



Airport Commission

Airport Commission - Wednesday, October 4, 2023 at 4:00pm - Wednesday, October 4, 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

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Webinar ID: 862 5346 1005

International numbers available: <https://us02web.zoom.us/j/kA3vE0KmX>

1. Call to Order

Subject

1.1. Call to Order

Meeting

October 4, 2023 - Airport Commission - Wednesday, October 4, 2023 at 4:00pm - Wednesday, October 4, 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

October 4, 2023 - Airport Commission - Wednesday, October 4, 2023 at 4:00pm - Wednesday, October 4, 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
Meeting	October 4, 2023 - Airport Commission - Wednesday, October 4, 2023 at 4:00pm - Wednesday, October 4, 2023, 4:00 PM, Zoom/Wright Room at the Airport
Category	2. Agenda
Department	
Type	
Recommended Action	

3. Public Forum

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

4. Consent Agenda

Subject	4.1. Enplanements
Meeting	October 4, 2023 - Airport Commission - Wednesday, October 4, 2023 at 4:00pm - Wednesday, October 4, 2023, 4:00 PM, Zoom/Wright Room at the Airport
Category	4. Consent Agenda
Department	
Type	
Subject	4.2. Approval of Minutes
Meeting	October 4, 2023 - Airport Commission - Wednesday, October 4, 2023 at 4:00pm - Wednesday, October 4, 2023, 4:00 PM, Zoom/Wright Room at the Airport
Category	4. Consent Agenda
Department	
Type	
Recommended Action	

5. Action Items

Subject	5.1. Resource Recovery Services Contract (L. Lackey)
Meeting	October 4, 2023 - Airport Commission - Wednesday, October 4, 2023 at 4:00pm - Wednesday, October 4, 2023, 4:00 PM, Zoom/Wright Room at the Airport
Category	5. Action Items

Department Burlington International Airport

Type

Recommended Action

Subject 5.2. Taxi Queue Permit Increase (N. Longo)

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

Category 5. Action Items

Department Burlington International Airport

Type Action

Recommended Action

Subject 5.3. Project NEXT Design Contract Amendment (N. Longo & L. Lackey)

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

Category 5. Action Items

Department Burlington International Airport

Type Action

Recommended Action

6. Construction Update

Subject 6.1. Construction Update (L. Lackey)

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

Category 7. Financial Update

Department Burlington International Airport

Type

8. Community Connection

Subject	8.1. Noise Data (H. Dusablon)
Meeting	October 4, 2023 - Airport Commission - Wednesday, October 4, 2023 at 4:00pm - Wednesday, October 4, 2023, 4:00 PM, Zoom/Wright Room at the Airport
Category	8. Community Connection
Department	Burlington International Airport
Type	
Recommended Action	

Subject	8.2. Sound Program Updates
Meeting	October 4, 2023 - Airport Commission - Wednesday, October 4, 2023 at 4:00pm - Wednesday, October 4, 2023, 4:00 PM, Zoom/Wright Room at the Airport
Category	8. Community Connection
Department	Burlington International Airport
Type	
Recommended Action	

9. Director's Report

Subject	9.1. Director's Report (N. Longo)
Meeting	October 4, 2023 - Airport Commission - Wednesday, October 4, 2023 at 4:00pm - Wednesday, October 4, 2023, 4:00 PM, Zoom/Wright Room at the Airport
Category	9. Director's Report
Department	
Type	

10. Commissioner Items

Subject	10.1. Commissioner Items
Meeting	October 4, 2023 - Airport Commission - Wednesday, October 4, 2023 at 4:00pm - Wednesday, October 4, 2023, 4:00 PM, Zoom/Wright Room at the Airport
Category	10. Commissioner Items
Department	
Type	

11. Follow-up Items

Subject	11.1. Taxi Queue Permits (N. Longo)
Meeting	October 4, 2023 - Airport Commission - Wednesday, October 4, 2023 at 4:00pm - Wednesday, October 4, 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	October 4, 2023 - Airport Commission - Wednesday, October 4, 2023 at 4:00pm - Wednesday, October 4, 2023, 4:00 PM, Zoom/Wright Room at the Airport
Category	12. Adjournment
Department	Council and Board
Type	
Recommended Action	

Burlington International Airport

Passenger and Operational Statistics

August 2023



**Data not Audited	<u>August 2023</u>	<u>August 2022</u>	<u>% Change</u>	<u>FY2023 YTD</u>	<u>FY2022 YTD</u>	<u>% Change</u>
Enplaned Passengers	67,763	65,535	3.40%	132,570	124,081	6.84%
Deplaned Passengers	68,444	64,165	6.67%	133,117	125,647	5.95%
		-				
Total Passengers	136,207	129,700	5.02%	265,687	249,728	6.39%
Departing Load Factor	91%	84%	8.02%	93%	87%	6.90%
Departing Seat Capacity (Actual)	74,682	70,198	6.39%	144,623	137,813	4.94%
Total Landed Weight	79,681,952	83,096,590	-4.11%	162,737,590	163,245,078	-0.31%

One Month Behind on Reporting:

	<u>July 2023</u>	<u>July 2022</u>	<u>% Change</u>	<u>FY2024 YTD</u>	<u>FY2022 YTD</u>	<u>% Change</u>
Air Carriers	1,542	1,638	-5.9%	1,542	1,638	-5.9%
Air Taxi	615	592	3.9%	615	592	3.9%
General Aviation	3,750	3,977	-5.7%	3,750	3,977	-5.7%
Military	288	368	-21.7%	288	368	-21.7%
Total BTV Operations	6,195	6,575	-5.8%	6,195	6,575	-5.8%

<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

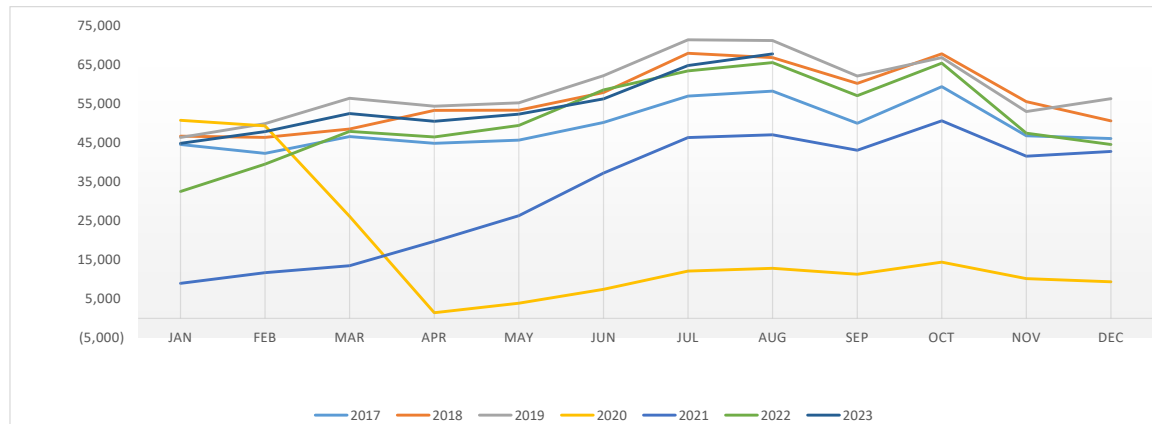
August 2023



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	46,600	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	56,241	64,807	67,763					

