



Airport Commission

Wednesday, September 2, 2026, 4:00 PM, Zoom/Third Floor Conference Room at the Airport

PLEASE NOTE:

This meeting is will be held on zoom and in-person in the third floor conference room at the Airport.

Zoom Info:

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://zoom.us/j/95941583622?pwd=jspMUXkiTTeF3LGU9JkR8vhdYXocQq.1>

1. Call to Order

Subject	1.1. Call to Order
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Meeting	September 2, 2026 - Airport Commission - Wednesday, September 2, 2026, 4:00 PM, Zoom/Third Floor Conference Room at the Airport
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Category	1. Call to Order
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Department	
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Type	
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Subject	1.2. Acknowledgement of Remote Commissioners
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Meeting	September 2, 2026 - Airport Commission - Wednesday, September 2, 2026, 4:00 PM, Zoom/Third Floor Conference Room at the Airport
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Category	1. Call to Order
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Department	
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Type	
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2. Agenda

2.1. Motion to amend/adopt agenda

3. Public Forum

Subject	3.1. PUBLIC FORUM - Verbal Comments
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Meeting	September 2, 2026 - Airport Commission - Wednesday, September 2, 2026, 4:00 PM, Zoom/Third Floor Conference Room at the Airport
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Category	3. Public Forum
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Department	
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Type

4. Consent Agenda

Subject	4.1. Approval of Minutes
Meeting	September 2, 2026 - Airport Commission - Wednesday, September 2, 2026, 4:00 PM, Zoom/Third Floor Conference Room at the Airport
Category	4. Consent Agenda
Department	
Type	
Recommended Action	

5. Executive Session

Subject	5.1. Executive Session
Meeting	September 2, 2026 - Airport Commission - Wednesday, September 2, 2026, 4:00 PM, Zoom/Third Floor Conference Room at the Airport
Category	5. Executive Session
Department	Patrick Leahy Burlington International Airport
Type	Action
Recommended Action	1. Move to make a specific finding that premature general public knowledge of the matter of <i>Mansfield Helight v. Longo et al</i> would clearly place the City and Airport at a substantial disadvantage; 2. Based upon that finding, move to enter executive session pursuant to 1 VSA 313(a)(1)(E)&(F) to discuss pending civil litigation to which the City and Airport are parties and to receive confidential attorney-client communications.

6. Construction Update, L. Lackey

Subject	6.1. Construction Update L.Lackey
Meeting	September 2, 2026 - Airport Commission - Wednesday, September 2, 2026, 4:00 PM, Zoom/Third Floor Conference Room at the Airport
Category	6. Construction Update, L. Lackey
Department	Patrick Leahy Burlington International Airport
Type	

7. Financial Update

Subject	7.1. Financial Update, M. Friedman
Meeting	September 2, 2026 - Airport Commission - Wednesday, September 2, 2026, 4:00 PM, Zoom/Third Floor Conference Room at the Airport
Category	7. Financial Update
Department	Patrick Leahy Burlington International Airport
Type	

8. Residential Sound Insulation Updates

Subject	8.1. Residential Sound Insulation Updates, L. Lackey
Meeting	September 2, 2026 - Airport Commission - Wednesday, September 2, 2026, 4:00 PM, Zoom/Third Floor Conference Room at the Airport
Category	8. Residential Sound Insulation Updates
Department	Patrick Leahy Burlington International Airport
Type	

9. Director's Report

Subject	9.1. Director's Report
Meeting	September 2, 2026 - Airport Commission - Wednesday, September 2, 2026, 4:00 PM, Zoom/Third Floor Conference Room at the Airport
Category	9. Director's Report
Department	
Type	

10. Commissioner Items

Subject	10.1. Commissioner Items
Meeting	September 2, 2026 - Airport Commission - Wednesday, September 2, 2026, 4:00 PM, Zoom/Third Floor Conference Room at the Airport
Category	10. Commissioner Items
Department	
Type	

11. Follow-up Items

Subject	11.1. Artificial Intelligence
Meeting	September 2, 2026 - Airport Commission - Wednesday, September 2, 2026, 4:00 PM, Zoom/Third Floor Conference Room at the Airport
Category	11. Follow-up Items
Department	Patrick Leahy Burlington International Airport
Type	
Subject	11.2. Jet Fuel Taxes
Meeting	September 2, 2026 - Airport Commission - Wednesday, September 2, 2026, 4:00 PM, Zoom/Third Floor Conference Room at the Airport
Category	11. Follow-up Items
Department	Patrick Leahy Burlington International Airport
Type	

12. Adjournment

Subject	12.1. Motion to adjourn
Meeting	September 2, 2026 - Airport Commission - Wednesday, September 2, 2026, 4:00 PM, Zoom/Third Floor Conference Room at the Airport
Category	12. Adjournment
Department	Council and Board
Type	
Recommended Action	

13. Informational and Non-Discrimination Statements

This meeting will air on Town Meeting TV's Burlington Meetings channel (Burlington Telecom channel 317) at a later date. For program airtimes, please visit cctv.org, or contact Town Meeting TV at 802-862-3966 or airtimes@cctv.org

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, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information. The City is also committed to providing proper access to services, facilities and employment opportunities. The programs and services of the City of Burlington are accessible to people with disabilities. Individuals who require special arrangements, auxiliary aid, service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the City of Burlington, should contact the office of the Title II Burlington ADA Coordinator at 802-865-7000 as soon as possible but no later than 48 hours before the scheduled event.

PATRICK LEAHY BURLINGTON INTERNATIONAL AIRPORT

BOARD OF AIRPORT COMMISSIONERS

MINUTES OF MEETING

August 5, 2026

Location: Large Conference Room (Room 337)

Patrick Leahy Burlington International Airport, Third Floor

1200 Airport Drive,

South Burlington, VT 05403

[Hybrid meeting]

MEMBERS PRESENT:

Tim George, Chair
Jeff Schulman, Vice Chair
Chip Mason
Helen Riehle
Al Turkos
Andrew Savage
Robin Guillian

MEMBERS ABSENT:

None

BTV STAFF PRESENT:

Nicolas Longo, Director of Aviation
Madison Reagan, Environmental Compliance and Project Manager
Jesse Sprague, Executive Assistant
Dave Carman, Deputy Director – Airport Operations
Marie Friedman, Director of Finance
Jeffrey Bartley, Director of Innovation and Marketing
Romeo von Hermann, Customer Experience Manager
Jillian Waite, Office Assistant

OTHERS PRESENT:

CCTV

1.0 Call to Order

1.1 Call to Order

Aviation Director Nic Longo called the meeting to order at 4:05 P.M.

1.2 Acknowledgement of Remote Commissioners

Commissioners attending the meeting remotely identified themselves (Chip Mason, Andrew Savage; later in the meeting, Jeff Schulman and Robin Guillian also joined online)

2.0 Agenda

2.1 Approve/Adopt Agenda

MOTION by Tim George, SECOND by Al Turkos, to approve the agenda as presented.

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

3.0 Election of the Airport Commission Chair

MOTION by Helen Riehle to nominate Tim George as the Chair of the Airport Commission. There were no other nominations.

VOTING: unanimous (5-0); motion carried

Tim George is the Chair of the Airport Commission and assumed the facilitation of the meeting.

4.0 Election of the Airport Commission Vice Chair

MOTION by Chip Mason to nominate Jeffrey Schulman as the Vice Chair of the Airport Commission. There were no other nominations.

VOTING: unanimous (5-0); motion carried

Jeffrey Schulman is the Vice Chair of the Airport Commission.

5.0 Public Forum

5.1 Public Forum

5.1.1 Julie Macuga –Immigration and Customs Enforcement (ICE)

5.1.2 Sherri Wormser –Immigration and Customs Enforcement (ICE)

Jeffrey Schulman joined the meeting online at 4:12pm

5.1.3 Aspen –Immigration and Customs Enforcement (ICE)

5.1.4 Leif Taranta –Immigration and Customs Enforcement (ICE)

Jeffrey Schulman exited the meeting online at 4:18pm

6.0 Consent agenda:

6.1 Approval of the minutes

MOTION by Helen Riehle, SECOND by Al Turkos, to approve the minutes as presented in the agenda packet, including Minutes from the June 3, 2026 and June 23, 2026 meetings.

