



Airport Commission

Wednesday, May 28, 2025, 4:00 PM, Zoom/Wright Room at the Airport

PLEASE NOTE:

This meeting will be held on zoom and in-person in the Wright Room at the Airport.

Zoom Info:

<https://zoom.us/j/95941583622?pwd=jspMUXkiTTeF3LGU9JkR8vhdYXocQq.1>

Meeting ID: 959 4158 3622

Passcode: 383231

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1. Call to Order

Subject	1.1. Call to Order
Meeting	May 28, 2025 - Airport Commission - Wednesday, May 28, 2025, 4:00 PM, Zoom/Wright Room at the Airport
Category	1. Call to Order
Department	

Type

Subject	1.2. Acknowledgement of Remote Commissioners
Meeting	May 28, 2025 - Airport Commission - Wednesday, May 28, 2025, 4:00 PM, Zoom/Wright Room at the Airport
Category	1. Call to Order
Department	

Type

2. Agenda

2.1. Motion to amend/adopt agenda

3. Public Forum

Subject	3.1. PUBLIC FORUM - Verbal Comments
Meeting	May 28, 2025 - Airport Commission - Wednesday, May 28, 2025, 4:00 PM, Zoom/Wright Room at the Airport
Category	3. Public Forum
Department	
Type	

4. Consent Agenda

Subject	4.1. Approval of Minutes
Meeting	May 28, 2025 - Airport Commission - Wednesday, May 28, 2025, 4:00 PM, Zoom/Wright Room at the Airport
Category	4. Consent Agenda
Department	
Type	
Recommended Action	

5. Construction Update, L. Lackey

Subject	5.1. Construction Update, L. Lackey
Meeting	May 28, 2025 - Airport Commission - Wednesday, May 28, 2025, 4:00 PM, Zoom/Wright Room at the Airport
Category	5. Construction Update, L. Lackey
Department	Burlington International Airport
Type	

6. Action Items

Subject	6.1. Taxiway C-G Contract Memo
Meeting	May 28, 2025 - Airport Commission - Wednesday, May 28, 2025, 4:00 PM, Zoom/Wright Room at the Airport
Category	6. Action Items
Department	Burlington International Airport
Type	
Recommended Action	

Subject	6.2. RSIP Phase 5 Contract Memo
Meeting	May 28, 2025 - Airport Commission - Wednesday, May 28, 2025, 4:00 PM, Zoom/Wright Room at the Airport
Category	6. Action Items
Department	

Type

Subject **6.3. Beta Technologies Lease Memo**

Meeting May 28, 2025 - Airport Commission - Wednesday, May 28, 2025, 4:00 PM,
Zoom/Wright Room at the Airport

Category 6. Action Items

Department Burlington International Airport

Type

Recommended Action

7. Noise Data

Subject **7.1. Noise Data, L. Lackey**

Meeting May 28, 2025 - Airport Commission - Wednesday, May 28, 2025, 4:00 PM,
Zoom/Wright Room at the Airport

Category 7. Noise Data

Department Burlington International Airport

Type

Subject **7.2. Noise Comments, J. Sprague**

Meeting May 28, 2025 - Airport Commission - Wednesday, May 28, 2025, 4:00 PM,
Zoom/Wright Room at the Airport

Category 7. Noise Data

Department Burlington International Airport

Type

8. Financial Update

Subject **8.1. Financial Update**

Meeting May 28, 2025 - Airport Commission - Wednesday, May 28, 2025, 4:00 PM,
Zoom/Wright Room at the Airport

Category 8. Financial Update

Department Burlington International Airport

Type

9. Director's Report

Subject **9.1. Director's Report**

Meeting May 28, 2025 - Airport Commission - Wednesday, May 28, 2025, 4:00 PM,
Zoom/Wright Room at the Airport

Category 9. Director's Report

Department

Type

10. Commissioner Items

Subject	10.1. Commissioner Items
Meeting	May 28, 2025 - Airport Commission - Wednesday, May 28, 2025, 4:00 PM, Zoom/Wright Room at the Airport
Category	10. Commissioner Items
Department	
Type	
Subject	10.2. Recommendation to Reappoint the Director of Aviation
Meeting	May 28, 2025 - Airport Commission - Wednesday, May 28, 2025, 4:00 PM, Zoom/Wright Room at the Airport
Category	10. Commissioner Items
Department	Burlington International Airport
Type	

11. Follow-up Items

Subject	11.1. Eldridge Cemetery Flagpole Updates, D. Carman
Meeting	May 28, 2025 - Airport Commission - Wednesday, May 28, 2025, 4:00 PM, Zoom/Wright Room at the Airport
Category	11. Follow-up Items
Department	Burlington International Airport
Type	

12. Adjournment

Subject	12.1. Motion to adjourn
Meeting	May 28, 2025 - Airport Commission - Wednesday, May 28, 2025, 4:00 PM, Zoom/Wright Room at the Airport
Category	12. Adjournment
Department	Council and Board
Type	
Recommended Action	

13. Informational and Non-Discrimination Statements

Subject	13.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Licensing, Voting and Records Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will also air on Town Meeting TV the Wednesday after the meeting, starting at 8:00 pm and repeating at 1:00 am and 7:00 am the following day. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age,
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sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.

Meeting	May 28, 2025 - Airport Commission - Wednesday, May 28, 2025, 4:00 PM, Zoom/Wright Room at the Airport
Category	13. Informational and Non-Discrimination Statements
Department	Council and Board
Type	

PATRICK LEAHY BURLINGTON INTERNATIONAL AIRPORT

BOARD OF AIRPORT COMMISSIONERS

MINUTES OF MEETING

April 30, 2025

Location: The Wright Room

1200 Airport Drive,

South Burlington, VT 05403

[Hybrid meeting]

MEMBERS PRESENT: Tim George, Chair

Robin Guillian

Chip Mason

Helen Riehle

Connor Daley

MEMBERS ABSENT: Jeff Schulman, Vice Chair

Greg Shepler

BTV STAFF PRESENT: Nic Longo, Director of Aviation

Larry Lackey, Director of Engineering & Environmental Compliance

Jeff Bartley, Director of Innovation & Marketing

Jesse Sprague, Executive Assistant

Marie Friedman, Director of Finance

David Carman, Deputy Director of Airport Operations

OTHERS PRESENT: Chuck Rainville

1.0 Call to Order

Airport Commission Chair, Tim George, called the meeting to order at 4:06 PM. Individuals attending the meeting remotely identified themselves (Chip Mason, Connor Daley, Robin Guillian)

2.0 Agenda

Approve/Adopt Agenda

MOTION by Helen Riehle, SECOND by Robin Guillian to approve the agenda as presented.

Tim George moved to add Item 4.1, titled 'Multi-Tasking Equipment Purchase' to the set agenda and moved it to voting for approval.

VOTING: unanimous (5-0); motion carried.

3.0 Public Forum

3.1 No members of the public present.

4.0 Action Items:

4.1 Multi-Tasking Equipment

MOTION by Helen Riehle, SECOND by Chip Mason, to recommend that the Board of Finance and City Council approval the execution of an agreement to purchase two pieces of Multi-Tasking Equipment

DISCUSSION led by Deputy Director of Operations Dave Carman: Multi-Tasking Equipment (MTE) is used for snow removal on the runways. The purchase of these MTEs are part of the Vehicle Replacement Plan created in 2023. The chosen MTEs were selected through a Request for Proposal (RFP) submitted by MB Companies Inc. These pieces of equipment can take over 500 days to receive, but these are anticipated to arrive in August or September 2025.

VOTING: unanimous (5-0); motion carried.

5.0 Approval of the Minutes

5.1 MOTION by Helen Riehle, SECOND by Chip Mason, to approve the minutes as presented. Commissioner George proposed modifying 10.2 on the minutes from the April 2, 2025 Airport Commission meeting. Commissioner George moved the approval of the modified minutes to a vote for approval.

VOTING: unanimous (5-0); motion carried.

6.0 FY26 Budget Presentation

6.1 In addition to the written budget presentation, Director of Finance Marie Friedman and Aviation Director Nic Longo reported:

- 6.1.1 The AeroPass Program will allow anyone to access post-security space without an airline ticket. This program is not public yet.
- 6.1.2 The Level 1 Carbon Accreditation program is inclusive of sustainability efforts by the Airport as a whole, so this includes efforts made by Beta Technologies and other tenants.
- 6.1.3 The celebration of Project NexT will happen at the Airport's 'Skyline Soiree' in June 2025.
- 6.1.4 There is currently no deferred maintenance for the purpose of cost savings as done in previous years. Increases in FY26 includes increases to healthcare costs.
- 6.1.5 Airline related revenues reflects reduced revenues due to JetBlue's departure. There are newer airlines and these airlines are not being charged because there is an incentive program in which these fees are waived, including landing fees and terminal rent. These funds will be collected in the future after the waiver period ends.
- 6.1.6 Garage revenues and rental car revenues are very strong.
- 6.1.7 QTA revenues are level year over year.
- 6.1.8 The stormwater MS4 grant will bring some revenue back into the budget.
- 6.1.9 The garage fills up about 5 weeks per year. Going forward, construction projects in the garage will not take place during the summer months so that these spaces stay open.
- 6.1.10 The agreement with the car rental spaces allows the rental companies to use spaces in the garage. The Airport collects Customer facility l Charges (CFCs) as

part of this agreement when a car is rented out of the Airport. The Agreement with the Car rental companies outlines using a portion of these funds specifically for the garage.

- 6.1.11 The fees paid by the car rental companies cover the cost of operating the space.
- 6.1.12 There is a contractual 3% Cost of Living (COLA) increase included in the Salaries & Benefits line in the budget, as well as a salary step increase for every year an employee is employed at the Airport, which maxes out after 15 years of employment. The healthcare increase was 9%
- 6.1.13 6200 Accounts includes: dues and subscriptions, custodial supplies, small tools and equipment, uniforms and laundry, discretionary, oil/grease/anti-grease, medical supplies.
- 6.1.14 Maintenance to the outside of buildings owned by the airport is in the budget under Repairs and Maintenance.
- 6.1.15 In the next few years, a real estate settlement contract with the City of Burlington expires. This will need to be renegotiated.
- 6.1.16 The Airport is an enterprise fund, so the budget is separate from the City of Burlington. The Airport revenues must support the expenses and activities of the Airport. The Airport receives no funding from the City of Burlington.
- 6.1.17 The Airport participates with the City of Burlington in its healthcare plan, which allows the Airport to provide a more cost-effective health plan to employees.
- 6.1.18 The remainder of the American Rescue Plan Act (ARPA) money will be used in FY 2026 in July and August.
- 6.1.19 Passenger Facility Charges (PFCs) are restricted in their usage; the Airport can use approximately \$1M annually to cover debt.
- 6.1.20 Some portions of Project NextT will be funded by the Airport itself, not grants or the FAA.
- 6.1.21 Each month of revenues in the garage is better than the previous month.
- 6.1.22 If the Airport were to build on top of the existing parking garage, it would be very expensive because the garage was not designed to handle more weight, and there would be an impact on the Airport's radar

7.0 Construction Update, L. Lackey

In addition to the written construction update provided to the Airport Commission, Larry Lackey highlighted the following updates:

- 7.1 The expansion joint fix in the garage should be completed in the next few months.
- 7.2 The environmental assessment is reaching its final review with the FAA for the obstruction clearing of Runway 15/33. After this is completed, the Airport can assess whether easements will be necessary.
- 7.3 The Glycol System Upgrade conversation with Heritage went well. The final report will come out in the next few months, followed by scoping and an AIP project so that the Airport can start recycling collected glycol
- 7.4 Project NextT construction is going well; the Airport just went forward with Grant 3; applications went in on April 28. This includes the boarding bridges and the second-floor renovation to include demolition, ceilings, and drywall.
- 7.5 The Airport can determine whether more grants will be necessary at the start of the next federal fiscal year. The Airport will be in a good place to make these decisions by October 2025.
- 7.6 Runway 15/33 Renovation Project starts June 1

- 7.7 Pike Industries provided the lowest bid for the Taxiway C-G Rehabilitation at \$2.6M, compared to the other bid, which was \$700,000 higher. This price is \$1.4 M lower than the engineers' estimate. No discretionary funding will be necessary for this project. This price is \$900,000 less than the Airport's entitlement, so the difference can be utilized next year.
- 7.8 The arrestor cable project will happen concurrent with the Runway 15/33 project. The contract has not been signed yet because the Airport is waiting on a contract from the Air Guard saying that they will fully reimburse the Airport.

8.0 Noise Data,

8.1 Noise Data

8.1.1 In addition to the written construction update provided to the Airport Commission, Larry Lackey highlighted the following:

- The Airport signed changes to Phases 1 and 2 so that they can be closed out. Phase 1 needs to be closed out by the fall of 2025 due to four year required timeline for closing out projects.
- There are 52 houses being constructed under Phase 3; 21 are near completion and still have work ongoing, with 31 remaining.
- Under phase 4: there are 16 more homes.
- Under Phase 5, there are 5 houses to be completed This number is lower due to the window company no longer being an option and a change in the acoustical testing schedule.
- There are about 6 more units to complete and more outreach to engage in for future homes to receive work.
- There are 21 homes near completion
- There is no concern for materials coming from Canada because there is a 'Buy America' initiative for these projects.
- This year, the Airport applied for three grants totally about \$12M in federal grants, which is less than previous years.

