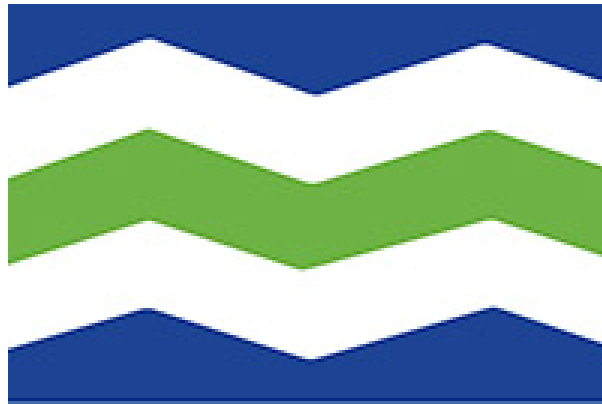




Airport Commission

Airport Commission Organizational Meeting - Wednesday, July 5, 2023 at 4:00pm - Wednesday, July 5, 2023, 4:00 PM, Zoom/Wright Room at the Airport

PLEASE NOTE:

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

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

Please click this URL to join. [https://us02web.zoom.us/j/86253461005?](https://us02web.zoom.us/j/86253461005?pwd=U0lQem55VVRxb2RCUGs4aHVFb3VSdz09)

[pwd=U0lQem55VVRxb2RCUGs4aHVFb3VSdz09](https://us02web.zoom.us/j/86253461005?pwd=U0lQem55VVRxb2RCUGs4aHVFb3VSdz09)

Passcode: 472807

Or One tap mobile:

+ 16468769923,,86253461005# US (New York)

+ 13017158592,,86253461005# US (Washington DC)

Or join by phone:

Dial(for higher quality, dial a number based on your current location):

US: +1 646 876 9923 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 6833 or +1 253 215 8782

or +1 346 248 7799 or +1 408 638 0968

Webinar ID: 862 5346 1005

International numbers available: [https://us02web.zoom.us/j/86253461005?](https://us02web.zoom.us/j/86253461005?pwd=U0lQem55VVRxb2RCUGs4aHVFb3VSdz09)

1. Call to Order

Subject	1.1. Call to Order
Meeting	July 5, 2023 - Airport Commission Organizational Meeting - Wednesday, July 5, 2023 at 4:00pm - Wednesday, July 5, 2023, 4:00 PM, Zoom/Wright Room at the Airport
Category	1. Call to Order
Department	
Type	

Subject	1.2. Acknowledgement of Remote Commissioners
Meeting	July 5, 2023 - Airport Commission Organizational Meeting - Wednesday, July 5, 2023 at 4:00pm - Wednesday, July 5, 2023, 4:00 PM, Zoom/Wright Room at the Airport
Category	1. Call to Order
Department	
Type	

2. Agenda

Subject	2.1. Motion to amend/adopt agenda
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Meeting	July 5, 2023 - Airport Commission Organizational Meeting - Wednesday, July 5, 2023 at 4:00pm - Wednesday, July 5, 2023, 4:00 PM, Zoom/Wright Room at the Airport
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Category	2. Agenda
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Department	Council and Board
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Type	
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Recommended Action	
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Subject	2.2. Election of Chair
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Meeting	July 5, 2023 - Airport Commission Organizational Meeting - Wednesday, July 5, 2023 at 4:00pm - Wednesday, July 5, 2023, 4:00 PM, Zoom/Wright Room at the Airport
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Category	2. Agenda
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Department	Burlington International Airport
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Type	Action
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Recommended Action	
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Subject	2.3. Election of Vice Chair
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Meeting	July 5, 2023 - Airport Commission Organizational Meeting - Wednesday, July 5, 2023 at 4:00pm - Wednesday, July 5, 2023, 4:00 PM, Zoom/Wright Room at the Airport
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Category	2. Agenda
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Department	Burlington International Airport
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Type	
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3. Public Forum

Subject	3.1. PUBLIC FORUM - Verbal Comments
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Meeting	July 5, 2023 - Airport Commission Organizational Meeting - Wednesday, July 5, 2023 at 4:00pm - Wednesday, July 5, 2023, 4:00 PM, Zoom/Wright Room at the Airport
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Category	3. Public Forum
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Department	
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Type	
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4. Consent Agenda

Subject	4.1. Enplanements
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Meeting	July 5, 2023 - Airport Commission Organizational Meeting - Wednesday, July 5, 2023 at 4:00pm - Wednesday, July 5, 2023, 4:00 PM, Zoom/Wright Room at the Airport
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Category	4. Consent Agenda
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Department	
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Type Action

Subject 4.2. Approval of Minutes

Meeting July 5, 2023 - Airport Commission Organizational Meeting - Wednesday, July 5, 2023 at 4:00pm - Wednesday, July 5, 2023, 4:00 PM, Zoom/Wright Room at the Airport

Category 4. Consent Agenda

Department

Type

5. Action Items

Subject 5.1. Runway 15-33 Rehabilitation Design Contract (L. Lackey)

Meeting July 5, 2023 - Airport Commission Organizational Meeting - Wednesday, July 5, 2023 at 4:00pm - Wednesday, July 5, 2023, 4:00 PM, Zoom/Wright Room at the Airport

Category 5. Action Items

Department Burlington International Airport

Type

Recommended Action

6. Construction Update

Subject 6.1. Construction Update (L. Lackey)

Meeting July 5, 2023 - Airport Commission Organizational Meeting - Wednesday, July 5, 2023 at 4:00pm - Wednesday, July 5, 2023, 4:00 PM, Zoom/Wright Room at the Airport

Category 6. Construction Update

Department Burlington International Airport

Type

7. Financial Update

Subject 7.1. Financial Update (M. Friedman)

Meeting July 5, 2023 - Airport Commission Organizational Meeting - Wednesday, July 5, 2023 at 4:00pm - Wednesday, July 5, 2023, 4:00 PM, Zoom/Wright Room at the Airport

Category 7. Financial Update

Department Burlington International Airport

Type

Recommended Action

8. Noise Data

Subject 8.1. Noise Data (H. Dusablon)

Meeting July 5, 2023 - Airport Commission Organizational Meeting - Wednesday, July 5, 2023 at 4:00pm - Wednesday, July 5, 2023, 4:00 PM, Zoom/Wright Room at the Airport

Category 8. Noise Data
Department Burlington International Airport

Type

9. Director's Report

Subject 9.1. Director's Report (N. Longo)

Meeting July 5, 2023 - Airport Commission Organizational Meeting - Wednesday, July 5, 2023 at 4:00pm - Wednesday, July 5, 2023, 4:00 PM, Zoom/Wright Room at the Airport

Category 9. Director's Report

Department

Type Communication

10. Commissioner Items

Subject 10.1. Commissioner Items

Meeting July 5, 2023 - Airport Commission Organizational Meeting - Wednesday, July 5, 2023 at 4:00pm - Wednesday, July 5, 2023, 4:00 PM, Zoom/Wright Room at the Airport

Category 10. Commissioner Items

Department

Type

11. Follow-up Items

Subject 11.1. Queue Permits for Taxi Drivers (N. Longo)

Meeting July 5, 2023 - Airport Commission Organizational Meeting - Wednesday, July 5, 2023 at 4:00pm - Wednesday, July 5, 2023, 4:00 PM, Zoom/Wright Room at the Airport

Category 11. Follow-up Items

Department Burlington International Airport

Type

Subject 11.2. Briefing North Terminal Building (J. Schulman)

Meeting July 5, 2023 - Airport Commission Organizational Meeting - Wednesday, July 5, 2023 at 4:00pm - Wednesday, July 5, 2023, 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 July 5, 2023 - Airport Commission Organizational Meeting - Wednesday, July 5, 2023 at 4:00pm - Wednesday, July 5, 2023, 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

Burlington International Airport

Passenger and Operational Statistics

May 2023



**Data not Audited	<u>May 2023</u>	<u>May 2022</u>	<u>% Change</u>	<u>FY2023 YTD</u>	<u>FY2022 YTD</u>	<u>% Change</u>
Enplaned Passengers	52,471	46,485	12.88%	578,651	391,370	47.85%
Deplaned Passengers	57,258	46,748	22.48%	558,233	387,492	44.06%
		-				
Total Passengers	109,729	93,233	17.69%	1,136,884	778,862	45.97%
Departing Load Factor	76%	84%	-9.20%	#DIV/0!	92%	-5.31%
Departing Seat Capacity (Actual)	68,666	67,615	1.55%		-	13.79%
Total Landed Weight		4,906,226	-100.00%	567,858,145	509,239,634	11.51%

One Month Behind on Reporting:

	<u>April 2023</u>	<u>April 2022</u>	<u>% Change</u>	<u>FY2023 YTD</u>	<u>FY2022 YTD</u>	<u>% Change</u>
Air Carriers	1,442	1,280	12.7%	14,313	12,103	18.3%
Air Taxi	430	602	-28.6%	5,643	7,334	-23.1%
General Aviation	3,135	2,753	13.9%	31,991	26,543	20.5%
Military	314	360	-12.8%	3,197	3,616	-11.6%
Total BTV Operations	5,321	4,995	6.5%	55,144	49,596	11.2%

<https://aspm.faa.gov/opsnet/sys/Main.asp?force=atads>

*** Data from FAA Air Traffic Activity Data System

Air Carrier: Seating Capacity of more than 60 seats or a max payload capacity of more than 18,000 pounds

Air Taxi: Maximum seating capacity of 60 seats or a max payload capacity of less than 18,000 pounds

General Aviation: Takeoffs and Landings of all civil aircraft, except those classified as air carrier or air taxi

Military: All classes of military takeoffs and landings

Burlington International Airport

Passenger and Operational Statistics

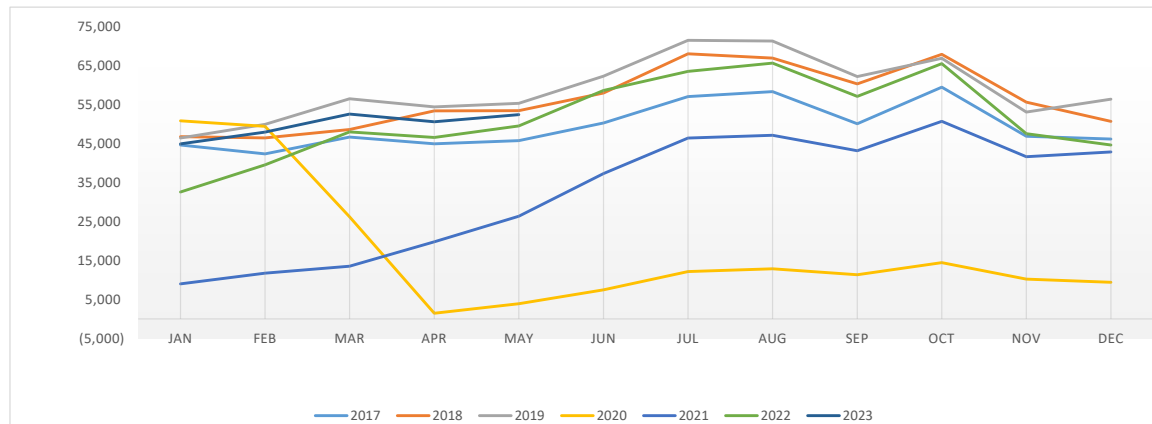
May 2023



BTV Enplaned Passengers

C Year	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
2014	42,901	44,650	51,210	48,583	50,555	53,224	59,273	58,601	52,737	57,727	45,416	46,928	611,805
2015	43,916	43,589	49,215	47,184	45,872	49,944	55,684	57,629	51,089	58,296	46,470	45,153	594,041
2016	42,913	45,975	46,759	45,467	47,350	52,466	57,997	60,108	52,211	60,851	46,359	46,117	604,573
2017	44,537	42,279	45,683	44,871	45,683	50,187	56,956	58,215	49,995	59,378	46,781	46,076	591,558
2018	46,684	46,371	48,526	53,285	53,367	57,855	67,921	66,807	60,193	67,781	55,549	50,605	674,944
2019	46,356	49,867	56,400	54,340	55,209	62,180	71,381	71,200	62,116	66,795	53,007	56,314	705,165
2020	50,750	49,341	26,158	1,448	3,911	7,458	12,119	12,823	11,292	14,416	10,211	9,393	209,320
2021	8,979	11,696	13,491	19,765	26,325	37,229	46,346	47,059	43,072	50,621	41,572	42,786	388,941
2022	32,520	39,497	47,897	46,485	49,452	58,546	63,402	65,535	57,038	65,411	47,452	44,545	617,780
2023	44,848	47,864	52,484	50,521	52,337								