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

Jeffrey Schulman joined the meeting online at 4:19pm

7.0 Request to Execute a Contract with the Jones Payne Group (JPG)

7.1 Request to Execute a Contract with Jones Payne Group Inc. (JPG) for the Construction Oversight Services Jones Payne Group Contract

MOTION by Al Turkos, SECOND by Helen Riehle, to approve the memo as presented in the agenda packet regarding the Contract with Jones Payne Group for construction oversight services. Discussion was led by Madison Reagan and included the following:

7.1.1 Due to a calculation error, a line item was left out of the final calculation for the total cost of the project. The request is now updated to be about \$450,000 more than the previous request. The contracted work itself has not changed.

7.1.2 Commissioners discussed the motion language and Chip Mason asked for future clarification regarding the Commission's motion to approve the memo.

VOTING: unanimous (6-0); motion carried.

8.0 Airport Operations Quarterly Update

Presentation by Deputy Director of Airport Operations Dave Carman.
DISCUSSION and presentation included:

1. Review of this past year's snow operations, Federal Aviation Administration (FAA) and Transportation Security Administration (TSA) inspections, and other safety operations, including the wildlife hazard management plan and the tabletop exercise practiced this past spring.
2. Reflection on conferences by the American Association of Airport Executives (AAAE) in Hershey, Pennsylvania and Los Angeles, California
3. The maintenance team completes all painting of surfaces at the Airport, including on and off the runway.
4. Other updates included:
 - a. Snow Removal Equipment (SRE) Building
 - b. Cargo Apron Expansion
 - c. The Full-Scale Exercise (FSE) is a triennial exercise will take place September 12, 2026
 - d. Fly by 5K on October 3, 2026
5. Going forward, this meeting will include a review of a map featuring construction projects.

9.0 Financial Update

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

- 9.1.1 Year-end final numbers are still coming together – the fiscal year ended June 30, 2026.
- 9.1.2 The final 10% of reimbursements can only be requested after the grant has been closed out. There are four grants that we are closing out related to Project NexT – as this project is still ongoing, these grants are not closed yet. We anticipate that Project NexT can be finished and we can start to close these grants in the fall of 2026. Under the Passenger Facility Charge (PFC) program, any interest of what we borrow from is eligible for reimbursement. This PFC charge is currently set for \$4.50 per passenger departing from BTV.
- 9.1.3 The \$10 Million Grant Anticipation Note has been renewed. The Airport still has \$5.1 Million and ability to borrow on it.
- 9.1.4 85% of the costs for the Snow Removal Equipment project are eligible to be covered by PFC charges. The Airport submits a PFC application for specific projects to the airlines to approve where and for what projects the collected PFC funds can be applied.
- 9.1.5 Parking garage revenues have increased since raising the rates, with little to no push back from the local community.

Andrew Savage left the meeting at 4:53pm

10.0 Construction Update

10.1 Construction Update, M. Reagan

- 10.1.1 In addition to the written update provided to the Airport Commission, Madison Reagan highlighted the following updates:

- 10.1.2 The Airport applied for Airport Terminal Program funds to pay for the south terminal expansion, but these funds were not awarded to BTV.
- 10.1.3 The Cargo Apron expansion project will begin next week.
- 10.1.4 Construction for the Snow Removal Equipment building will start in the fall.
- 10.1.5 The Airport is close to entering design phase for the glycol system upgrade project
- 10.1.6 Gates 1-4 are operational in the new terminal. The second-floor construction may have an anticipated completion timeline of early fall

11.0 Residential Sound Insulation Updates

- 11.1 Residential Sound Insulation Program Updates, M. Reagan
 - 11.1.1 In addition to the written update provided to the Airport Commission, Madison Reagan highlighted the following updates
 - 1. Phase 5 Construction is complete, with a few punch list items left to be wrapped up.
 - 2. The grant closure for the Noise Exposure map was submitted this past week.
 - 3. The Airport is waiting on a notice to proceed for the part of the construction project that is funded by the Office of Local Defense and Community Cooperation (OLDCC).
- 11.2 Noise Comments Quarterly Report, J. Sprague
 - 11.2.1 In addition to the written update provided to the Airport Commission, Jesse Sprague highlighted the following updates
 - 1. There were four new comments since the previous report in April 2026.

12.0 Director's Report

In addition to the written presentation, Director Longo reported:

- 12.1 The second-floor renovation will include a museum featuring the original walls of the 1940s terminal building.
- 12.2 Breeze Airways has announced new service between Baltimore (BWI) and Vero Beach (VRB)
- 12.3 The Airport should receive the decision on the Small Community Air Service Development Program (SCASDP) grant in the next few weeks.
- 12.4 The Airport partnered with Heritage Aviation to celebrate the Vermont Special Olympics' team and the publication of Grace Pugh's memoir *Burlington Airport: The First 25 Years*. In addition to their contributions to aviation in Vermont and BTV, Pugh and her husband built the original terminal building, and the celebration was held in that same space. The book will be for sale at the terminal at Hudson News.
- 12.5 The outdoor patio at the Airport is open Monday through Friday 7am – 5pm.
- 12.6 Manual counting of license plates reflects that the garage is less full as in the late summer months, and Canadian license plates make up a small percentage of reported plates.
- 12.7 The Airport received two grants for the Airport Terminal Program (ATP). The grant will allow us to add another children's area and fund more lactation services.

Robin Guillian joined the meeting at 5:17pm

- 12.8 Members of the marketing team will visit a conference at United Airlines – a unique opportunity for airports to visit its headquarters
- 12.9 Director Longo reviewed the projected flights, scheduled seats, and projected passengers.

13.0 Commissioner Items

13.1 Commissioner Items:

13.1.1 No Commissioner items.

Robin Guillian and Chip Mason asked if we had been having any issues with the internet and Uber at the Airport; staff reported that there are no known issues. Uber reported to the Airport that there are not enough taxis and Uber drivers to adjust to the increase in passenger numbers.

14.0 Follow Up Items

14.1 Artificial Intelligence

14.1.1 Director Nic Longo reported that the City is still working on a formal AI policy; after this policy is formalized, Director Longo can give an update on the Airport's use and policies on AI.

14.2 Jet Fuel Taxes

14.2.1 Director Nic Longo said that a formal update will be coming in the fall regarding jet fuel taxes and the funds that are collected by South Burlington as part of the 1%

The Airport plans to present at the Winooski City Council meeting in September.
Al Turkos expressed gratitude for the comments shared at public forum

15.0 Adjournment

MOTION by Al Turkos, SECOND by Helen Riehle, to adjourn the meeting.

VOTING: unanimous (6-0) ; motion carried. Meeting Adjourned at 5:42 P.M.

To: Airport Commission

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

Date: **September 2, 2026**

Subject: Airport Commission Construction Update

1. **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. **Closeout package completed and submitted to the FAA.**
2. **South Terminal Replacement Project (\$73M).** 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 (ATP) 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 have moved forward with schematics and preliminary cost estimates for existing potential funding source applications. ATP application for funding was submitted in January. ATP funding was not awarded for this application.
3. **Cargo Apron Construction Project (\$4.7M).** 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. The Project design is complete. Working on permit applications. We received 2 bids. We applied for a grant on April 15, 2026 for construction. We received the Grant from the FAA. **Construction is in progress.**

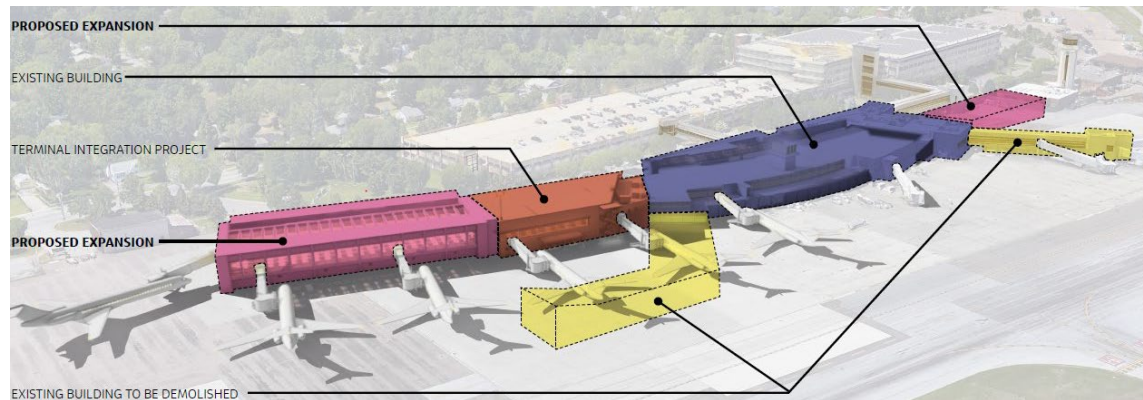
4. **SRE Building Construction (\$29M).** The purpose of this project is to replace the existing out dated facilities, which does not meet the storage needs of the required equipment to maintain the airfield. A contract for study is being completed with programing and scoping moving forward. The scoping 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 presented to the South Burlington DRB on June 3rd. The hearing was not closed. There were items that needed follow up. We have followed up on these items and are scheduled back with the DRB on July 1, 2025. The SB DRB process has been completed. Permits have been issued. Bids for construction were received on January 9, 2026. We had 3 bidders. The low bid was provided by Engleberth Construction. We are moving this forward. **The team has finalized the funding for this project. Contracts are being finalized for an August start. We intend to have a contract signing on August 26, 2026.**
5. **FAA CIP for FY27 and next 5 years.** We have been asked by this FAA to set a date with them to review this. **We are working on the update to the CIP. Our annual meeting has been set in September with the FAA.**
6. **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. We are coordinating with Beta on all aspects of their new development. **Supporting BETA's effort on their Master Plan process with South Burlington Planning and Zoning and the Development Review Board.**
7. **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. Completed, working on closeout documents.
8. **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. The final report is completed. A 7460 – 1 (Siting review) has been submitted for the siting of the first site location for review. This has been determined to be our priority project with the most recent FAA CIP review. We have worked with the FAA on a funding schedule. We can start scoping the

