

MINUTES OF MEETING
RHODE ISLAND AIRPORT CORPORATION
BOARD OF DIRECTORS
THURSDAY, JUNE 13, 2024, AT 8:45 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 8:48 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, Michael Traficante, Christopher Little, John Justo, Deborah Thomas, and Greg Pizzuti.

BOARD MEMBERS ABSENT: Jeffery Bogosian.

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

1. Approval of the Minutes:

A motion was made by **Mr. Traficante** to approve the minutes of the Board of Directors Meeting of May 9, 2024. The motion was seconded by **Mr. Justo**.

The motion was passed unanimously.

2. Open Forum:

Mr. Savage asked if anyone present wanted to speak in Open Forum. One individual came forward.

Mr. Langseth noted his concerns on the South Cargo Development project.

3. Report from the President and CEO:

- **Mr. Ahmad** reported on the March 2024 landing, passengers, seat capacity, and load factors.
- **Mr. Ahmad** stated Southwest Airlines' new nonstop flights to Denver and Dallas Love Field were celebrated with inaugural gate events on June 8. Passengers enjoyed refreshments and a table of promotional items before taking off. Previously our #2 and #3 unserved markets, these destinations now mark another milestone in the continuous expansion and growth at PVD.
- **Mr. Ahmad** stated on May 30, Tollgate High School's jazz ensemble and jazz chorus groups put on a delightful performance for the Airport community in the baggage claim area.
- **Mr. Ahmad** stated the volunteer program has reached over 40 members! RIAC is endlessly

grateful for the dedication and generosity of our volunteers, whose efforts make a world of difference every day.

- **Mr. Ahmad** stated the construction of the concept, Half Moon Empanadas, located in the food court between Rhode Island Burger Company and Whaler's has commenced this week. This concept will serve sweet and savory empanadas, including breakfast and coffee items, and will be open next month.
- **Mr. Ahmad** stated Rhode Island T. F. Green Airport International Airport is in the running for the "Best Airport in the US" in the Condé Nast Traveler Readers' Choice Awards. For just two minutes of time, you will be eligible to win a 13-day journey through Antarctica or a 15-day tour of the Great Lakes with Viking Cruises. Voting runs until June 30. Visit flyri.com to vote.

Ms. Williams introduced RIAC's first employee of the quarter, Chris Pik, who has shown exemplary work and dedication through his role of Accounting Clerk over his five-year tenure with RIAC.

- **Department Updates:**

- (a) **Operations Update**

Ms. Morgan presented an overview of March 2024 passenger enplanement data, average load factors, and overtime trends.

- (b) **Financial Update**

Ms. Williams presented an update on the March 2024 statement of revenues and expenses with comparisons to the prior year and budgets.

- (c) **Marketing Update**

Ms. Seabury presented an update on marketing efforts, including creatives and advertisements. There was discussion regarding user interaction with RIAC's website.

- (d) **Training Status of Police, Fire, Airfield, and Terminal Operations**

Mr. VanBurg presented an update on the training program for each division of RIAC Operations. **Mr. Deckers** presented an update on training related to the fire department.

- (e) **General Aviation Airports Update**

Ms. Damicis, Mr. VanBurg, and Mr. Cloutier presented updates on the projects and developments at the General Aviation (GA) airports. **Mr. Goodman** presented an update on engagement with GA airport stakeholders.

- (f) **Infrastructure Update**

Ms. Mineker presented an update on Infrastructure projects at PVD. There was discussion regarding the timeline and budget of all projects.

4. Finance and Audit Committee Update

(a) Approval of the Fiscal Year 2025 budget package.

Mr. Justo noted that, today at 8 a.m., the Finance and Audit Committee convened and there was a detailed review of the Fiscal Year 2025 Budget, which is based on 1.97 million projected enplanements and a Cost Per Enplanement (CPE) of \$9.72. Non-airline revenues, operating expenses, and net Income are up compared to the Fiscal Year 2024 Budget. There was discussion regarding RIAC's debt service profile and its positive impacts on future CPE. The Committee voted to recommend approval of the Fiscal Year 2025 Budget package.

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

The motion was passed unanimously.

5. Action Items:

- (a) **Approval to enter into a lease and operating agreement between the Rhode Island Airport Corporation and Grand Jr., LLC for the lease of 10.96+/- acres of land within the South Cargo site having a thirty-year term, generating revenue to RIAC in the initial amount of \$834,433 per year, and at least \$33,851,344 over the term, in substantially the form presented.**

Mr. Persson presented the action item for a lease and operating agreement with FedEx's selected contractor, Grand Jr. LLC, for the South Cargo Development project. There was discussion regarding the agreement structure, indemnification, payment and performance bonds, and verification of the contractor.

