

MINUTES OF MEETING
RHODE ISLAND AIRPORT CORPORATION
BOARD OF DIRECTORS
THURSDAY, FEBRUARY 8, 2024, AT 8:30 AM
IN THE MARY BRENNAN BOARD ROOM
RHODE ISLAND T. F. GREEN INTERNATIONAL AIRPORT
2000 POST ROAD, WARWICK, RHODE ISLAND

The meeting of the Rhode Island Airport Corporation (RIAC) Board of Directors was called to order by Chair, Jonathan Savage at 8:30 a.m., in accordance with the notice duly posted pursuant to the Open Meetings Act (R.I.G.L. §42-46-1 et seq.).

BOARD MEMBERS PRESENT: Jonathan Savage, John Justo, Christopher Little, Jeffrey Bogosian, Greg Pizzuti, and Jonathan Roberts.

BOARD MEMBERS ABSENT: Michael Traficante.

ALSO PRESENT: Iftikhar Ahmad, President and CEO, and those members listed on the attendance sheet attached hereto.

Mr. Savage noted for the record that we would need to take the meeting out of the order listed on the agenda. Action Items 4(d) will be moved to after Executive Session. Open forum will be postponed; if anyone wishes to speak, it will follow Executive Session.

1. Approval of the Minutes:

A motion was made by **Mr. Bogosian** to approve the minutes of the Board of Directors Meeting of January 11, 2024. The motion was seconded by **Mr. Little**.

The motion was passed unanimously.

3. Report from the President and CEO:

- **Mr. Ahmad** reported on the November 2023 landing, passengers, seat capacity, and load factors.
- **Mr. Ahmad** stated on January 18, Paradies Lagardère held a grand opening for Napatree Marketplace, the newest retail shopping experience at PVD. This marks great progress towards the continuous improvements to the food & beverage program, with four additional concepts coming later this year. There will be an update on this later in the meeting.
- **Mr. Ahmad** stated Breeze Airways has announced new nonstop flights to Denver, Colorado, and Greenville-Spartanburg, South Carolina beginning this May, as well as a Breeze-Thru flight to San Diego beginning April 30. Breeze Airways is rapidly expanding service to connect our passengers to more great destinations.
- **Mr. Ahmad** stated we are excited to share that we are once again included in the Travel + Leisure World's Best Awards survey. We invite you to fill out a survey and vote Rhode Island T. F. Green International Airport for Best Domestic Airport. Please visit our website at www.flyri.com for a link to vote. By sharing your thoughts on your favorite travel experiences, you will be entered into a giveaway for a chance to win a Viking Expedition Voyage cruise for 2, a cash prize of \$15,000, or one of five additional cash prizes, courtesy of Travel + Leisure. The survey runs until February 26.

- **Mr. Ahmad** stated RIAC is proud to announce that our Chief of Staff and Chief Legal Counsel, Brittany Morgan, has been awarded Airport Business's 40 under 40. This is an extraordinary accomplishment that speaks volumes to her contributions and dedication to this organization. Ms. Morgans' exceptional performance and unwavering commitment is an inspiration to us all.

4. Department Updates:

(a) Operations Update

Ms. Morgan presented an overview of November passenger enplanement data, average load factors, and overtime trends. **Mr. Ahmad** noted that we had less seats, but load factors still went up, which is a function of internal and destination marketing. **Mr. Savage** asked what less seats means. **Mr. Ahmad** noted that we had to fill some seats more than we usually do and load factors were high.

(b) Financial Update

Ms. Williams presented the November 2023 statement of revenues and expenses with comparisons to the prior year and budgets.

(c) Marketing Update

Ms. Seabury presented an update on destination creatives, media plan strategies, and announced a new giveaway. **Mr. Pizzuti** asked how many submissions RIAC received for the last giveaway. **Mr. Ahmad** noted about there were about 18 submissions.

(d) Internal Audit Report on Hertz Rental Car Company

Mr. Dansereau presented a report on audit objectives, components, and findings for Hertz Rental Car Company.

(e) Concession Update

Mr. Persson presented an update on Napatree Marketplace, the new retail shopping experience at PVD. He shared renderings of Narragansett Kitchen & Bar and Federal Hill Italian Eatery coming to PVD mid-year, and the vision for the baggage claim concession location. **Mr. Roberts** asked if the baggage claim location would be a full-service concept. **Mr. Persson** noted that the team worked to come up with the best concept and layout - focusing on customer service, and plan to establish a full-service concept with automated ordering at this focal point. **Mr. Roberts** asked if this location would break even or better. **Mr. Ahmad** noted that the location would not break even. The money RIAC will spend is a lot more as the investment for this appearance will be about \$1 million. After completing design, RIAC would pursue a management contract. **Mr. Roberts** asked why RIAC thought of choosing this route to complete the build for this location versus other options. **Mr. Ahmad** noted that we were looking for the best option. **Mr. Persson** presented Westerly Housing Development's plan for apartment units in regard to the impact it would have on the Runway Protection Zones (RPZ). **Mr. Roberts** asked questions related to the plan's impact on utilization of the runway, displaced runway thresholds and obstruction easements. **Mr. Persson** noted that the concern is on the ground, and we would not be getting those threshold back as is due to terrain not obstructions. **Mr. Roberts** asked if anything changed. **Mr. Persson** noted it has always been there. This development plan is in its infancy. As it relates to a housing development in the RPZ, RIAC has noted the impacts, and we need to make sure this does not take place. **Mr. Roberts** asked about the impact to air operations, the options RIAC has, and what actions can be taken. **Mr. Ahmad** noted it is not only the height of the buildings, but the glare as well. A letter