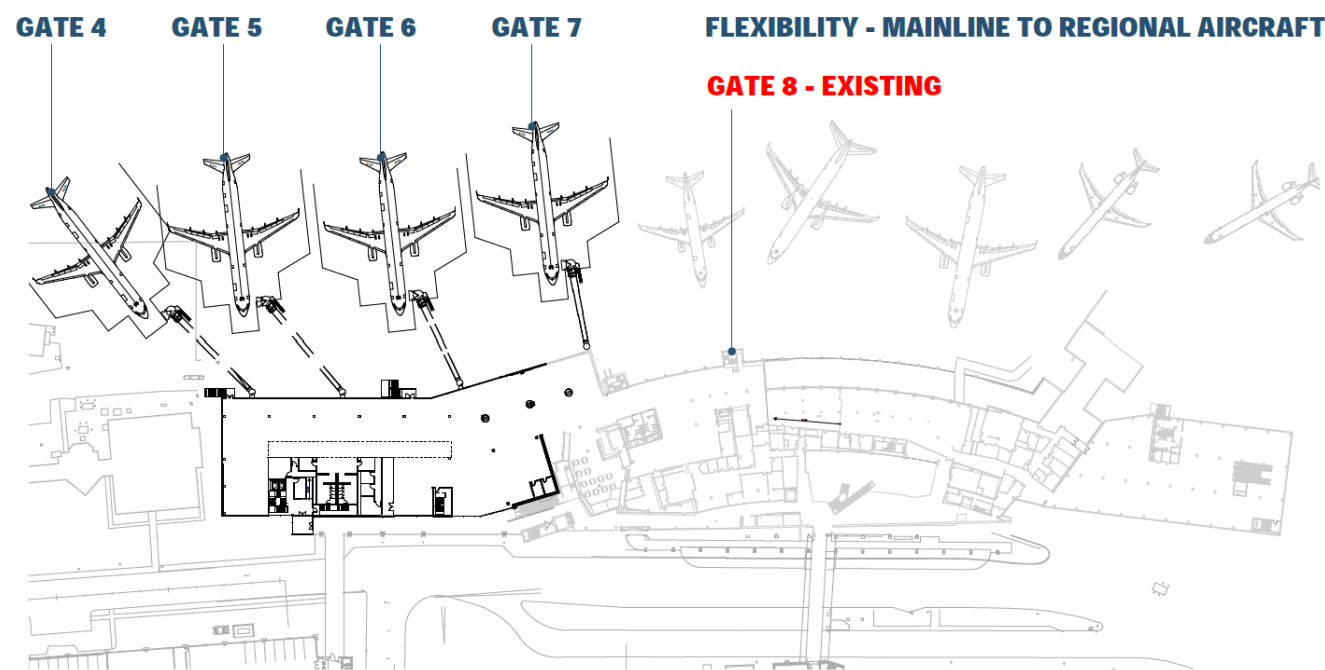
project with the FAA. We received the response from the FAA on OEAAA siting review. This was positive for moving this project forward. **We are working with South Burlington Planning and Zoning to update our Master Plan to include this project.**

9. **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.
10. **PROJECT NEXT: North Terminal Replacement Project and New PBB's (\$69M)**. 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. This grant was recently received. The jet bridges have been ordered and the bases are being set. We are working on the final grant application for items that will wrap this

project up. This includes but is not limited to the balance of the second floor renovation, additional apron and heating and cooling systems. We have received the final grant for this project. The new north concourse is fully operational. Anticipated completion of entire project which includes the second floor renovation will be completed by late summer, early fall.

Conceptual Renderings – North and South Terminal (concourse) Improvements





11. **RW 15 – 33 Improvements – Mill and Overlay (15M).** The project is complete, with a few minor punch list items to be completed. Final inspection was completed with the FAA present. We are moving this project to close out.
12. **Airfield Pavement Plan Update (\$0.25M).** 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 has been finalized. We will move to closure with this project.
13. **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 began in the spring of this year. Construction is complete with exception to the final line painting. The pavement needs to cure for 30 days before this will be completed. Final inspection is slated for mid to late August.**
14. **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. We completed the scoping session with the FAA on the easement and obstruction removal support services. **The scope has been approved by the FAA and this is moving forward.**

15. **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 project has been completed and the FAA flight check completed. Closeout will be completed with the RW 15-33 Project.
16. **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 is being 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. The project is complete, with a few minor punch list items to be completed. Final inspection was completed with VTANG present. We are moving this project to close out.



LEGEND

- Parcels (standardized)
- Roads
 - Interstate
 - US Highway; 1
 - State Highway
 - Town Highway (Class 1)
 - Town Highway (Class 2,3)
 - Town Highway (Class 4)
 - State Forest Trail
 - National Forest Trail
 - Legal Trail
 - Private Road/Driveway
 - Proposed Roads
- Town Boundary

790.0 0 395.00 790.0 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere
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THIS MAP IS NOT TO BE USED FOR NAVIGATION

1: 15,548

1in = 1296 ft.
1cm = 155 meters



NOTES



LEGEND

Roads

-  Interstate
-  US Highway; 1
-  State Highway
-  Town Highway (Class 1)
-  Town Highway (Class 2,3)
-  Town Highway (Class 4)
-  State Forest Trail
-  National Forest Trail
-  Legal Trail
-  Private Road/Driveway
-  Proposed Roads

 Town Boundary



1: 6,469

August 26, 2026



NOTES

329.0 0 164.00 329.0 Meters

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1" = 539 Ft.

1cm = 65 Meters

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LEGEND

Roads

-  Interstate
-  US Highway; 1
-  State Highway
-  Town Highway (Class 1)
-  Town Highway (Class 2,3)
-  Town Highway (Class 4)
-  State Forest Trail
-  National Forest Trail
-  Legal Trail
-  Private Road/Driveway
-  Proposed Roads

 Town Boundary

NOTES



1: 6,469

August 26, 2026



329.0 0 164.00 329.0 Meters

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1" = 539 Ft. 1cm = 65 Meters

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LEGEND

Roads

- Interstate
- US Highway; 1
- State Highway
- Town Highway (Class 1)
- Town Highway (Class 2,3)
- Town Highway (Class 4)
- State Forest Trail
- National Forest Trail
- Legal Trail
- Private Road/Driveway
- Proposed Roads

Town Boundary

1: 3,234

August 26, 2026



NOTES

164.0 0 82.00 164.0 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere

© Vermont Agency of Natural Resources

1" = 270 Ft.

1cm = 32 Meters

THIS MAP IS NOT TO BE USED FOR NAVIGATION

DISCLAIMER: This map is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. ANR and the State of Vermont make no representations of any kind, including but not limited to, the warranties of merchantability, or fitness for a particular use, nor are any such warranties to be implied with respect to the data on this map.



LEGEND

Roads

-  Interstate
-  US Highway; 1
-  State Highway
-  Town Highway (Class 1)
-  Town Highway (Class 2,3)
-  Town Highway (Class 4)
-  State Forest Trail
-  National Forest Trail
-  Legal Trail
-  Private Road/Driveway
-  Proposed Roads

 Town Boundary



1: 6,469

August 26, 2026



NOTES

329.0 0 164.00 329.0 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere

© Vermont Agency of Natural Resources

1" = 539 Ft.