8.2 Noise Comments

8.2.1 In addition to the written report, Executive Assistant Jesse Sprague highlighted the following:

- This presentation is a response to the previous month's request for noise comment reports.
- Data is organized by: aircraft type, location reported by the commenter, and the month and year reported.
- The most comments were relating to military aircraft, followed by unspecified. The third most popular comments were about jets.
- The data in the report is all self-reported data from the person submitting the comment, so it is possible that the information is not accurate.
- 'Not specified' refers to a blank spot in the data. 'Unknown' is an option chosen by the commenter
- 330 of the 825 comments historically came from one individual.
- It is possible that the presence of the F-35s may not correlate with the prevalence of comments, but over time, the total amount of comments has gone down.

- Reports of noise events picked up on the noise monitors is posted monthly on the Airport website.
- Federal funds pay for the noise monitor data tracking.

9.0 Financial Update, M. Friedman

In addition to the written financial update provided to the Airport Commission, Marie Friedman highlighted the following:

- 9.1 The PNL was not included in the packet due to an issue with computer software. It will be added to the attachments for this meeting at a later time.
- 9.2 Revenues are strong; Cash was about \$4M at the end of March and expenses are at 70% of what was budgeted.

10.0 Director's Update

In addition to the written presentation, Aviation Director Longo reported:

- 10.1 Airport staff hosted Coffee Hour at the Montpelier State House recently. Staff is excited to keep communication open about all that is going on at the Airport.
- 10.2 The Airport hosted a press conference with TSA and to create awareness about Real ID. If you do not have a 'Real ID' certified ID, you cannot fly domestically. This will start on May 7.
- 10.3 The parking garage recently filled up.
- 10.4 Projected seats, flights, and passenger statistics show healthy growth.

11.0 Commissioner Items

- 11.1 Discuss Flagpole at Eldridge Cemetery, H. Riehle
 - 11.1.1 The South Burlington Sexton Committee would like to have a flag flying 24/7, which requires that it be lighted, but there are FAA restrictions for lights by an airport.
- 11.2 Discuss Seating in Terminal, R. Guillian
 - 11.2.1 Commissioner Guillian stated that many of the seats in the baggage claim area are taped and worn, so she inquired the status on replacing the seats. Aviation Director Longo stated that the Airport is waiting to replace the seats so that an appropriate replacement plan can happen.
 - 11.2.2 Commissioner Guillian also notified Aviation Director Longo about an issue with the ceiling at the Vermont Flight Academy.

12.0 Follow Up Items

- 12.1 At the next meeting, the Airport Commission requested that staff provide updates on the flagpole at Eldridge Cemetery
- 12.2 Present an organizational chart of Airport staff at the next meeting.

13.0 Adjournment

MOTION by Helen Riehle, SECOND by Chip Mason to adjourn the meeting.

VOTING: unanimous (5-0); motion carried.

The regular session was adjourned at 5:49pm, and the Commission went into an executive session with the invitation for Airport staff to remain for the session. The executive session ended at 5:59pm.

DRAFT

TO: Airport Commission

FROM: Patrick Leahy Burlington International Airport
Nic Longo, Director of Aviation
Larry Lackey, Director of Planning, Engineering, and Sustainability

DATE: May 28, 2025

SUBJECT: Request to Execute a Contract with Pike Industries, Inc (Pike) for the Taxiway C/G Rehabilitation Project, to accept and execute a Federal Aviation Administration (FAA) Grant for the Taxiway C/G Rehabilitation Project.

REQUEST

The Patrick Leahy Burlington International Airport (Airport or BTV) seeks recommendation to:

1. Execute a Contract with Pike Industries, Inc (Pike) for construction of the Taxiway C/G Rehabilitation Project.
2. Accept and execute a Federal Aviation Administration ("FAA") grant for the Taxiway C/G Rehabilitation Project.

EXECUTIVE SUMMARY AND BENEFITS ANTICIPATED

1. Project Summary:

This project is to provide engineering design, construction observation and construction to rehabilitate Taxiway 'C' at Patrick Leahy Burlington International Airport. The project limits include a portion of Taxiway 'G', which intersects Taxiway 'C' toward the eastern limit of the project. The pavement on this portion of Taxiway 'G' is of similar age and condition as Taxiway 'C'. The area is approximately 315,000 square feet (7.23 Acres). The project includes data collection (field survey and geotechnical exploration) to gain a thorough understanding of the existing conditions and pavement section, an evaluation of existing grades, particularly cross

slopes, to determine what corrective efforts will be required to meet FAA grading criteria, construction that includes variable depth milling required throughout the project limits to provide adequate cross slope and positive drainage. The scope includes data collection, preliminary and final design, permitting, bidding and project administration, construction administration, resident engineering and construction.

2. Benefits Anticipated:

The project will provide a safer and more efficient airfield environment by rehabilitating the Taxiway C-G. The current taxiway has exceeded its useful life and is showing signs of distress through heaving, rutting, bleeding and weathering which often leads to raveling and foreign object debris issues. This is also supported by the airports Pavement Management Plan, as evaluated the pavement condition rating indicates the need for this rehabilitation. Construction is to occur over a single season in spring/summer of 2026.

PROJECT APPROACH

The engineering services for this project were previously approved by City Council.

The construction portion of the project was advertised in March 2025 with bids received in April 2025. They were evaluated in accordance with the prescribed criteria and price is within a comparable amount. After evaluation of the bids, Pike Industries, Inc. was selected as the lowest responsive bidder. The Airport now seeks to execute a contract with Pike Industries, Inc. for construction improvements to Taxiway C/G as outlined.

FUNDING:

The funding is anticipated from the FAA through the typical Airport Improvement Program (AIP) process, with 90% of the funds coming from a Federal Fiscal Year 2025 Entitlement appropriation and the remaining 10% coming from a combination of State of Vermont match and the Passenger Facility Charge (PFC) program.

PROPOSED MOTIONS:

Airport Commission

1. Recommend the Board of Finance to approve and recommend:
 - 1) The City Council authorize to the Director of Aviation execute a contract with Pike Industries Inc. in the amount of up to \$2,625,845.00 with a 15% contingency totaling up to \$3,019,722.00, as allowed by the grant for the construction of TW C/G Rehabilitation Project, subject to review and approval of the City Attorney's

Office.”

- 2) “To approve and recommend that the City Council authorize the Director of Aviation to execute an grant from the Federal Aviation Administration to accept an amount up to \$2,716,925.00 with a 15% contingency, totaling up to \$3,124,464.00, as allowed under the grant, for the Taxiway Rehabilitation Project, subject to review by the City Attorney’s Office.”

2. Recommend the City Council to authorize:

- 1) The Director of Aviation execute a contract with Pike Industries Inc. in the amount of up to \$2,625,845.00 with a 15% contingency totaling up to \$3,019,722.00, as allowed by the grant for the construction of TW C/G Rehabilitation Project, subject to review and approval of the City Attorney’s Office.”
- 2) The Director of Aviation to execute an grant from the Federal Aviation Administration to accept an amount up to \$2,716,925.00 with a 15% contingency, totaling up to \$3,124,464.00, as allowed under the grant, for the Taxiway Rehabilitation Project, subject to review by the City Attorney’s Office.”

TO: Airport Commission

FROM: Patrick Leahy Burlington International Airport
Nic Longo, Director of Aviation
Larry Lackey, Director of Planning, Engineering, and Sustainability

DATE: May 28, 2025

SUBJECT: Request to accept and execute a Federal Aviation Administration (FAA) Grant, execute a Contracts with Strong Tower, Inc. and Jones Payne Group, Inc. (JPG) for the Residential Sound Insulation Project (RSIP) Phase 5.

REQUEST

The Patrick Leahy Burlington International Airport (Airport or BTV) seeks the Airport Commission's recommendation:

1. To accept and execute a FAA grant for the Residential Sound Insulation Project Phase 5;
2. To execute a contract with Strong Tower for construction improvements related to sound insulation for 6 Units; and
3. To execute a contract with JPG for the RSIP Phase 5 Project for program management, as outlined in the project summary.

EXECUTIVE SUMMARY AND BENEFITS ANTICIPATED

1. Project Summary:

- Sound Insulation Program Improvements for Construction Improvements of 6 Units as bid, from RSIP Phase 3 design.

- JPG's Scope of Work consists for the Phase 5 of the Residential Sound Insulation Program includes:
 - Program Management
 - Categorization of 100 units
 - Acoustical testing of up to 50 units
 - Conduct Historic Review
 - Design Services for 20 Units
 - Design and Bid Activities
 - Construction Activities
 - Project Evaluation and Closeout

The Residential Sound Insulation Program ("Program") is an approved measure of the 2020 FAA approved 14 CFR Part 150 Noise Compatibility Program. The overall Program includes approximately 2,400 residential units located within the 65-75 DNL contours of the approved 2024 Noise Exposure Map (NEM). Homes in this project are be located in the City of South Burlington, City of Winooski, Vermont or Town of Williston. Properties will be selected based upon their location within or adjacent to the approved 2024 Noise Exposure Map (NEM) 65 - 75 DNL with a goal of balancing the program homes between the most affected cities/town of South Burlington, Burlington, Winooski and Williston. Home selection is to be determined as part of this scope of work.

2. Benefits Anticipated:

The project will convert incompatible residential units to a compatible land use by installing an acoustical treatment package which will provide relief from aircraft noise by upgrading interior living areas. Upgrades may include replacement of windows and doors with acoustically rated products and installation or upgrade of ventilation systems. The sound insulation treatments are designed to reduce the interior noise levels to below 45 DNL and provide a minimum noise level reduction of 5dB. It is anticipated that this project construction improvements will benefit 6 home owners with an estimated 15 occupants. The entire program once completed is anticipated to benefit approximately 2400 homeowners, which equates to approximate 5500 occupants.

PROJECT APPROACH

JPG was selected to provide these services through the Airport's selection process by meeting standards by the FAA for this project. This price was determined through an extensive pricing process established by the FAA for all airport improvement projects (AIP) grant funded

projects. For FAA AIP projects a qualification-based process with an independent fee estimate (IFE) is completed for projects. Anything over \$100,000.00 requires it to be reviewed by an independent engineer/reviewer of scope and fee. Once this is completed a record of negotiations (RON) is completed if needed, dependent in the results IFE.

The construction portion of the project was advertised in March 2025 with bids received in April 2025. They were evaluated in accordance with the prescribed criteria and price is within a comparable amount. After evaluation of the bid, Strong Tower was selected as the lowest responsive bidder. The Airport now seeks to execute a contract with Strong Tower for construction improvements of 6 units.

FUNDING:

The funding is anticipated from the FAA through the typical Airport Improvement Program (AIP) process, with 90% of the funds coming from a Federal Fiscal Year 2025 Sound Discretionary Appropriation and the remaining 10% coming from a combination of State of Vermont match, Vermont Gas Company Efficiency Fund match and the Passenger Facility Charge (PFC) program. Items covered by this funding:

PROPOSED MOTIONS:

Airport Commission

1. Recommend that the Board of Finance approve and recommend:
 - 1) The City Council to authorize the Director of Aviation to accept and execute a grant from the Federal Aviation Administration in an amount up to \$2,180,763.00 with a 15% contingency totaling up to \$2,507,877.00, for the Residential Sound Insulation Project (RSIP) Phase 5. As allowed under the grant, subject to review and approval of the City Attorney's Office."
 - 2) The City Council to authorize the Director of Aviation execute a contract with Strong Tower in the amount of up to \$987,204.00 with a 15% contingency totaling up to \$1,135,285.00, for the Residential Sound Insulation Project (RSIP) Phase 5 construction. As allowed by the grant, subject to review and approval of the City Attorney's Office."
 - 3) "The City Council to authorize the Director of Aviation to execute a contract with JPG in the amount of up to \$1,421,865.00 with a 15% contingency totaling \$1,635,145.00, for the Residential Sound Insulation Project (RSIP) Phase 5 program management. As allowed by the grant, subject to review and approval of the City Attorney's Office."

2. Recommend the City Council to authorize:
 - 1) The Director of Aviation to accept and execute a grant from the Federal Aviation Administration in an amount up to \$2,180,763.00 with a 15% contingency totaling up to \$2,507,877.00, for the Residential Sound Insulation Project (RSIP) Phase 5. As allowed under the grant, subject to review and approval of the City Attorney's Office.
 - 2) The Director of Aviation execute a contract with Strong Tower in the amount of up to \$987,204.00 with a 15% contingency totaling up to \$1,135,285.00, for the Residential Sound Insulation Project (RSIP) Phase 5 construction. As allowed by the grant, subject to review and approval of the City Attorney's Office.
 - 3) The Director of Aviation to execute a contract with JPG in the amount of up to \$1,421,865.00 with a 15% contingency totaling \$1,635,145.00, for the Residential Sound Insulation Project (RSIP) Phase 5 program management. As allowed by the grant, subject to review and approval of the City Attorney's Office.