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	199,366	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	304,295	369,102	436,865					



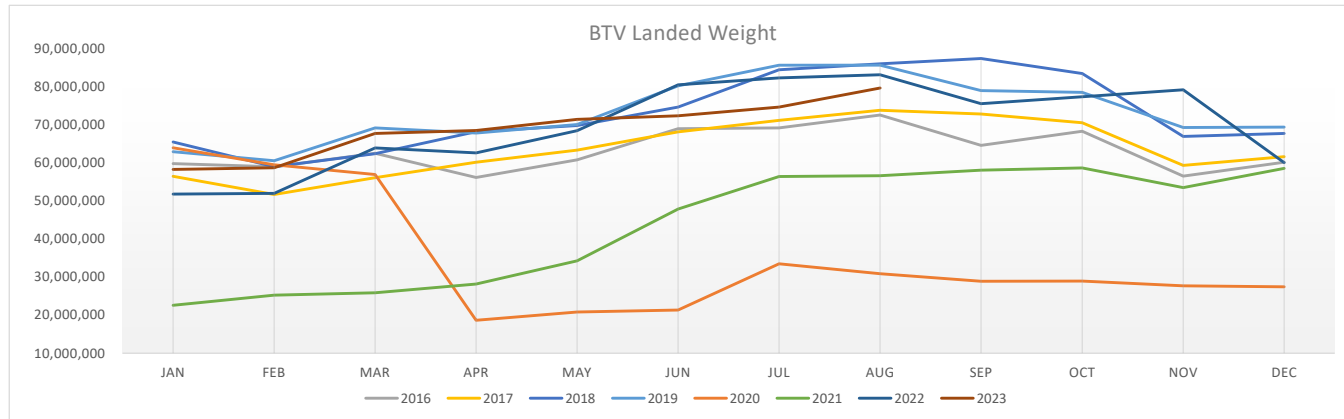
Airline	August 2023	August 2022	% Change	Aug '23 Share	FY2023 YTD	FY2022 YTD	% Change	FY23 YTD Share
United	25,369	21,996	15%	37.4%	49,259	41,503	19%	37.2%
American	21,229	21,101	1%	31.3%	41,240	40,259	2%	31.1%
Delta	14,915	15,049	-1%	22.0%	29,698	32,531	-9%	22.4%
Jetblue	4,798	4,838	-1%	7.1%	9,427	9,497	-1%	7.1%
Sun Country	1,452	1,362	7%	2.1%	2,946	2,815	5%	2.2%
Frontier		1,189	-100%	0.0%		2,332	-100%	0.0%
Subtotal	67,763	65,535	3.40%	100%	132,570	128,937	2.82%	100%

Burlington International Airport
 Passenger and Operational Statistics
August 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	79,136,838	60,012,252	836,456,089
2023	58,244,396	58,652,961	67,677,730	68,446,609	71,369,682	72,340,944	74,604,638	79,618,952					550,955,912



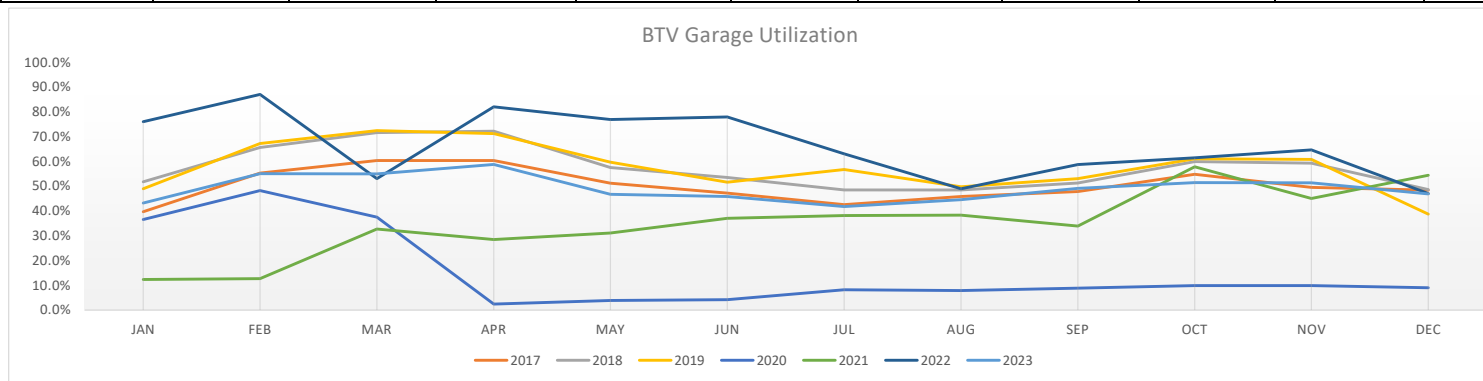
<u>Airline</u>	<u>August 2023</u>	<u>August 2022</u>	<u>% Change</u>	<u>Aug '23 Share</u>	<u>FY 2023 YTD</u>	<u>FY 2022 YTD</u>	<u>% Change</u>	<u>FY23 YTD Share</u>
American	24,012,622	26,140,180	-8%	30.34%	45,711,562	50,041,058	-9%	28.1%
United	27,772,632	25,790,600	8%	35.09%	54,165,032	49,544,200	9%	33.3%
Delta	16,237,300	17,840,602	-9%	20.52%	32,211,400	39,594,202	-19%	19.8%
JetBlue	5,671,198	6,111,000	0%	7.17%	10,857,396	12,125,000	-10%	6.7%
Frontier		1,305,354	0%	0.00%		2,481,296	-100%	0.0%
Boutique Air			0%	0.00%				0.0%
Sun Country	1,316,700	1,170,400	0%	1.66%	2,633,400	2,487,100	0%	5.2%
Federal Express	4,554,000	4,158,000	10%	5.75%	8,514,000	8,316,000	-5%	5.3%
Wiggins	54,500	580,454	-91%	0.07%	130,800	1,143,322	-89%	0.1%
Cargo Total	4,608,500	4,738,454	-3%	6%	8,644,800	9,459,322	-9%	5%
Airline Total	74,528,338	78,358,136	-5%	94%	154,092,790	153,785,756	0%	95%
Cumulative Total	79,136,838	83,096,590	-4.77%	100.0%	162,737,590	163,245,078	-0.31%	100.0%

Burlington International Airport
 Passenger and Operational Statistics
August 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%	65.0%	73.0%	75.0%					72.5%



**BURLINGTON INTERNATIONAL AIRPORT
BOARD OF AIRPORT COMMISSIONERS
MINUTES OF MEETING
September 6, 2023**

DRAFT

[Hybrid meeting]

MEMBERS PRESENT: Tim George
Jeff Schulman
Greg Shepler
Bryn Oakleaf
Chip Mason
Helen Riehle
Robin Guillan

BTV STAFF PRESENT: Nic Longo, Director of Aviation
Larry Lackey, Director of Engineering & Environmental Compliance
Dave Carman, Director of Aviation Operations
Andrew Geppner, Airfield Manager
Jeff Bartley, Director of Innovation & Marketing
Hannah Dusablon, Executive Assistant
Jillian Waite, Office Assistant

OTHERS PRESENT: Channel 17

[Note: Minutes reflect the order of the published agenda.]