1cm = 65 Meters

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LEGEND

Roads

-  Interstate
-  US Highway; 1
-  State Highway
-  Town Highway (Class 1)
-  Town Highway (Class 2,3)
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-  State Forest Trail
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-  Proposed Roads

 Town Boundary



1: 6,469

August 26, 2026



329.0 0 164.00 329.0 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere

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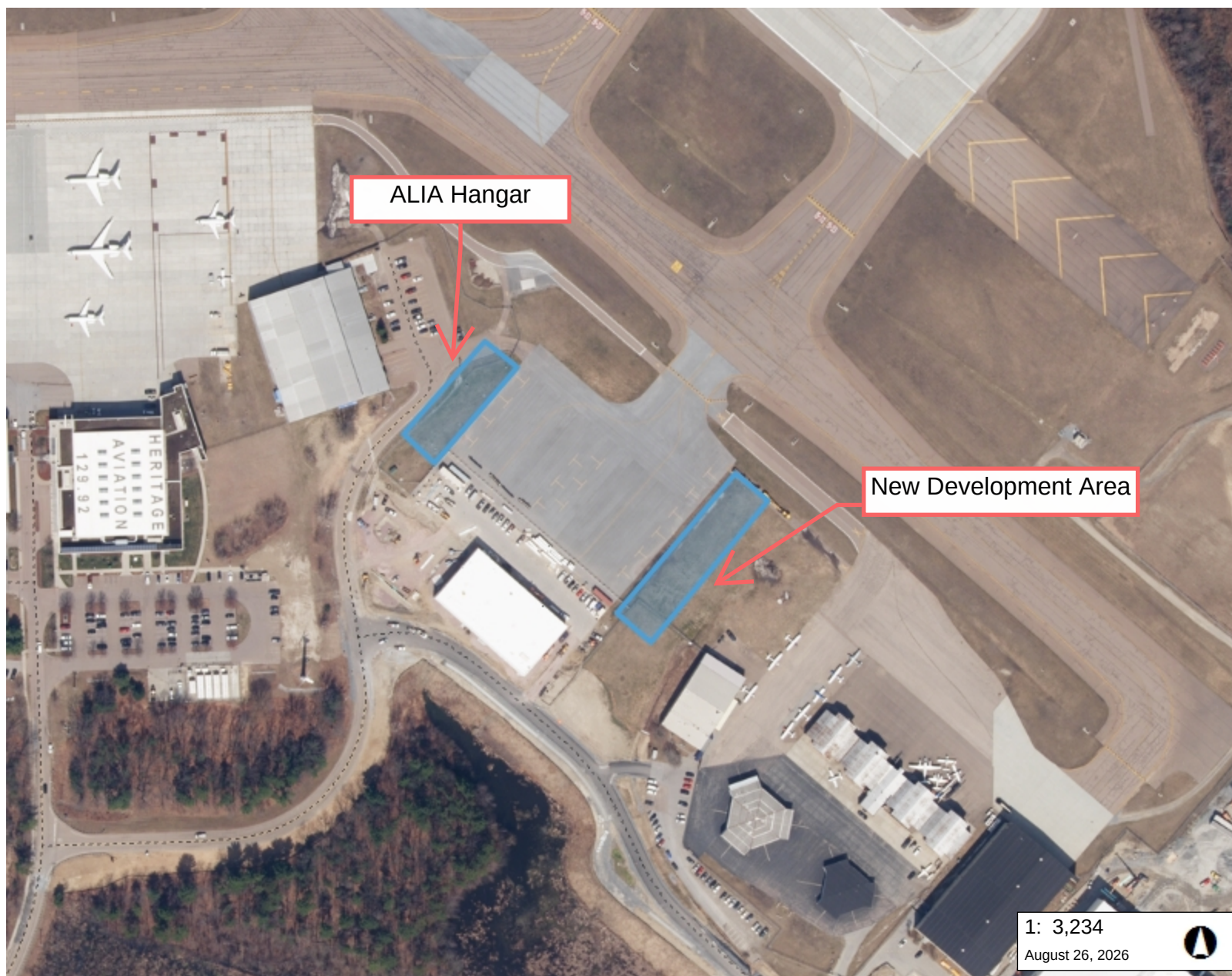
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NOTES



LEGEND

Roads

-  Interstate
-  US Highway; 1
-  State Highway
-  Town Highway (Class 1)
-  Town Highway (Class 2,3)
-  Town Highway (Class 4)
-  State Forest Trail
-  National Forest Trail
-  Legal Trail
-  Private Road/Driveway
-  Proposed Roads

 Town Boundary

1: 3,234

August 26, 2026



NOTES

164.0 0 82.00 164.0 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere

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LEGEND

- Parcels (standardized)
- Roads
 - Interstate
 - US Highway; 1
 - State Highway
 - Town Highway (Class 1)
 - Town Highway (Class 2,3)
 - Town Highway (Class 4)
 - State Forest Trail
 - National Forest Trail
 - Legal Trail
 - Private Road/Driveway
 - Proposed Roads
- Town Boundary

1: 15,548

1in = 1296 ft.
1cm = 155 meters

790.0 0 395.00 790.0 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere
© Vermont Agency of Natural Resources. August 26, 2026

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THIS MAP IS NOT TO BE USED FOR NAVIGATION

NOTES

To: Airport Commissioners
From: Marie Friedman, CPA, Director of Finance
Date: September 2, 2026
Re: Financial Highlights Report for September 2nd meeting

- This month's financial package includes the July P&L, Revenue Recovery Metrics and Banking Balance report.
- BTV renewed the Grant Anticipation Note (GAN) on June 30th. There is \$4,810,558 drawn down on the GAN currently, mostly related to the NEXT project grants. The Airport has \$5,189,442 million still available to draw on if needed. Interest rates are adjusted monthly. Interest paid on the GAN is eligible for reimbursement under PFC.
- The Airport PFC Application #10 was approved by the FAA on June 26th, 2026. This includes the buildout of the SRE Building financing as well as local share match on upcoming AIP grants. The SRE \$26.5 million financing lease closed on July 17th, 2026. The Airport entered into a fifteen year lease with M&T Bank at an interest rate of 4.88%. The semi-annual payments begin on January 17, 2027.
- Year-to-date (YTD) Revenues through July were \$2.6 Million. Operating revenues are slightly higher than the prior year. 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.
- Expenses thru July were \$1.3 Million. July was the first month of the Airport's new fiscal year 2027. Please refer to the P&L for more detail.
- Cash update: As of July 31, 2026, BTV had \$2,286,716 in the Airport unrestricted cash account and did not owe the City any money.

Budget Performance Report

Fiscal Year to Date 7/31/2026

Account	Account Description	Amended Budget	YTD Encumbrances	FY 2027 YTD Transactions	Remaining Balance	% Used/ Received	FY 2026 YTD Transactions
REVENUES							
4050	Parking Fines	8,500	-	300	8,200	4%	825
4247	Fees and Permits	136,000	-	5,013	130,987	4%	10,018
4267	Utility Reimbursement	186,000	-	9,441	176,559	5%	10,457
4268	Sale of Gasoline	800,000	-	79,504	720,496	10%	65,476
4295	Parking Fees	8,650,000	-	661,720	7,988,280	8%	650,364
4297	CFC's	2,200,000	-	260,000	1,940,000	12%	260,228
4345	Advertising Revenues	100,000	-	4,080	95,920	4%	8,600
4380	Third Party Gateway	-	-	-	-	+++	80
4385	Ticket Sales	-	-	-	-	+++	-
4390	Concessions	500,000	-	42,808	457,192	9%	40,508
4440	Taxi Fees	363,000	-	19,983	343,017	6%	16,975
4445	Terminal Rent - Exclusive	1,264,000	-	111,435	1,152,565	9%	91,085
4450	Terminal Rent - Commonuse	1,728,000	-	139,796	1,588,204	8%	125,583
4455	Terminal Concessions Airport	960,200	-	93,809	866,391	10%	92,968
4460	Rental Car Concessions	3,875,000	-	508,198	3,366,802	13%	491,152
4465	Rent Grounds	588,927	-	48,204	540,723	8%	49,850
4470	Rent Buildings	1,123,320	-	93,190	1,030,130	8%	75,756
4475	Landing Fees	2,350,000	-	226,835	2,123,165	10%	220,598
4480	PFC Revenue	2,960,000	-	288,000	2,672,000	10%	288,473
4505	Terminal Non Airline	660,000	-	56,416	603,584	9%	56,084
4535	Misc Rev	1,000	-	-	1,000	0%	-
4600	Fees For Services	8,500	-	325	8,175	4%	780
4961	Property Tax Reimbursement - Airport	224,895	-	-	224,895	0%	-
Total Revenues		\$ 28,687,342	\$ -	\$ 2,649,058	\$ 26,038,284	9%	\$ 2,555,861