2013 YTD	46,256	91,322	140,927	187,731	235,789	289,828	347,855	409,180	463,667	522,026	568,993	616,006	
2014 YTD	42,901	87,551	138,761	187,344	237,899	291,123	350,396	408,997	461,734	519,461	564,877	611,805	
2015 YTD	43,916	87,505	136,720	183,904	229,776	279,720	335,404	393,033	444,122	502,418	548,888	594,041	
2016 YTD	42,913	88,888	135,647	181,114	228,464	280,930	338,927	399,035	451,246	512,097	558,456	604,573	
2017 YTD	44,537	86,816	133,416	178,287	223,970	274,157	331,113	389,328	439,323	498,701	545,482	591,558	
2018 YTD	46,684	93,055	141,581	194,866	248,233	306,088	374,009	440,816	501,009	568,790	624,339	674,926	
2019 YTD	46,356	96,223	152,623	206,963	262,172	324,352	395,733	466,933	529,049	595,844	648,851	705,165	
2020 YTD	50,750	100,091	126,244	127,692	131,603	184,074	155,014	167,837	179,129	193,545	203,754	213,147	
2021 YTD	8,979	20,675	34,383	53,197	79,522	116,751	163,097	210,156	253,228	303,849	345,421	388,207	
2022 YTD	32,520	72,017	119,914	166,399	215,851	274,397	337,799	403,334	460,372	525,783	573,235	617,780	
2023 YTD	44,848	92,712	145,196	195,717	248,054								



Airline	May 2023	May 2022	% Change	May '23 Share	FY2023 YTD	FY2022 YTD	% Change	FY23 YTD Share
United	18,203	17,016	7%	34.8%	115,728	149,195	-22.3%	22.3%
American	13,893	13,113	6%	26.5%	154,473	168,525	-8%	29.8%
Delta	14,550	14,092	3%	27.8%	146,952	116,534	26%	28.4%
Jetblue	5,691	4,142	37%	10.9%	33,348	15,206	119%	6.4%
Frontier	-	1,089	-100%	0.0%	67,689	15,206	345%	13.1%
Boutique	-	-		0.0%		576	-100%	0.0%
Sun Country	-	-		0.0%	-	-	0%	0.0%
Subtotal	52,337	49,452	5.83%	100%	518,190	465,242	11.38%	100%

Burlington International Airport

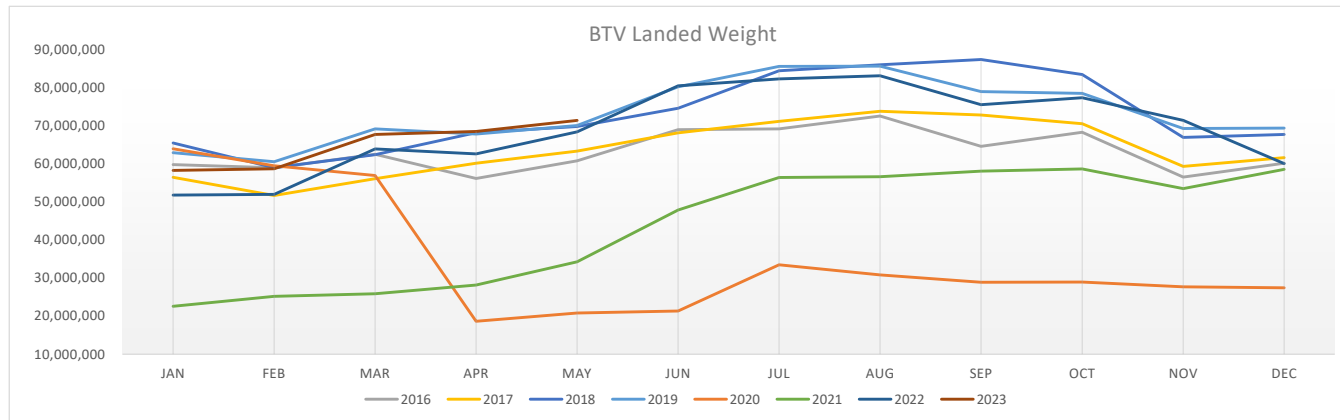
Passenger and Operational Statistics

May 2023



BTV Landed Weight

Year	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
2014	54,953,876	54,793,326	61,338,283	59,783,921	64,096,128	64,682,726	70,702,546	70,844,351	66,186,099	64,626,169	56,324,271	57,747,440	746,079,136
2015	55,444,310	53,270,336	60,105,714	59,673,095	56,481,915	62,334,588	65,677,274	67,889,959	66,876,985	69,329,074	59,229,784	61,031,736	737,344,770
2016	59,752,887	58,922,944	62,472,419	56,126,273	60,761,349	68,943,708	69,153,418	72,522,917	64,540,095	68,253,802	56,486,325	60,158,144	758,094,281
2017	56,426,320	51,662,077	56,077,562	60,141,364	63,312,335	68,090,109	71,141,495	73,773,005	72,771,741	70,521,148	59,322,198	61,593,661	764,833,015
2018	65,452,631	58,959,242	62,372,896	68,140,374	69,761,510	74,588,089	84,417,186	85,964,940	87,356,781	83,419,070	66,905,333	67,676,141	875,014,193
2019	62,888,161	60,527,294	69,143,545	67,798,990	70,008,934	80,193,521	85,578,730	85,614,754	78,932,303	78,455,138	69,265,023	69,373,474	877,779,867
2020	63,919,646	59,439,846	56,886,928	18,638,302	20,815,237	21,334,949	33,444,122	30,833,466	28,872,043	28,949,589	27,704,187	27,405,711	418,244,026
2021	22,571,673	25,210,640	25,875,488	28,139,372	34,229,467	47,818,403	56,374,818	56,605,445	58,029,438	58,635,557	53,456,684	58,501,296	525,448,281
2022	51,765,857	51,968,763	63,901,776	62,586,962	68,389,168	80,455,912	82,294,270	83,096,590	75,518,662	77,329,039	71,369,682	60,012,252	828,688,933
2023	58,244,396	58,652,961	67,677,730	68,446,609	71,369,682								324,391,378



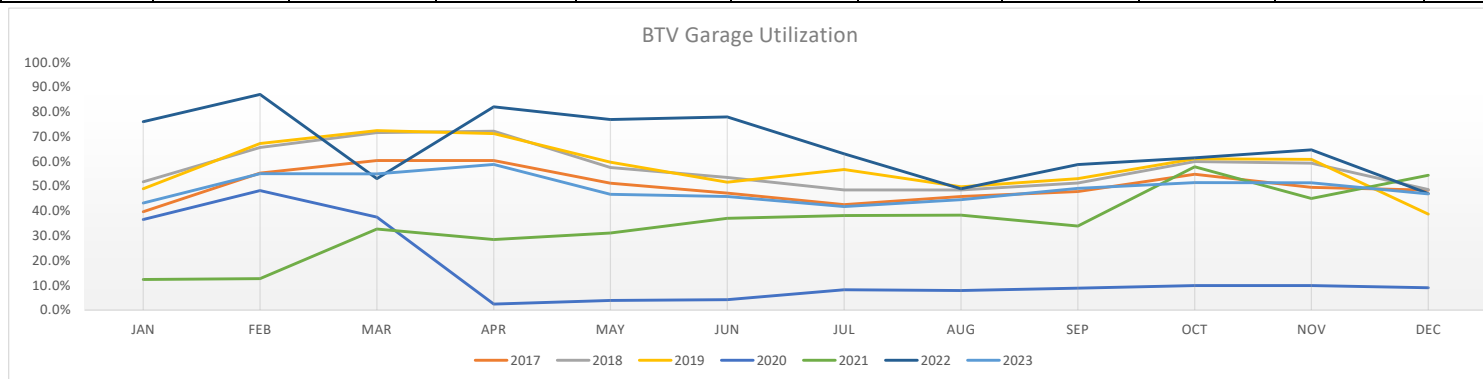
Airline	May 2023	May 2022	% Change	May '23 Share	FY 2023 YTD	FY 2022 YTD	% Change	FY23 YTD Share
American	17,324,600	16,597,070	4%	24.27%	144,378,042	153,551,330	-6%	29.5%
United	25,349,550	22,480,800	13%	35.52%	157,738,850	172,071,900	-8%	32.2%
Delta	17,938,834	17,108,029	5%	25.14%	119,573,409	145,858,049	-18%	24.4%
JetBlue	6,544,198	6,059,198	0%	9.17%	49,928,584	49,456,792	1%	10.2%
Frontier			0%	0.00%	3,935,241	17,071,207	-77%	0.8%
Boutique Air			0%	0.00%	2,487,100	1,242,000	100%	0.5%
Sun Country			0%	0.00%	-	-	0%	1.2%
Federal Express	4,158,000	4,158,000	0%	5.83%	5,913,600	4,051,106	#REF!	#REF!
Wiggins	54,500	512,947	-89%	0.08%	54,500	1,160,440	-95%	0.0%
Legacy			#DIV/0!	0.00%	-	-	#DIV/0!	0.0%
Cargo Total	4,212,500	4,670,947	-10%	6%	5,968,100	5,211,546	15%	1%
Airline Total	67,157,182	62,245,097	8%	94%	483,954,826	539,251,278	-10%	99%
Cumulative Total	71,369,682	66,916,044	6.66%	100.0%	489,922,926	544,462,824	-10.02%	100.0%

Burlington International Airport
Passenger and Operational Statistics
May 2023



BTV Garage Utilization - Monthly Average

Year	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL AVG
2009	72.5%	85.4%	88.8%	84.7%	74.5%	68.9%	77.2%	78.6%	70.5%	79.7%	70.9%	66.2%	76.5%
2010	70.5%	80.7%	84.9%	83.8%	68.4%			47.6%	48.4%	54.8%	23.1%	58.7%	62.1%
2011	76.0%	58.7%	52.4%	54.6%	52.6%	47.6%	45.9%	49.3%	48.1%	52.4%			53.8%
2012	49.9%	58.9%	72.4%	64.1%	59.4%	56.8%	59.0%	52.6%	57.6%		54.9%	48.6%	57.7%
2013	49.7%	52.2%	67.0%	58.8%	49.5%	48.8%	47.2%	48.3%	51.0%	55.2%	54.2%	45.3%	52.3%
2014	44.6%	55.2%	64.8%	62.9%	54.7%	47.2%	48.5%	49.2%	50.0%	54.0%	51.5%	45.8%	52.4%
2015	45.3%	58.1%	65.7%	61.2%	49.3%	46.4%	45.2%	42.1%	47.3%	53.2%	48.9%	40.0%	50.2%
2016	43.1%	55.0%	54.9%	58.7%	46.7%	45.8%	41.8%	44.5%	49.1%	51.4%	51.3%	46.9%	49.1%
2017	39.7%	55.2%	60.3%	60.3%	51.1%	47.2%	42.6%	45.8%	47.8%	54.8%	49.5%	48.4%	50.2%
2018	51.8%	65.6%	71.6%	72.2%	57.5%	53.5%	48.5%	48.4%	51.3%	59.9%	59.3%	48.6%	57.3%
2019	48.9%	67.2%	72.4%	71.2%	59.7%	51.6%	56.7%	49.7%	53.0%	61.0%	60.8%	38.7%	57.6%
2020	36.5%	48.2%	37.5%	2.4%	3.9%	4.2%	8.2%	7.9%	8.8%	9.9%	9.9%	9.0%	15.5%
2021	12.3%	12.7%	32.7%	28.4%	31.1%	37.0%	38.1%	38.3%	33.9%	57.8%	45.0%	54.4%	35.1%
2022	76.0%	87.0%	53.0%	82.0%	76.9%	77.9%	63.0%	48.9%	58.7%	61.4%	64.6%	47.0%	66.4%
2023	62.0%	63.0%	83.0%	85.0%	74.0%								73.4%



**BURLINGTON INTERNATIONAL AIRPORT
BOARD OF AIRPORT COMMISSIONERS
MINUTES OF MEETING
June 7, 2023**

DRAFT

[Hybrid meeting]

MEMBERS PRESENT: Tim George
Jeff Schulman
Stephen Golick
Greg Shepler
Bryn Oakleaf
Helen Riehle
Robin Guillan

BTV STAFF PRESENT: Nic Longo, Director of Aviation
David Carman, Deputy Director of Aviation
Larry Lackey, Director of Engineering & Environmental Compliance
Marie Friedman, Director of Finance
Hannah Dusablon, Office Manager
BTV intern

OTHERS PRESENT: Individuals from Heritage
Dan Castrigano, resident
Jennifer Decker, resident
Jonathan Stott, resident
Peter Wyman, resident
Channel 17

1.0 CALL TO ORDER

Chair, Tim George, called the meeting to order at 4:07 PM on 6/7 /23.