TO: City of Burlington, Airport Commission
City of Burlington, Board of Finance
City of Burlington, City Council

FROM: Patrick Leahy Burlington International Airport
Nicolas Longo, Director of Aviation

DATE: May 28, 2025

SUBJECT: Request to execute a Non-Aeronautical Facility Lease Agreement with Beta Technologies for an industrial building located at 25 Customs Drive

REQUEST

The Patrick Leahy Burlington International Airport ("the Airport" or "BTV") respectfully requests approval and authorization to enter into a lease agreement with Beta Technologies for the use of a non-aeronautical, industrial facility located at 25 Customs Drive, South Burlington, Vermont.

EXECUTIVE SUMMARY

Background

The property located at 25 Customs Drive is owned by the Airport and was previously leased to a long-term tenant whose business has grown significantly and recently relocated to accommodate their expansion needs. With the vacancy of the building, the Airport initiated a formal process to identify a new tenant by engaging Donahue & Associates, a commercial real estate firm, to actively market the property and solicit interest from potential occupants.

Following the advertisement, Beta Technologies was the sole respondent expressing interest in the site. Recognizing the strategic importance of securing a reputable, mission-aligned tenant quickly, the Airport entered into lease negotiations with Beta Technologies with the goal of minimizing vacancy time and continuing productive use of the facility.

The property consists of approximately 0.8 acres of land and includes a 15,680 square foot industrial building. The structure is well-suited for light industrial use, and the location is proximate to both the

airfield and Beta Technologies' current operations, providing a strong fit for their continued growth and investment in the region.

Lease Terms

The proposed lease includes the following key terms:

- **Initial Term:** 5 years
- **Renewal Option:** One 5-year extension
- **Rental Rate:** \$16,666 per month, or \$200,000 annually

The proposed rental rate is consistent with the rate paid by the previous tenant, aligning with current market conditions for industrial space in this location. The lease agreement is structured to ensure continued revenue to the Airport's non-aeronautical income stream while supporting local innovation and economic development.

Conclusion

This lease represents a strategic opportunity for BTV to partner further with Beta Technologies—a rapidly growing and nationally recognized aviation and technology company with deep ties to the region. The reuse of this facility supports local job growth, maintains full utilization of Airport assets, and aligns with BTV's mission to be a hub for innovation and sustainable development.

We respectfully request the approval and authorization to proceed with finalizing and executing the lease agreement with Beta Technologies.

MOTIONS:

Airport Commission:

To recommend the lease as presented.

Board of Finance:

1. "To approve and recommend that the City Council authorize the Mayor of the City of Burlington to execute the Non-aeronautical Facility lease agreement, subject to final review and approval by the City Attorney's Office, and to take such further actions and execute such further instruments approved as to form by the City Attorney's Office as may be necessary or convenient to effectuate the transactions contemplated hereby."

City Council:

1. To authorize the Mayor of the City of Burlington to execute the Non-aeronautical Facility lease agreement, subject to final review and approval by the City Attorney's Office, and to take such further actions and execute such further instruments approved as to form by the City Attorney's Office as may be necessary or convenient to effectuate the transactions contemplated hereby."

To: Airport Commission

From: Larry Lackey, Director of Planning, Engineering and Environmental Compliance

Date: May 28, 2025

Subject: Airport Commission Construction Update

1. **Annual Parking Garage Maintenance (\$35M)**. The replacement of the expansion joints and joint seal repair in the vicinity of the north and south garage areas has started and is ongoing. This will be completed by July.
2. **Environmental Assessment (est. \$.25M)**. The purpose of this project is to evaluate environmental impacts related to the mitigation of obstructions with in the aircraft approach surfaces to the runways. This is in follow up to the recently completed Master Plan, which includes obstruction identification and environmental review. The scope and IFE process is complete and a grant application was prepared and submitted on April 29, 2022. Grant received. Contract issued with work progressing. Letters currently going out to property owns about the investigations required. Investigations are complete with the report in progress. The draft report has been submitted to the FAA for review. Received FAA review. We have completed a full response to FAA's comments and they were accepted by staff. They have moved it to the FAA's legal review.
3. **South Terminal Replacement Project (\$35M)**. The purpose of this project is for overall terminal efficiencies and a better passenger experience. Due to increased aircraft seating existing passenger hold areas are overcrowded during peak times as identified in the recent Master Plan Update. Recently the opportunity had risen through the Airport Terminal Improvement Program from the Bipartisan Infrastructure Law. We have submitted our request for full build out of this project, including: Demolition of the existing South Concourse; new Terminal improvements (approximately 45,000 SF of new gross floor area on 2 levels); five (5) new aircraft gates; up to four (4) new passenger boarding bridges (PBB), new passenger circulation and hold rooms; future concessions space; and apron construction within demolished South Concourse footprint. The South Terminal Replacement Project will be approximately 160' farther from Taxiway A as the existing South Concourse. We were not selected this past year and have reapplied for FFY23 design only. We did receive notice from the program that we will be awarded the a design only grant for this project. We have finalized discussions with the FAA to how best move this project forward in the future, as the timing to design this needs to be pushed back due to FAA scheduling requirement and having the funding to complete the construction of this project.

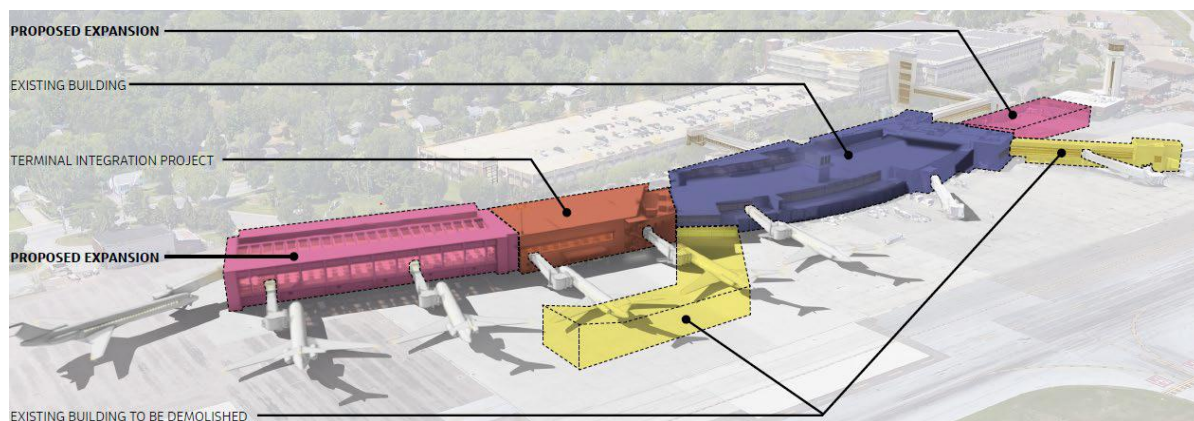
4. **Cargo Apron Design Project (\$0.3M)**. The purpose of this project is to provide additional space for other potential cargo carry operations. Have submitted 7460-1 (Air Space Review) to FAA for this project. The scoping of the he project, design only has been completed with the FAA. The IFE process for completion before a FAA Grant Application in April has been completed. Grant Application was submitted on April 3, 2023. Grant has been issued, moving to finalize contract. The contract has been issued to Hoyle, Tanner and Associates with the design to start. It has been determined that this project will require additional FAA technical operations review prior to proceeding. The FAA updated review has been issued as favorable, and the project design is moving forward.
5. **SRE Building Design (\$1.2M)**. The purpose of this project is to replace the existing out dated facilities, which does not meet the storage needs of the required equipment to maintain the airfield. A contract for study is being completed with programing and scoping moving forward. The scoping session with the FAA has been completed. The final scope is complete with the IFE process was completed. The Grant Application was submitted to the FAA. Contract has been signed with Passero Associates to design and bid this project. Site investigations were completed in November. The site plan is developed with the building design at 30%. We have had page turn of the draft plans. Applications for permits are being moved forward. A pre –Application meeting was held with South Burlington Planning and Development Staff in preparation for an upcoming DRB hearing. Permit Applications are being prepared. **We are scheduled for June 3rd for the South Burlington DRB hearing.**
6. **Burlington Tech Center (BTC) (\$12M)**. The purpose of this project is to support the design efforts for an improved facility at the airport for the regional educational needs. The Burlington School district has been given an award for \$10M in which they are in the process of applying for. We continue to work with the school on this project. Permit applications were submitted on March 25th to the regulatory bodies for this project. The SB DRB issued there positive decision with follow submittal needed as agreed during the hearing. DEW was the selected contractor. Construction started December 4th. The planned completion is August 2025.
7. **FAA CIP for next 5 years**. We had our FAA Airports Division CIP review on September 14th. The focus was on next years proposed projects (FFY24), with the balance of the meeting discussion on the needed funds for our identified projects for the additional 4 years and beyond. A couple of weeks ago we had our annual review. IT went very well with the FAA requesting proposed project worksheets. They asked that we submit them in the next 2 weeks. Item's (Projects) included the balance of Project Next, TW C rehabilitation, obstruction removal, and the SRE Building. FAA Verification of intent forms were filed in January for the FFY 25 projects.
8. **BETA – Development**
Communication and coordination with Beta on the first phase of the Electric Aircraft Assemble Facility and Valley West Hangar for all aspects of permitting, environmental, engineering, utilities and attendance at public hearing and construction meetings. The first Phase is complete.
9. **South Apron and TW G Ext. Development (\$6.6)**. The purpose of this project is to provide much needed additional general aviation apron area on the airfield. Received scope and proposal from the

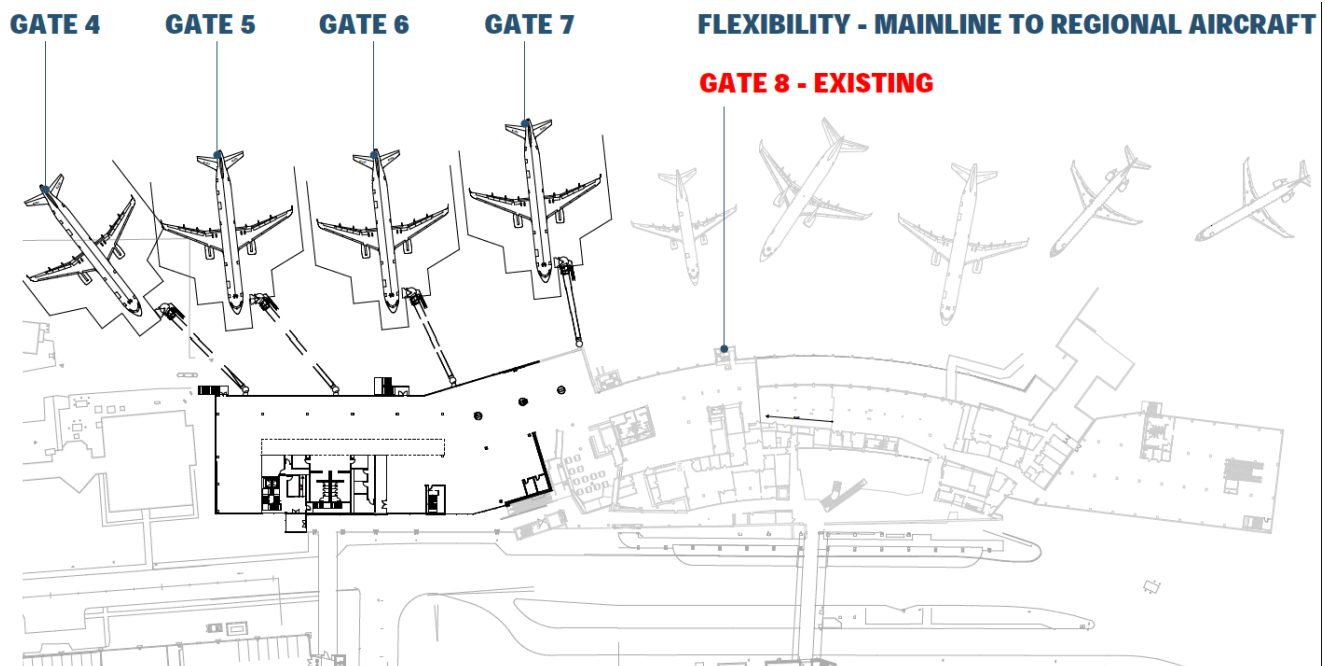
consultant (Hoyle, Tanner and Associates) and have completed the FAA scoping session. The FAA IFE process is complete. The proposed project would extend Taxiway G approximately 100', construct a 19,000 SY general aviation apron in the area of the "quarry". Excess material from the site would be used to fill in the "gully" creating a level area along the Medium Intensity Approach Light System (MALSF) approach lighting plane replacing two light stations currently on towers with ground mounts and connecting the vehicle service road from the civilian to the military side of the airport. Scope for design and bidding has been completed with an IFE. Design is underway. There has been a delay in design do to the availability of the geotech contractor. Request for bids have been issued. The geotech report confirmed that a total fill of the gully is not economically feasible at this time. Grant has been recieved. Received Bids with the selected bidder being Engineers Construction, Inc. Grant Application has been submitted to the FAA. Completed questions from the FAA on the Application. We have completed permit process. Contractor started mobilization/construction on July 17, 2023. Mass excavation is complete. Stormwater chamber installation is complete, with other drainage piping work is completed. Placement of final sub-base materials is underway. In vicinity of the Beta building a temporary aircraft access for the winter is complete. Project is complete with exception to tie downs. This is being coordinated for spring installation.