1.0 CALL TO ORDER

Aviation Commission Chair, Tim George, called the meeting to order at 4:02 PM and acknowledged those attending remotely.

2.0 AGENDA

2.01 Approve/Adopt Agenda

MOTION by Helen Riehle, SECOND by Jeff Schulman, to accept the agenda with the amendment to address Commissioner Items prior to the Sound & Noise Report.

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

3.0 PUBLIC FORUM

None.

4.0 CONSENT AGENDA

4.01 Enplanements

4.02 Minutes: August 2, 2023

MOTION by Jeff Schulman, SECOND by Helen Riehle, to approve the consent agenda as presented.

DISCUSSION:

- Staff reported enplanement numbers are very strong and continue to increase.

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

5.0 ACTION ITEMS

5.01 GSA Lease Amendment #2

MOTION by Helen Riehle, SECOND by Jeff Schulman, to approve and recommend to City Council to execute Amendment #2 of the lease agreement with U.S. General Services Administration (GSA) subject to final review and approval by the City Attorney.

DISCUSSION:

- Staff explained the lease amendment is a change to remove office space for TSA for new office space. There will be an additional amendment when the new office space is available.

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

5.02 Easement BTV-CWD

MOTION by Helen Riehle, SECOND by Jeff Schulman, to approve and recommend to City Council to authorize the execution of a Grant of Easement to Champlain Water District (CWD) for the design, construction, and service of a new valve vault on National Guard Avenue subject to review by the City Attorney.

DISCUSSION:

- Staff explained the easement request by CWD on National Guard Avenue.

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

5.03 BTV Vehicle Purchase

MOTION by Helen Riehle, SECOND by Jeff Schulman, to approve and recommend to the Board of Finance and City Council to authorize the purchase of a 2023 Ford F-550 and dump body for the amount of \$55,152.90 from Nucar Ford of St. Albans.

DISCUSSION:

- Staff explained the vehicle will haul trailers and equipment on the airfield. Two vehicles will be traded in for this vehicle and an electric vehicle.
- The airport is transforming to electric vehicles as feasible. Charging stations will have to be installed at the airfield shop, terminal, and new SRE building. There are a number of charging stations in the parking garage for customers. The source of the power is GMP and BED, both are renewable energy sourced.
- Helen Riehle will forward information on funding programs for electric vehicles for municipalities. There are also tax credits.

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

6.0 CONSTRUCTION UPDATE

In addition to the construction update report, Larry Lackey noted:

- Many projects are going through closeout (grants are four years old).

- Staff will be meeting with the FAA to discuss the airport's five-year capital improvement plan, next year's funding and four years beyond. Staff plans to apply for grant funding for projects with a combined \$75 million value (Runway 15-33, relocation of the north concourse, SRE building).
- Work on Taxiway Alpha continues to progress. Paving of the south apron depends on the weather.

7.0 COMMUNITY CONNECTION

7.01 Noise Data

Staff will be updating the noise data and map.

7.02 Residential Sound Insulation Program

The window contract has been settled. Homes in Phases 1 and 2 will have work done begin September 25, 2023 with the goal to complete the phases by the end of the year. A grant was received for Phase 3 including 52 homes designed under the Phase 2 grant. Design work on the next 50 houses will start.

The airport is in the process of updating the Noise Exposure Map.

Greg Shepler recalled the suggestion to post signs on portions of I-89 in the flight path to warn drivers of noise from aircraft overhead and potentially avoid an accident. Nic Longo will follow up on the request that was submitted to VTrans by staff for signs.

8.0 AVIATION DIRECTOR'S REPORT

Aviation Director, Nic Longo, reported:

- The airport re-org plan is coming together. Many of the key positions have been filled. Remaining positions will be filled. Stacy Beverly is the new Operations Manager. Andrew Geppner is the new Airfield Manager. Jeff Bartley is the new Director of Innovation & Marketing.
- The presentation from Attorney Clabber on regulation of aeronautical access was heard and accepted by the city's TUEC (transportation, utilities, energy committee) and will be forwarded to City Council.
- The airport has a robust, aggressive capital program specifically with federal fundings over the next five years. Staff is meeting with the FAA to review and approve the projects.
- Project Next (north terminal renovation) is at 30% design. Engelberth Construction was selected for the project.
- North terminal renovation project automatic exit lanes are operational and working well. There is also a much larger area for passengers waiting to board. The airport plans to purchase two more automatic exit lanes for redundancy.
- Design and permitting work is finishing up for the airport hotel. Groundbreaking is planned for April 2024.
- September 14, 2023 is a public meeting at Chamberlin School on the community landscaping and recreational path and to update the public on the airport noise programs. Staff will also do a presentation to South Burlington's Natural Resources Board.

- Airport branding with the name change is making good progress. A community event is planned for October.
- The FAA required triannual emergency exercise at the airport will be staged on September 9, 2023.

9.0 COMMISSIONER ITEMS

Bryn Oakleaf asked for information to get a sense of the work plan, committees and membership, timing and communications leading up to various public meetings and hearings, and what to expect on the website. Staff explained upcoming regional and technical advisory committee meetings pertaining to the airport master plan and noise program.

10.0 FOLLOW UP ITEMS

10.01 Queue Permits for Taxi Drivers (Nic Longo) –Staff reported research of the matter showed the Airport Commission can make a determination on the number of taxi permits sold at the airport. An action item will be added to the October Airport Commission agenda to increase the number of queue permits sold at the airport. [Chip Mason requested Uber and Lyft data along with the taxi data prior to the next meeting to better understand how Uber and Lyft fit with the taxis.]

11.0 ADJOURNMENT and/or EXECUTIVE SESSION

11.01 Executive Session – Contract Negotiations

MOTION by Helen Riehle, SECOND by Jeff Schulman, to find that premature general public knowledge of information concerning contract negotiations involving Burlington School District would clearly place the city and airport at a substantial disadvantage. VOTING: unanimous (7-0); motion carried.

MOTION by Helen Riehle, SECOND by Jeff Schulman, based on the above finding to go into Executive Session to receive a confidential update on contract negotiations involving Burlington School District and invite the Airport Commission and airport staff, Nic Longo, Larry Lackey, Dave Carman, Andrew Geppner, Hannah Dusablon, and Jill Waite, to attend. VOTING: unanimous (7-0); motion carried.

The regular meeting was adjourned and Executive Session convened at 5:42 PM

Next meeting: October 4, 2023 at 4 PM.

RScty by tape: MERiordan



PATRICK LEAHY BURLINGTON INTERNATIONAL AIRPORT

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

TO: City of Burlington, Airport Commission

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

DATE: October 4, 2023

SUBJECT: Request to Execute a Five Year Contract with Casella Waste Systems, Inc. for Resource Recovery Services - Waste, Recycling and Compost Removal Services

REQUEST

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

1. To execute a five year contract with Casella Waste Systems, Inc. for Resource Recovery Services which includes Receptacle Supply, Training, Waste, Recycling and Compost Removal Services.