2.0 AGENDA

2.01 Approve/Adopt Agenda

MOTION by Greg Shepler, SECOND by Helen Riehle, to approve the agenda.

VOTING: unanimous (7-0); motion carried.

3.0 PUBLIC FORUM

- Dan Castrigano, resident, commented on the noise of the F-35 planes, the airport taking immediate climate action steps, banning private jets/aircraft and aircraft getting less passenger or freight miles as measured against the miles when all seats or cargo load is at maximum weight.
- Jennifer Decker, resident, alleged that VTANG is poisoning the Winooski River with “forever chemicals” and commented on the noise of F-35 planes, banning private jets from using Burlington Airport, and urging people to stop contributing to the problem and to stop flying.
- Jonathan Stott, EcoRise, urged a ban on private jets using Burlington Airport.

- Peter Wyman, resident, urged a ban on private jets using Burlington Airport.

4.0 CONSENT AGENDA

4.01 Enplanements

4.02 Minutes: May 3, 2023

MOTION by Greg Shepler, SECOND by Helen Riehle, to approve the consent agenda as presented.

DISCUSSION:

- Staff reported the airport handled 52,000 people in the month of April (12% over last month). Passenger numbers have nearly fully recovered. The numbers are still increasing. The landing weight is the highest ever for the month of April by a couple of hundred thousand pounds. These numbers are for air carrier operations only, not private jets or the military. Heritage, General Aviation, and the military keep their own statistics.

VOTING: unanimous (7-0); motion carried.

5.0 ACTION ITEMS

5.01 Residential Sound Insulation Program – Phase 3

MOTION by Helen Riehle, SECOND by Bryn Oakleaf, to approve and recommend to City Council and the Board of Finance to enter into a grant and two related contracts with Strong Tower Construction, Inc. and Jones Payne Group, Inc. for Phase 3 of the Residential Sound Insulation Program.

DISCUSSION:

- Staff explained the grant and associated contracts are for construction improvements for 50 houses in the Sound Insulation Program and oversight of the work. Staff explained how the houses are selected for the program (houses within the contour lines).
- Greg Shepler asked how the success of the program will be evaluated. Staff explained there will be testing of decibel levels and review of the contracts each year.

VOTING: unanimous (7-0); motion carried.

5.02 SRE Building Grant & Design

MOTION by Greg Shepler, SECOND by Bryn Oakleaf, to approve and recommend to the Board of Finance and City Council to enter into a grant and related contract with Passero Associates, Inc. for the design, permitting, and bidding for the airport SRE building project.

DISCUSSION:

- Staff explained the airport is in the process of designing a new snow removal equipment building in a new location at the airport.

VOTING: unanimous (7-0); motion carried.

5.03 Pavement Management Plan

MOTION by Greg Shepler, SECOND by Helen Riehle, to approve and recommend to the Board of Finance and City Council to approve a grant and related contract

with Hoyle Tanner & Associates, Inc. for airfield and vehicle service road improvements.

DISCUSSION:

- Staff explained the grant is for testing of pavement surfaces on the airfield for stability and condition to determine when to replace or rehab. This helps with capital planning.

VOTING: unanimous (7-0); motion carried.

5.04 Cargo Apron Design

MOTION by Greg Shepler, SECOND by Helen Riehle, to approve and recommend to the Board of Finance and City Council to approve a grant and related contract with Hoyle Tanner & Associates, Inc. for planning, design, permitting, and bidding of expanding the existing cargo apron.

DISCUSSION:

- Staff explained the grant application is for design only and then the airport will enter into a contract for the design work to expand the cargo apron to accommodate large cargo planes in one location.

VOTING: unanimous (7-0); motion carried.

5.05 Identity Management Software Suite Contract

MOTION by Greg Shepler, SECOND by Helen Riehle, to approve and recommend to City Council and the Board of Finance approval to enter into a contract with Alert Enterprise for badging and security software and associated professional services.

DISCUSSION:

- Staff explained the contract is for badges for employees and anyone with a badge at the airport. The software will streamline the process.
- Bryn Oakleaf asked if a 20% contingency is standard. Staff confirmed this.
- Greg Shepler asked if there is a periodic assessment and review of the security system. Staff explained the airport is in the process of an assessment with TSA (the airport badges TSA) and the airport security team does continuous random checks of the system.

VOTING: unanimous (7-0); motion carried.

5.06 Airport Budget Amendment AIP-125

MOTION by Greg Shepler, SECOND by Helen Riehle, to approve and recommend to City Council and the Board of Finance approval of the budget amendment relative to AIP-125 as presented.

DISCUSSION:

- Staff explained the grant for the new terminal integration project had change orders requiring the budget amendment.

VOTING: unanimous (7-0); motion carried.

5.07 Airport Circle Pavement Contract

MOTION by Greg Shepler, SECOND by Jeff Schulman, to approve and recommend to City Council and the Board of Finance approval of a contract with SD Ireland Construction and related budget amendment for repaving a portion of Airport Circle.

DISCUSSION:

- Staff explained the paving will occur on Airport Circle on the south end from Airport Drive to the northerly skywalk and includes the taxi lane. The new pavement is expected to last up to 15 years. Airport maintenance staff will do the line painting. There will be an infiltration system to control runoff.

VOTING: unanimous (7-0); motion carried.

6.0 CONSTRUCTION UPDATE

In addition to the written report, Larry Lackey mentioned staff applied for seven grants this year.

Steve Golick asked for an explanation of the difference between a boarding bridge and a gate. Nic Longo said the bridge connects to the aircraft. The gates are areas with seating and services for passengers prior to boarding.

Tim George commented on the closeout process for grants taking longer. Larry Lackey said there were many grants and many closeouts.

7.0 FINANCIAL UPDATE

Staff reported:

- The last of the ARPA monies are being carried over into the upcoming fiscal year. The funds are being expended with the expectation of completion this year.
- Revenues through April are \$22.6 million. Revenues are higher across the board.
- Expenses are \$13.2 million and include a full year of QTA operation, garage maintenance, lighting, fire alarm work, and pavement projects.
- Cash in the airport checking account is over \$6 million
- Staff is in contact with the FAA on grants and accounts receivables.

8.0 NOISE DATA

Staff reported 650 comments in total have been received to date, 27 comments from the last month. The heat map is posted. A breakdown of comments by aircraft and by town is shown.

Greg Shepler mentioned showing whether complaints have abated in the area where sound insulation has been installed. Nic Longo agreed it would be interesting to overlay the noise contour map. It was noted the technical advisory committee and regional advisory committee as part of the sound program are expected to resume meetings in August 2023.

9.0 AVIATION DIRECTOR'S REPORT

Aviation Director, Nic Longo, reported:

- Nic Longo thanked City Council for the reconfirmation as Aviation Director for the next three years.
- Nic Longo and Hannah Dusablon will be attending an upcoming conference and will meet with eight airlines to encourage use of Burlington Airport.
- Nic Longo was invited to speak at the International Airport Summit regarding capacity constraints with growing airport markets.
- Dave Carman will fill in while Nic Longo is on vacation.
- The construction season is kicking off at the airport.
- The north expansion terminal project is making progress.
- Conversations have taken place with the City of South Burlington on maintaining and growing green space across from the airport with the understanding of what the airport needs for future opportunities.
- The airport hosted a job fair event.
- Nic Longo has been on several radio talk shows discussing the airport.
- A response was sent on May 4, 2023 to the request regarding aircraft using the airport and what the airport can allow or not allow. The airport cannot prohibit private planes and per federal statutory requirements the airport must be available for public use.
- Staff met with the FAA Regional Administrator to discuss airport finances and growth needs for passengers.
- A consultant has been hired to help with the branding of the airport with the new name and identity.
- Positive progress in filling positions outlined in the airport reorganization continues.
- Airport Commission annual reorganization meeting is in July.

There was discussion of potential management techniques (possibly assigning reasonable time, place restrictions) and assessment of planes with inappropriate impact. Staff is looking at what the airport can control with regard to environmental impacts by the use of buildings materials, heat pumps, growth of sustainable fuels, and such. The airport cannot ban any aircraft. It was suggested the airport communicate to the public information on the steps being taken to reduce the carbon footprint of the airport. Representatives from Heritage Aviation said Heritage is working hard to bring sustainable jet fuel to Vermont (very expensive fuel) and doing much inside the building(s) to reduce the carbon footprint.

10.0 COMMISSIONER ITEMS

- Greg Shepler recommended the book on the Wright Brothers by David McCullough that he is reading.

11.0 FOLLOW UP ITEMS

11.01 Queue Permits for Taxi Drivers (Nic Longo) –Staff continues to work on the matter. Retain on agenda.

11.02 Briefing North Terminal Building (Jeff Schulman) – A presentation at the July meeting is anticipated. Retain on agenda.

12.0 ADJOURNMENT

MOTION by Helen Riehle, SECOND by Jeff Schulman, to adjourn the meeting.

VOTING: unanimous (7-0); motion carried.

The meeting was adjourned at 5:54 PM.

Next meeting: July 5, 2023 at 4 PM.

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PATRICK LEAHY BURLINGTON INTERNATIONAL AIRPORT

Patrick Leahy Burlington International Airport
1200 Airport Drive, Suite 1
South Burlington, VT 05403

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

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

DATE: July 17 (BOF), July 24 (CC)

SUBJECT: Request to Execute a Contract with Stantec Consulting Services Inc.
for the Design, Permitting, and Bidding of Runway 15-33
Rehabilitation Project.

REQUEST

The Patrick Leahy Burlington International Airport (Airport or BTV) seeks approval and authorization:

1. To execute a contract with Stantec Consulting Services Inc. for the Design, Permitting, and Bidding of the existing Runway 15-33 Rehabilitation Project.

EXECUTIVE SUMMARY

The project consists of planning for the approximately three inches (3") of existing bituminous asphalt pavement from the surface of the runway and associated taxiways, preparing milled surface, performing crack repair, and then placing a single nominal three inch (3"+/-) thick lift of new bituminous asphalt pavement on top of the milled surface to closely match the new grades. In addition to the Runway 15-33 pavement, portions of taxiway areas (Taxiways A "West" and H) that are adjacent to Runway 15-33 will also be rehabilitated as part of the scope of this project. Enhancements to cross slopes of the proposed work will be incorporated to enhance drainage and smoothness of the final paved surface wherever

practical. New runway/taxiway pavement markings will be applied. After the applicable curing period for the new asphalt pavement, the runway surface will be grooved. Once the grooving operations have been performed, new surface sensors will be installed within the surface of the runway pavement, and the associated cables installed in saw kerfs over to the edge of the runway pavement where the cable will be connected into the existing Type V surface sensor cables back to the Remote Processing Units (RPU's). The new sensors will then be inspected, approved, and commissioned by the sensor manufacturer.

Within the existing paved runway and taxiway shoulders, a similar process will be performed, except only one and one-half inch (1 ½") of existing bituminous asphalt pavement will be milled from the surface prior to placing a new 1 ½" layer of bituminous asphalt pavement. Applicable pavement markings will be applied, and all existing elevated and in-pavement runway/taxiway edge lights will be reset to coincide with the new grades. Given the operational sensitivity of closing Runway 15-33 to normal airport operations, all the proposed construction activities for this project are proposed to occur during non-operational hours from approximately 11:30 PM to 5:30 AM, Sunday through Thursday.

BENEFITS ANTICIPATED:

This project will provide BTV with necessary design and bidding for the safety rehabilitations on Runway 15-33 and portions of Taxiway areas in order to maintain safe airport operations. The alternate bidding of the project will allow the airport to prepare a fiscal year 2024 grant application for the full construction activity.

PROJECT APPROACH

Stantec Consulting Services Inc. 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.

FUNDING & BUDGET

This project will be funded by a future Federal Fiscal Year FFY24 FAA Grant at 90% with the balance being provided partially by State funding and Airport PFC funding. The FAA requires the design to be completed prior to Grant Application and will be reimbursed to the Airport. The Airports City Fiscal year 2024 budget includes the these cost.

AIRPORT COMMISSION APPROVAL

The Airport Commission approved and recommended the above requests July 5, 2023.

