

Susquehanna Area Regional Airport Authority
Executive Committee
October 24, 2025
Minutes

A meeting of the Executive Committee of the Susquehanna Area Regional Airport Authority (SARAA or the Authority) was called to order by Mr. Leonard on Friday, October 24, 2025, at 8:00 a.m., at Harrisburg International Airport. Members of the committee present were:

William Leonard
Brian Enterline

James Helsel
Erik Hume

Also attending were: Timothy Edwards (Executive Director), Ryan Collins (Deputy Executive Director), Bennett Chotiner (SARAA Board), Keith Bashore (SARAA Board), Michael Walker (SARAA Board), Al Kuhner (SARAA Board), Brian Seltzer (SARAA Board), Lou Pirozzi (Deputy Director, Engineering & Planning), Michael Moskal (Deputy Director, Finance & Business Administration), Jamie Sides (Deputy Director, Maintenance), Belinda Svirebely (Deputy Director, Operations, Security & Public Safety), Scott Miller (Deputy Director, Marketing & Business Development), Kevin Bryner (Deputy Director, IT), Mick Burkett (Deputy Director, HR), and Camille Springer (Executive Assistant).

Public Comments: None.

Minutes: The minutes of September 24, 2025, Executive Committee were deemed approved.

Resolution/Emergency Communications Systems Upgrade Project:

Mr. Edwards reported that SARAA is requesting a Statewide Local Share Account grant in the amount up to \$150,000 to be used for the purchase and installation of emergency call boxes to ensure the continued functionality and reliability of emergency communication systems at HIA. This is a Resolution authorizing application to the Pennsylvania Department of Community and Economic Development Statewide Local Share Account Program for the HIA Emergency Communication Systems Upgrade Project. The Applicant also designates the Executive Director, Timothy Edwards, and the Chairman of the Board, William Leonard as the officials to execute all documents and agreements.

There were no objections to forwarding this item to the full Board as a consent calendar item.

Financials:

Mr. Moskal reported that comparative statistics will be from the 2025 budget. YTD revenue of \$25.2 M was \$1.1 million over budget. Airline Revenue is over budget by \$193,000. Parking Revenue is over budget by \$548,000. Rental Car Revenues are \$187,000 over budget. Concession Revenues are up 3.4% despite at least one being closed all year. YTD expenses of \$19.4 M are \$897,000 M under budget. Personnel expenses are \$930 under budget. Parking expenses are \$235,000 below budget. Total parking operations are a net \$783,000 over budget in

earnings. The Net Operating Revenue of \$5.8 M was \$2 M, or 53.7% over budget. Non-operating revenue and expenses total -\$8.5 M, resulting in a net variance to budget totaling -\$2.72 M. When \$2.73 M of pro-rated ARPA funds are applied, this results in a net position of \$17,000. The Debt Coverage Ratio is 2.86 on a 1.25 requirement (includes ARPA draw). YTD enplanements are 12.97% above YTD 2024 enplanements. The CPE for September is \$11.41; the FY25 CPE is \$11.38. YTD Food & Gift Sales were 11.07% above FY 2024. YTD Hotel Sales were 10.3% above FY 2024. YTD Car Rental Sales were 11.95% above FY 2024. YTD Rental Car CFCs were 7.1% above FY 2024 CFCs. The total 60 plus day receivables are 12.3% of total outstanding receipts.

2026 Draft Budget:

Mr. Moskal presented the 2026 SARAA Budget Highlights, the 2026 Capital Development Plan for all four airports, and the 2026 Revenue and Expense Overview.

The budget highlights include the following:

- All debt service paid; coverage ratios met.
- 818,787 enplanements with an 85.1% load factor
- Airline schedule
- Airline rates and charges
- Parking - MMTF parking rates \$20/Economy \$10
- Rental cars – increased based on current revenues
- O&M expenses decreased by \$505,418
- Health Insurance premiums – rates increased an average of 18%
- One new position & new collective bargaining for OPAR saw 7% rate increase
- \$425,000 increase to debt service 2022A bonds fully repaid and 2022B bonds principle included

2026 SARAA Revenue and Expense Overview:

- Revenues: \$39,937,211
- Expenses: \$39,919,127

The 2026 budget will be presented at the December 3, 2025 Board meeting.

Carolyn Van Newkirk Sign for GRA (Discussion only):

The Board discussed putting up a sign at Gettysburg Regional Airport honoring Carolyn Van Newkirk. Suggestions for the sign included “Dr. Carolyn Van Newkirk Field”. It was recommended that staff contact legal counsel concerning any issues with naming rights.

Adjournment: Mr. Leonard adjourned the meeting at 8:22 a.m.

Next Meeting: Friday, November 21, 2025, 8:00 a.m., Harrisburg International Airport

Respectfully submitted:

Timothy J. Edwards
Executive Director

Prepared by Camille Springer