10. **Glycol System Upgrade (est. \$3.5M).** The purpose of this project is to improve the glycol system (De-icing). We have had additional follow up discussions with the FAA and it appears this is eligible for funding and is being added back into our FAA CIP. We have received and reviewed the site evaluation and process review scope. We brought this for Airport Commission approval last month subsequently, it was approved by City Council. Study is moving forward. We visited the Syracuse Airport to evaluate and understand the technology they were using to compare to our Portland Jetport visit. The Draft study has been issued and is under review by the airport team. A review session with Stantec was completed. We had a joint meeting last week with our consultant and our FBO Heritage Flight to get their input. We waiting on the final report so we can make a decision on how we will move forward, so we can start scoping the project with the FAA.
11. **North Terminal Improvement Project (\$2.2M).** The purpose of this project is for overall terminal efficiencies and a better passenger experience due to the completion of the TIP the north terminal will be upgraded to provide more capacity for passengers and concessions. This includes the removal of the existing north TSA station along with the removal of the existing escalators. This project is under design and funding is anticipated from the recent approval of the Infrastructure Law. Received Bids with the selected bidder being Engelberth Construction, Inc. Preparing and submitting Grant Application. This will become a FFY23 Project. We have received the Grant from the FAA. Construction is nearing completion, and should be complete by September 15th. There was a delay related to the glass for the new restaurant area. Construction is complete with final inspection with the FAA completed on 10/30/23. Project closeout in process. We have applied for an additional grant to add additional egress lanes in both the North and South Terminal locations. A grant application was submitted April 26th to the FAA. Received BOF approval to accept the Grant on June 17, 2024, City Council to vote on June 25, 2024. Grant has been issued for the two new egress lanes. A review of the issued funding is being reviewed by the airport on how much money can actually be used from the grant for this project.

- 12. PROJECT NEXT: North Terminal Replacement Project and New PBB's (\$63M).** The purpose of this project is for overall terminal efficiencies and a better passenger experience. Due to increased aircraft seating existing passenger hold areas are overcrowded during peak times as identified in the recent Master Plan Update. Recently the opportunity had risen from Senator Leahy's office through Congressional Directed Spending. We have submitted our request for full build out of this project Phase III Terminal Improvement Project, including: Demolition of the existing North Concourse; new Terminal Improvement (approximately 25,000 SF of new gross floor area on 2 levels); five (5) new aircraft gates; six (6) new passenger boarding bridges (PBB), new passenger circulation and hold rooms; future concessions space; and apron construction within demolished North Concourse footprint. Contract for 30% design has been issued to Jacobs Engineering Group. Geo-technical site work has been completed. Data collection and design currently on going. We submitted to the FAA for a Construction Manager at Risk (CMAR) RFQ/P construction development process. We received approval from the FAA on this procurement process. The RFQ/P for CMAR has been advertised with a pre-bid meeting and site visit by prospective contractors completed. CMAR Proposals received reviewed and scored. Also, held interviews with the top 3 contractors. This has been scored and we can let you know the selected contractor at the AC meeting. As reported the CMAR selected is Engelberth Construction Company. The contract with our design engineer, Jacobs Engineering Group, is completing the 80% design to move to pricing. We received City Council approval to accept the Grant on March 25 for this project, as brought for your approval during our last meeting. Our CMAR is in the process of receiving bids for the final price for this project. The FAA asked us to submit a draft grant application for administrative review prior to final construction pricing to help us expedite the grant issuance, with them once final pricing is in. The Draft Application was completed and submitted on March 27. The FAA grant application was submitted on May 23. Received BOF approval to accept the Grant on June 17, 2024, City Council to vote on June 25, 2024. We received the Grants for this project. The work has started and is ongoing the project. **We submitted the NeXT Grant Application - 3 with Contractor Change Orders to support the new passenger boarding bridges and the second floor renovations, on April 28, 2025.**

Conceptual Renderings – North and South Terminal (concourse) Improvements





13. **RW 15 – 33 Improvements – Mill and Overlay (15M).** The purpose of this project is to improve the pavement condition of the airport's main runway. The 100% plans are complete and we are moving to bid this project. FAA Grant Application will be submitted by May 1, 2024. Construction will begin in the spring of 2025. This project bids were received on April 18. The bids received were in line with the engineers estimate and bids reviewed were all within a difference of \$100K on a \$10.2M low bid. Received BOF approval to accept the Grant on June 17, 2024, City Council to vote on June 25, 2024. We received the Grant for this project. Construction to start on June 1, 2025.
14. **Airfield Pavement Plan Update (\$.25M).** The purpose of this project is to update the outdated pavement condition report done in 2017. All surfaces will be evaluated so we can plan on future improvement for the safety of the aircraft users. Scoping has been completed with the FAA. We have

completed the IFE. A Grant Application was submitted on April 3, 2023. Investigations have started, and the grant has been issued. Moving to finalize contract. The Contract has been issued to HTA with the investigations being completed. The report is in progress.

15. **TW C/G Rehabilitation (\$4.6M)**. The purpose of this project is to improve the pavement condition of the airport's taxiway C and intersection at taxiway G. Bids were received on April 24, 2025. We received 2 bids. Pike Industries was the lowest most responsive bidder. The FAA Grant Application was submitted on April 28, 2025. Construction will begin in the spring of 2026.
16. **Obstruction Removal (\$0.5M)**. The purpose of this project is to remove potential obstructions with in the aircraft approach surfaces to runways 15 and 33. Environmental Assessment is almost complete with the scoping session with the FAA to be scheduled. FAA Grant Application is pushed back to May 1, 2026. This is due to a review of our existing easement and a determination if others may be required Construction will begin as soon after grant is issued as possible taking into environmental conditions.
17. **Runway 33 Threshold Bar Improvement Project (\$.25M)**. The purpose of this project is to remove the damaged navigational aid, replace the lights and rings, and place a quick dry durable concrete for a longer term fix. This bar has been detreating for years. The airport has spent thousands of dollars repairing this FAA owned aid. We have also spent years working to resolve this issue with the FAA Tech Operations Section and finally have a plan to move forward. Design and pricing has been completed. We are worked with the FAA and Contractor to have this added to the RW 15-33 Rehab project.
18. **VTANG Arrester Cable Drainage (Stormwater) Project (\$1.5M)**. This project involves repairing and modifying the existing Aircraft Arresting Systems (AAS), which are safety mechanisms designed to rapidly decelerate aircraft during landings or takeoffs by catching the aircraft with cables or barriers. The improvements will include upgrading the drainage system by adding infiltration galleries and connecting it to the existing stormwater system, ensuring continued compliance with state and federal stormwater regulations. Enhancements include upgrading the sump pump capabilities to establish redundant drainage functions in each barrier pit, updating the control system for flood-level monitoring, and relocating the Arresting Gear Markers. The AAS at Leahy BTV are the only functioning systems for this installation and are critical to operations. This project will be completed concurrently with the Runway 15 – 33 Rehabilitation Project. The project was bid. Engineers Construction, Inc. (ECI) was selected to complete this work. We have a signed contract from ECI and have received final documents from VTANG. The contract has been executed by the Airport.

Patrick Leahy Burlington International Airport Board of Commissioners Sound/Noise Update Report

May 28, 2025

ADDITIONAL INFORMATION IS UPLOADED TO WWW.BTVSOUND.COM

BACKGROUND:

Residential Sound Insulation Programs:

The purpose of the project is to convert a sample of incompatible residential units to a compatible land use by installing an acoustical treatment package which will provide relief from aircraft noise by upgrading interior living areas. Upgrades may include replacement of windows and doors with acoustically rated products and installation or upgrade of ventilation systems. The sound insulation treatments are designed to reduce the interior noise levels to below 45 DNL and provide a minimum noise level reduction of 5dB.

PHASES OF THE RESIDENTIAL SOUND INSULATION PROGRAM (RSIP)

1. **Sound Insulation Pilot Project (Phase 1) (\$1.5M)**. This Program includes: Program formulation, Home eligibility determination, project schedule for this Phase 1 portion included 9 properties, and construction improvements are substantially complete. **The close out is ongoing with the contractor.**
2. **Residential Sound Insulation Project - Phase 2 (\$2.20M)** The purpose of the project was to convert incompatible residential units to a compatible land use by installing an acoustical treatment package which will provide relief from aircraft noise by upgrading interior living areas as defined in the Phase 1 project and the Noise Compatibility Program. The Airport continued implementation of its Residential Sound Insulation Program (RSIP). This grant included: community outreach, historic review, design and bidding of 52 homes, noise reduction of 6 homes which construction improvements were substantially completed and close out is ongoing with the contractor. Properties were located within the 70+ DNL FAA accepted 2023

noise contours. The installation of noise reduction materials for the 5 properties was completed. Materials were purchased for the 6th property however the homeowner left the area. It will be completed with the next phase of homes. **The close out is ongoing with the contractor.**

- 3. Residential Sound Insulation Project - Phase 3 (\$6.2M).** The Airport is continued implementation of its Residential Sound Insulation Program (RSIP) as described in more detail above. This grant was issued and includes: the construction improvements of the 52 Homes designed and bid in Phase 2, in addition it provides for community outreach, historic review, design and bidding of the next approximately 50 homes for improvements. The schedule for installing the noise insulating improvements for the 52 homes started in 2024. The Construction Improvements has started on this phase of homes and will continue through October 2025. **See status below as of 20250513:**

Homes in Contract per NTP	Total: 52
To be Dropped / Added	0
In Final Stage	Total: 14
Accepted as Final with Exception	13
Accepted as Final	1
In Construction	Total: 7
Active construction	4
Substantially Complete – Punch Requested	1
Punch List Issued	0
Pending Request for Final	0
Incomplete Punch List Items	0
Pending Final Visit	2
Pending Fire Marshall Permit Closure	0
Pending Final Documents	1
Pending	Total: 31

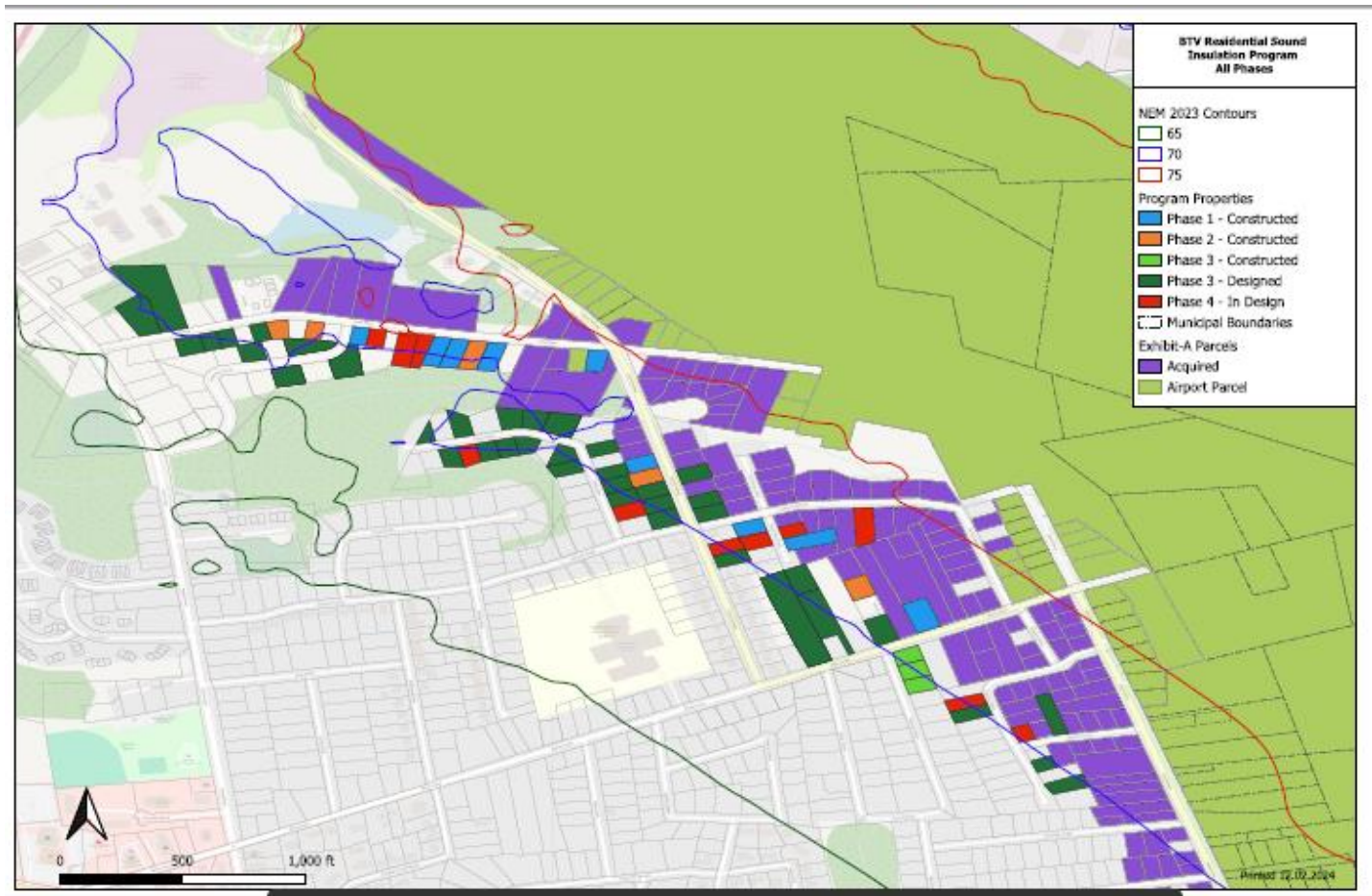
- 4. Residential Sound Insulation Project - Phase 4 (\$3.9M EST.).** The Airport is proposing to continue implementation of its Residential Sound Insulation Program (RSIP) as described in more detail above. We are currently reviewing the status of the programing and will be able to detail this in our next month's airport commission meeting. The initial grant for 16 of the 50 homes for construction improvements was submitted grant was received from the FAA. Also in the grant was the funding for the next 50 homes. As discussed we are completing the required new acoustical testing for the balance of the 50 homes so we can do a follow grant application on those homes. (See update above) The Buy American process moving forward but awaiting grant for the 16 homes. We received the grant for this phase however; the amount (\$)'s was slightly less than what the application was. Based on instructions from the FAA we will leave the scope intact for this project and just amend the grant during closure. The Contact with Strong Tower to start construction improvements has been signed. Strong Tower is working on submittals and scheduling for this phase.