EXECUTIVE SUMMARY

The services to be performed by Contractor includes receptacle supply, recycling/waste training services, and recycling, waste and compost removal. Specifically, the contract includes:

- a. Furnishing and installation of two 35 cubic yard trash compactors at the Airport suitable for containment and compaction of waste generated at the Airport;
- b. Removal and disposal of waste from the Airport on a regular basis to insure that capacity of the compactors will not be exceeded or at such times as the capacity gauge (and warning light) indicates that the compactor is over 90%

- filled;
- c. Maintain and repair the waste compactor to the satisfaction of the Director of Aviation, including but not limited to ensuring that the trash compactor is at all times free from leaks and odors and operating in a safe condition;
 - d. Furnishing enclosed recycling container(s), suitably equipped for the collection of corrugated cardboard, white paper, newspapers, cans, bottles, plastics and other recyclables;
 - e. Removal and reprocessing of recyclables placed in containers outlined in above on a set schedule or "as needed" basis to be determined depending on amount of materials that are recycled;
 - f. Furnishing container(s), suitably equipped for the collection of compost, oil and grease;
 - g. Removal and the proper reprocessing of compost, oil and grease;
 - h. Working with the airport, and the airport's tenants, on ways to reduce waste and increase products that can be recycled. To include the appropriate training at a minimum of once per year and on an as needed basis;
 - i. Supply of new resource recovery receptacles with appropriate markings at the airport.

PROJECT APPROACH

On June 16, 2023, Leahy BTV advertised a Request for Proposals (RFP) to provide these services for the next 5 years. A pre-proposal meeting was held on June 29, 2023 for venders wanting to provide these services. Proposals were due on July 28, 2023 by 10:00 AM. After thorough review and analysis of the proposal by Casella, which was the only proposal, it was determined based on scope of services, experience and cost that Casella was the preferred vendor. Total cost of this service will be based on volumes of materials processed with an annual cost increase of 3% starting in year 2. Last year's costs were approximately \$50,000.

FUNDING & BUDGET

The Airport's Fiscal Year 2024 budget already includes an amount for FY 2024 resource recovery contract services. Each subsequent budget will appropriate funds to cover this essential service.

PROPOSED MOTION:

1. "To recommend that the City Council authorize the Director of Aviation to execute a five year contract with Casella Waste Systems, Inc. for Resource Recovery Services which includes Receptacle and Container Supply, Training, Waste, Recycling and Compost Removal Services subject to the review of the City Attorney's Office."



PATRICK LEAHY BURLINGTON INTERNATIONAL AIRPORT

TO: City of Burlington, Airport Commission

FROM: Nic Longo, Director of Aviation

DATE: October 4, 2023

SUBJECT: Authorization to Increase the total number of Airport taxicab queue permits from 60 permits to 90 permits, annually.

Request:

The Patrick Leahy Burlington International Airport ("Airport" or "Leahy BTV") seeks Airport Commissioner approval to increase the total number of taxicab queue permits available from 60 permits to 90 permits, annually.

Executive Summary:

Background:

For any taxicab to pick up or drop-off passengers at the Patrick Leahy Burlington International Airport, they are first required to purchase a queue permit at a rate of \$500.00 annually. To obtain a queue permit, a pre-requisite of receiving a Burlington City Taxicab license is required. Leahy BTV facilitates all ground transportation permits as noted in the Burlington Code of Ordinances (BCO) Appendix E. Section 2.1, and the total number of permits, determined by the Airport Commission, is set at 60. The Airport not only sells all 60 taxicab queue permits each year, but typically has a waitlist of approximately 50 people who wish to conduct taxicab service at the Airport.

The Airport Commission sets the amount of taxicab queue permits available; this is described in BCO Appendix E, Section 2.4: "[t]he total number of ground transportation permits and queue permits shall be set by the commission from time to time after due consideration of requirements or demands of the public, existing transportation facilities, traffic and parking conditions, potential congestion of traffic and such other relevant facts as the commission shall deem advisable or necessary to take into consideration."

By increasing the total number of annual taxicab queue permits sold from 60 to 90, the Airport will provide additional taxicab service to our passengers, which continues to be in high demand. This an initial step to alleviate the challenges of the number of available taxicab drivers, the taxicab queue waitlist and overnight taxicab availability.

The Airport continues to work with the Vehicle for Hire Board to resolve additional challenges, referenced in the attached document.

Motions:

The Airport respectfully request the Airport Commission adopt the following motions:

Airport Commission

1. "To approve and recommend the increase of total number of available Airport taxicab queue permits from 60 permits to 90, annually.

Thank you for your continued support.

M E M O R A N D U M

TO: City Council

CC: Nic Longo, Director of Aviation
Tim George, Airport Commission Chair

FROM: Vehicle for Hire Licensing Board  Paul Hines, Chair

DATE: September 26, 2023

RE: Vehicle for Hire Modernization

Chapter 30, Vehicles for Hire, of the Burlington Code of Ordinances (“BCO”) tasks the Vehicle for Hire Licensing Board (“the Board”) with “diligently see[ing] that all ordinances related to vehicles for hire operating in the city and the airport are enforced and promulgate such rules and regulations, policies and procedures, and enforcement system and practices as are necessary to ensure that efficient administration of and compliance with standards established” therein. BCO 30-4(a). The Taxi Administration Office (“the TAO”), works in tandem with the Board and is “responsible for the day-to-day administration of the vehicle for hire ordinance and shall implement the rules and regulations, policies and procedures, and enforcement practices and systems promulgated by the board.” BCO 30-5.

The Board shares responsibility for enforcing Chapter 30 with the Vehicle for Hire Administration Office, Burlington Police Department, ground transportation personnel at the Patrick Leahy Burlington International Airport (“the Airport”), and any other law enforcement officer assigned by the City. BCO 30-3. Additional regulations specifically concerning permitting and licensure for vehicles for hire operating at the Airport are set forth at Appendix E, Burlington International Airport Rules and Regulations, Chapter 1, Ground Transportation.

In recent months, the Board has observed serious problems with the taxi and Vehicle-for-Hire system in the Burlington area. These observations come from both hearings that have come before the Board and from our own experiences using or driving for the vehicle-for-hire industry in the Burlington area. Because many tourists and business travelers use taxis for transportation, we are concerned that if these problems are not addressed Burlington’s reputation as a great small city for tourism and business will be damaged.

Therefore, the purpose of this memorandum is to outline problems that we have observed within the vehicle-for-hire industry in the City of Burlington, and suggest solutions that we believe could significantly improve the system. The Board wishes to share the following observations and

recommendations with the City Council in hopes of addressing the industry's most pressing issues to improve passenger and driver experience alike.

1. Updated Rates & Taximeter Issues: Nearly all drivers who have appeared before the Board have complained that the City-approved rates for vehicles for hire are too low and have failed to keep pace with inflation. The board has performed some preliminary research indicating that our rates are significantly lower than rates in other cities in the Northeast (see attached spreadsheet). As a result, many drivers decline to use a taximeter and charge a flat fee, which is prohibited for taxicabs. BCO 30-23(a). Furthermore, we are concerned that the low rates are resulting in reduced driver availability, particularly during nighttime hours at the airport. Compounding the problem, according to Board Member Youness Jamil, is that the only individual qualified to repair and calibrate taximeters in Vermont has since moved to Florida.