EXPENDITURES

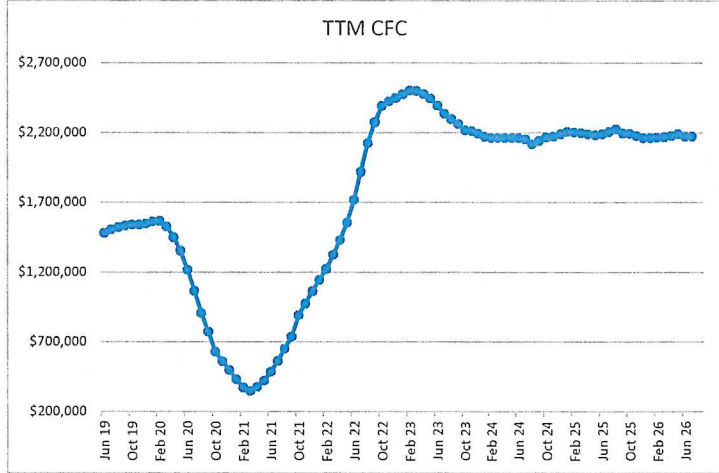
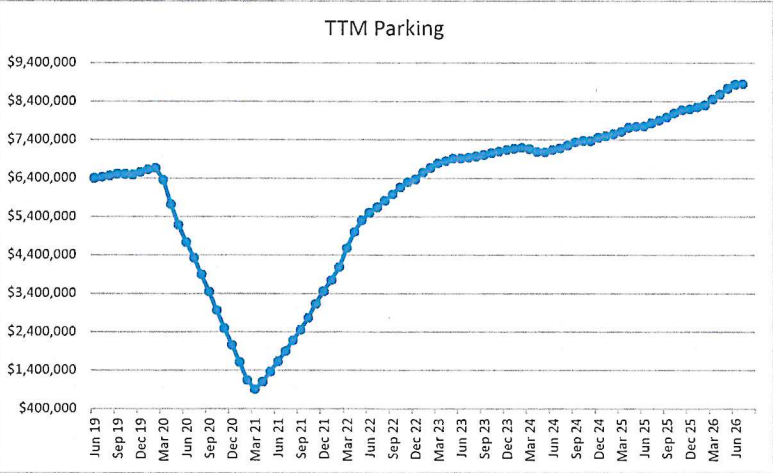
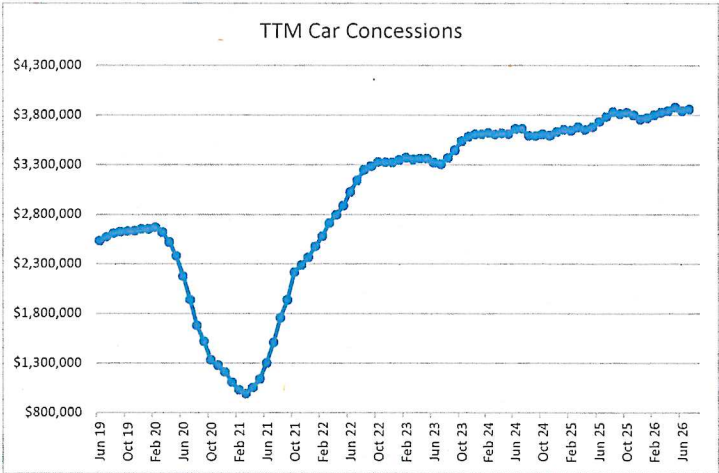
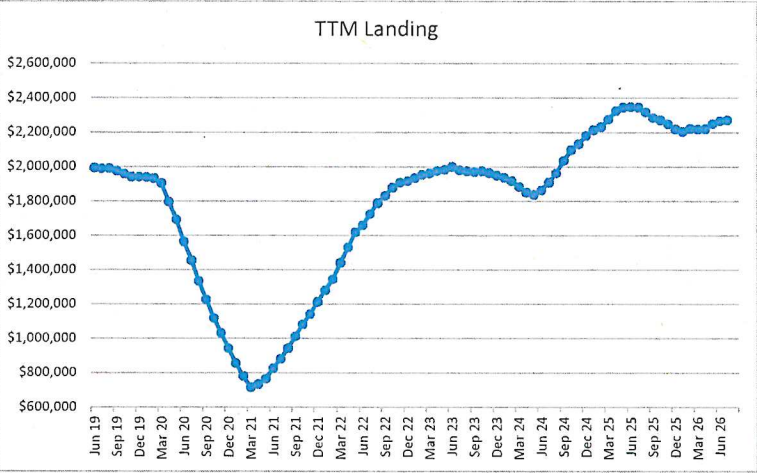
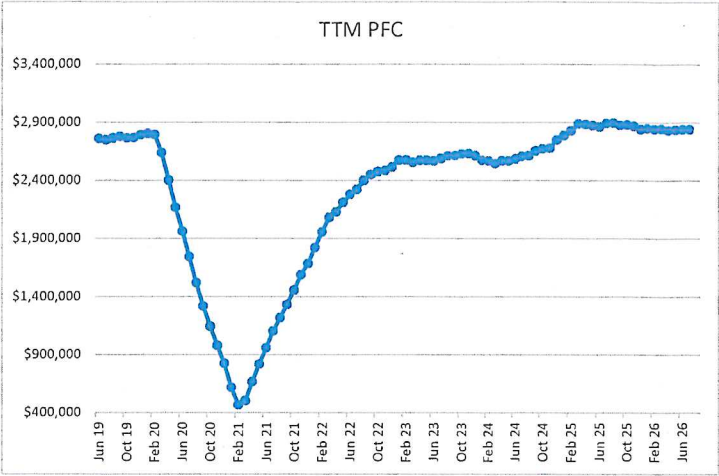
Account	Account Description	Amended Budget	YTD Encumbrances	FY 2027 YTD Transactions	Remaining Balance	% Used/ Received	FY 2026 YTD Transactions
5000	Salaries and Wages	4,536,249	-	340,255	4,195,994	8%	257,360
5100	Overtime	475,000	-	28,815	446,185	6%	29,768
5200	Other Personnel Services	520,558	-	35,187	485,371	7%	25,676
5400	Employee Benefits	2,104,510	-	169,231	1,935,279	8%	156,123
		7,636,317	-	573,488	7,062,829		468,927
6000	Office Supplies	4,000	-	152	3,848	4%	497
6005	Postage	300	-	85	215	28%	-
6007	Shipping and Moving	26,800	554	299	25,947	1%	467
6010	Computer Equipment	66,500	12,363	3,043	51,094	5%	201
6015	Computer Software	75,000	-	-	75,000	0%	-
6017	Computer Licensing and Maint.	318,000	-	56,053	261,947	18%	60,000
6020	Office Equipment	3,500	-	-	3,500	0%	-
6025	Furnishings	46,500	-	1,259	45,241	3%	-
6200	Medical Fees And Supplies	9,200	311	87	8,801	1%	1,112
6202	Printing/Copying/Paper Mgt	20,525	-	1,304	19,221	6%	-
6203	Dues/Subscriptions	360,150	1,500	7,860	350,790	2%	29,619
6206	Custodian Supplies	130,000	-	-	130,000	0%	-
6208	Special Supplies	86,500	2,601	1,021	82,878	1%	4,369
6210	Small Tools and Equipment	29,000	1,721	429	26,850	1%	611
6211	Specialized Equipment	52,000	-	-	52,000	0%	-
6212	Fuel	922,000	(27,924)	62,233	887,692	7%	41,057
6214	Clothing And Uniforms	13,000	-	-	13,000	0%	42
6215	Uniform Laundering	27,000	2,413	1,587	23,000	6%	1,616
6216	Oil & Grease & Antifreeze	15,000	375	745	13,880	5%	-
6222	Runway De-Ice	315,724	-	-	315,724	0%	-
6294	Donations	7,500	-	-	7,500	0%	-
6300	Repair & Maintenance	2,421,200	70,412	53,082	2,297,705	2%	27,611
6350	Legal Notice & Advertising	2,000	-	-	2,000	0%	365
6400	Utilities	2,041,100	-	31,067	2,010,033	2%	9,019
6500	Professional and Consultant Svs	1,969,000	630	65,489	1,902,881	3%	56,785
6530	Rentals	18,500	-	-	18,500	0%	309
6600	Maintenance Contracts	308,800	16,095	60,000	232,705	19%	54,717
6605	Radio Maintenance	17,500	4,774	434	12,292	2%	28,791
6610	Custodial Contracts	1,152,279	-	73,506	1,078,773	6%	67,835
6615	Property Repairs	330,000	-	310	329,690	0%	-
6625	Equipment Maintenance Repairs	278,000	-	4,514	273,486	2%	26,367
6700	Travel & Training	87,410	-	5,607	81,803	6%	4,621
6800	Fees for Services	17,375	(6,750)	6,839	17,286	39%	57
7200	Capital Leases	665,813	-	64,859	600,954	10%	64,821
7230	Insurance	425,514	-	25,095	400,419	6%	24,764
7303	Regulatory and Bank Fees	325,000	-	19,959	305,041	6%	15,929
7312	Real Estate Taxes	917,000	-	-	917,000	0%	-
7652	Discretionary Spending	60,000	-	1,603	58,397	3%	1,319
8015	Indirect Fees	575,146	-	47,929	527,217	8%	46,482
8017	Indirect Fees - City Attorney	59,337	-	4,945	54,392	8%	2,834
8135	Airport Security To Police	1,401,039	-	116,753	1,284,286	8%	114,206
8400	Special Events/Project	40,000	-	-	40,000	0%	-
Total Expenditures		\$ 23,276,529	\$ 79,075	\$ 1,291,636	\$ 21,905,818	6%	\$ 1,155,349
Net Operating Revenues				\$ 1,357,422			\$ 1,400,512