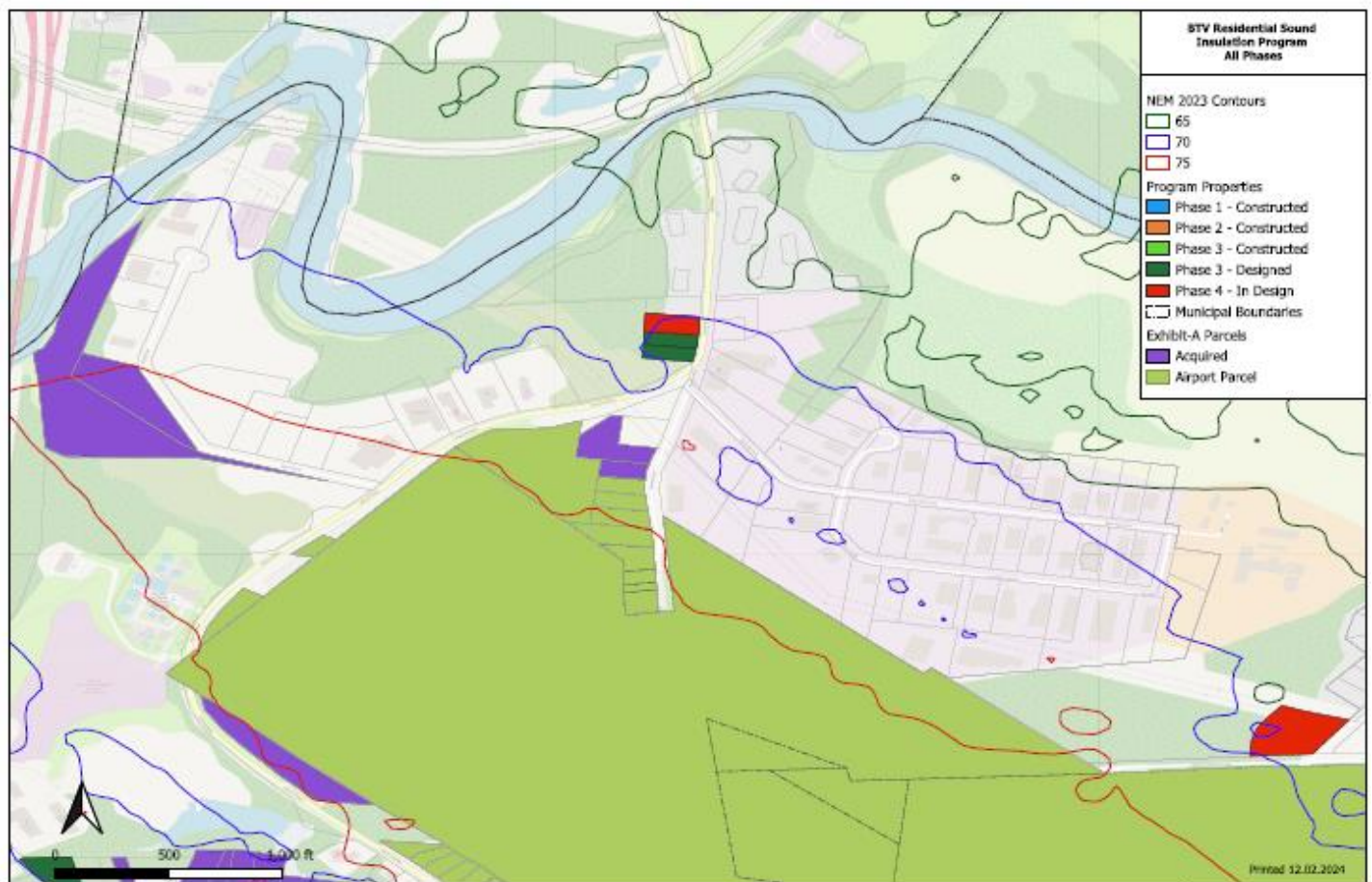
RSIP Phase Status Chart & Timeline

20250513

AIP NO.	Phase	Grant Scope		Units Designed					Units Constructed					Status
				Total	Burlington	South Burlington	Winooski	Williston	Total	Burlington	South Burlington	Winooski	Williston	
129	1	Design 10 homes		9	0	9	0	0						Complete
		Construction 10 homes							9	0	9	0	0	Complete/ Final Close out
141	2	Design 7 homes		6	0	6	0	0						Complete
		Construction of 7 homes							5	0	5	0	0	Complete/ Final Close out
		Design 54 homes		52	0	52	0	0						Complete
148	3	Construction 52 homes							8	0	15	0	0	Construction Ongoing
		Design 50 homes (16 home package) (6 home package)		22	0	22	0	0						Outreach of 18 units underway pending categorization/acoustical testing and historic review. Design anticipated to start Fall
157	4	Design 50 homes		0										Outreach underway Pending categorization and acoustical testing and historic review. Design anticipated to start Winter 2026
		Construction of 16 Homes							0	0	0	0	0	Construction to begin October 2025
TBD	5	Construction of 6 Homes							0	0	0	0	0	Construction to begin Spring 2026

5. **Residential Sound Insulation Project - Phase 5 (\$1.6M EST.).** The Airport is proposing to continue implementation of its Residential Sound Insulation Program (RSIP) as described in the first paragraph in this report. It includes the construction improvements of 6 units that remain in the above 70 DNL contour. Also, due to the change in the FAA acoustical requirement additional funding is being requested for homes in outreach from Phase 4. We submitted a grant application to the FAA on April 28, 2025 for this phase.





6. **Noise Exposure Map Updates (NEM) (est. \$.85M).** The purpose of the Federal Aviation Administration (FAA) grant is to prepare a 14 C.F.R Part 150 Noise Exposure Map (NEM) update for Patrick Leahy Burlington International Airport (Leahy BTI). The NEM Update replaced the maps which were accepted by the FAA in 2019. Under the Federal requirements, the previous NEM Update indicated an update would be completed once the F-35A aircraft have been operational for one year. The scope and Independent Fee process are complete and a grant was received by FAA to proceed. Currently, the schedule, outlined below, and Technical Advisory Committee (TAC) meetings are being coordinated and outreach is proceeding with communities to identify these changes. Further, the Airport held an informational town meeting style meeting at the Chamberlin Elementary School on September 14, 2023 to discuss the proposed schedule and general updates to the process. Additional TAC meetings and public meetings were identified and planned under the proposed schedule. We received final word from the FAA and are moving forward the final noise contours. The map was released and presented to the TAC on October 23, 2024. We followed up with public meeting that evening in South Burlington and one was held in Winooski on October 24th, 2024. All public comments were

responded to for the report. Submittal of the NEM to the FAA was completed the last week of December. The FAA has accepted the NEM and it was posted in local newspapers 3 times.





**PATRICK LEAHY
BURLINGTON
INTERNATIONAL AIRPORT**

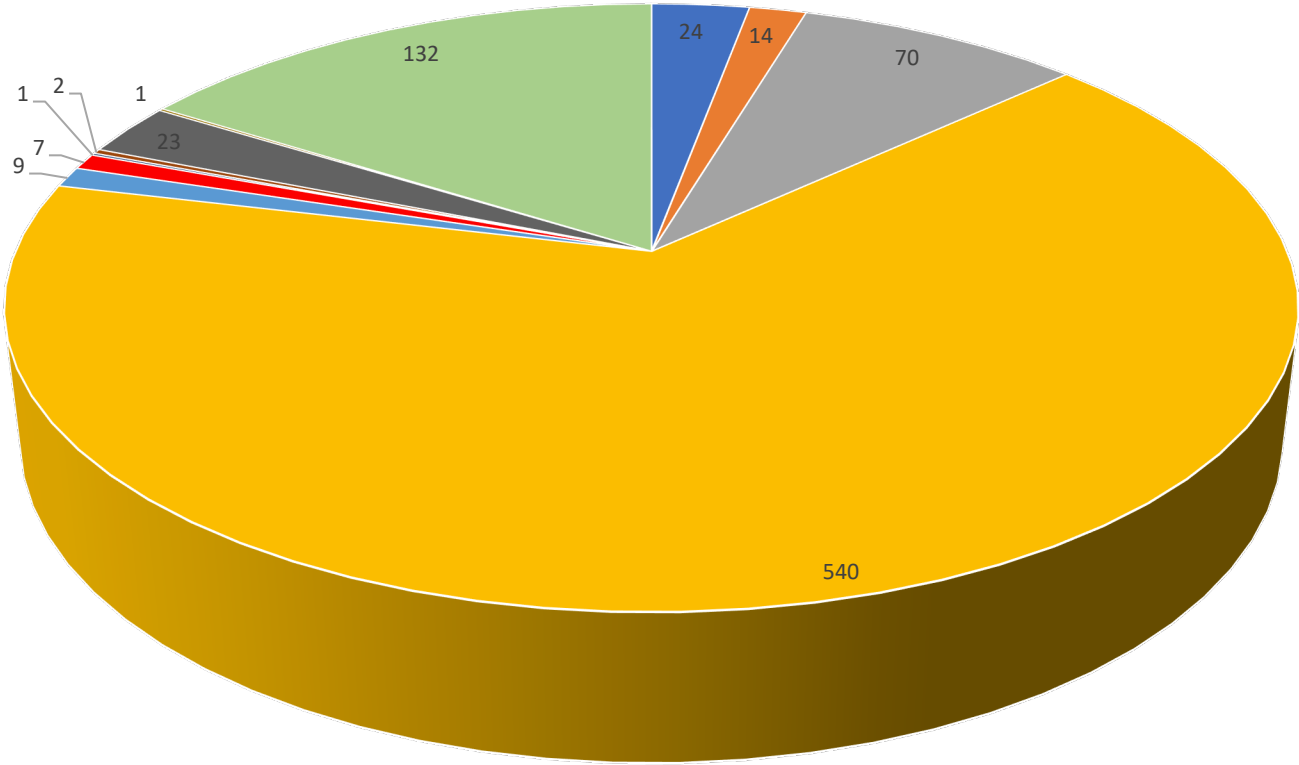
**Patrick Leahy
Burlington International Airport**

**April 30, 2025
Airport Commission
Noise Comments**



Comments by Aircraft
6/1/21-4/21/25

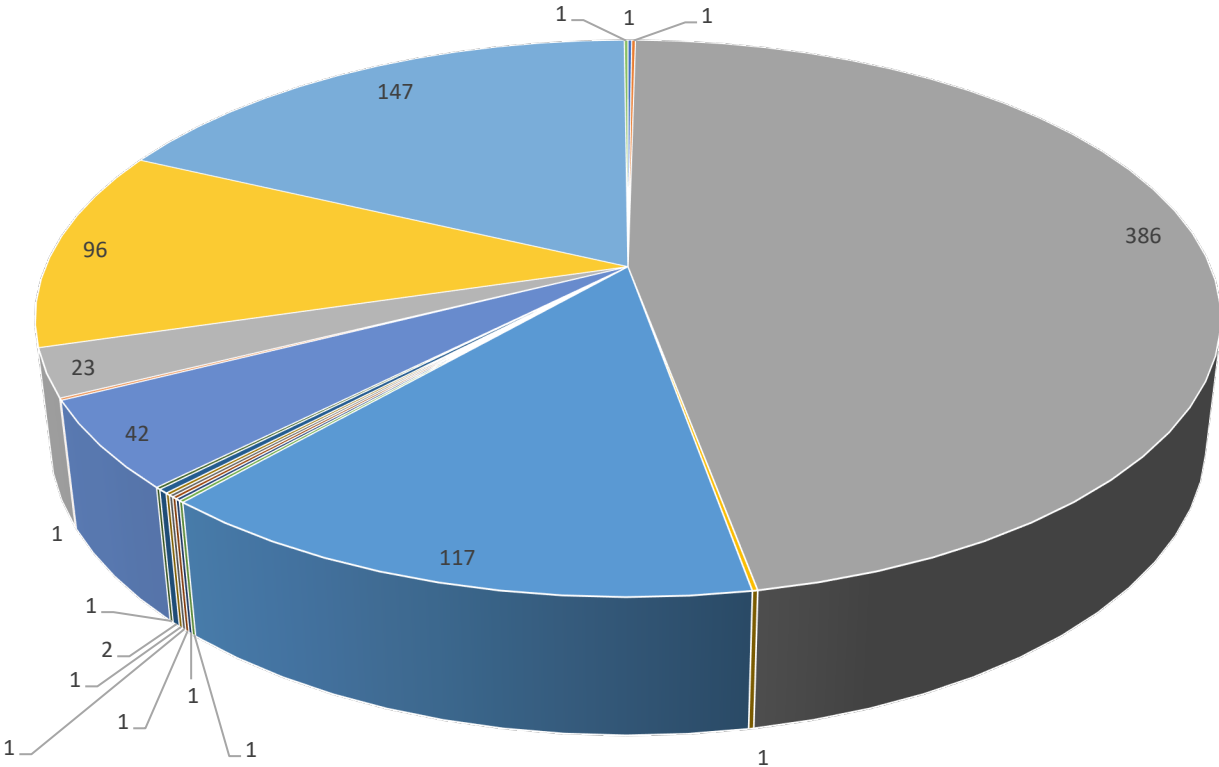
Total Comments: 823



- Gen. Aviation (light)
- Helicopter
- Jet
- Military
- Multiple
- Propeller
- Seaplane
- Turboprop
- Unknown
- Zeppelin/Blimp
- Not specified

Comments by Town
6/1/21-4/21/25

Total Comments: 823



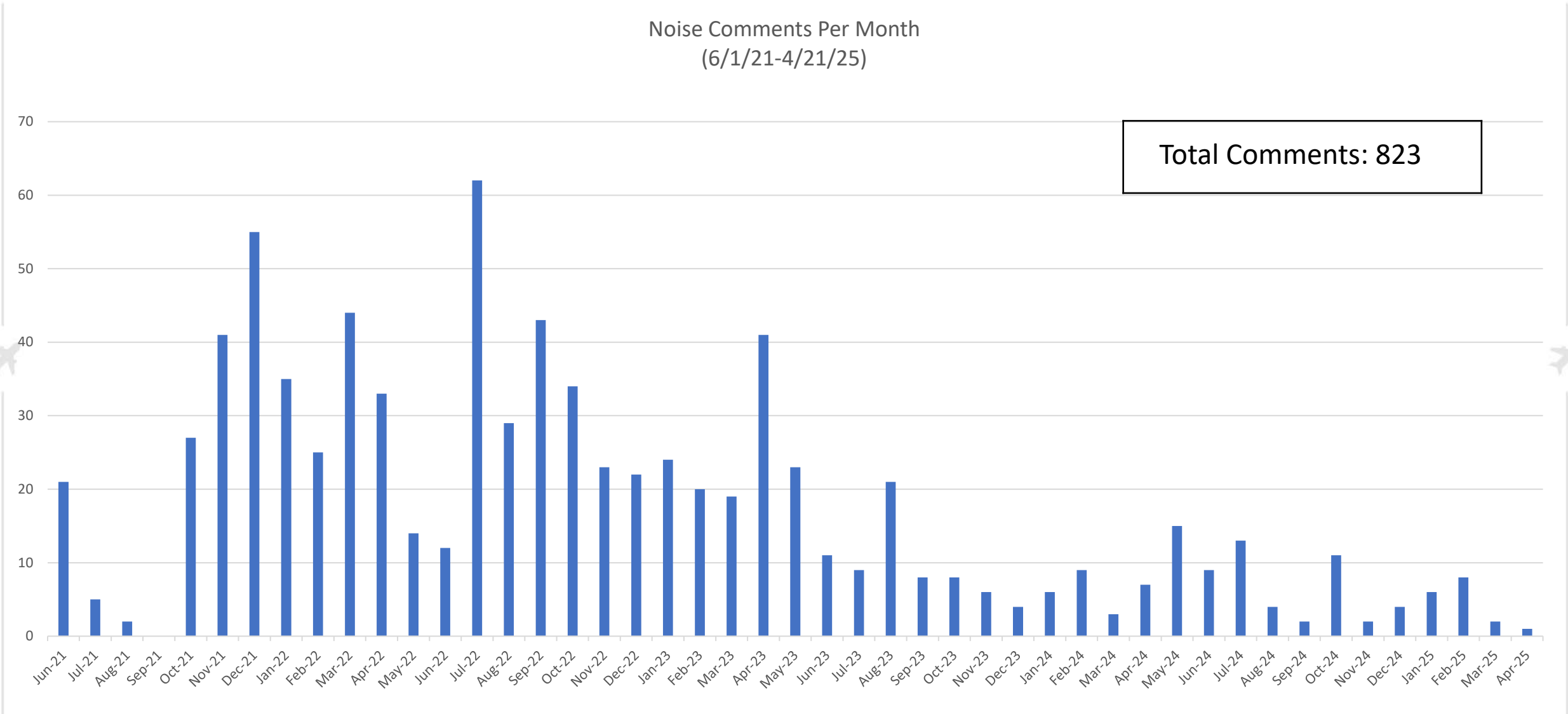
- Baltimore, MD
- Bowmanville, ON
- Burlington, VT
- Charlotte, VT
- Colchester, VT
- Essex, VT
- Grand Isle, VT
- Greensboro, VT
- Hampton, NH
- North Rose, NY
- Richmond, VT
- Saranac Lake, NY
- South Burlington
- Strafford, VT
- Underhill, VT
- Williston
- Winooski
- Unknown



Comments by Aircraft (6/1/21-4/21/25)			
Gen. Aviation (light)	24	Seaplane	1
Helicopter	14	Turboprop	2
Jet	70	Unknown	23
Military	540	Zeppelin/Blimp	1
Multiple	9	Not specified	132
Propeller	7	Total Comments:	823

Comments by Town (6/1/21-4/21/25)			
Baltimore, MD	1	North Rose, NY	1
Bowmanville, ON	1	Richmond, VT	2
Burlington, VT	386	Saranac Lake, NY	1
Charlotte, VT	1	South Burlington	42
Colchester, VT	117	Strafford, VT	1
Essex, VT	1	Underhill, VT	23
Grand Isle, VT	1	Williston	96
Greensboro, VT	1	Winooski	147
Hampton, NH	1	Unknown	1





To: Airport Commissioners
From: Marie Friedman, CPA, Director of Finance
Date: May 23, 2025
Re: Financial Highlights Report for May 28th, 2025 meeting

- This month's financial package includes the April P&L, Revenue Recovery Metrics, Banking Balance report and the AIP Receivable report. I will not be at the May 28th meeting.
- STIMULUS GRANTS Summary
 - CRSSA Grant was received April 5, 2021 for a combined total of \$4.04M. A closeout report to draw down \$391,000 was submitted to the FAA in October. The FAA approved the closeout and reimbursed the airport in December.
 - The Airport received a \$7.6M Grant November 30, 2021 under the American Rescue Act. There is still \$768,957 available under ARPA grant. A reimbursement request for \$1.34 Million was submitted to the FAA in January and money was received in February. We have four years to utilize this grant.
 - BTV renewed the Grant Anticipation Note (GAN) on June 26, 2024. There is no current borrowings under the GAN. The Airport has approximately \$9 million still available to draw on if needed. The Airport drew down \$1,058,216 under the GAN for AIP-125 and repaid this in January. Interest rates are adjusted monthly. Interest paid on the GAN is eligible for reimbursement under a future PFC application.
- Year-to-date (YTD) Revenues through April were \$23.6 Million. Operating revenues are higher than the prior year primarily due to parking garage (\$584k), higher landing fee revenues (\$463k), higher PFC revenues (\$295k), higher terminal concessions (\$109k) and higher rental car revenues (\$118k). Please refer to the P&L for more detail. The Airport Revenue recovery schedule is included as well. All metrics are recovering as expected. This shows five revenue sources and how they performed over time. The data points represent a trailing twelve month for each month. PFC revenues are at 101% which is similar to enplanement recovery and this is expected to increase. Landing fees year-to-date are higher than last year due to increased flights and an increase to the landing rate.
- Expenses thru April were \$14.7 Million. The biggest component of this increase is salaries and employee benefits (\$619k higher), repairs and maintenance (\$454k higher) and Airport Security to Police (\$299k higher). Please refer to the P&L for more detail.
- Cash update: As of April 30, 2025, BTV had \$4,665,377 in the Airport International account and did not owe the City any money.
- AIP receivable update: As of April 30, 2025, the FAA owes the airport \$5.3 Million. The FAA

reimbursed the Airport \$2.44 million in April. In December, the FAA approved closeout grant request for AIP-122 and AIP-120. In January, the FAA approved closeout grant request for AIP-130, AIP-125, AIP-124 and AIP-131. In February, the FAA approved the closeout grant request for AIP-137. The FAA is able to provide BTV a partial reimbursement up the grant amount at this time. The remaining balance due of \$122,389.33 is being reimbursed in May.

- The Leahy BTV airport approved a new PFC application (PFC Notice of Intent 9 application 25-09-C-00-BTV) to the FAA on March 31st. This application approves using PFC revenues in the amount of \$13.26 million for 17 projects.

Budget Performance Report

Fiscal Year to Date 4/30/2025

Account	Account Description	Amended Budget	YTD Encumbrances	FY 2025 YTD Transactions	Remaining Balance	% Used/ Received	FY 2024 YTD Transactions
REVENUES							
4050	Parking Fines	32,100	-	205	31,895	1%	-
4247	Fees and Permits	115,000	-	114,358	642	99%	103,838
4267	Utility Reimbursement	148,700	-	121,482	27,218	82%	105,438
4268	Sale of Gasoline	650,000	-	472,850	177,150	73%	489,377
4295	Parking Fees	7,149,500	-	6,492,082	657,419	91%	5,908,119
4297	CFC's	2,065,000	-	1,838,268	226,732	89%	1,786,222
4345	Advertising Revenues	200,000	-	83,050	116,950	42%	77,945
4380	Third Party Gateway	-	-	510	(510)	+++	-
4385	Ticket Sales	21,000	-	-	21,000	0%	64,000
4390	Concessions	360,000	-	369,279	(9,279)	103%	305,070
4440	Taxi Fees	170,000	-	167,505	2,495	99%	170,765
4445	Terminal Rent - Exclusive	1,375,000	-	878,011	496,989	64%	1,004,457
4450	Terminal Rent - Commonuse	1,601,000	-	1,233,130	367,870	77%	1,263,007
4455	Terminal Concessions Airport	750,000	-	659,478	90,522	88%	550,208
4460	Rental Car Concessions	3,600,000	-	3,225,124	374,876	90%	3,106,205
4465	Rent Grounds	549,707	-	476,873	72,834	87%	464,977
4470	Rent Buildings	1,255,702	-	921,212	334,490	73%	1,171,305
4475	Landing Fees	2,300,000	-	1,975,429	324,571	86%	1,511,619
4480	PFC Revenue	2,700,000	-	2,372,043	327,957	88%	2,076,394
4505	Terminal Non Airline	705,000	-	497,312	207,688	71%	705,265
4535	Misc Rev	1,000	-	12,985	(11,985)	1299%	728
4600	Fees For Services	6,500	-	5,655	845	87%	6,410
4700	Interest / Investment Income	50,000	-	78,291	(28,291)	157%	223,265
4702	Interest Income PFC	10,000	-	4,437	5,563	44%	9,844
4703	Restricted Interest Income	100,000	-	111,228	(11,228)	111%	133,221
4705	Unrealized Gain/Loss-Invest	-	-	(36,499)	36,499	+++	94,611
4750	Gain/Loss On Asset	-	-	33,105	(33,105)	+++	23,078
4875	Grants	-	-	-	-	+++	67,320
4890	Grant Federal - Non Operating	3,040,542	-	1,337,842	1,702,700	44%	939,538
4925	Proceeds	10,000	-	-	10,000	0%	61,110
4961	Property Tax Reimbursement - Airport	215,638	-	217,021	(1,383)	101%	217,879
Total Revenues		\$ 29,181,389	\$ -	\$ 23,662,267	\$ 5,519,122	81%	\$ 22,641,263

EXPENDITURES

5000	Salaries and Wages	3,865,703	-	2,941,876	923,827	76%	2,679,483
5100	Overtime	369,012	-	289,998	79,014	79%	259,380
5200	Other Personnel Services	517,880	-	369,809	148,071	71%	381,122
5400	Employee Benefits	1,765,225	-	1,406,048	359,177	80%	1,068,663
		6,517,820	-	5,007,731	1,510,089		4,388,647
6000	Office Supplies	6,000	-	2,354	3,646	39%	2,871
6005	Postage	200	-	88	112	44%	134
6007	Shipping and Moving	34,000	1,000	24,274	8,726	71%	15,786
6010	Computer Equipment	68,000	490	23,472	44,038	35%	37,658
6015	Computer Software	4,300	-	-	4,300	0%	5,452
6017	Computer Licensing and Maint.	307,500	1,652	222,812	83,036	72%	214,968
6020	Office Equipment	11,000	-	550	10,450	5%	1,484
6025	Furnishings	51,800	-	22,452	29,348	43%	19,268
6200	Medical Fees And Supplies	5,500	-	2,111	3,389	38%	2,561
6202	Printing/Copying/Paper Mgt	11,900	1,043	10,175	682	86%	694
6203	Dues/Subscriptions	139,500	-	131,944	7,556	95%	87,256
6206	Custodian Supplies	130,000	-	80,807	49,193	62%	70,406
6208	Special Supplies	84,500	674	58,147	25,680	69%	59,250
6210	Small Tools and Equipment	80,810	1,665	24,655	54,491	31%	22,346
6211	Specialized Equipment	13,765	-	540	13,225	4%	9,750
6212	Fuel	771,605	-	600,892	170,713	78%	572,624
6214	Clothing And Uniforms	33,800	-	23,679	10,121	70%	3,532
6215	Uniform Laundering	20,200	1,383	15,113	3,703	75%	11,897
6216	Oil & Grease & Antifreeze	20,000	-	9,056	10,944	45%	6,557
6222	Runway De-Ice	246,897	-	55,168	191,729	22%	212,891
6247	Energy Efficient	-	-	-	-	+++	66,439
6294	Donations	2,500	-	5	2,495	0%	3,581
6300	Repair & Maintenance	3,379,052	666,499	2,068,423	644,130	61%	1,614,909
6350	Legal Notice & Advertising	1,500	-	810	690	54%	345
6400	Utilities	1,790,650	14,644	1,356,273	419,734	76%	1,292,569
6500	Professional and Consultant Svs	2,028,074	19,113	1,251,213	757,748	62%	1,375,884
6530	Rentals	11,000	-	4,675	6,325	43%	11,550
6600	Maintenance Contracts	329,939	12,457	176,147	141,336	53%	147,663
6605	Radio Maintenance	40,350	29,225	8,597	2,528	21%	8,992
6610	Custodial Contracts	807,205	-	678,350	128,855	84%	678,350
6615	Property Repairs	502,400	16,649	205,011	280,740	41%	244,101
6625	Equipment Maintenance Repairs	209,897	9,468	163,306	37,123	78%	84,882
6700	Travel & Training	105,990	20,000	76,886	9,104	73%	66,449
6800	Fees for Services	25,350	51	14,425	10,874	57%	17,152
7200	Capital Leases	572,488	-	461,560	110,928	81%	474,718
7230	Insurance	402,071	-	352,508	49,563	88%	370,387
7303	Regulatory and Bank Fees	225,000	-	99,743	125,257	44%	161,563
7312	Real Estate Taxes	852,670	-	852,668	2	100%	797,280
7652	Discretionary Spending	55,000	-	31,159	23,841	57%	49,217
8015	Indirect Fees	571,839	-	476,530	95,309	83%	922,330
8017	Indirect Fees - City Attorney	92,660	-	77,220	15,440	83%	146,510
8135	Airport Security To Police	1,474,000	-	1,228,340	245,660	83%	929,684
8400	Special Events/Projects	80,000	-	2,679	77,321	3%	-

Total Expenditures \$ 22,118,732 \$ 796,012 \$ 15,902,546 \$ 5,420,174 72% \$ 15,220,553

Net Operating Revenues

\$ 7,759,721

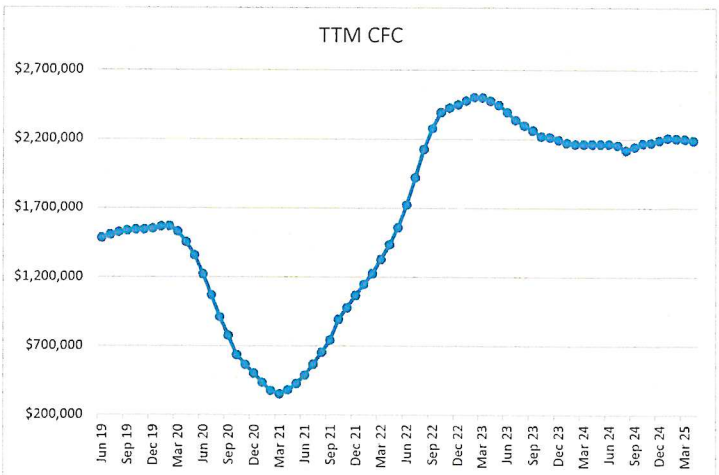
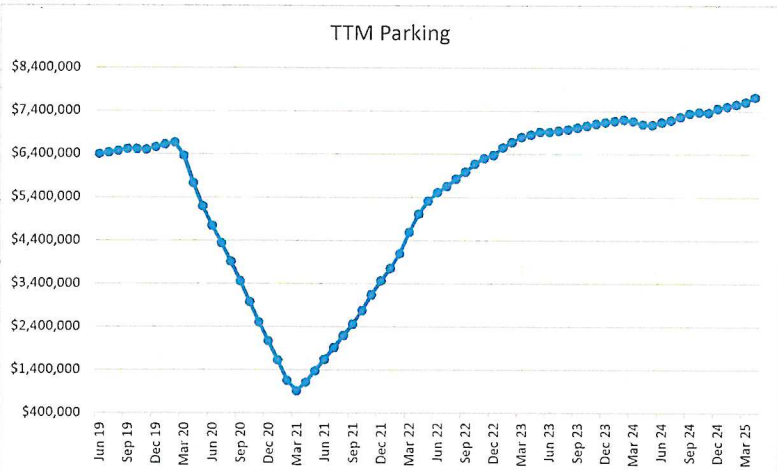
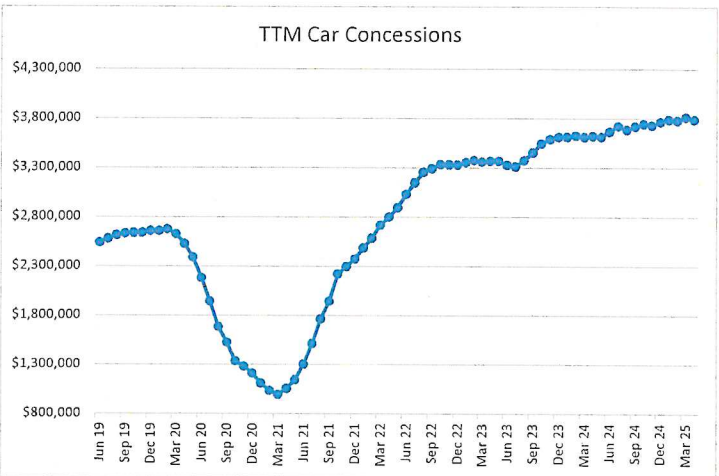
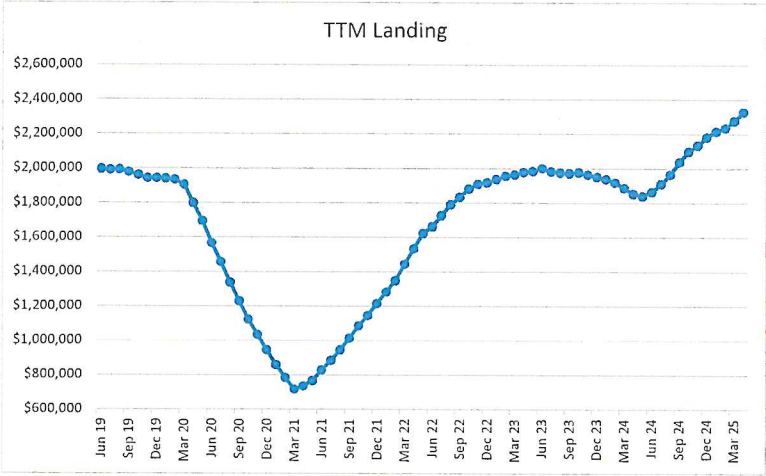
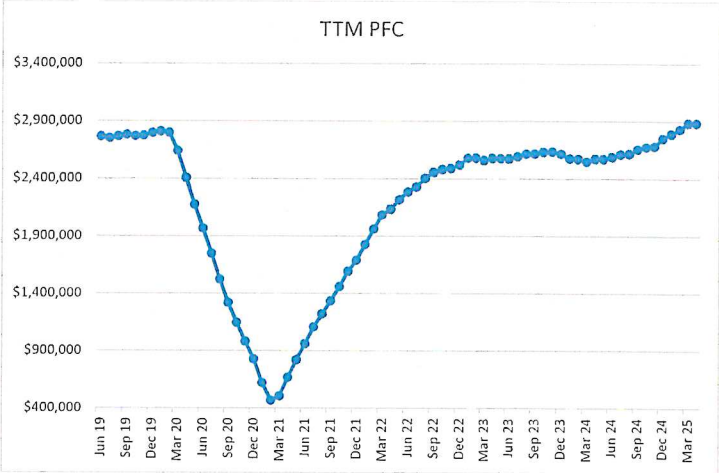
\$ 7,420,710

Net Operating Revenues (which are used to pay for Bond payments, Capital and FAA projects)

Recovery Metrics

	At Feb 2020	Minimum	Drop	Current	Recovery
Parking	\$6,670,572	\$911,595	-86%	\$7,723,140	116%
PFCs	\$2,797,591	\$467,680	-83%	\$2,884,908	103%
Car Concessions	\$2,673,896	\$994,488	-63%	\$3,786,885	142%
Landing Fees	\$1,933,993	\$291,209	-85%	\$2,327,141	120%
CFCs	\$1,568,752	\$352,036	-78%	\$2,190,696	140%

All figures are trailing twelve months



Burlington International Airport

Cash and Investments

April 30, 2025

Account	Account Description	4/30/2025
Unrestricted Bank Accounts		
1000_400	Bank Account Airport	4,665,377
1050_496	Cash Restricted AIP Deposit Keybank	35,296
Restricted Bank Accounts		
1050_420	Cash Restricted Escrows - Airport PFC TD Bank	9,910,878
1000_415	Bank Account - PFC Prepaid Cash Account	491,892
1000_420	Bank Account CFC	4,023,371
1050_416	Cash Restricted Revenue Bond DSR-Zion Trustee	3,545,378
1050_492	Cash Restricted Air Debt Service Fund - Interest	306,122
1050_401	Cash Restricted Air Debt Service Fund-Principal	1,527,783
1050_402	Cash Restricted Air Debt Service Fund-Sinking	933,787
1050_425	Cash Restricted Escrows - Airport - Op Maint Res	6,768,554
1050_430	Cash Restricted Airport Renewal and replacement - Zion	369,962
1050_495	Projects Operating Acct/Escrow GAN Keybank	279
Total Cash and Investments		<u>32,578,680</u>
1100_999	(Due To) / Due From Pooled Cash (timing)	<u>-</u>

Comparative Information on Primary Airport bank account

	4/30/2025
1000_400 Bank Account Airport - Current Fiscal year	4,665,377
1000_400 Bank Account Airport - Prior Fiscal year - Apr 2024	4,105,110
1000_400 Bank Account Airport - Two prior years - Apr 2023	6,555,388

PROJECT DESCRIPTION

FEDERAL
GRANT A/R
BALANCE
06/30/24

TOTAL
PROJECT
EXPENSES
FY 2025

GRANT
Reimburse
Percent

% OF
PROJECT
EXPENSES
FY 2025

REIMBURSE-
MENTS
FY 2025

FEDERAL
GRANT A/R
BALANCE
04/30/25

10%
LOCAL
SHARE
FY 2025

ACTIVE AIP PROJECTS

423	120	ACCESS CONTROL SECURITY REHAB	115,648	-	100%	-	(115,647)	0	-
420-700	122	S. TERMINAL APRON REHAB PH 7	245,804	-	100%	-	(245,804)	-	-
415	124	NOISE MONITORING EQUIPMENT	1,380	-	100%	-	(1,380)	-	-
425	125	TERMINAL INTEGRATION PROJECT	1,450,562	-	88%	-	(1,450,562)	(0)	-
425	155	TERMINAL INTEGRATION PROJECT-BIL	388,054	-	88%	-	(314,320)	73,734	-
400	127	CRRSA STIMULUS GRANT	(0)	391,088	100%	391,088	(391,088)	(0)	-
400	128	CRRSA CONCESSION GRANT	143,605	-	100%	-	-	143,605	-
428-901	129	SOUND INSULATION PILOT PROGRAM	315,733	-	100%	-	-	315,733	-
427-900	130	HOT SPOT MITIGATION GRANT	99,954	-	100%	-	(99,594)	360	-
427-904	131	HSR TWC & K	54,584	-	100%	-	(54,584)	-	-
427-902	132	HSR RW 1 PAPI	2,790	-	100%	-	(2,790)	-	-
420-903	133	TERMINAL APRON PH 7, Parts 2&3	922,144	7,234	100%	7,234	(929,379)	-	-
400	134	ARPA	(0)	2,287,343	100%	2,287,343	(2,287,343)	(0)	-
400	135	ARPA CONCESSION GRANT	579,132	-	100%	-	-	579,132	-
427-911	136	HSR TW K PAPI	0	-	90%	-	-	0	-
427-905	137	TW K CONSTRUCTION GRANT	259,830	-	90%	-	(137,440)	122,389	-
416-907	138	ENVIRONMENTAL ASSESSMENT	27,770	19,483	90%	17,534	(27,770)	17,534	1,948
426-910	139	BOARDING BRIDGE GATE 12	269,428	7,091	90%	6,382	-	275,810	709
416-913	140	NOISE EXPOSURE MAP	0	164,497	90%	148,047	(66,377)	81,671	16,450
428-908	141	SOUND INSULATION PROGRAM FFY22	255,787	-	90%	-	(60,648)	195,139	-
427-906	142	REHAB TAXIWAY A	1,028,323	384,621	90%	346,159	(1,104,582)	269,900	38,462
416-925	144	PAVEMENT MANAGEMENT PLAN	16,391	52,433	90%	47,189	(63,581)	(0)	5,243
424-924	145	CARGO APRON DESIGN 2023	17,511	1,720	90%	1,548	(18,781)	277	172
421-918	future	SOUTH TERMINAL REPLACEMENT	-	-	90%	-	-	-	-
426-923	147	SNOW REMOVAL EQUIPMENT BLDG	46,360	234,432	90%	210,988	(236,720)	20,628	23,443
424-909	149	SOUTH APRON CONSTRUCTION	1,226,815	28,740	90%	25,866	(625,505)	627,176	2,874
421-919	153	NEXT PROJECT	1,948,041	10,935,148	90%	9,841,633	(10,207,876)	1,581,798	1,093,515
421-931	156	NEXT PROJECT - BIL funding	-	845,358	90%	760,822	(705,174)	55,648	84,536
426-916	143	NORTH TERMINAL RENOVATION	420,011	-	95.76%&90%	-	-	420,011	-
427-927	146	TW A MILL & OVERLAY, TW C	314,612	116,136	90%	104,523	(314,612)	104,523	11,614
428-926	148	SOUND INSULATION PHASE 3	0	1,993,557	90%	1,794,201	(1,391,234)	402,967	199,356
426-930	155	ADDITIONAL EGRESS LANES	-	-	90%	-	-	-	-
427-928	154	RUNWAY 15-33 MILL & OVERLAY	499,819	121,189	90%	109,070	(564,513)	44,376	12,119
428-932	157	SOUND INSULATION PHASE 4	3,600	-	90%	-	(3,600)	-	-
TOTAL CURRENT PROJECTS			10,653,685	17,590,070		16,099,629	(21,420,904)	5,332,411	1,490,440

AIP Projects being Closed out

Future AIP Projects

\$ 919,220
\$ -



PATRICK LEAHY BURLINGTON INTERNATIONAL AIRPORT

Patrick Leahy
Burlington International Airport

April 30, 2025
Airport Commission
Director's Report







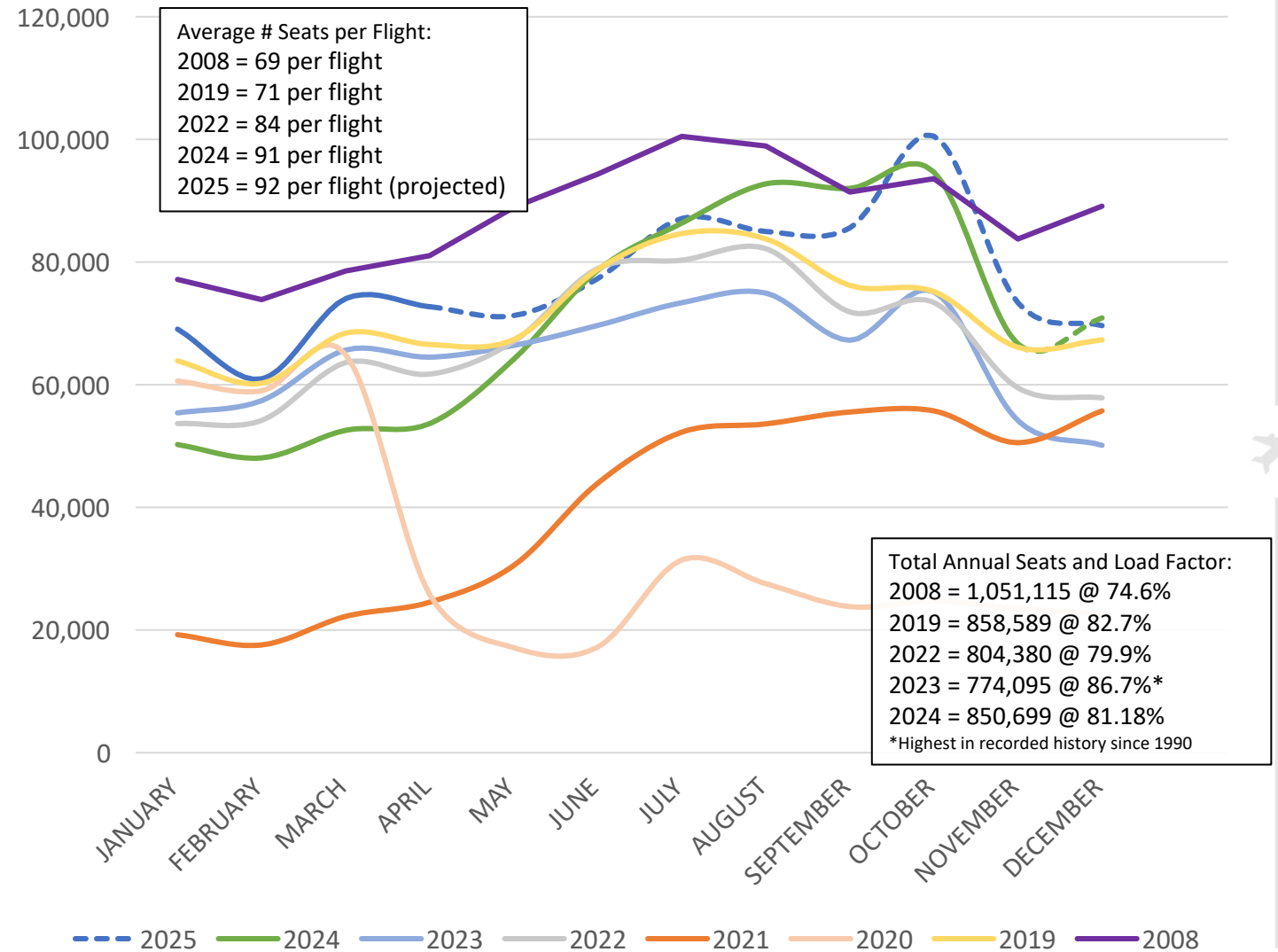




- In May, Leahy BTV participated in:
 - Presentations to the South Burlington City Council and the Williston Selectboard
 - Vermont Tourism Summit
- May 30 - Charleston Inaugural Flight
- June 4- Skyline Soiree
- June 9-11 - Jumpstart Conference
- June 8-10 - 97th Annual AAAE Conference & Exposition
- June 16-18 – FAA Inspection

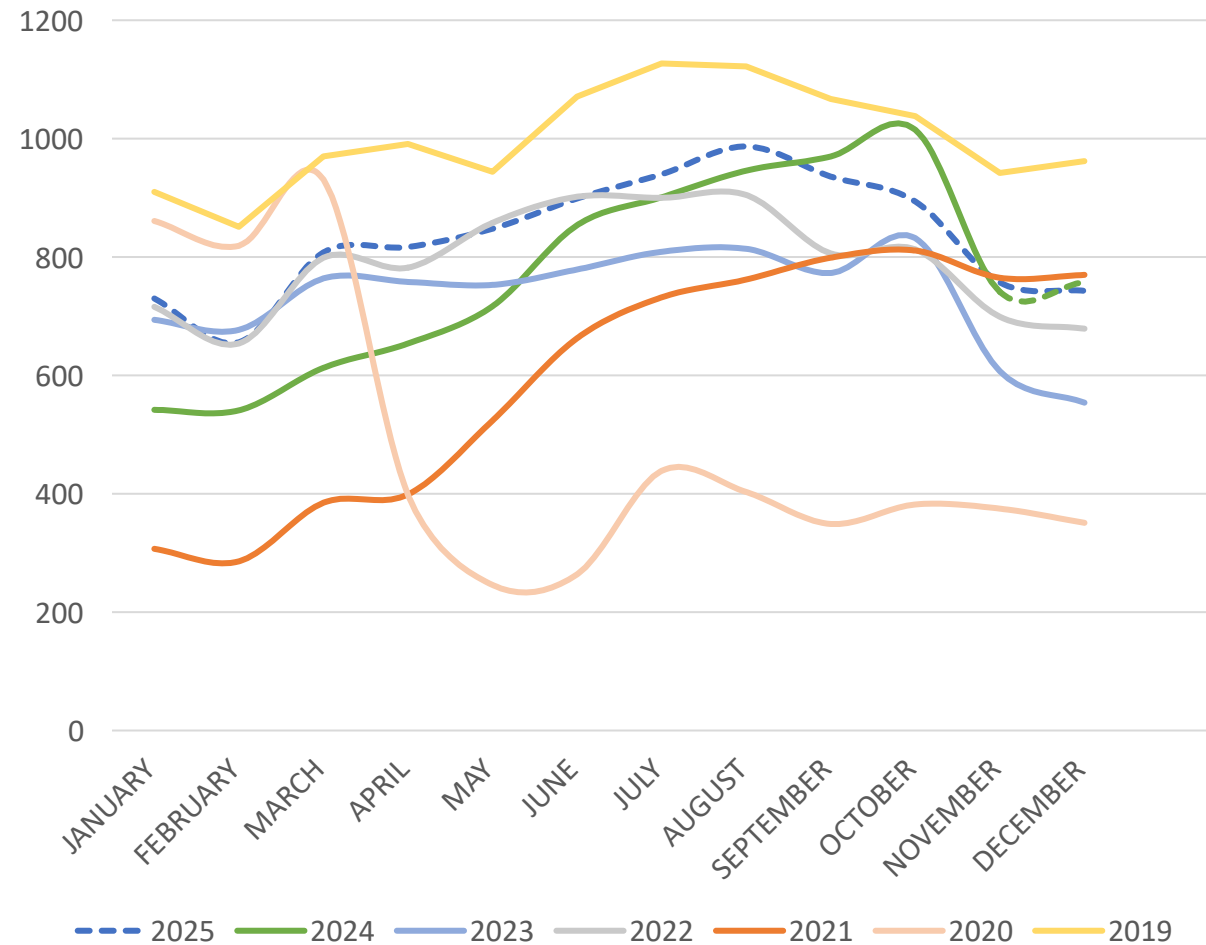
Scheduled Seats; Past and Projections

	2025	2024	2023	2022	2021	2020	2019
JAN	69,073	50,245	55,401	53,680	19,243	60,623	63,905
FEB	60,958	48,066	57,412	54,187	17,571	59,004	60,240
MAR	74,030	52,577	65,656	63,612	22,229	64,908	68,428
APR	54,601	53,671	64,497	61,736	24,541	25,790	66,566
MAY	71,276	64,163	66,423	67,070	30,532	17,126	67,379
JUN	77,316	78,672	69,679	78,974	43,954	17,236	78,828
JUL	87,110	86,352	73,387	80,312	52,270	31,442	84,658
AUG	84,995	92,765	74,942	82,198	53,620	27,551	83,786
SEP	85,588	92,016	67,270	71,852	55,555	23,823	76,194
OCT	100,524	94,651	75,143	73,411	55,743	24,753	75,193
NOV	73,356	66,633	54,148	59,481	50,552	23,524	66,096
DEC	69,643	70,888	50,137	57,867	55,753	22,648	67,316
TOTAL	926,593	850,699	774,095	804,380	481,563	398,428	858,589



Scheduled Departures; Projections

	2025	2024	2023	2022	2021	2020	2019
JAN	730	542	694	716	307	861	910
FEB	656	541	677	654	286	819	851
MAR	808	613	764	799	385	931	970
APR	815	654	758	782	399	398	991
MAY	846	717	753	858	524	246	944
JUN	888	854	779	902	663	264	1,071
JUL	938	901	809	900	732	439	1,127
AUG	916	946	814	905	762	403	1,122
SEP	893	970	773	806	799	349	1,067
OCT	1,082	1,015	832	813	811	382	1,038
NOV	809	741	607	699	765	375	942
DEC	788	758	554	679	770	351	962
TOTAL	10,169	9,341	8,814	9,513	7,203	5,818	11,995



Passenger Statistics

	2025	2024	2023	2022	2021	2020	2019
JAN	50,093	42,691	44,848	32,652	8,979	50,750	46,356
FEB	49,619	44,133	47,864	39,291	11,696	49,341	49,867
MAR	56,029	45,049	52,484	47,878	13,491	26,158	56,400
APR	54,601	46,158	52,018	46,485	19,563	1,448	54,340
MAY	<u>61,853</u>	50,972	52,471	48,564	26,325	3,911	55,209
JUN	<u>69,688</u>	61,136	56,241	58,546	37,229	7,458	62,180
JUL	<u>67,996</u>	68,026	64,807	63,402	46,344	12,119	71,381
AUG	<u>68,470</u>	72,448	67,763	65,535	47,059	12,823	71,200
SEPT	<u>80,419</u>	67,296	59,751	57,037	43,072	11,292	62,116
OCT	<u>58,685</u>	76,054	68,823	64,490	50,618	14,416	66,795
NOV	<u>55,714</u>	51,977	49,302	47,452	41,572	10,211	53,007
DEC	<u>55,263</u>	57,012	43,725	44,545	42,886	9,393	56,314
TOTALS	<u>728,430</u>	681,925	660,097	615,877	388,834	209,320	705,165

*Italicized and Underlined numbers are future estimates