MOTIONS:

Board of Finance:

1. "To authorize the Director of Aviation to execute a contract with Stantec Consulting Services Inc. in the amount up to \$688,486.00, with a 15% contingency totaling \$791,758.90. As allowed under the grant, for the Planning, Design, Permitting, and Bidding of the Pavement Management and Rehabilitation of Runway 15-33, subject to review and approval of the City Attorney's Office."

City Council:

1. "To authorize the Director of Aviation to execute contracts with Stantec Consulting Services INC in a cumulative amount of up to \$688,486.00 with a 15% contingency totaling \$791,758.90. As allowed by the grant for Design, Planning and Bidding oversight for the Design of the Pavement Management and Rehabilitation of Runway 15-33, subject to review and approval of the City Attorney's Office."

Construction Update Report

20230705 Open Projects

1. **Air Carrier Apron Rehabilitation, Phases 6A & 7 (\$10.5M)**. The purpose of this project is to improve the (RON) remain overnight positions for the commercial aircraft carriers. Construction is complete working on project closeout.
2. **Taxiway G Realignment – Phase 2 (\$19M)**. The purpose of this project was to complete a full parallel taxiway to the airport's main runway for safety reasons. Completed. Received closeout from the FAA with payment. Awaiting amendment reimbursement.
3. **Airport Master Plan Update (\$1.5M)**. The purpose of the Mater Plan is to look at the needed improvements to the airport over the next 10 years. Completed. Final Payments and Closeout are taking place.
4. **Annual Parking Garage Maintenance (\$2.2M)**. The purpose of this maintenance is to ensure the longevity of the parking garage. We anticipated and were ready to start the replacement of the expansion joints and joint seal repair in the vicinity on the floors above the Tesla charging area. Due to the pandemic and travel restrictions, the maintenance project was postponed. This project is in the process of rebidding. We are also considering the rehabilitation of the stair wells, at this time, and the scope has been developed with signed agreement with consultant. We have met with our Engineer on the garage to reevaluate the current situation with needed garage repairs. We received bids for replacement of all lighting and the fire alarm systems in the parking garage totaling up to \$2.2M. MEI is the selected contractor. Construction has starting on the lighting and fire alarm replacement in the southeast portion of the south end parking garage.
5. **Terminal Integration Projects (TIP) (\$16M)**. The purpose of this project is to consolidate the TSA security checkpoint into one location for overall terminal efficiencies and a better passenger experience. The project is substantially complete. FAA closeout package moving forward.
6. **New Access Security System Upgrade (\$1.5)**. The purpose of this project was to update outdated access security equipment. Project is complete close out in progress.
7. **In-line Baggage Screening System Design (\$.75M)**. The purpose of this project is to update the baggage screening system from independent system to a more efficient streamlined in line baggage system. A TSA design grant was applied for in 2020. We had the RFP/Q out on September 16, 2020 and received proposals on October 16, 2020. The proposal review process for this design project was completed. We have submitted the selected proposal (Passero Associates PA) to the TSA. The final technical review is complete and we are in the contracting phase. We received the approximate \$635,000.00 OTA. City Council has approved. Preferred Alternative Report was completed and reviewed by the local TSA. Received local TSA's support of the preferred alternative. Schematic design submitted to TSA and accepted. The 30% design is complete with estimates allocable and non- allocable costs (\$16M) being reviewed by the Team. Moving to final design. The bidding of this project is being put on hold until we can address relocation of the existing tenants, operational costs and financing of the project.

8. **Chamberlin School HVAC Improvements (\$2.0M).** The purpose of this project was to provide air conditioning and mechanical ventilation in order to avoid the need to open windows for natural cooling. A fully ducted ventilation system to help mitigate sound transmission. Project closeout sent to the FAA.
9. **Residential Sound Insulation Pilot Project (Phase 1) (\$1.5M).** The purpose of the project is 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. This project will also determine the eligibility of an additional 50 residential units, located in and around the 70 DNL which will be included in future phases of the program. This Program including: Program formulation, Home eligibility determination, Project Management, Community Outreach, Evaluations of Structures, Design Services, Bid activities, Construction Support, Construction and Pre-qualification of 50 home package The Airport and Consultant team has established program standards, implemented a pilot phase for sound insulation, and developed and created a public outreach program that defines the process. FAA. The Acoustical Testing of 19 homes has taken place. They were all deemed eligible. Based on the completed acoustical testing we requested approval from the FAA for blanket approval of homes in the 70 dB contour to move to outreach and design without additional testing from the FAA. This has been approved by the FAA. Design is complete for improvements to 9 homes. Construction to start by late July. There has been a delay due to the bankruptcy of the window supplier.
10. **Hot Spot Remediation/RW 1 PAPI Relocation (\$3.5).** The purpose of this project was for aircraft airfield safety as identified needs by the Airport and FAA. This project addresses the development of the construction contract documents (plans and specifications) for the BTV hot spot mitigation including: Runway 1-19 guard lights and relocate signs and hold lines at Taxiways Bravo and Charlie. Provide a painted island at the intersection of Taxiways Alpha and Charlie to create a defined taxiway edge prior to the General Aviation (GA) apron when taxiing on Taxiway Alpha. Provide partial GA taxiway approximately 25' wide x 800' long parallel to Runway 1-19 at the approach end of Runway 1. (See # 14. Below) This taxiway is to be designed to TDG 1 and ARC B-1 (small) standards, including drainage improvements. Removal of surplus pavement at intersection of Runways 1-19 and 15-33 at Taxiway Echo. The removal of pavement will mitigate runway incursions from Taxiway Echo. Proposed relocation of Runway 1 PAPI (4 box) to accommodate the new hold line relocation on Taxiway Charlie. Mill and overlay a portion of Taxiway Charlie. Coordination with the FAA for reimbursable agreements on PAPI, new instrument approach procedures, design reviews, and FAA construction support/inspections. Construction is complete on the Raised Guard Lights, Marking and TW C Mill and Overlay. Final billing and close out is moving forward.
11. **NOAA/NWS Terminal Renovations (\$1.5M).** The purpose of this project was for improvements needed to meet the requirements of the recently signed long term lease of this leased terminal area. Project is substantially complete and moving to close out.
12. **Noise Monitoring Equipment (\$.5M).** The purpose of implementing this system allows the public and local jurisdictions accurate information about aircraft operations and their associated noise levels at the airport in South Burlington, Winooski and Williston. The entire system is live and accessible via link to the public. We are currently in the process of completing the FAA Grant Closeout Process.
13. **Taxiway A Mill & Overlay (est. \$3.7M).** The purpose of this project is maintenance and the addition of safety measures to include new edge lighting and paved shoulders. The scope and proposal to have been received from the consultant (McFarland and Johnson Consulting, Inc.) A scoping session with the FAA

was completed. The FAA Independent Fee Estimate (IFE) process has started. The permitting preparation process has started. The project consists of the rehabilitation of approximately 21,000 SY of existing Taxiway A pavement between Taxiway C and Taxiway G. Additionally, the project will include the construction of one 20-foot asphalt shoulder. The major project components include the mill and overlay of approximately 21,000 SY of existing taxiway pavement, the construction of approximately 4,000 SY of taxiway shoulder pavement, the installation of new taxiway edge lighting, airfield signage, and other ancillary items. Bids were received on April 20, 2022 and a grant application was prepared and submitted on April 29, 2022. Received grant moving to scheduling and contracts. **We submitted an additional grant application for this project which includes the remainder of TW A and corresponding connection to TW C. This was initially removed from the previous year application do to limits on funding. Construction will start July 17. Slightly delayed due to coordination with the Gate 9 PBB installation.**

- 14. TW K Construction (\$1.5M).** The purpose of this project was for aircraft airfield safety as identified needs by the airport and FAA. Project closeout in progress.
- 15. RW 1 PAPI Relocation Reimbursable Agreement (RA) (Part of the TW K project).** The purpose of this project was for aircraft airfield safety as identified needs by the airport and FAA. PAPI Relocation has been completed. Project closeout in progress.
- 16. Residential Sound Insulation Project - Phase 1 (Phase 2) (\$2.20M)** The purpose of the project is 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. This project will provide construction improvements to homes located in and around the 70 DNL. The Airport is proposing to continue implementation of its Residential Sound Insulation Program (RSIP). This grant will include: community outreach, historic review, design and bidding of 54 homes, 6 homes which construction improvements will be completed with the Pilot Program. Properties will be located within the 70+ DNL FAA approved 2023 noise contour. Bids were received on April 22, 2022 and a grant application was prepared and submitted on April 29, 2022. Grant received. Construction Improvements contract completed with the contractor anticipated for spring start. The additional 52 homes have been designed. The FAA grant application was completed and submitted for the construction improvements for 52 homes. Awaiting Grant Issuance.
- 17. Gate 9 Passenger Boarding Bridge (PBB) (\$2.0M).** The purpose of this project is to provide a fully enclosed access for passengers to the commercial aircraft using the Terminal Gate 12 location on the Apron from the new TIP. Received scope and proposal from the consultant (Jacobs Engineering Group). The FAA scoping session was completed with the FAA. The Independent Fee Estimate (IFE) process is underway. This project is for the installation of a new PBB. The new PBB will be located at the south end of the Terminal Integration Project (TIP), which is currently under construction. The second floor of the TIP will serve as the Gate 9 hold room. The new PBB will eliminate the need for passengers to descend a stairwell, walk across the apron, and board aircraft via a stair truck. Accessibility for disabled passengers will be drastically improved as well. This project is being initiated now to identify the preferred rotunda location and PBB configuration while the TIP project can still accommodate changes. Bids were received on April 27, 2022 and a grant application was prepared and submitted on April 29, 2022. Grant received. Construction contract issued moving forward with construction. **Construction and installation is nearing completion. Due to a request of one air carrier for a certain angle**

an addition wedge piece needed to be fabricated for connection to the building. We anticipate the the new PBB to be operational by early August.

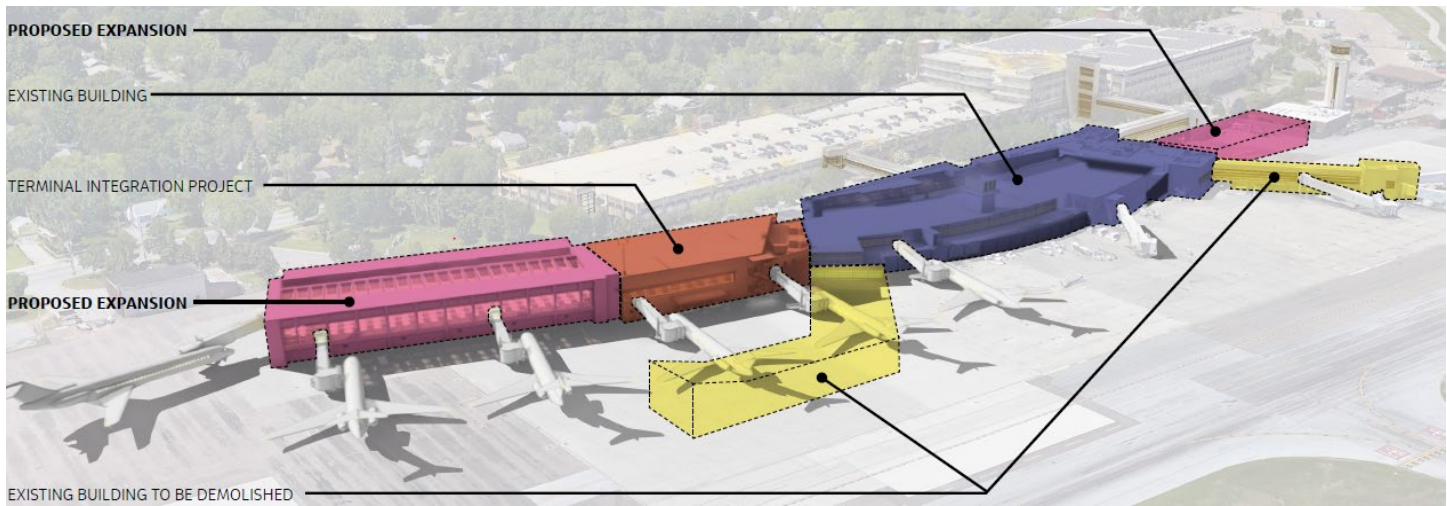
- 18. Southern - Apron and TW G Ext. Development (\$6.0).** The purpose of this project is to provide much needed additional general aviation apron area on the airfield. Received scope and proposal from the consultant (Hoyle, Tanner and Associates) and have completed the FAA scoping session. The FAA 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. **We are awaiting Grant Issuance.** 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. **The Contract to start construction in July has been issued.**
- 19. 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 have started.**
- 20. Glycol System Upgrade (est. \$3.5M).** The purpose of this project is to improve the glycol system (De-icing). The FAA has determined they will not fund at this time. We are regrouping on how to move this forward.
- 21. Noise Exposure Map (NEM) (est. \$.85M).** The purpose is to update the map is due to the full one year of F-35 operations at the airport. Prepare a 14 C.F.R Part 150 Noise Exposure Map (NEM) update for Burlington International Airport (BTV). The NEM Update will replace the NEM maps which were approved in 2019. This update is needed due to the change in Vermont Air National Guard based aircraft to the F-35A. The previous NEM Update indicated an update would be completed once the F-35A aircraft have been operational for one year. The scope and IFE process is complete and a grant application was prepared and submitted on April 29, 2022. Grant received. Working on scheduling and contracts. Contract issued to Consultant. Had kick off meeting. Coordination is on going.
- 22. 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; 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.