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%	\$8,864,694	133%
PFCs	\$2,797,591	\$467,680	-83%	\$2,844,798	102%
Car Concessions	\$2,673,896	\$994,488	-63%	\$3,863,539	144%
Landing Fees	\$1,933,993	\$291,209	-85%	\$2,273,341	118%
CFCs	\$1,568,752	\$352,036	-78%	\$2,176,232	139%

All figures are trailing twelve months



Burlington International Airport

Cash and Investments

July 31, 2026

Account	Account Description	7/31/2026
Unrestricted Bank Accounts		
1000_400	Bank Account Airport	2,286,716
1050_496	Cash Restricted AIP Deposit Keybank	22,792
Restricted Bank Accounts		
1050_420	Cash Restricted Escrows - Airport PFC TD Bank	3,739,272
1000_415	Bank Account - PFC Prepaid Cash Account	491,892
1000_420	Bank Account CFC	4,767,033
1050_416	Cash Restricted Revenue Bond DSR-Zion Trustee	3,432,246
1050_492	Cash Restricted Air Debt Service Fund - Interest	51,075
1050_401	Cash Restricted Air Debt Service Fund-Principal	171,032
1050_402	Cash Restricted Air Debt Service Fund-Sinking	104,010
1050_425	Cash Restricted Escrows - Airport - Op Maint Res	5,852,412
1050_430	Cash Restricted Airport Renewal and replacement - Zion	216,842
1050_495	Projects Operating Acct/Escrow GAN Keybank	279
Total Cash and Investments		<u><u>21,135,602</u></u>

1100_999	(Due To) / Due From Pooled Cash (timing)	<u><u>-</u></u>
----------	--	-----------------

Comparative Information on Primary Airport bank account

		7/31/2026
1000_400	Bank Account Airport - Current Fiscal year	2,286,716
1000_400	Bank Account Airport - Prior Fiscal year - April 2025	6,426,396
1000_400	Bank Account Airport - Two prior years - April 2024	5,734,647

Patrick Leahy Burlington International Airport Board of Commissioners Residential Sound Insulation Program Update Report

September 2, 2026

ADDITIONAL INFORMATION IS UPLOADED TO WWW.BTVSOUND.COM

BACKGROUND:

Residential Sound Insulation Programs:

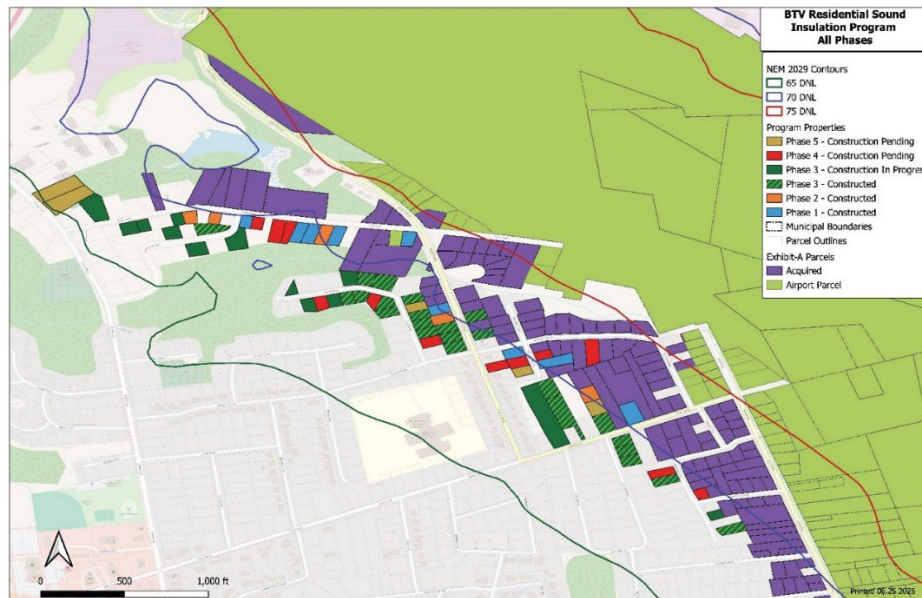
The purpose of the project is to convert a sample of incompatible residential units to a compatible land use by installing an acoustical treatment package which will provide relief from aircraft noise by upgrading interior living areas. Upgrades may include replacement of windows and doors with acoustically 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. **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 completed with the contractor. **Closure Documentation Submitted to FAA.**

2. **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 September 2025. Punch list items were completed in January 2026. Moving to Closure.
3. **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 (\$) 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. The Construction Improvements were substantially complete in December 2025. Moving to Closure.
4. **Residential Sound Insulation Project - Phase 5 (\$2.4M 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. The grant was just recently issued. Contract documents and submittals are in progress. The Pre-Construction meeting held with the FAA. **Moving to Closure.**



5. **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 BTV). 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 closure document has been submitted to the FAA.

6. **Residential Sound Insulation Project “Construction” – OLDCC (DOD) (\$8.1M EST.)**. We received this grant funding. Communication is ongoing with the OLDCC office. Design has been completed for the first round of bids that include homeowner participation agreements in place, for the first 39 units. We received bids for these on April 14, 2026. Strong Tower Construction was the lowest responsive bid. With the remaining funding we are planning the second round of bidding later this year. This should include approximately 19 more units. Everything is set to move forward the home improvements in bid 1(39 units), **received notice to proceed from OLDCC. Contractor is making submittals.**
7. **Residential Sound Insulation Project - Phase 6 (\$2.5M)**. The Airport is proposing to continue implementation of its Residential Sound Insulation Program (RSIP) as described in the first paragraph in this report. This phase will include the outreach, design and preparation for a full construction grant application in the next round. We completed scoping with the FAA on March 19, 2026 on this project. We are moving forward with the scope and independent fee estimates with our consultants. The grant application was submitted on April; 15, 2026 for this project. **We just received this Grant.**



