this law includes a workplace evaluation that will be designed to identify the workplace violence hazards our employees could be exposed to. Other tools that will be utilized during this process include establishing a committee made up of management and Authorized Employee Representatives who will have an ongoing role of participation in the evaluation process, recommending methods to reduce or eliminate the hazards identified during the process and investigating workplace violence incidents or allegations. All employees will participate in the annual Workplace Violence Prevention Training Program.

The goal of this policy is to promote the safety and well-being of all people in our workplace. All incidents of violence or threatening behavior will be responded to immediately upon notification. The Albany County Airport Authority has identified response personnel that include a member of management and an employee representative. If appropriate, the Albany County Airport Authority will provide counseling services or referrals for employees."
All Albany County Airport Authority personnel are responsible for notifying the Director of Administrative Services of any violent incidents, threatening behavior, including threats they have witnessed, received, or have been told that another person has witnessed or received.”

Mr. Whitehead moved to authorize said amendment to the Personnel Handbook. The motion was adopted unanimously.

17. Application to Increase Passenger Facility Charge (PFC)

Mr. O’Reilly recommended authorization to submit an Application to Increase Passenger Facility Charge (PFC) from $3.00 to $4.50. Mr. O’Reilly stated that the Authority has issued a public notice of its intent to increase the PFC fee and has commenced a 30-day public comment period. Approval is being sought to advance the application to the FAA at the conclusion of the public comment period. After the public comment period, the ACAA shall review comments and, if deemed in the best interest of the ACAA, those comments and application shall be submitted to the FAA. Notwithstanding any significant comments opposing the application, as determined by the FAA, the application will be approved.

Mr. Shaw inquired as to why the Board was approving this. Mr. O’Reilly stated that authorization to submit the application was required by the FAA.

Mr. Graziano inquired as to whether the Finance Committee had reviewed and approved of submittal of the application. Chair Langdon stated that the Finance Committee did review and approve of the application.

Mr. Whitehead moved to authorize submittal of said application. The motion was adopted unanimously.

Old Business:

None

New Business:

None

Attorney-Client Privilege/Executive Session

None

There being no further business, the meeting was adjourned at 7:11 pm.
ALBANY COUNTY AIRPORT AUTHORITY

REGULAR MEETING
AGENDA

June 8, 2009

General:

1. Chairman’s Remarks  
2. Approval of Minutes  
3. Communications and Report of Chief Executive Officer  
4. Interesting Correspondence

Management Reports:

5. Chief Financial Officer
   5.1 Statistical and Financial Performance
   5.2 Comparison of Enplanements
   5.3 Summary of Airline Scheduled Flights and Markets
   5.4 USDOT Arrival and Departure Statistics

6. Project Development

7. Counsel

8. Concessions/Ambassador Program

9. Public Affairs

10. Business & Economic Development

Action Items:

11. Authorization of Federal and State Grants

   11.1 Acceptance of Federal Airport Improvement Grant No. 3-36-0001-103-09; Runway 28 Obstruction (Water Tank) Removals – Phase IV

   11.2 Acceptance of Federal Airport Improvement Grant No. 3-36-0001-104-09; NYSDOT PIN No. 1913.97: Airport Snow Removal Equipment Procurement (Runway Broom and Plow Truck Sander)

   11.3 Acceptance of Federal Airport Improvement Grant No. 3-36-0001-105-09; NYSDOT PIN No. 1913.98: Runway 01 Protection Zone Property Acquisition
11. **Authorization of Federal and State Grants (Cont'd.)**

11.4 Acceptance of Federal Airport Improvement Grant No. 3-36-0001-106-09; NYSDOT PIN No. 1913.99: Runway 19 Obstruction (Tree) Removals and Property Acquisitions – Phase 3

11.5 Acceptance of Amendment No. 1 to Federal Airport Improvement Grant No. 3-36-0001-79-04; NYSDOT PIN No. 1913.72: Runway 28 Obstruction (Water Tanks) Removal; Phase One

11.6 Acceptance of Amendment No. 1 to Federal Airport Improvement Grant No. 3-36-0001-87-06; NYSDOT PIN No. 1913.80: Terminal and General Aviation Apron Rehabilitation; Runway 10-19 Drainage Improvements

11.7 Acceptance of Amendment No. 1 to Federal Airport Improvement Grant No. 3-36-0001-88-06; NYSDOT PIN No. 1913.81: Runway 19 Protection Zone Property Acquisitions

11.8 Acceptance of Amendment No. 1 to Federal Airport Improvement Grant No. 3-36-0001-96-08; NYSDOT PIN No. 1913.89: Runway 19 Protection Zone Property Acquisitions

11.9 Acceptance of NYS Environmental Facilities Corp. Grant for Deicing Stormwater Lagoon Replacement with Above Ground Geodesic Dome Tank Storage Improvements


12.1 Procurement of Replacement Runway Broom Using Federal General Services Administration (GSA) Contract No. GS30F-1-19D


12.3 Amendment No. 2 – Professional Services Contract No. S441: Runway 19 Obstruction Removal – Phase 2 with Stantec, Inc.

12.4 Professional Services Contract No. S653: Engineering and Architectural Services for Parking Garage Rehabilitation

12.5 Construction Contract No. 654GC: General Construction – Terminal Carpet Tile Replacement

12.6 Construction Contract No. 651GC: General Construction – Roofing Replacement Work

12.7 Concurrence of Award: Latham Water District – Phase 4 Transmission Main Construction Contract: Runway 28 Approach Obstruction (Water Tanks) Removal

12.8 Concurrence of Award: Latham Water District – Phase 5 General Construction Contract 5.1; Electrical Contract 5.3; and Plumbing Contract 5.4 - Pump Station HVAC: Runway 28 Approach Obstruction (Water Tanks) Removal

12.10 Lease Agreement No. L657: One-Acre Parcel On-Airport for Parking and Storage of Rental Cars with ELRAC, INC. (d/b/a Enterprise Rent-A-Car)
12.11 Specialized Aviation Service Operator (SASO) and Lease No. L-660: 16 Jetway Drive, ACAA Bldg. No. 109, with FlightWorx, LLC
12.12 Equipment Purchase – One Toro Groundsmaster 4000-D58 HP Kubota Diesel Lawn Mowing Tractor on NYS Contract No. PC64358

13. Authorization of Change Orders


15. Authorization of Property Acquisition: 682 Albany Shaker Road – Vacant 43.3 Acre Parcel in the Runway 01 Protection Zone

16. Amendment to ACAA Personnel Handbook to Include Policy Statement on Workplace Violence Protection Program

17. Application to Increase Passenger Facility Charge (PFC)

Old Business:

None

New Business:

Executive Session:

Attorney-Client Privilege Matters: