

MINUTES OF MEETING
RHODE ISLAND AIRPORT CORPORATION
BOARD OF DIRECTORS
THURSDAY, MAY 9, 2024, AT 9:00 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 9:02 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, Christopher Little, Greg Pizzuti, and Jeffrey Bogosian.

BOARD MEMBERS ABSENT: Mike Traficante, John Justo, and Jonathan Roberts.

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. Little** to approve the minutes of the Board of Directors Meeting of March 14, 2024. The motion was seconded by **Mr. Bogosian**.

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 a land survey, access to the results of South Cargo supplemental environmental assessment, and the short-term parking lot.

3. Report from the President and CEO:

- **Mr. Ahmad** reported on the February 2024 landing, passengers, seat capacity, and load factors.
- **Mr. Ahmad** stated RIAC celebrated National Volunteer Week April 21-27. To express our appreciation, food and treats with a decorative ambiance in the Volunteer Center were provided for all volunteers to celebrate their selfless contributions. RIAC also highlighted some of the volunteers on our social media platforms. Mr. Tim Pimental is doing wonderful work on Customer Service. RIAC is proud of the focus on this.
- **Mr. Ahmad** stated Breeze Airways' new breeze-thru to San-Diego began April 30, further expanding our connection to the West Coast and more great destinations.

- **Mr. Ahmad** stated Breeze Airways' new nonstop flight to Greenville-Spartanburg, South Carolina was celebrated with an inaugural gate event on May 3. Passengers enjoyed refreshments and a table of promotional items before taking off.
- **Mr. Ahmad** stated last month, Paradies Lagardère held grand openings for the last four new retail locations – No Boundaries, '47 brand, CNBC, and Reveal Rhode Island. There will be an update on this later in the meeting.
- **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 your 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 is officially open and runs until June 30. Visit flyri.com to vote.

Mr. Ahmad introduced Mr. David Spalding, Chief Information Officer, as a new member to RIAC and Mr. Duc Nguyen, Vice President of Infrastructure, as a returning member of the team.

- **Department Updates:**

(a) Operations Update

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

(b) Financial Update

Ms. Williams presented an update on the December 2023 statement of revenues and expenses with comparisons to the prior year and budgets.

(c) Concessions Update

Mr. Persson presented an update on the retail concepts at PVD.

(d) Internal Audit Report on Southwest

Mr. Dansereau presented an update on the audit of Southwest Airlines. There was discussion regarding RIAC's audit process.

(e) Police, Fire, Airfield, and Terminal Operations Training Status

Mr. VanBurg presented an update on the training program for each division of RIAC Operations.

(f) General Aviation Airports Update

Ms. Mineker and **Mr. VanBurg** presented an update on projects at the General Aviation

(GA) airports. **Mr. Goodman** presented an update on engagement with GA airport stakeholders. There was discussion regarding the response from pilots on construction at Quonset State Airport.

(g) Infrastructure Update

Ms. Damicis presented an update on Infrastructure projects at PVD.

4. Action Items:

- (a) Approval to execute a construction contract with ControlTouch Systems, LLC in the amount of \$2,895,105.67 to complete the Baggage Handling System Controls Replacement (Phase 1) at Rhode Island T. F. Green International Airport.**

Ms. Mineker presented the action item for the Baggage Handling System controls replacement project. There was discussion regarding feedback from the other companies that declined to bid.

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

The motion was passed unanimously.

- (b) Approval to execute an amendment to Contract 34069 with CHA Consulting, Inc. in the amount of \$233,722.15 to perform additional design related services for the PVD South Cargo Ramp Development project.**

Ms. Mineker presented the action item for design related services for PVD South Cargo Ramp Development project.

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

The motion was passed unanimously.

- (c) Approval to execute a construction contract with Signet Electronic Systems, LLC in the amount of \$3,265,075 to complete the Phase 2 camera replacements for the Video Surveillance System upgrade project at Rhode Island T. F. Green International Airport.**

Ms. Mineker presented the action item for Phase 2 of the camera replacements for the Video Surveillance System update project. There was discussion regarding the contract with the company previously selected for this work and the locations of the cameras.