**PATRICK LEAHY
BURLINGTON**
INTERNATIONAL AIRPORT

**Patrick Leahy Burlington
International Airport**

September 2, 2026

**Airport Commission
Director's Report**





Project NexT: Second Floor Renovation

Patrick Leahy Burlington International Airport

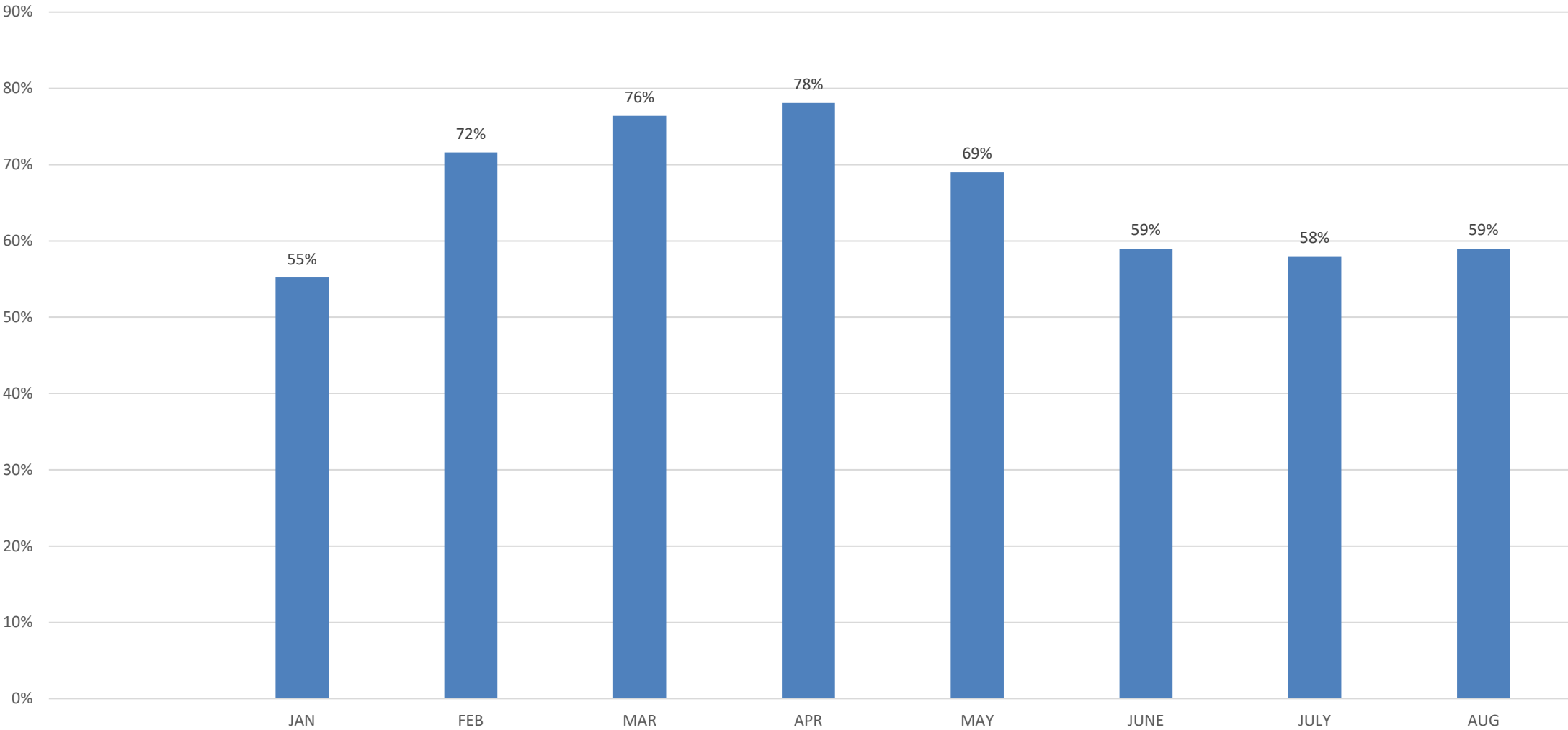




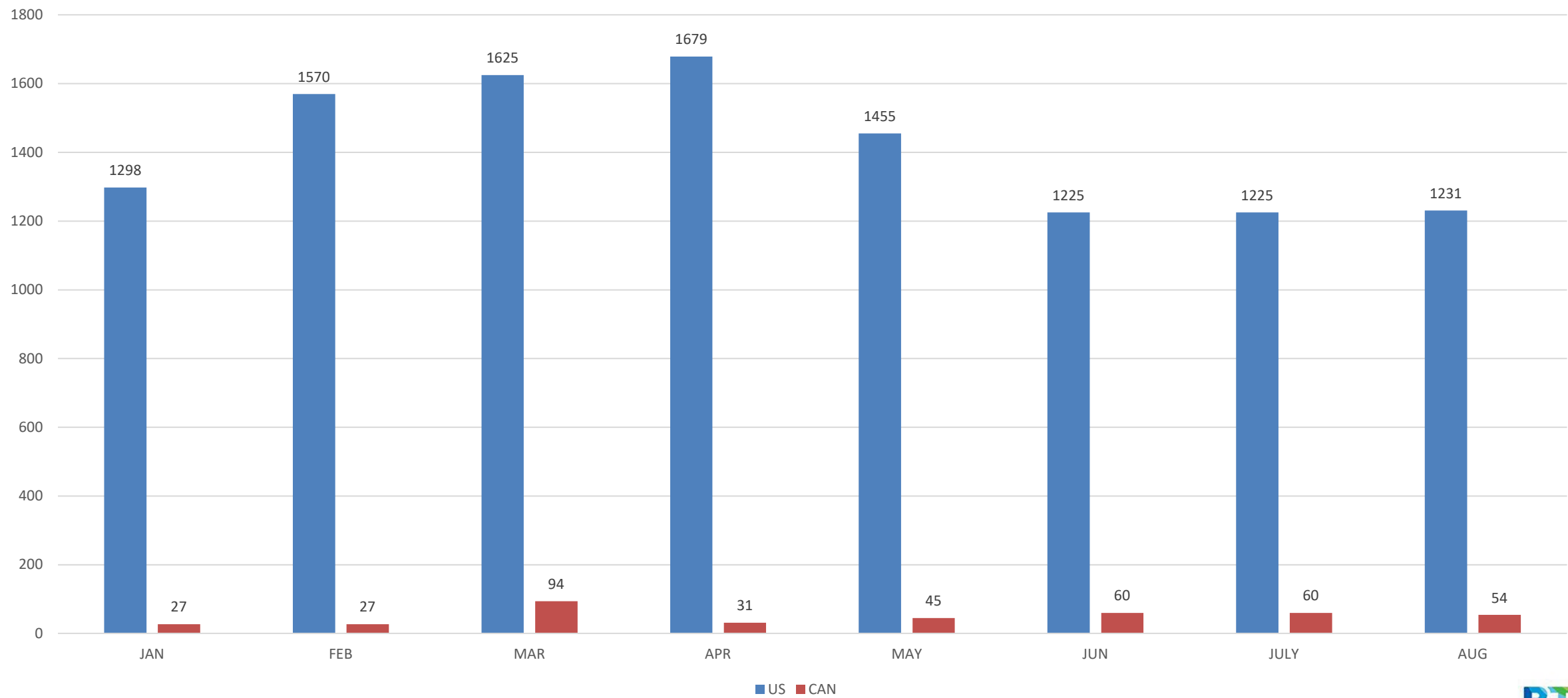




Average Percentage of Occupied Parking Spaces in the Garage Per Day in 2026



Average Daily Total License Plates by Country in 2026



- **Current Items**

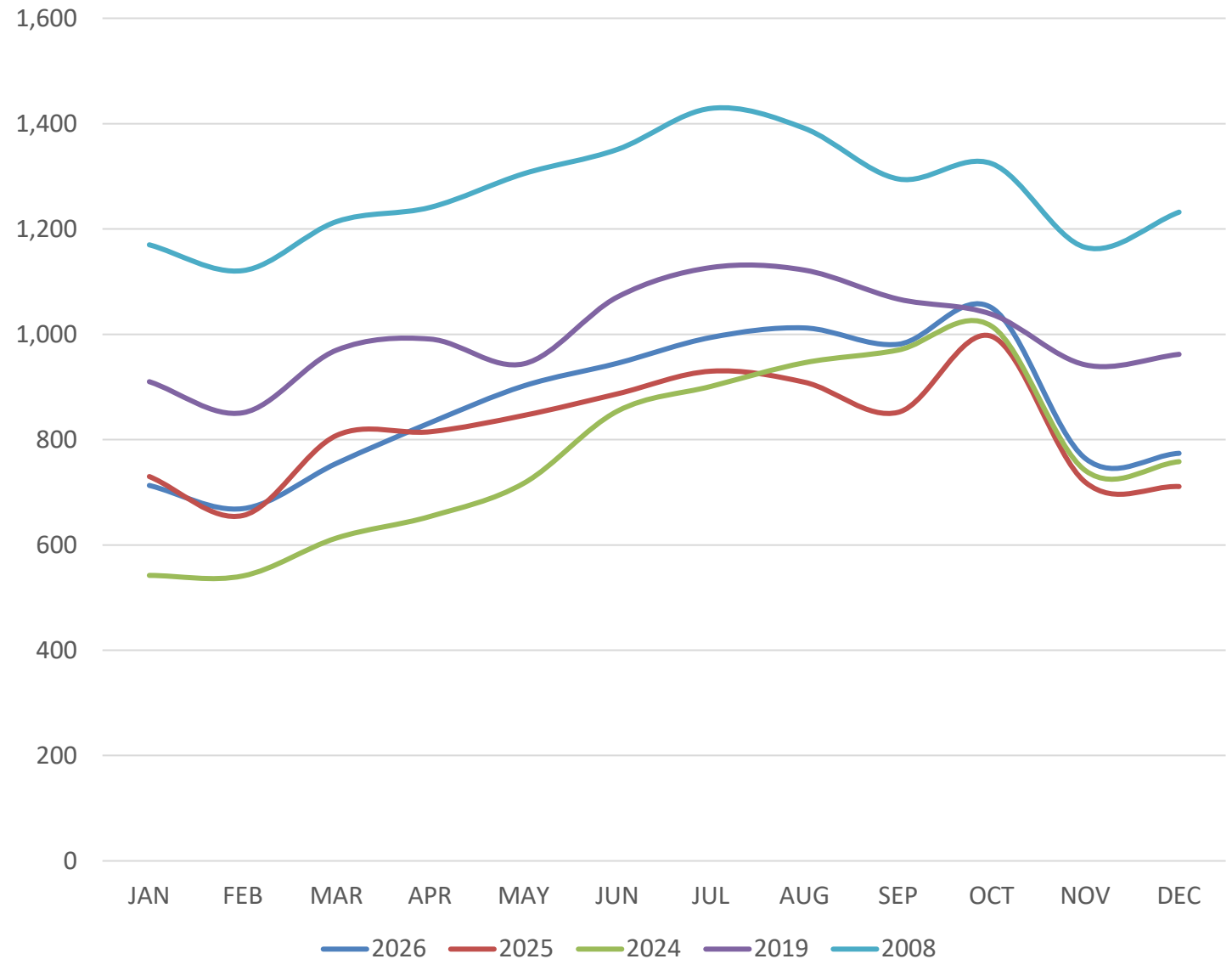
- Snow Removal Equipment (SRE) Building
- Children's Area and Lactation Room Grant
- Airport Reorganization