The Board recommends increasing rates significantly, taking into account the impact on inflation on vehicle for hire drivers and businesses, as well as rates in other cities of comparable size to Burlington. Additionally, the Board recommends establishing a late-night service surcharge to incentivize drivers to accommodate passengers arriving at the Airport after 9 p.m. A mobile app-based metering system, discussed in greater detail below, could address issues concerning the use and maintenance of taximeters.

2. Mobile App-Based Metering Solution: As mentioned above, conventional taximeters are difficult to maintain, and make it difficult to have the time-differentiated rates needed to ensure driver availability during important times, such as late-night hours at the airport. Furthermore, taximeters do not provide any way for the rider to accurately verify that the driver charged the right amount, whereas mobile-app-based systems such as Lyft and Uber provide riders with clear information about how much a ride would cost, and automatically provide the rider with receipts.

Board Chair Paul Hines has engaged in preliminary, informal discussions with Scot Barker, the City's Chief Innovation Officer, regarding possible mobile app-based metering solutions. Such an app could address persistent issues over pre-agreement of rates and taximeter use. See BCO 30-22, 30-23. We recommend that the city council request the Chief Innovation Officer to collaborate with the Board to identify cost-effective mobile-app-based solutions for taxi metering.

3. Driver Education: Recent complaints that have come before the Board, along with board members' personal experience with the vehicle-for-hire system in Burlington suggest that neither drivers, nor riders are as familiar as they should be with the city ordinances regarding vehicle for hire. This can lead to negative driver experiences with the taxi system.

As such, the Board recommends that printed and electronic copies of Chapter 30 and Appendix E, Chapter 1 should be provided to all licensees and translated as necessary. The

Taxi Administration Office collects licensee contact information, so this information can be provided without difficulty. In addition, we recommend that a summary of the ordinances regarding vehicles for hire, including the updated taxi rates, be posted at the airport so that riders know what they can expect. Further the Board may consider additional training requirements for drivers in the future.

4. Airport Permits: The Airport Commission sets the total number of ground transportation permits and queue permits “from time to time after due consideration of requirement or demands of the public, existing transportation facilities, traffic and parking conditions, potential congestion of traffic and such other relevant facts as the commission shall deem advisable or necessary to take into consideration.” BCO App. E, sec. 2.4. Ground transportation permits are required for all courtesy carriers¹ and contract carriers² picking up passengers at the Airport, BCO App. E, sec. 2.2, while taxicabs and limousines operating at the Airport must first obtain a queue permit in addition to the applicable license required under Chapter 30. BCO App. E, sec. 2.1, 2.3.

Board Member Jamil has raised concerns that some holders of queue permits do not use them, squeezing out vehicle for hire drivers actively seeking to operate at the Airport. The Board recommends an expansion in the total number of queue permits made available by the Airport Commission, as well as a review of current queue permit holders to determine which are actively operating at the Airport. Further, the Board recommends that the City Council and Airport Commission amend BCO App. E, sec. 2.6 to establish a mechanism for revoking a queue permit following a period of prolonged inactivity.

5. Cleanliness: Chapter 30 includes a “passenger bill of rights.” As currently written, BCO 30-21 requires that “[e]very vehicle for hire must include a copy of this passenger bill of rights within the vehicle or made available by a licensee on its website.” The Board recommends that the City Council amend BCO 30-21 to make clearer that it imposes an affirmative duty upon the drivers to abide by its provisions—among them, having a “clean passenger seat area and trunk” and “tak[ing] the most direct or efficient route to your destination.” BCO 30-21(a)(6), –(7). Moreover, the Board recommends placing a heavier emphasis on cleanliness in the revised BCO 30-21.

¹ A “courtesy carrier” is defined as “a motor vehicle not otherwise defined herein being used regularly for the transportation of customers between the airport and any hotel, motel, auto rental office or parking lot without cost to the passengers.” BCO App. E, sec. 1.1(g).

² A “contract carrier” is defined as “a motor vehicle being used to make casual trips on call or under contract subscribed by the party served for the transporting of passengers, baggage or packages for compensation; provided, however, that no operator of a contract carrier shall be allowed to pick up any additional passenger along the route, nor be permitted on the return trip to carry any passenger other than those prearranged and scheduled in the original trip plan. It does not include: (a) motor vehicles regularly used in the business of carrying passengers for hire; and (b) service provided by a bus as defined under these regulations.” BCO App. E, sec. 1.1(f).

The Board has received invaluable guidance from Councilor Barlow and welcomes further collaboration with the Council's Transportation, Utility, and Energy Commission, as well as Director of Aviation Nic Longo, the Airport staff, and the Airport Commission.



PATRICK LEAHY BURLINGTON INTERNATIONAL AIRPORT

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

TO: City of Burlington, Airport Commission

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

DATE: October 4, 2023

SUBJECT: Request to Execute a Contract Amendment with Jacobs Engineering Group, Inc for the completion of Design, Permitting, Construction Contractor Coordination and Construction Oversight Services for the North Concourse Replacement Project (Project NEXT).

REQUEST

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

1. To execute a contract amendment with Jacobs Engineering Group Inc. (JEG) from \$1,044,430 for the initial 30% design adding \$3,480,858 to a total contract amount of \$4,525,288.00 for completion of Final Design, Permitting, Construction Contractor Coordination and Construction Oversight Services for the North Concourse Replacement Project (NEXT).

EXECUTIVE SUMMARY

On October 4, 2022, The Airport Commission reviewed a contract with Jacobs Engineering for the initial design work associated with Project Next, the new North Concourse wing of the airport. This was subsequently approved and authorized by City Council on October 17, 2022. The initial scope of work included up to 30% design and preparation of bid documents for a Construction Manager at Risk (CMAR) contract. We have since designed approx. 30% of the project as discussed at past Commission meetings and have bid the project out as a CMAR contract. The Airport will bring forward a construction contract authorization at subsequent meetings. The project consists of the final design, permitting, Construction Contractor coordination, and construction oversight for demolition

and removal of the existing out dated north concourse and the new north terminal concourse, Project Next. The out dated area would then be used for airport apron, allowing additional space between the terminal building and Taxiway Alpha. Currently the dimensions of this apron between building and active taxiways is far too small to allow the appropriate sized aircraft to park, resulting in unusable gate/apron space for the majority of the commercial aircraft utilized by our partner airlines requiring access.

The North Concourse Replacement Project (Project NEXT) includes new concourse replacement (approximately 25,000 SF of new gross floor area on the second level, with the first level available for storage); four (4) new aircraft gate replacements; four (4) new passenger boarding bridge replacements, new passenger circulation and hold room space. Also, included is a third for where the Airport Administration will be relocated due to the new passenger circulation plan within the existing terminal. Also, an observation area is being considered as part of the third floor.

BENEFITS ANTICIPATED:

This upgrade will provide the much needed shift to the new north concourse. This will provide a significant level of comfort and safety where passengers have adequate room to wait for the flight. The interior of the new building will be designed according to FAA standards and provide the space needed for passenger quantities, which currently does not exist, for all of the aircraft sizes that use BTV.

This project includes the demolition of the existing North Concourse, which causes encroachment on the Taxiway A Object Free Area when aircraft are maneuvering into and out of their gate positions. The Terminal expansion will be located 150'+ farther from Taxiway A, thus improving airfield safety.