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

The motion was passed unanimously.

- (d) Approval to execute a third amendment to the Facility Lease Agreement between the Rhode Island Airport Corporation and FedEx, for a portion of Hangar 2 at Rhode Island T. F. Green International Airport for two years, from January 1, 2024, through December 31, 2025, generating revenue to RIAC in the amount of \$424,344, in substantially the form presented.

Mr. Persson presented the action item for an amendment to the facility lease agreement with FedEx.

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

The motion was passed unanimously.

- (e) Approval to execute a first amendment to the Lease Agreement with Celco Partnership d/b/a Verizon Wireless for an initial 15-year term from March 1, 2024, through February 28, 2039, generating in excess of \$1.2 million in revenue to RIAC, with one mutual three-year renewal term through February 28, 2042, allowing Verizon to install an upgraded 5G Distributed Antenna System within the Rhode Island T. F. Green International Airport terminal and Interlink Customer Service Offices area.

Mr. Persson presented the action item for a lease agreement with Verizon Wireless for their installation of an updated 5G Distributed Antenna System.

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

The motion was passed unanimously.

- (f) Approval to execute Task Order 02 with HCH Enterprises, LLC in the amount of \$399,300 to complete all requirements of the Cybersecurity Implementation Plan required by the TSA.

Mr. Persson presented the action item for the completion of the requirements mandated by the Transportation Security Administration for the Cybersecurity Implementation Plan. There was discussion regarding other bids and outreach to companies.

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

The motion was passed unanimously.

- (g) Approval to execute a thirty-year lease agreement with FlightLevel Rhode Island, LLC for 1 +/- acres of land at North Central State Airport with an estimated total rent of, at minimum, \$518,096 over the term, in substantially the form presented.

Mr. Persson presented the update for a lease agreement with FlightLevel Rhode Island at

North Central State Airport. There was discussion regarding the lease term.

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

The motion was passed unanimously.

- (h) **Approval to enter into a five-year agreement with Hygolet, Inc. in the amount of \$252,000 to purchase toilet seat cover dispenser plastic rolls for use in the restrooms at Rhode Island T. F. Green Airport.**

Mr. VanBurg presented the action item for toilet seat cover dispenser plastic rolls for the restrooms at PVD.

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

The motion was passed unanimously.

5. Executive Session:

At approximately 10:01 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 March 14, 2024, § 42-46-5(a)(2); and**
- (b) **Discussion and potential vote related to the negotiation of an Airline Operating Agreement and Terminal Building Lease, consisting of discussion and potential vote regarding the lease of real property for public purposes and the disposition of public property wherein advanced public information would be detrimental to the interest of the public, § 42-46-5(a)(5); and**
- (c) **Discussion and potential vote related to the negotiation of a lease agreement with FedEx for the South Cargo Facility development, consisting of discussion and potential vote regarding the lease of real property for public purposes and the disposition of public property wherein advanced public information would be detrimental to the interest of the public, § 42-46-5(a)(5); and**
- (d) **Motion to return to open session.**

By roll call vote the motion was passed unanimously.

At approximately 11:06 a.m., a motion was made by **Mr. Pizzuti** and seconded by **Mr. Bogosian** 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 May 9, 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. Bogosian** and seconded by **Mr. Little** to approve the sealed minutes of the Executive Session held on March 14, 2024.

8. Future Meetings:

The next meeting is scheduled for Thursday, June 13, 2024, at 8:45 a.m., in the Mary Brennan Board Room, Rhode Island T. F. Green International Airport, Warwick, Rhode Island.

9.. Adjournment:

Mr. Bogosian moved to adjourn at approximately 11:07 a.m. **Mr. Little** 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, MAY 9, 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
Joseph Rodio, Jr.	Rodio & Ursillo
Richard Langseth	Constituent

The minutes of the Executive Session of the Board Meeting on May 9, 2024, have been sealed in accordance with R.I.G.L. § 42-46-7(c).