23. North Terminal Improvement Project (\$2.0M). 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 the end of July.**

24. North Terminal Replacement Project and New PBB's (\$38M). 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 issues 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 RFQ construction development process. We received approval from the FAA on this procurement process last week. We hope to be out with a RFQ over the next month.**

Conceptual Renderings – North and South Terminal (concourse) Improvements



25. **Cargo Apron Design Project (\$4.0M).** 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.
26. **SRE Building Design (\$18M).** 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 completed with the IFE process moving forward. The Grant Application was submitted to the FAA last month.
27. **Burlington Tech Center (BTC) (\$10M).** 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.
28. **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. Scoping meeting with FAA completed. Moving to the design contract stage.
29. **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

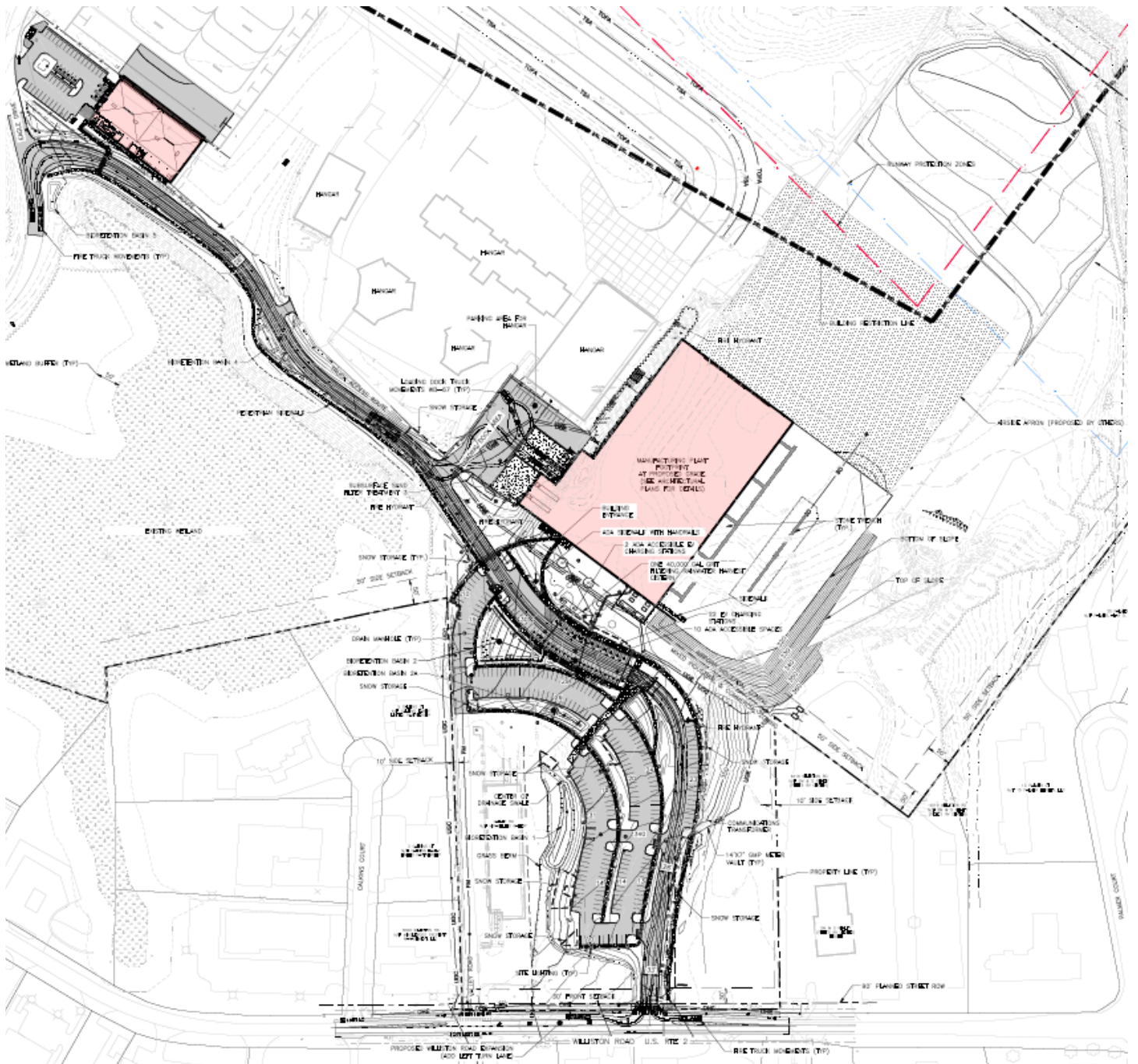
improvement for the safety of the aircraft users. Scoping has been completed with the FAA. We have completed the IFE. A Grant Application was submitted on April 3, 2023.

30. Noise Use Re-Use Plan update (\$.25M). The purpose of this project is to update the latest Plan. All properties acquired since the last plan update will be evaluated. Scoping is anticipated over the next week with the FAA. This project has been minimized in coordination with the FAA and a grant will not be required to meet their update request.

31. Residential Sound Insulation Program Phase 2. (Phase 3) (\$8.0M) The purpose of the project is 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. This project will provide construction improvements to 52 homes. The Airport is proposing to continue implementation of its Residential Sound Insulation Program (RSIP). This Grant Application also includes community outreach, historic review, design and bidding of 50 more home improvement projects. **The Grant Application has been submitted.**

32. 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.





PATRICK LEAHY BURLINGTON INTERNATIONAL AIRPORT

To: Airport Commissioners
From: Marie Friedman, CPA, Director of Finance
Date: July 3, 2023
Re: Financial Highlights Report for July 5th, meeting

- This month's financial package includes the May P&L, May Revenue Recovery Metrics, June Banking Balance report and June AIP Receivable report.
- STIMULUS GRANTS Summary
 - CARES ACT Grant received May 11, 2020 for \$8.7M. BTV has drawn down \$7,830,557 on this grant. \$6,165,155 of this used to cover operating expenses in both FY 2020 and 2021. \$1,665,403 reimbursed the airport for local share contribution on FAA grants. The Airport is reserving the remaining available grant monies of \$870,557 to cover additional local share expenditures. This grant is effective until May 11, 2024.
 - CRSSA Grant was received April 5, 2021 for a combined total of \$4.04M. There is still \$446,442 available under the CRRSA grant. This grant is effective until April 5, 2025.
 - The Airport received a \$7.6M Grant November 30, 2021 under the American Rescue Act. There is still \$3.9 million available under ARPA grant. We have four years to utilize this grant.
 - BTV owes \$1,401,866 on the Grant Anticipation Note (GAN) for AIP-143. The Airport just received this grant and will be seeking reimbursement from the FAA shortly. Interest rates are adjusted monthly. Interest paid on the GAN is eligible for reimbursement under a future PFC application. The airport paid \$33,721.95 during fiscal year 2023.
- Year-to-date (YTD) Revenues through April were \$24.7 million. This includes \$1.75 million in Federal Stimulus grant funds. Operating revenues (excluding the Grant funds) increased \$3.56 million (19%) increase YTD compared to prior year. Operating revenues continue a strong upward improvement. 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. Parking garage revenues, Car rental concession revenues, landing fees and CFC have all recovered. PFC revenues are at 92% which is similar to enplanement recovery.
- Expenses thru April were \$14.7 million. This is higher than last year primarily due to fuel, utilities and operating costs for the Car Rental Quick Turnaround (QTA) facility. The car rental companies reimburse the Airport for fuel and utilities monthly. Likewise Customer Facility Charges (CFC) revenues cover the QTA operating expenses. The Airport is also seeing expenditure increases to salaries, overtime, repair and maintenance costs, property repairs and computer licensing and maintenance. Please refer to the P&L for more detail.
- Cash update: As of June 30th, BTV had \$7,741,020 in the Airport International account and did not owe the City any money. This is a very healthy bank balance as we end the fiscal year.

- AIP Receivable: The FAA amended and reimbursed AIP-118 (Taxiway Gulf, phase 2) to cover eligible and necessary construction project costs in June. The Airport also received the AIP-143 grant for the North Terminal Renovation project (currently under construction) in June.



Budget Performance Report

Fiscal Year to Date 6/30/2023

Account	Account Description	Amended Budget	YTD Encumbrances	FY 2023 YTD Transactions	Remaining Balance	% Used/ Rec'd	FY 2022 YTD Transactions
Fund 400 - Airport							
REVENUE							
4247	Fees and Permits	95,000.00	.00	116,696.00	(21,696.00)	123%	93,005.00
4267	Utility Reimbursement	51,000.00	.00	98,987.25	(47,987.25)	194%	67,951.91
4268	Sale of Gasoline	850,000.00	.00	559,090.47	290,909.53	66%	284,443.35
4295	Parking Fees	5,700,000.00	.00	6,408,026.95	(708,026.95)	112%	4,997,938.24
4297	CFC's	1,490,000.00	.00	2,239,612.00	(749,612.00)	150%	1,471,208.00
4345	Advertising Revenues	114,000.00	.00	93,455.77	20,544.23	82%	76,128.96
4390	Concessions	270,000.00	.00	303,397.05	(33,397.05)	112%	277,496.60
4440	Taxi Fees	133,000.00	.00	146,609.00	(13,609.00)	110%	124,598.00
4445	Terminal Rent - Exclusive	1,296,000.00	.00	1,202,070.83	93,929.17	93%	1,198,348.15
4450	Terminal Rent - Commonuse	1,515,650.00	.00	1,399,122.86	116,527.14	92%	1,404,663.11
4455	Terminal Concessions Airport	660,000.00	.00	615,049.73	44,950.27	93%	360,214.00
4460	Rental Car Concessions	2,600,000.00	.00	3,022,885.00	(422,885.00)	116%	2,578,129.16
4465	Rent Grounds	390,860.00	.00	408,247.60	(17,387.60)	104%	410,949.68
4470	Rent Buildings	1,244,157.00	.00	1,105,278.08	138,878.92	89%	1,563,009.46
4475	Landing Fees	1,700,000.00	.00	1,831,882.81	(131,882.81)	108%	1,509,667.26
4480	PFC Revenue	2,500,000.00	.00	2,335,299.00	164,701.00	93%	2,033,272.00
4505	Terminal Non Airline	631,000.00	.00	574,583.24	56,416.76	91%	575,983.24
4535	Misc Rev	131,000.00	.00	10,251.01	120,748.99	8%	10,265.78
4600	Fees For Services	6,000.00	.00	6,630.00	(630.00)	111%	5,041.00
4700	Interest / Investment Income	.00	.00	112,409.30	(112,409.30)	+++	12,918.07
4702	Interest Income PFC	10,000.00	.00	8,520.76	1,479.24	85%	10,828.51
4703	Restricted Interest Income	.00	.00	33,400.46	(33,400.46)	+++	5,590.03
4705	Unrealized Gain/Loss-Invest	.00	.00	631.00	(631.00)	+++	(52,095.73)
4750	Gain/Loss On Asset	.00	.00	21,666.00	(21,666.00)	+++	1,569.79
4875	Grants TSA Leo Grant	150,000.00	.00	147,448.00	2,552.00	+++	147,007.00
4890	CARES ACT/ARPA/CRRSA Federal Grant	4,242,403.00	.00	1,745,648.04	2,496,754.96	+++	.00
4925	Proceeds	.00	.00	250.00	(250.00)	+++	869.83
4961	Property Tax Reimbursement - Airport	246,215.00	.00	206,712.29	39,502.71	84%	195,397.68
REVENUE TOTALS		\$26,026,285.00	\$0.00	\$24,753,950.90	\$1,272,334.10	95%	\$19,364,421.82
EXPENSE							
5000	Salaries and Wages	3,409,128.00	.00	2,411,836.96	997,291.04	71%	2,250,660.70
5100	Overtime	333,100.00	.00	265,038.12	68,061.88	80%	202,972.76
5200	Other Personal Service	403,247.00	.00	321,103.76	82,143.24	80%	262,349.15
5400	Employee Benefits	1,166,050.00	.00	1,045,401.65	120,648.35	90%	1,127,781.23
6000	Office Supplies	11,000.00	.00	4,385.17	6,614.83	40%	4,074.93
6005	Postage	500.00	.00	161.96	338.04	32%	190.31
6007	Shipping and Moving	31,450.00	540.00	28,206.34	2,703.66	91%	7,937.04
6010	Computer Equipment	42,875.00	1,676.30	29,598.73	11,599.97	73%	9,648.83
6015	Computer Software	10,180.00	.00	.00	10,180.00	0%	7,528.35
6017	Computer Licensing and Maint.	231,900.00	8,473.29	170,381.69	53,045.02	77%	122,593.71
6020	Office Equipment	41,500.00	.00	16,940.00	24,560.00	41%	40,336.28
6025	Furnishings	213,000.00	.00	48,993.82	164,006.18	23%	10,083.75