PROJECT APPROACH

JEG was selected to provide the engineering design and bidding services through the Airport's qualification selection process meeting requirements by the FAA for this project. This price is determined through an extensive pricing process established by the FAA for all Airport Improvement Program (AIP) grant funded projects.

FUNDING SOURCES &

The funding is anticipated from the FAA through the typical Airport Improvement Program (AIP) process, with the funds coming from a Federal Fiscal Year 2023 Congressional Directed Spending Bill appropriation which provides 90% funding once the project is bid and grant offer received. The remaining 10% is the local share. The airport included an estimate for design work in the FY24 approved budget. The construction oversight portion will be included in the FY 25 budget.

PROPOSED MOTION:

1. "To recommend that the City Council authorize the Director of Aviation to execute an amended contract with Jacobs Engineering Group Inc. for an amount up to \$4,525,288.00, with a 15% contingency, totaling up to \$5,204,081, as allowed under a potential FAA grant, for the final design, permitting, CMAR coordination and construction oversight services of the North Concourse Replacement Project (Project NEXT), subject to review and approval of the City Attorney's Office."



Patrick Leahy Burlington International Airport Board of Commissioners Construction Update Report

October 4, 2023

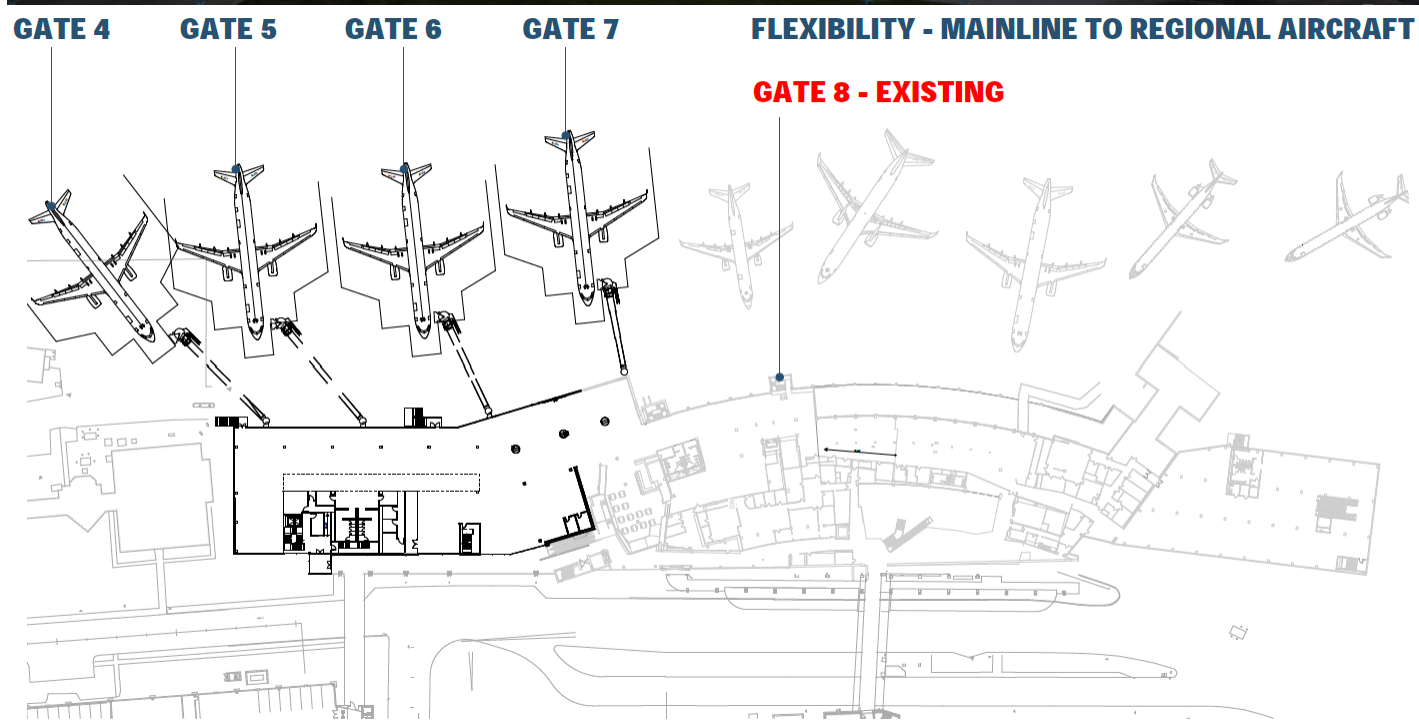
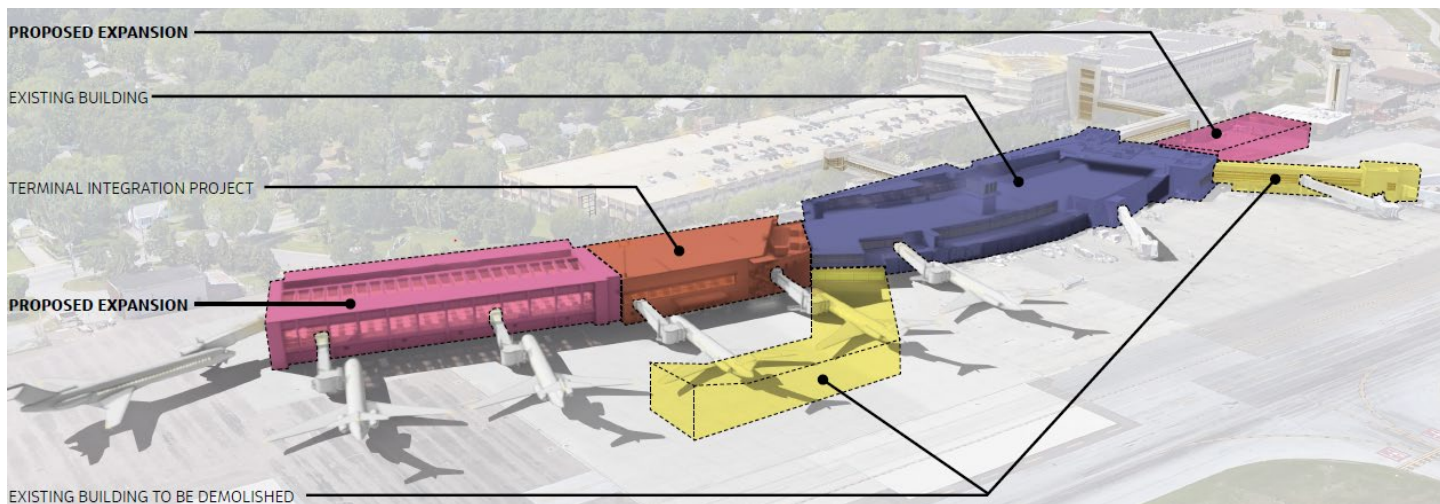
- 1. Annual Parking Garage Maintenance (\$2.2M).** The purpose of this maintenance is to ensure the longevity of the parking garage. We anticipated and were ready to start the replacement of the expansion joints and joint seal repair in the vicinity on the floors above the Tesla charging area. Due to 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 started on the lighting and fire alarm replacement in the southeast portion of the south end-parking garage. Anticipated completion is October 2024. Stair tower 1 was just totally refurbished, new roof, pressure wash of walls, new paint and conduit leak repair. **We currently have a contractor removing corrosion from columns and repainting in the Car Charging area.**
- 2. 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. This project design is substantially complete and moving to closure so we may work with TSA for a grant on construction in future years.
- 3. 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. Grant was received last week. This was initially removed from the previous year

application do to limits on funding. Construction started on July 24, 2023. Construction is progressing and is on schedule and on budget.