was sent to them detailing the issues with the proposed project plans. Federal law requires through grant assurances that this is our response, and it is our responsibility to stakeholders. **Mr. Pizzuti** asked if Westerly is aware of the issues. **Mr. Ahmad** noted that with lawsuit controversy and obstructions, we would believe they are aware. Zoning is a fundamental issue in Rhode Island. Cities and jurisdictions must enforce overlay zones. This is a safety issue. After the General Aviation Strategic Business Plan and with GA developments, RIAC has coalesced with stakeholder on safety issues. Every two months RIAC is meeting with RIPA. Stakeholders need to come forward with a plan. The fix would be on the legislative side, and a good fix would be with fences. In 1990, there were laws created but we are not seeing them enforced. This will take many years of back and forth between stakeholders. RIAC must put this information out there for decision makers to evaluate and will access our options based on that. The FAA has letters on this issue. **Mr. Little** noted that there was an earlier proposal, and asked if this would this have same impact. **Mr. Persson** noted the earlier proposal was not nearly to the same scale, and this is for affordable housing.

(f) General Aviation Airports Update

Ms. Mineker presented an update on the fence installation at Westerly State Airport and Runway 16-34 reconstruction at Quonset State Airport.

Mr. Cloutier presented an update on the current lease agreement with Electric Boat, and a proposed parking expansion plan and new lease agreement. **Mr. Roberts** asked if they are looking for more space. **Mr. Cloutier** noted they are content for now as this expansion will allow them to meet current needs. In the future, as they hire more people, they will need additional space. RIAC accommodates them wherever possible.

Mr. Vanburg presented an update on weather forecasts and winter events at the General Aviation airports.

Mr. Goodman presented an update on outreach efforts with General Aviation airport stakeholders and announced new bimonthly meetings with the Rhode Island Pilots Association.

(g) Infrastructure Update

Ms. Mineker presented an update on the construction of Taxiway C realignment and rehabilitation.

Mr. Pimental presented an update on gate plans to enhance flexibility and accommodate Breeze Airways' expansion at PVD.

5. Executive Session:

At approximately 9:18 a.m., a motion was made by **Mr. Little** and seconded **Mr. Bogosian** to go into Executive Session for the purpose of discussing the following items:

The Board will seek to go into Executive Session for the following stated purposes:

- (a) Motion to approve the minutes of the Executive Session held on January 11, 2024 (§ 42-46-5(a)(2)); and**
- (b) Session related to City of Warwick v. Federal Aviation Administration, Polly Trottenberg, U.S. Department of Transportation and Pete Buttigieg pursuant to § 42-46-5(a)(2); and**

(c) **Motion to return to open session.**

By roll call vote the motion was passed unanimously.

At approximately 9:39 a.m., a motion was made by **Mr. Bogosian** and seconded by **Mr. Little** to return to Open Session.

The motion was passed unanimously.

6. **Post Executive Session Actions and Announcements:**

(a) **Motion to seal the minutes of the Executive Session held on February 8, 2024; and**

A motion was made by **Mr. Little** and seconded by **Mr. Bogosian** to seal the minutes of the Executive Session in accordance with R.I.G.L. § 42-46-7.

The motion was passed unanimously.

(b) **Report on actions taken in Executive Session.**

During the Executive Session, a motion was made by **Mr. Little** and seconded by **Mr. Bogosian** to approve the sealed minutes of the Executive Session held on January 11, 2024.

Mr. Savage left the meeting at 9:39 a.m. and turned it over to **Secretary Little** to preside.

2. **Open Forum:**

Mr. Little asked if anyone present wanted to speak in Open Forum. No individuals came forward.

4. **Action Items:**

(a) **Approval to enter into a third amendment to the Facility Lease Agreement between the Rhode Island Airport Corporation and UPS, for a portion of Hangar 2 at Rhode Island T. F. Green International Airport for one-year, from January 1, 2024, through December 31, 2024, generating revenue to RIAC in the amount of \$105,852, in substantially the form presented.**

Mr. Persson presented the action item for an amendment to the Facility Lease Agreement with UPS.

A motion was made by **Mr. Justo** and seconded by **Mr. Pizzuti** to approve the recommendation.

The motion was passed unanimously.

(b) **Approval to execute a construction contract with Ferreira Construction Co. Inc. in the amount of \$856,600 to complete the canopy drainage repairs and ADA modifications project at Rhode Island T. F. Green International Airport.**

Ms. Mineker presented the action item for a construction contract for canopy drainage repairs and ADA modifications at PVD. **Mr. Roberts** asked the impact of construction on traffic. **Mr. Mineker** noted that the bid document specifically mentions that only one vestibule may be closed at a time. RIAC

will meet internally to analyze traffic to dictate which vestibule will be closed and when.