Budget Performance Report

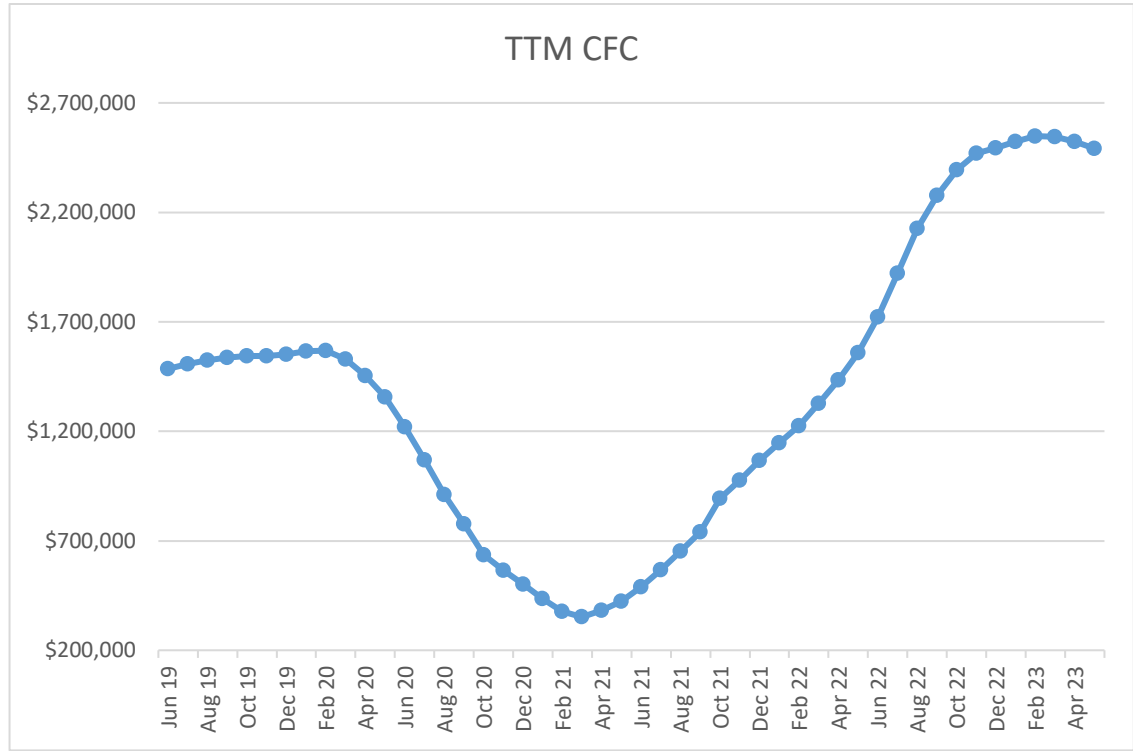
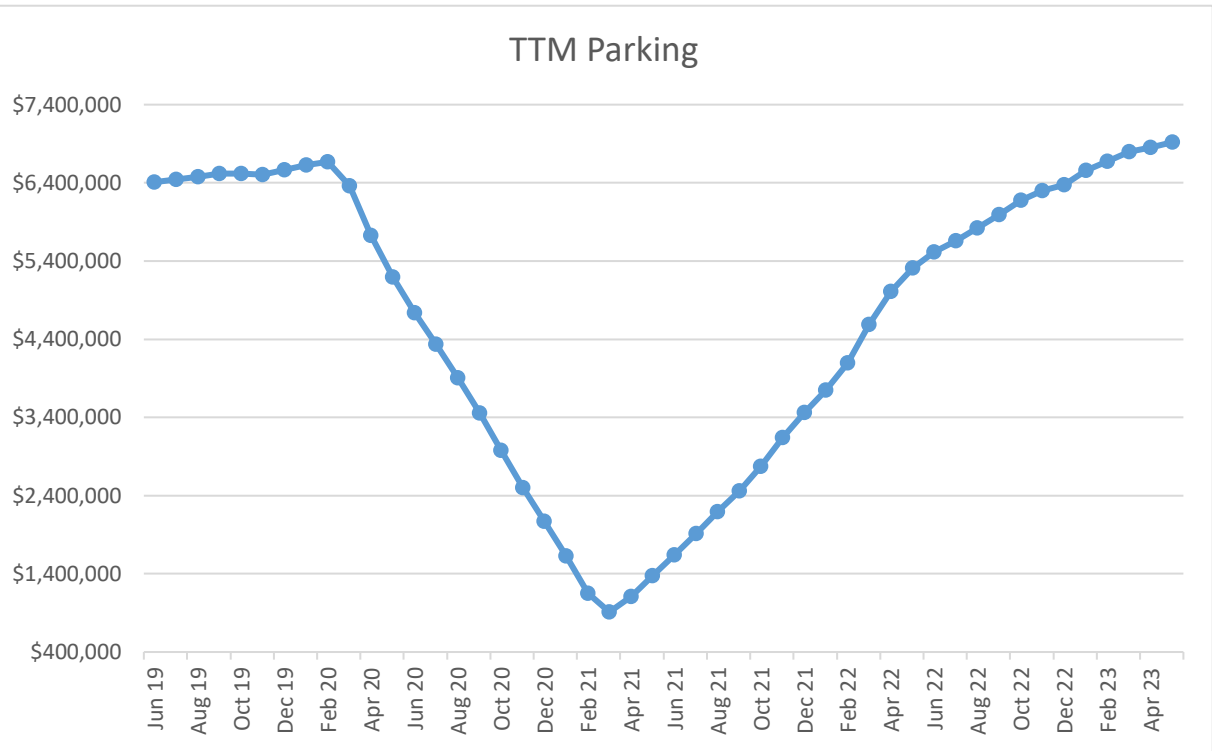
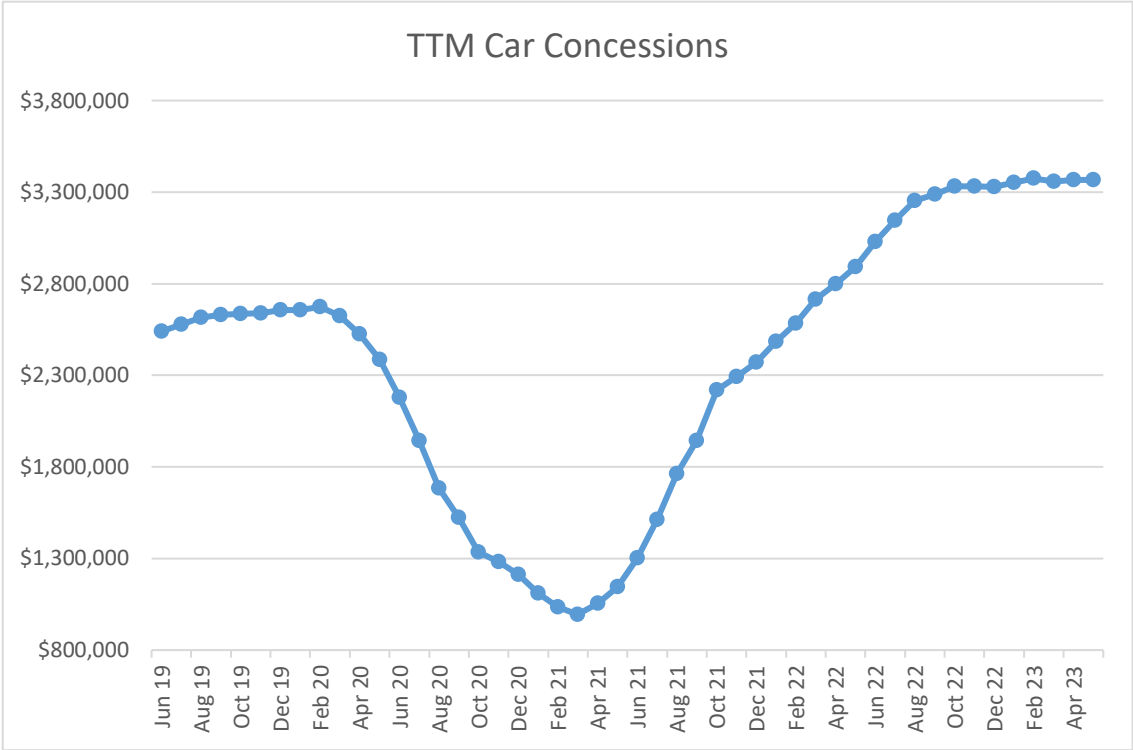
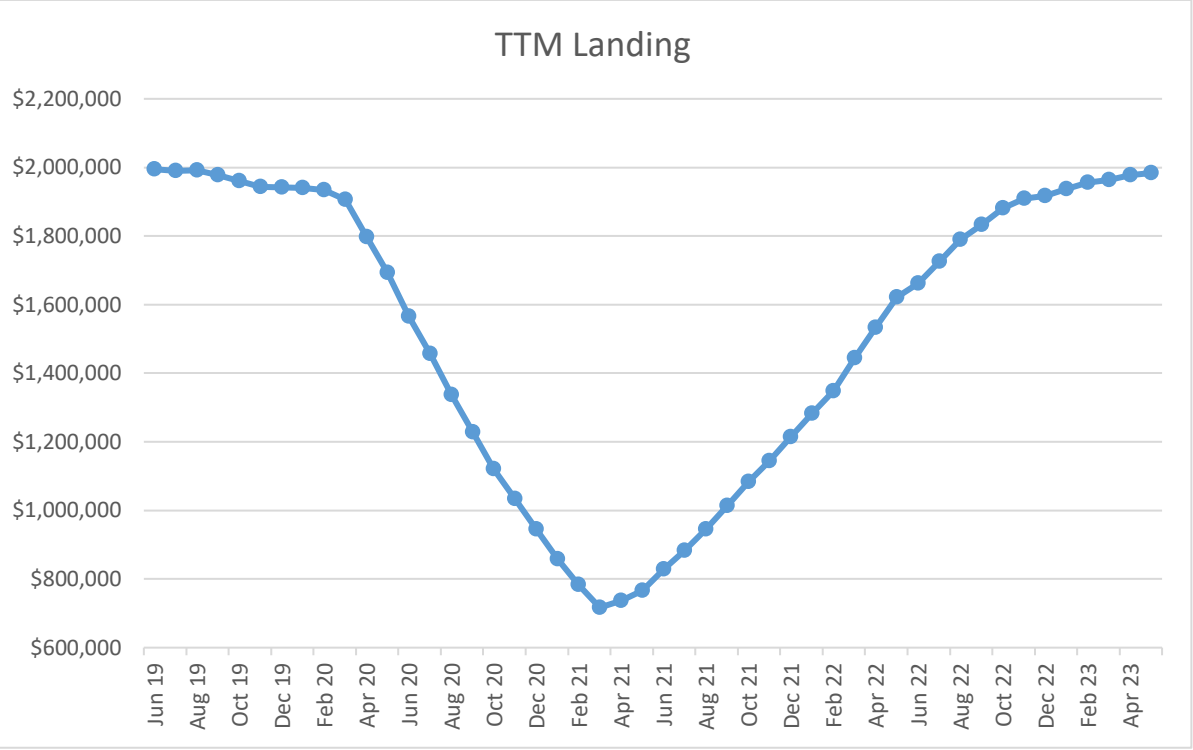
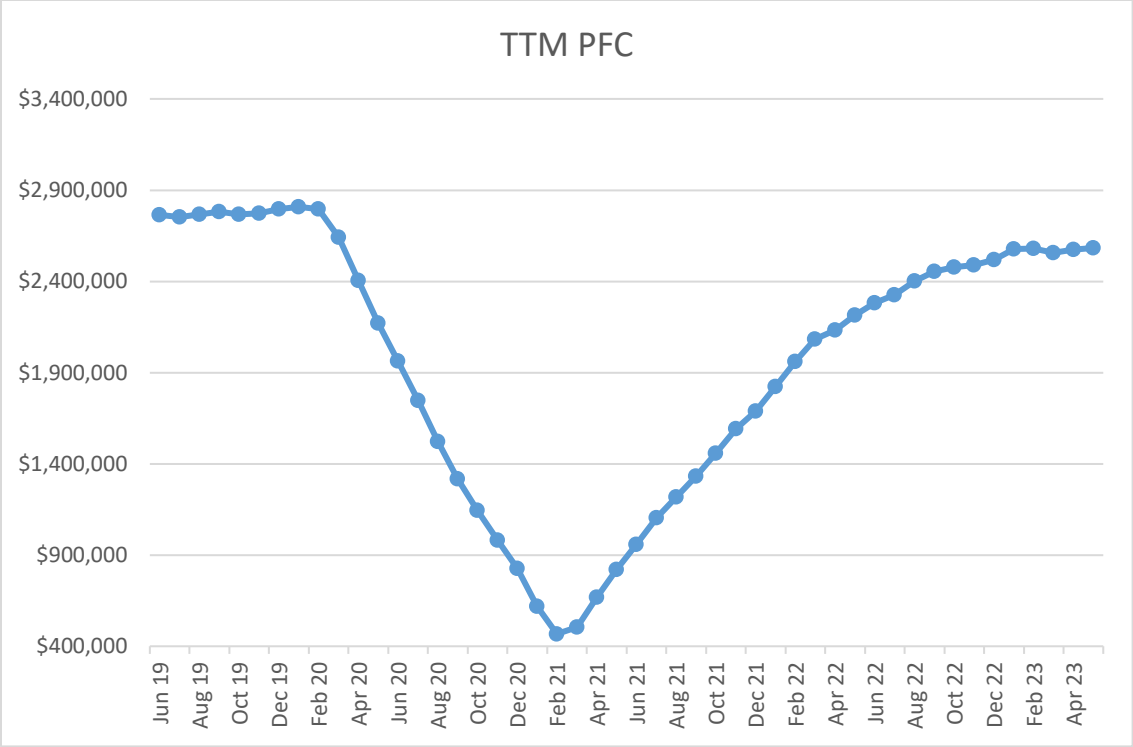
Fiscal Year to Date 6/30/2023