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

The motion was passed unanimously.

- (b) **Approval to execute a professional services agreement with Boingo Wireless, Inc. for the design, installation, and provision of an Airport Terminal Area Public Wi-Fi system at the Rhode Island T. F. Green International Airport and a five-year maintenance and support agreement in an amount not to exceed \$709,196.**

Mr. Savage noted that this item will be postponed.

- (c) **Approval to execute a construction contract with Bentley Companies, LLC in the amount of \$953,804 to complete the sterile area exit lane project at Rhode Island T. F. Green International Airport.**

Mr. Nguyen presented the action item for the construction contract for the Sterile Area Exit Lane project. There was discussion regarding the capacity and configuration of the exit lanes, as well as, the plan for advertisements in the area.

A motion was made by **Mr. Traficante** and seconded by **Mr. Little** to approve the recommendation.

The motion was passed unanimously.

- (d) **Approval to execute a professional service agreement with Kone Corporation in the amount of \$743,230 to replace the two hydraulic elevators in Garage B at Rhode Island T. F. Green International Airport.**

Mr. VanBurg presented the action item for replacement of the two hydraulic elevators in Garage B. There was discussion regarding outreach efforts and feedback.

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

The motion was passed unanimously.

- (e) **Approval to execute a five-year agreement with two one-year options with Veoci, Inc. in the amount of up to \$389,289.32 to utilize their Airport Operations and Management Software at the six RIAC managed airports.**

Mr. Carter. presented the action item for purchase of the Airport Operations and Management Software. There was discussion regard the software's capabilities.

A motion was made by **Mr. Traficante** and seconded by **Ms. Thomas** to approve the recommendation.

The motion was passed unanimously.

- (f) **Approval to bind the annual insurance programs renewing on June 30, 2024.**

Ms. Williams presented the action item for 2024 insurance renewals.

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

The motion was passed unanimously.

6. Executive Session:

At approximately 9:56 a.m., a motion was made by **Mr. Little** and seconded **Ms. Thomas** 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 May 9, 2024, § 42-46-5(a)(2); and**
- (b) **Session related to 2024 collective bargaining pursuant to § 42-46-5(a)(2); and**

- (c) **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**
- (d) **Session related to the lease of non-aeronautical real properties at Newport and Westerly State Airports for public purposes and the disposition of public property wherein advanced public information would be detrimental to the interest pursuant to § 42-46-5(a)(5); and**
- (e) **Motion to return to open session.**

By roll call vote the motion was passed unanimously.

At approximately 11:16 a.m., a motion was made by **Mr. Pizzuti** and seconded by **Ms. Thomas** to return to Open Session.

The motion was passed unanimously.

7. Post Executive Session Actions and Announcements:

- (a) **Motion to seal the minutes of the Executive Session held on June 13, 2024; and**

A motion was made by **Mr. Traficante** and seconded by **Ms. Thomas** 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. Traficante** to approve the sealed minutes of the Executive Session held on May 9, 2024.

8. Future Meetings:

The next meeting is scheduled for Thursday, July 11, 2024, at 8:30 a.m., in the Mary Brennan Board Room, Rhode Island T. F. Green International Airport, Warwick, Rhode Island.

9.. Adjournment:

Mr. Little moved to adjourn at approximately 11:17 a.m. **Mr. Justo** 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, JUNE 13, 2024

<u>NAME</u>	<u>AFFILIATION</u>
Alicia Seabury	RIAC
Sapha Mabrouk	RIAC
Brittany Morgan	RIAC
Dawn Mineker	RIAC
Nicole Williams	RIAC
Kathy McCormick	RIAC
Nikolas Persson	RIAC
Robert VanBurg	RIAC
Jessica Damicis	RIAC
John Goodman	RIAC
Donald Stubbs	RIAC
David Spalding, Jr.	RIAC
Duc Nguyen	RIAC
Chris Pik	RIAC
John Deckers	RIAC
Joseph Rodio, Jr.	Rodio & Ursillo
Joseph Whelan	Whelan & Corrente & Flanders, LLP
Amy Figueroa	Willis Towers Watson Northeast, Inc.
Christopher Gavin	Warwick Beacon
Richard Langseth	Constituent

The minutes of the Executive Session of the Board Meeting on June 13, 2024, have been sealed in accordance with R.I.G.L. § 42-46-7(c).