A motion was made by **Mr. Bogosian** and seconded by **Mr. Justo** to approve the recommendation.

The motion was passed unanimously.

- (c) **Approval to execute Task Order No. 12 with WSP USA Inc. in the amount of \$138,214 to complete construction phase services for the canopy drainage repairs and ADA modifications project at Rhode Island T. F. Green International Airport.**

Ms. Mineker presented the action item for construction phase services for the canopy drainage repairs and ADA modifications.

A motion was made by **Mr. Justo** and seconded by **Mr. Bogosian** to approve the recommendation.

The motion was passed unanimously.

- (d) **Approval to execute a professional services contract with C&S Engineers Inc. in the amount of \$2,385,377 to perform design and bid phase services for the Runway 5-23 Rehabilitation project at Rhode Island T. F. Green International Airport.**

Ms. Mineker presented the action item for design and bid phase services for the Runway 5-23 Rehabilitation project. **Mr. Roberts** asked who decides when a runway needs to be rehabbed. **Mr. Ahmad** noted that 20 years is the span of pavement life. The FAA will notify us and RIAC conducts pavement management studies; the pavement is scanned, and every spot is given a number, which illustrates the condition. There is an annual safety inspection for Part 139 and this rehabilitation was requested by the FAA.

A motion was made by **Mr. Roberts** and seconded by **Mr. Bogosian** to approve the recommendation.

The motion was passed unanimously.

- (e) **Approval to execute an amendment to Contract 30308 with Faith Group, LLC in the amount of \$22,179.17 to perform bid phase services for the Dispatch 800 MHz Radio Replacement project.**

Ms. Mineker presented the action item for bid phase services for the Dispatch 800 MHz Radio Replacement project. **Mr. Pizzuti** noted that Faith group is also involved in the Runway 5/23 Rehabilitation project and asked if there a radio aspect of that project. **Mr. Mineker** noted no, they are conducting a safety risk management.

A motion was made by **Mr. Bogosian** and seconded by **Mr. Pizzuti** to approve the recommendation.

The motion was passed unanimously.

- (f) **Approval to execute a professional service agreement with Kone Corporation for a three-year term in the amount of \$1,067,507 for the maintenance and service of all elevators, escalators, and power walkways at Rhode Island T. F. Green International**

Airport, the Interlink Facility, and Quonset State Airport.

Ms. Morgan presented the action item for the maintenance and service contract for all elevators, escalators, and power walkways at PVD, the Interlink Facility, and Quonset State Airport. **Mr. Roberts** noted there is a 50 percent increase and asked if it was justified. **Ms. Morgan** noted that RIAC thoroughly accessed all other options such as the MPA and even made changes to the scope, but all were unsuccessful. **Mr. Ahmad** noted that the agreement term was five years the first time this went out; however, these systems will be replaced in the terminal refresh, so the term length was changed to three years. **Mr. Roberts** noted there was only one bid. **Ms. Morgan** noted that RIAC did outreach through the MPA, but there are only a few providers. **Mr. Little** asked if this is funded by passenger facility charges (PFC). **Mr. Ahmad** noted that the maintenance is, but the equipment is not. The replacement would be covered as hopefully PFC will fund this through the refresh and warranty would cover for two years afterwards.

A motion was made by **Mr. Justo** and seconded by **Mr. Pizzuti** to approve the recommendation.

The motion was passed unanimously.

7. Future Meetings:

The next meeting is scheduled for Thursday, March 14, 2024, at 8:45 a.m., in the Mary Brennan Board Room, Rhode Island T. F. Green International Airport, Warwick, Rhode Island.

8. Adjournment:

Mr. Justo moved to adjourn at approximately 10:01 a.m. **Mr. Pizzuti** seconded the motion.

The motion was passed unanimously.

Respectfully submitted,

Jon Savage, Chair
Rhode Island Airport Corporation

PUBLIC ATTENDANCE SHEET
RHODE ISLAND AIRPORT CORPORATION
MEETING OF THE BOARD OF DIRECTORS
THURSDAY, FEBRUARY 8, 2024

<u>NAME</u>	<u>AFFILIATION</u>
Alicia Seabury	RIAC
Sapha Mabrouk	RIAC
Brittany Morgan	RIAC
Dawn Mineker	RIAC
Tim Pimental	RIAC
Nicole Williams	RIAC
Nikolas Persson	RIAC
David Cloutier	RIAC
John Goodman	RIAC
Robert Vanburg	RIAC
Doug Dansereau	RIAC
Don Stubbs	RIAC
Jaye Del Rosario	RIAC
Joseph Rodio, Jr.	Rodio & Ursillo
John Howell	Warwick Beacon
Mahesh Kukata	ADCI
Richard Langseth	Constituent

The minutes of the Executive Session of the Board Meeting on February 8, 2024, have been sealed in accordance with R.I.G.L. § 42-46-7(c).