Account	Account Description	Amended Budget	YTD Encumbrances	FY 2023 YTD Transactions	Remaining Balance	% Used/ Rec'd	FY 2022 YTD Transactions
6200	Medical Fees And Supplies	21,000.00	.00	4,465.75	16,534.25	21%	15,125.12
6202	Printing/Copying/Paper Mgt	9,700.00	8,250.00	343.71	1,106.29	89%	5,569.19
6203	Dues/Subscriptions	141,350.00	1,000.00	77,913.13	62,436.87	56%	71,495.70
6206	Custodian Supplies	65,500.00	.00	54,507.19	10,992.81	83%	42,954.89
6208	Special Supplies	59,200.00	.00	51,513.62	7,686.38	87%	17,207.86
6210	Small Tools and Equipment	145,100.00	.00	104,711.79	40,388.21	72%	49,566.40
6212	Fuel	1,010,000.00	101,060.44	666,320.26	242,619.30	76%	404,992.20
6214	Clothing And Uniforms	6,000.00	.00	4,149.67	1,850.33	69%	3,037.28
6215	Uniform Laundering	23,000.00	2,592.58	15,207.42	5,200.00	77%	17,121.75
6216	Oil & Grease & Antifreeze	22,000.00	.00	10,275.03	11,724.97	47%	11,233.87
6222	Runway De-Ice	352,995.00	.00	302,371.65	50,623.35	86%	482,494.10
6247	Energy Efficient	241,666.00	.00	42,349.99	199,316.01	18%	17,941.16
6300	Repair & Maintenance	4,784,687.00	109,942.41	1,917,932.29	2,866,754.71	42%	1,275,578.82
6350	Legal Notice & Advertising	2,200.00	.00	1,140.00	1,060.00	52%	1,411.44
6400	Utilities	1,682,836.00	.00	1,230,750.58	452,085.42	73%	1,120,030.27
6500	Professional and Consultant Services	1,878,705.00	64,823.91	1,191,855.42	622,025.67	67%	1,037,777.08
6530	Rentals	67,000.00	.00	60,123.99	6,876.01	90%	50,871.95
6600	Maintenance Contracts	362,260.00	4,749.99	262,072.46	95,437.55	74%	192,907.36
6605	Radio Maintenance	11,500.00	434.00	4,827.00	6,239.00	46%	5,816.69
6610	Custodial Contracts	806,213.00	.00	702,215.00	103,998.00	87%	616,935.00
6615	Property Repairs	386,900.00	5,000.00	174,072.20	207,827.80	46%	80,382.04
6625	Equipment Maintenance Repairs	249,800.00	12,951.65	98,063.89	138,784.46	44%	78,172.20
6700	Travel & Training	119,870.00	.00	76,772.44	43,097.56	64%	27,459.18
6800	Fees for Services	29,145.00	.00	16,162.64	12,982.36	55%	7,802.49
7002	Interest Expense	.00	.00	.00	.00	+++	.00
7004	Interest Expense - Restricted	200.00	.00	.00	200.00	0	.00
7200	Capital Leases	572,488.00	.00	541,117.46	31,370.54	95%	523,371.56
7230	Insurance	309,734.00	.00	294,463.74	15,270.26	95%	256,216.41
7303	Regulatory and Bank Fees	244,100.00	.00	130,984.63	113,115.37	54%	152,494.92
7312	Real Estate Taxes	772,657.00	.00	767,020.29	5,636.71	99%	744,337.41
7652	Discretionary Spending	45,000.00	.00	37,289.51	7,710.49	83%	18,374.37
8015	Indirect Fees	492,806.00	.00	451,737.00	41,069.00	92%	356,367.00
8017	Indirect Fees - City Attorney	90,586.00	.00	83,039.00	7,547.00	92%	63,096.00
8095	Interest On Pooled Cash	250.00	.00	.00	250.00	0%	.00
8135	Airport Security To Police	1,310,000.00	.00	1,010,742.33	299,257.67	77%	1,150,956.00
Operating EXPENSE TOTALS		\$22,210,378.00	\$321,494.57	\$14,728,559.28	\$7,270,266.56	68%	\$12,945,254.75
Net Operating Revenues (which are used to pay for Bond payments, Leases, Capital and FAA projects)				\$10,025,391.62			\$6,419,167.07

Recovery Metrics

	At Feb 2020	Minimum	Drop	Current	Recovery
Parking	\$6,670,572	\$911,595	-86%	\$6,919,920	104%
PFCs	\$2,797,591	\$467,680	-83%	\$2,583,685	92%
Car Concessions	\$2,673,896	\$994,488	-63%	\$3,366,673	126%
Landing Fees	\$1,933,993	\$716,928	-63%	\$1,983,770	103%
CFCs	\$1,568,752	\$352,036	-78%	\$2,491,256	159%

All figures are trailing twelve months



Burlington International Airport

Cash and Investments

June 30, 2023

Account	Account Description	Balance @ 6/30/2023
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Unrestricted Bank Accounts

1000_400	Bank Account Airport	7,741,020
1050_496	Cash Restricted AIP Deposit Keybank	16,681

Restricted Bank Accounts

1050_420	Cash Restricted Escrows - Airport PFC TD Bank	7,223,200
1000_415	Bank Account - PFC Prepaid Cash Account	491,892
1000_420	Bank Account CFC	2,503,060
1050_416	Cash Restricted Revenue Bond DSR-Zion Trustee	3,357,950
1050_400	Cash Restricted Air Debt Service Fund - Interest	658,865
1050_401	Cash Restricted Air Debt Service Fund-Principal	1,686,743
1050_402	Cash Restricted Air Debt Service Fund-Sinking	1,011,030
1050_425	Cash Restricted Escrows - Airport - Op Maint Res	5,446,593
1050_430	Cash Restricted Esc - Airport Res Acct - TD Bank	206,535
1050_495	Projects Operating Acct/Escrow GAN Keybank	279

Total Cash and Investments		<u>30,343,849</u>
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1100_999	(Due To) / Due From Pooled Cash (timing)	<u>-</u>
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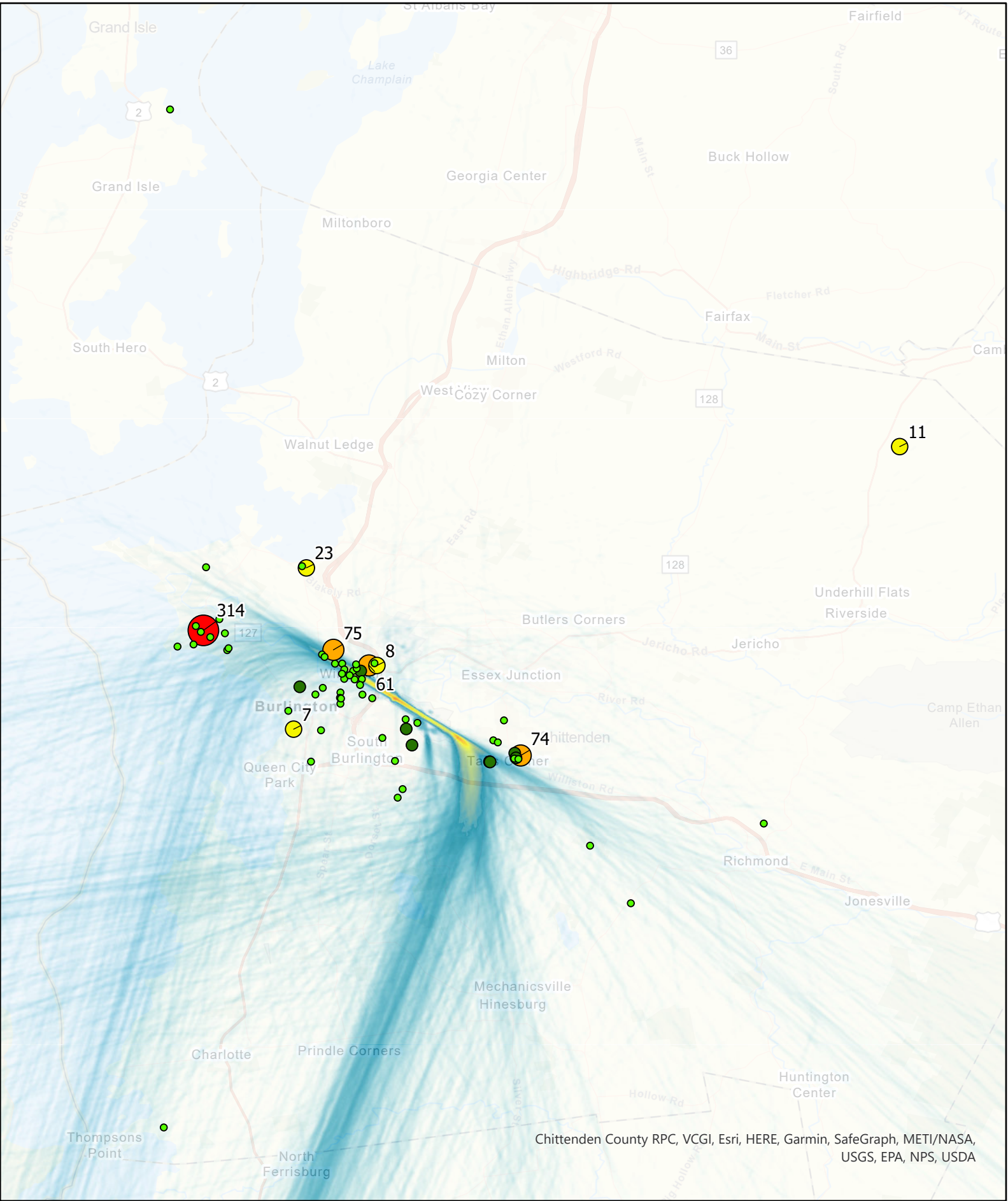
Comparative Information on Primary Airport bank account

