

Centre County Airport Authority
Meeting Minutes, October 24, 2019

The meeting was convened at 4:03 PM.

Attending: C. Aiken, D. Dix, R. Finley, C. Groshel, D. Johnson, B. Pincus, D. Trevino

Absent: R. Filippelli, J. Swartzell

Additional Attendees: J. Meyer, Executive Director, CCAA; Jeffery Bower, Solicitor CCAA; Jason McMurtrie, Terminal Manager, CCAA; Bryan Rodgers, Director, University Park Airport, PSU; Ed Foster, Asst. Director, University Park Airport, PSU; Mr. Fritz Smith, President & CEO, of the Happy Valley Adventures Bureau; Mr. Vern Squier, President & CEO of the CBICC; Ms. Tracy Powell, PSU Marketing; Ms. Melinda Friedhoff, PSU Marketing; Mr. Skip Webster, CCAA marketing consultant.

Public Comments: None.

Approval of the Minutes of the Previous Meeting:

***Motion** to approve the minutes from the meeting of September 26, 2019,
D. Trevino; Second, D. Dix; **Approved.***

Treasurer's Report: J. Meyer reviewed the financial reports through September noting:

- Insurance premiums totaling \$44,398 have been paid during September.
- capital expenses for September were \$62,187 and are highlighted in "blue" on the check register report.
- total liquid assets have increased by \$184,254 since January 1, 2019. (total liquid assets - \$7,983,223.24.
- total capital expenditures since January 1, 2019 - \$711,748.
- no unusual or unplanned expenditures occurred during September.
- financial performance remains close to projected budget.

Motion** to accept the financial report, D. Trevino; Second, D. Dix; **Accepted.

Exec Director's Report: J. Meyer reviewed the enplanement report noting:

- enplanements continue to dramatically increase, 21.9% for Sept 2019 compared to Sept 2018.
- combined load factor for all airlines is 76.2%
- American Airlines is now flying more passengers than United to Chicago. United is still doing well.
- some flights are limited in load due to smaller engines on some RJ aircraft. (50 seat aircraft limited to 43)

J. Meyer reported that parking activity continues to exceed all previous years and is driven by the increase in enplanements. 2019 will be a record year.

J. Meyer reported on the progress of the Crosswinds Parking Lot construction noting that 250 parking spaces have been completed and put into service relieving the overcrowding situation in all other lots. Work continues on the remainder of the project. A delay caused by the need for West Penn Power to relocate power lines is resolved. Power line move is scheduled for next Monday.

J. Meyer provided an updated list of account codes for the accounting system including capital expenses. Also provided is correspondence reflecting the status of the final approval of the PIB Loan documents for the Crosswind Parking project.

PSU Airport Operations: Bryan Rogers reported that Federal funding in the amount of \$1.83 million has been secured to purchase some new and some replacement, snow removal equipment. Purchase orders have been executed and equipment delivery is expected within a year.

\$93,000 was expended to repaint directional markings on the runway, taxiways and ramps.

The Michigan football game last weekend produced 550 aircraft operations resulting in a good weekend. All activities seemed to flow smoothly.

Continuing Business: Jason McMurtrie reported that Allegiant Airline is settling in to their State College service and reported that they are satisfied with the activity. Jason provided several schedules showing adjustments Allegiant is making to increase availability, increase seats available with larger aircraft and adjustments to the flight schedules to provide flights slightly later in the day.

Mr. Skip Webster, CCAA advertising consultant, Ms. Tracey Powell, PSU marketing and Ms. Melinda Friedhoff, PSU marketing presented a new design for “wall wraps” covering the arrival hallway walls and a main wall in the main concourse. Some Authority members wanted to tour the areas. The proposal will be discussed and considered in a future CCAA meeting.

New Business: Mr. Fritz Smith, President & CEO of the Happy Valley Adventure Bureau and Mr. Vern Squier, President & CEO of the CBICC provided a presentation and discussion of the new efforts of both organizations to promote the local communities and areas under the new “Happy Valley” theme, and specifically, how the Airport would be included.

***Motion** to enter an executive session to discuss a legal and personnel issue, C. Aiken;
Second, D. Trevino; **Approved at 5:54 PM.***

***Motion** to adjourn the executive session and return to the October 24, 2019 meeting, C. Aiken;
Second B. Pincus; **Approved at 6:13 PM.***

Adjournment:

***Motion** to adjourn the October 24, 2019 meeting, D. Dix; Second, D. Johnson;
Approved at 6:14PM.*