- **Upcoming Items**

- Runway Safety Action Teams (RSAT) – September 9, 2026
- Full Scale Exercise – September 12, 2026
- Inaugural Breeze Flight – (Baltimore) BWI to Burlington (BTV) on October 4, 2026
- Congressional Delegation Visit – Washington, D.C. on October 5, 2026
- Airport Councils International – North America Annual Conference – September 14-17, 2026
- Fly By 5K Run on the Airfield – October 3, 2026

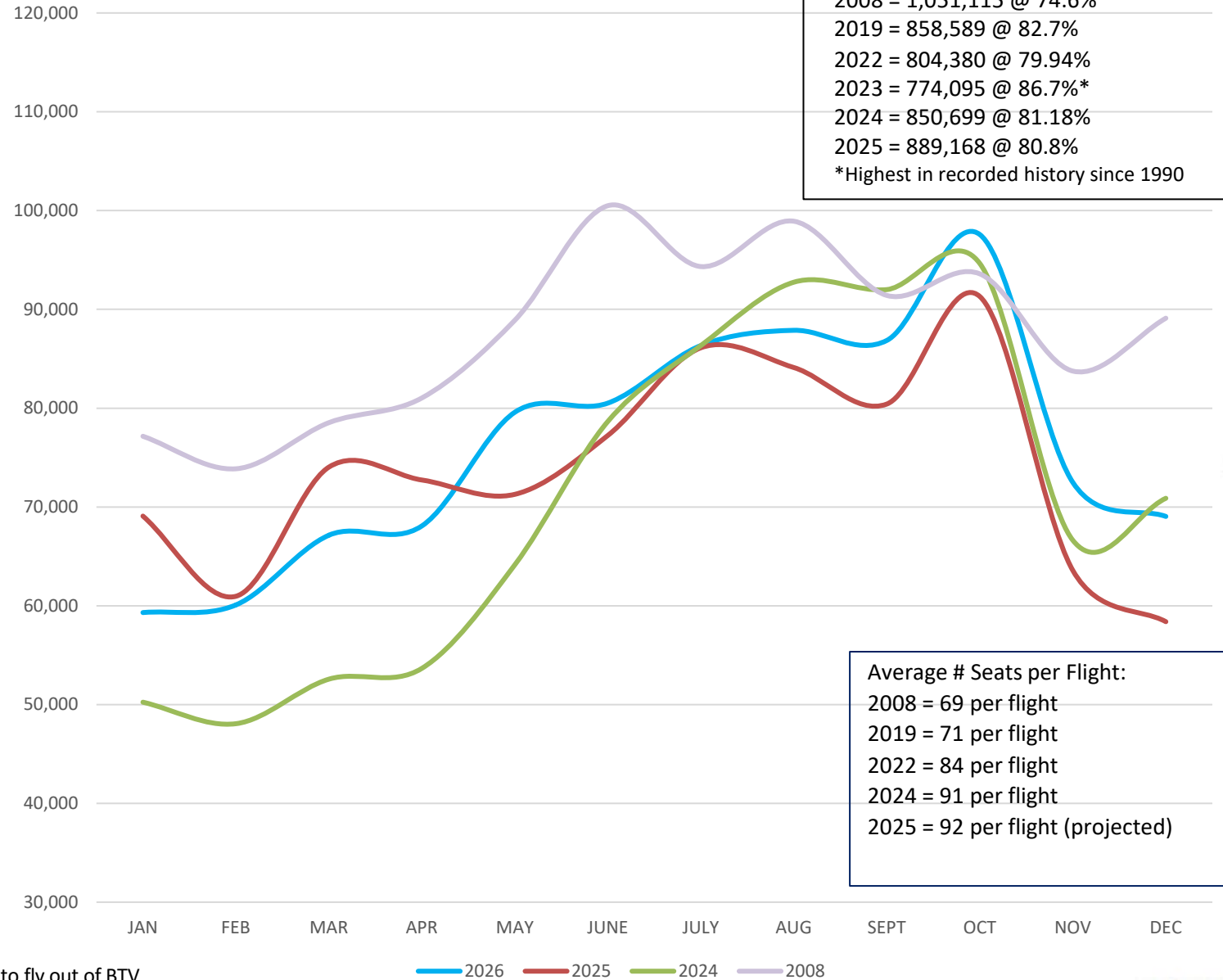
Scheduled Departures; Projections

	2026	2025	2024	2019	2008
JAN	713	730	542	910	1,170
FEB	669	656	541	851	1,121
MAR	755	808	613	970	1,214
APR	832	815	654	991	1,241
MAY	902	846	717	944	1,305
JUN	945	887	854	1,071	1,351
JUL	994	930	901	1,127	1,429
AUG	<u>1,012</u>	909	946	1,122	1,391
SEP	<u>981</u>	852	970	1,067	1,295
OCT	<u>1,050</u>	996	1,015	1,038	1,324
NOV	<u>764</u>	719	741	942	1,165
DEC	<u>774</u>	711	758	962	1,232
TOTAL	<u>10,391</u>	9,859	9,341	11,995	15,238



2026 Scheduled Seats; Past & Projections

	2026	2025	2024	2019	2008
JAN	59,302	69,073	50,245	63,905	77,163
FEB	60,078	60,958	48,066	60,240	73,873
MAR	67,135	74,030	52,577	68,428	78,540
APR	68,073	72,724	53,671	66,566	81,040
MAY	79,588	71,276	64,163	67,379	88,905
JUNE	80,508	77,239	78,672	78,828	100,488
JULY	86,336	86,108	86,352	84,658	94,329
AUG	87,878	84,106	92,765	83,786	98,916
SEPT	86,855	80,415	92,016	76,194	91,407
OCT	97,571	91,292	94,651	75,193	93,590
NOV	70,470	63,563	66,633	66,096	83,757
DEC	69,031	58,384	70,888	67,316	89,107
TOTALS	914,825	889,168	850,699	858,589	1,051,115



Scheduled Seats are defined as the amount of seats on commercial aircraft scheduled to fly out of BTV

2026 Passenger Statistics

	2026	2025	2024	2019	2008
JAN	46,909	50,093	42,691	46,356	56,751
FEB	49,816	49,619	44,133	49,867	57,216
MAR	53,311	56,029	45,049	56,400	60,116
APR	53,304	54,601	46,158	54,340	59,478
MAY	56,153	55,533	50,972	55,209	58,166
JUNE	61,907	61,182	61,136	62,180	65,845
JULY	69,672	72,243	68,026	71,381	79,154
AUG	<u>70,302</u>	74,199	72,448	71,200	79,304
SEPT	<u>69,484</u>	66,294	67,296	62,116	63,544
OCT	<u>78,057</u>	80,446	76,054	66,795	69,556
NOV	<u>57,976</u>	48,517	51,977	53,007	52,516
DEC	<u>55,225</u>	49,739	57,012	56,314	57,375
TOTALS	<u>730,886</u>	718,495	681,925	705,165	759,021