4. **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 was fabricated for connection to the building. The new PBB is operational and functioning well.
5. **South 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. Grant has been recieved. Received Bids with the selected bidder being Engineers Construction, Inc. Grant Application has been submitted to the FAA. Completed questions from the FAA on the Application. We have completed permit process. Contractor started mobilization/construction on July 17, 2023. **Mass excavation is continuing. Stormwater chamber installation is complete, with other drainage piping work continuing. Placement of final materials in vicinity of the Beta building is ongoing with the temporary aircraft access to the airfield built so Beta Tech has access to the airfield from their new manufacturing facility.**
6. **Environmental Assessment (est. \$.25M).** The purpose of this project is to evaluate environmental impacts related to the mitigation of obstructions with in the aircraft approach surfaces to the runways. This is in follow up to the recently completed Master Plan, which includes obstruction identification and environmental review. The scope and IFE process is complete and a grant application was prepared and submitted on April 29, 2022. Grant received. Contract issued with work progressing. Letters currently going out to property owns about the investigations required. Investigations are complete with the report in progress.
7. **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.**

8. **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.
9. **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 September 15th. There was a delay related to the glass for the new restaurant area.
10. **PROJECT NEXT: 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 (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.**

Conceptual Renderings – North and South Terminal (concourse) Improvements



11. Cargo Apron Design Project (\$3M). The purpose of this project is to provide additional space for other potential cargo carry operations. Have submitted 7460-1 (Air Space Review) to FAA for this project. The scoping of the he project, design only has been completed with the FAA. The IFE process for completion before a FAA Grant Application in April has been completed. Grant Application was submitted on April 3, 2023. Grant has been issued, moving to finalize contract.

- 12. SRE Building Design (\$1.2M).** The purpose of this project is to replace the existing out dated facilities, which does not meet the storage needs of the required equipment to maintain the airfield. A contract for study is being completed with programing and scoping moving forward. The scoping session with the FAA has been completed. The final scope is complete with the IFE process was completed. The Grant Application was submitted to the FAA. **Contract has been signed with Passero Associates to design and bid this project.**
- 13. 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.
- 14. 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. Contract for design is moving to BOF/CC next week for review. Received CC approval moving to finalize contract.
- 15. Airfield Pavement Plan Update (\$.25M).** The purpose of this project is to update the outdated pavement condition report done in 2017. All surfaces will be evaluated so we can plan on future improvement for the safety of the aircraft users. Scoping has been completed with the FAA. We have completed the IFE. A Grant Application was submitted on April 3, 2023. Investigations have started, and the grant has been issued. Moving to finalize contract.
- 16. FAA CIP for next 5 years.** We had our FAA Airports Division CIP review on September 14th. The focus was on next years proposed projects (FFY24), with the balance of the meeting discussion on the needed funds for our identified projects for the additional 4 years and beyond.
- 17. 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: September 21, 2023
Re: Financial Highlights Report for October 4th, meeting

- This month's financial package includes the August P&L, Revenue Recovery Metrics, Banking Balance report and 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. The Airport will drawing the remaining funds down this year and closing out the grant.
 - 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 on August 31st and repaid the GAN balance in September. 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 August were \$4.8 million. Operating revenues are just 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. Parking garage revenues, Car rental concession revenues, landing fees and CFC have all recovered. PFC revenues are at 93% which is similar to enplanement recovery.
- Expenses thru August were \$2.6 million. This is higher than last year primarily due to garage lighting and fire alarm system replacement. The Airport is also seeing expenditure increases to salaries, overtime and employee benefits. Please refer to the P&L for more detail.
- Cash update: As of August 2023, BTV had \$6,636,293 in the Airport International account and did not owe the City any money. This is a very healthy bank balance as we start the new fiscal year.



Budget Performance Report

Fiscal Year to Date 8/31/2023

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	125,000.00	.00	8,575.00	116,425.00	7%	10,955.00
4267	Utility Reimbursement	126,700.00	.00	8,309.87	118,390.13	7%	13,951.90
4268	Sale of Gasoline	750,000.00	.00	136,421.46	613,578.54	18%	146,257.15
4295	Parking Fees	6,750,000.00	.00	1,078,110.00	5,671,890.00	16%	1,023,986.50
4297	CFC's	1,775,000.00	.00	607,730.00	1,588,732.00	34%	645,702.00
4345	Advertising Revenues	114,000.00	.00	16,115.00	97,885.00	14%	13,887.31
4390	Concessions	330,000.00	.00	63,787.10	266,212.90	19%	64,851.93
4440	Taxi Fees	170,000.00	.00	15,914.00	154,086.00	9%	19,462.00
4445	Terminal Rent - Exclusive	1,360,800.00	.00	211,487.50	1,149,312.50	16%	222,434.14
4450	Terminal Rent - Commonuse	1,591,433.00	.00	252,609.00	1,338,824.00	16%	258,319.65
4455	Terminal Concessions Airport	750,000.00	.00	79,013.96	670,986.04	11%	148,612.20
4460	Rental Car Concessions	3,250,000.00	.00	993,894.00	2,256,106.00	31%	947,446.00
4465	Rent Grounds	501,531.00	.00	83,848.46	417,682.54	17%	74,708.96
4470	Rent Buildings	1,179,719.00	.00	232,217.10	947,501.90	20%	201,248.00
4475	Landing Fees	1,975,000.00	.00	366,841.15	1,608,158.85	19%	391,664.41
4480	PFC Revenue	2,625,000.00	.00	465,507.00	2,159,493.00	18%	446,680.00
4505	Terminal Non Airline	631,000.00	.00	112,803.92	518,196.08	18%	104,469.68
4535	Misc Rev	1,000.00	.00	.00	1,000.00	0%	387.00
4600	Fees For Services	6,500.00	.00	845.00	5,655.00	13%	2,470.00
4700	Interest / Investment Income	6,000.00	.00	.00	6,000.00	+++	2,213.33
4702	Interest Income PFC	10,000.00	.00	.00	10,000.00	0%	1,573.00
4703	Restricted Interest Income	30,000.00	.00	2,211.71	27,788.29	+++	880.63
4705	Unrealized Gain/Loss-Invest	.00	.00	10,709.01	(10,709.01)	+++	(13,361.80)
4750	Gain/Loss On Asset	.00	.00	.00	.00	+++	.00
4875	Grants TSA Leo Grant	150,000.00	.00	.00	150,000.00	+++	.00
4890	CARES ACT/ARPA/CRRSA Federal Grant	4,385,934.00	.00	.00	4,385,934.00	+++	.00
4925	Proceeds	.00	.00	.00	.00	+++	.00
4961	Property Tax Reimbursement - Airport	204,700.00	.00	72,668.52	132,031.48	36%	69,239.53
REVENUE TOTALS		\$28,799,317.00	\$0.00	\$4,819,618.76	\$24,401,160.24	17%	\$4,798,038.52
EXPENSE							
5000	Salaries and Wages	3,852,654.00	.00	444,162.95	3,408,491.05	12%	398,423.94
5100	Overtime	317,300.00	.00	57,481.41	259,818.59	18%	29,655.43
5200	Other Personal Service	402,675.00	.00	79,040.05	323,634.95	20%	34,884.97
5400	Employee Benefits	1,360,326.00	.00	208,119.04	1,317,434.88	15%	183,845.66
6000	Office Supplies	9,000.00	.00	769.85	8,230.15	9%	662.49
6005	Postage	500.00	.00	.00	500.00	0%	.00
6007	Shipping and Moving	33,750.00	23.57	448.42	33,278.01	1%	761.30
6010	Computer Equipment	21,500.00	.00	8,900.70	12,599.30	41%	909.13
6015	Computer Software	4,500.00	.00	5,452.00	(952.00)	121%	.00
6017	Computer Licensing and Maint.	270,000.00	1,744.45	129,494.50	138,761.05	49%	127,299.46
6020	Office Equipment	21,500.00	.00	.00	21,500.00	0%	.00
6025	Furnishings	102,000.00	.00	114.38	101,885.62	0%	29,313.78