		<u>6/30/2023</u>
1000_400	Bank Account Airport - Current Fiscal year - June 2023	7,741,020
1000_400	Bank Account Airport - Prior Fiscal year - June 2022	7,209,867
1000_400	Bank Account Airport - Three year ago - June 2019	3,890,151



PROJECT DESCRIPTION			FEDERAL GRANT A/R BALANCE 06/30/22	TOTAL PROJECT EXPENSES FY 2023	GRANT Reimburse Percent	% OF PROJECT EXPENSES FY 2023	REIMBURSE- MENTS FY 2023	FEDERAL GRANT A/R BALANCE 06/30/23	10% LOCAL SHARE FY 2023
ACTIVE AIP PROJECTS									
408	113	MASTER PLAN UPDATE	113,792	1,310	90%	1,179	(114,971)	(0.00)	131
412	117	AIR CARRIER APRON PHASE 6A	53,682	-	90%	-	(53,682)	0	-
411	118	TAXIWAY GULF PHASE 2	2,640,628	592	90%	532	(2,641,151)	10	59
410	119	TAXIWAY GULF PH 2 RW 1-19 PAPI	18,435	1,099	90%	989	-	19,423	110
423	120	ACCESS CONTROL SECURITY REHAB	121,920	214	100%	214	-	122,134	-
400	121	CARES ACT GRANT	492,059	-	100%	-	-	492,059	-
420-700	122	S. TERMINAL APRON REHAB PH 7	245,804	-	100%	-	-	245,804	-
419	123	CHAMBERLAIN HVAC UPGRADE	38,345	2,070	100%	2,070	(40,415)	0	-
415	124	NOISE MONITORING EQUIPMENT	21,148	-	100%	-	(21,148)	-	-
425	125	TERMINAL INTEGRATION PROJECT	410,674	3,964,666	88%	3,488,771	(1,461,349)	2,438,096	475,895
400	127	CRRSA STIMULUS GRANT	0	666,245	100%	666,245	(666,245)	(0)	-
400	128	CRRSA CONCESSION GRANT	130,459	-	100%	-	-	130,459	-
428-901	129	SOUND INSULATION PILOT PROGRAM	67,341	160,307	100%	160,307	(180,780)	46,869	-
427-900	130	HOT SPOT MITIGATION GRANT	114,434	-	100%	-	-	114,434	-
427-904	131	HSR TWC & K	53,613	-	100%	-	-	53,613	-
427-902	132	HSR RW 1 PAPI	37,458	-	100%	-	-	37,458	-
420-903	133	TERMINAL APRON PH 7, Parts 2&3	2,013,724	621,922	100%	621,922	(2,575,572)	60,073	-
400	134	ARPA	1,992,916	1,079,403	100%	1,079,403	(3,072,319)	(0)	-
400	135	ARPA CONCESSION GRANT	209,766	-	100%	-	-	209,766	-
427-911	136	HSR TW K PAPI	34,907	-	90%	-	(34,907)	0	-
427-905	137	TW K CONSTRUCTION GRANT	851,997	622,328	90%	560,095	(1,140,537)	271,555	62,233
416-907	138	ENVIRONMENTAL ASSESSMENT	-	39,381	90%	35,443	-	35,443	3,938
426-910	139	BOARDING BRIDGE GATE 12	105,477	1,374,451	90%	1,237,006	(287,229)	1,055,254	137,445
416-913	140	NOISE EXPOSURE MAP	-	4,900	90%	4,410	(4,410)	-	490
428-908	141	SOUND INSULATION PROGRAM FFY22	75,740	631,521	90%	568,369	(497,621)	146,487	63,152
427-906	142	REHAB TAXIWAY A	324,790	107,173	90%	96,456	(324,790)	96,456	10,717
421-918	future	SOUTH TERMINAL REPLACEMENT	-	4,900	90%	4,410	-	4,410	490
426-923	future	SNOW REMOVAL EQUIPMENT BLDG		61,136	90%	55,023	-	55,023	6,114
424-909	future	SOUTH APRON CONSTRUCTION	191,866	156,684	90%	141,016	-	332,881	15,668
426-916	143	NORTH TERMINAL RENOVATION	14,946	1,634,636	90%	1,471,173	-	1,486,119	163,464
TOTAL CURRENT PROJECTS			10,375,919	11,134,936		10,195,031	(13,117,125)	7,453,825	939,906

GAN BALANCE @ 6/30/2023 \$ 1,401,866

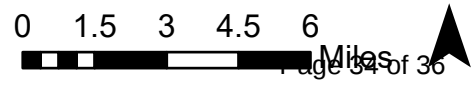
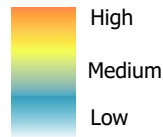


Airport Noise Complaints
- KBTV
6/27/2023

of Complaints from
a Single Address

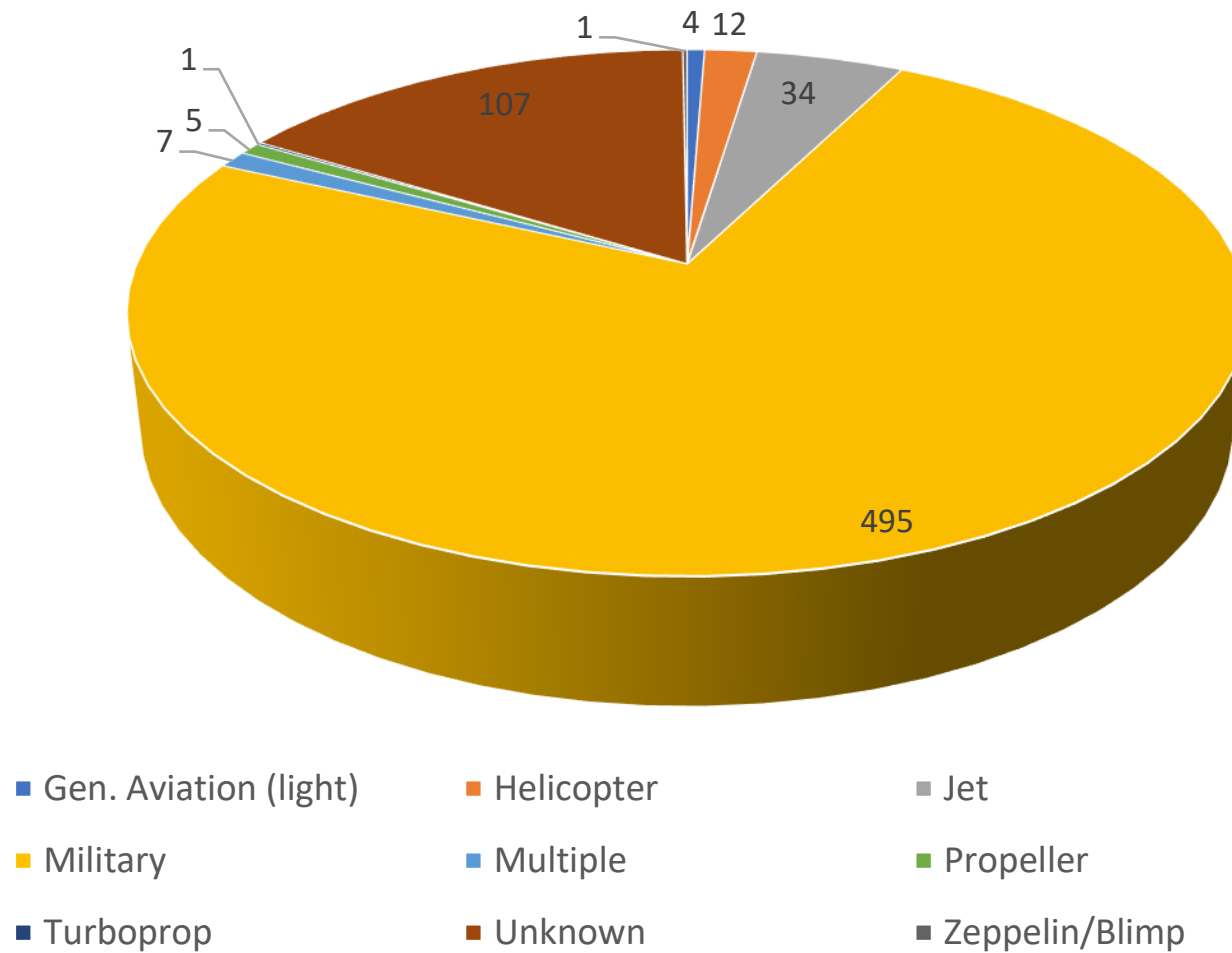
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- 7 - 23
- 61 - 75
- 314

Radar Track Density



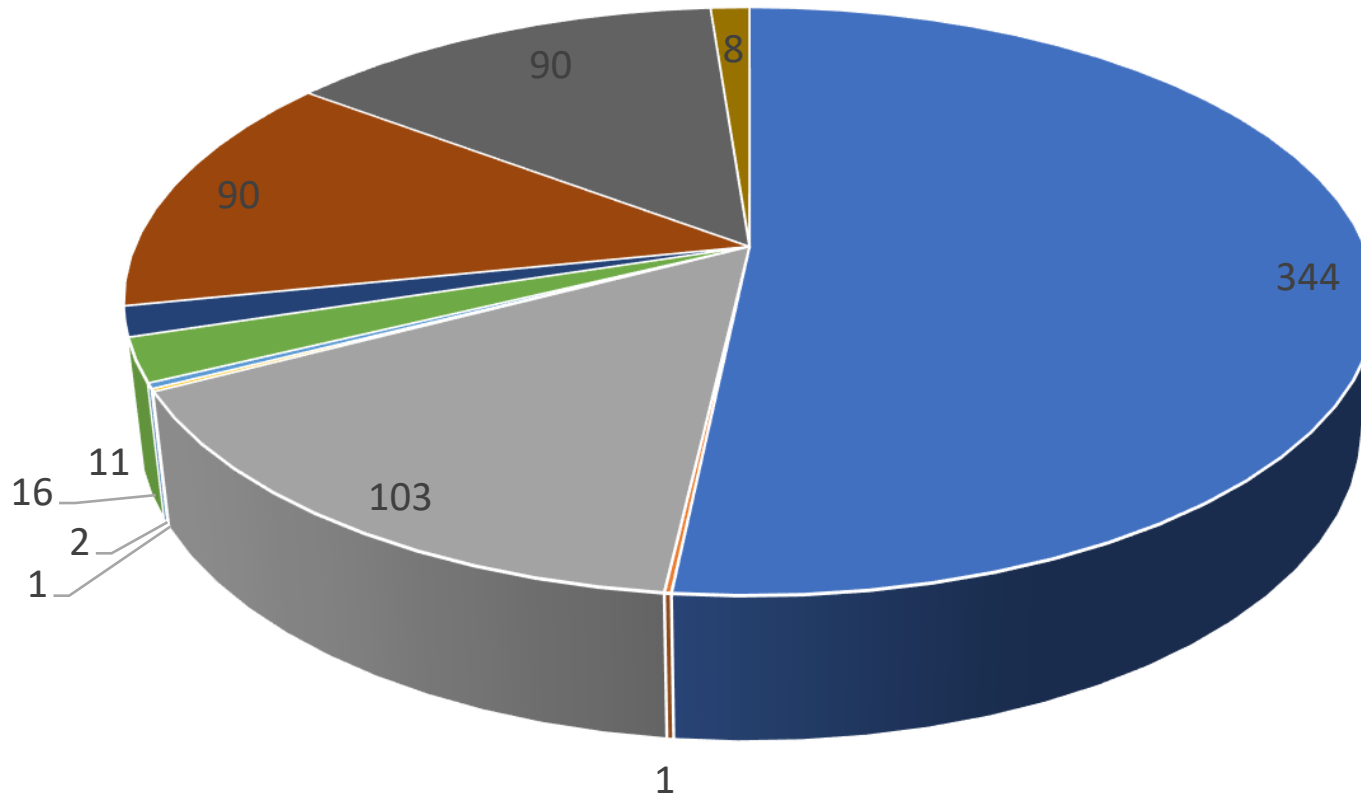
Comments By Aircraft

666 Total Comments



Comments By Town

666 Total Comments



Burlington	Charlotte	Colchester	Grand Isle
Richmond	South Burlington	Underhill	Williston
Winooski	Other		