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# Authorities Budget Office Policy Guidance



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## Authority Mission Statement and Performance Measurements

**Name of Public Authority:** Syracuse Regional Airport Authority

**Public Authority's Mission Statement:**

The mission of the Syracuse Regional Airport Authority is to provide safe, secure, efficient and low-cost air transportation service to the 12-county region that Syracuse Hancock International Airport currently serves. The Authority seeks to stimulate air service, economic development, trade and tourism by focusing on the shared goals of its stakeholders: more service to more destinations, lower operating costs and increased non-aeronautical revenue. The Authority recognizes that the Syracuse Hancock International Airport is a gateway to the central New York region and beyond and seeks to optimize customer service and exceed customer expectations with continuous improvements to the terminal building and public-use facilities.

**Date Adopted:** October 14, 2011

**List of Performance Goals (If additional space is needed, please attach):**

- Provide safe, efficient and low-cost air transportation service
- Stimulate air service, economic development, trade and tourism by focusing in the shared goals of stakeholders
  - More service to more destinations
  - Lower operating costs
  - Increased non-aeronautical revenue
- Optimize customer service
- Continuous improvements to the terminal building and public-use facilities
- Smooth transfer of airport operations from City of Syracuse to Syracuse Regional Airport Authority
- Transition of certain City-provided services i.e. Purchasing to the City.
- Transfer of all City employees to SRAA
- Development of a Strategic Plan
- Develop a Master Plan

**Additional questions:**

1. Have the board members acknowledged that they have read and understood the mission of the public authority?

Yes.

2. Who has the power to appoint the management of the public authority?

The 11 voting members of the Syracuse Regional Airport Authority are responsible for appointing the management.

3. If the Board appoints management, do you have a policy you follow when appointing the management of the public authority?

The Syracuse Regional Airport Authority does not currently have a formal policy regarding management. Other management employees are hired by the Executive Director, with certain positions (CFO and General Counsel) requiring the Board's concurrence.

4. Briefly describe the role of the Board and the role of management in the implementation of the mission.

The Board's role includes:

- Management Oversight and Evaluation
- Financial Oversight
- Understanding Statutory Requirements
- Deciding, Implementing, and Monitoring Authority Policies
- Self-Evaluation
- Participation on certain RFP committees, projects

Management's Role:

Meet the goals and objectives of the Authority, specifically as described in the mission statement, recruit and retain employees, manage and oversee day-to-day operations of the airport, prepare and present annual budget and capital plans, air service development, and act as the liaison between the airport/SRAA the public and other government agencies.

5. Has the Board acknowledged that they have read and understood the responses to each of these questions?

Yes.