Budget Performance Report

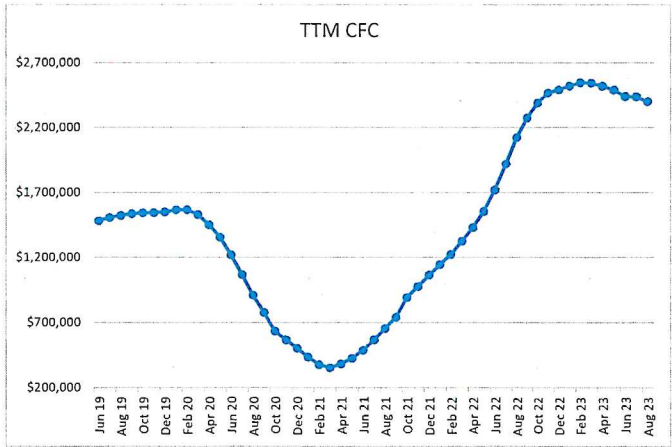
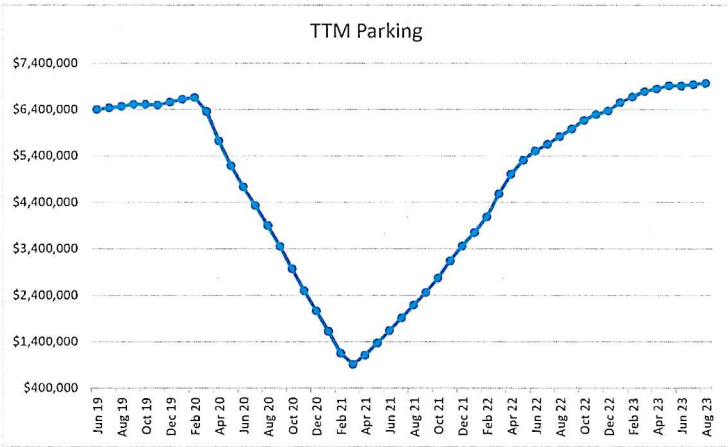
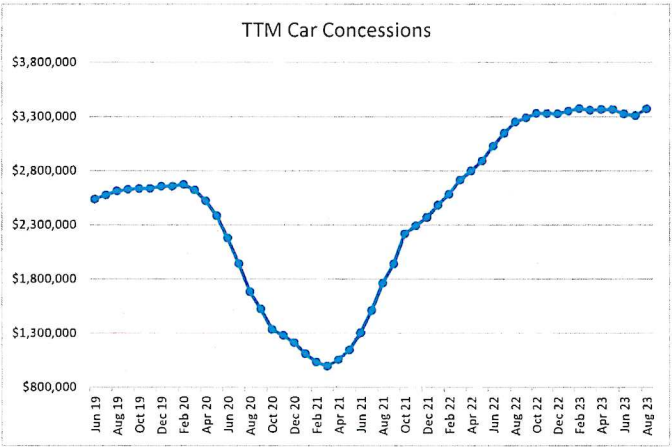
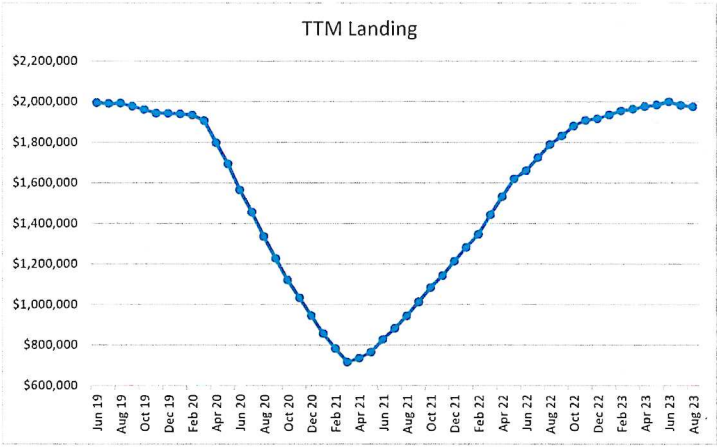
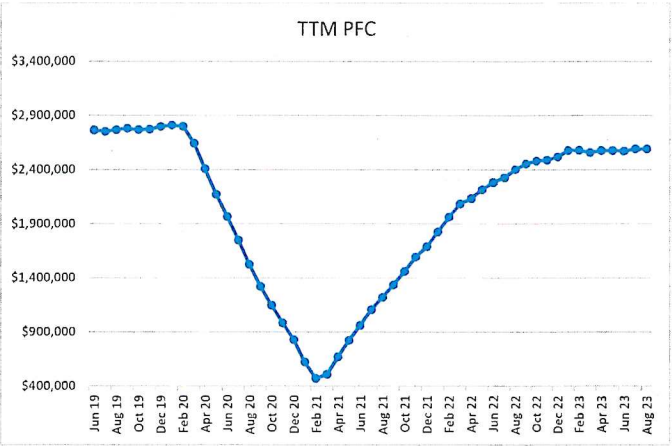
Fiscal Year to Date 8/31/2023

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	6,000.00	.00	.00	6,000.00	0%	.00
6202	Printing/Copying/Paper Mgt	8,450.00	.00	.00	8,450.00	0%	.00
6203	Dues/Subscriptions	140,100.00	4,800.00	32,320.79	102,979.21	26%	34,833.08
6206	Custodian Supplies	70,000.00	.00	8,338.62	61,661.38	12%	.00
6208	Special Supplies	57,300.00	299.25	3,516.41	53,484.34	7%	8,983.79
6210	Small Tools and Equipment	125,000.00	.00	306.08	124,693.92	0%	3,544.09
6212	Fuel	910,000.00	.00	143,460.77	766,539.23	16%	125,377.84
6214	Clothing And Uniforms	6,000.00	.00	95.69	5,904.31	2%	1,166.24
6215	Uniform Laundering	23,000.00	2,142.12	2,857.88	18,000.00	22%	1,964.88
6216	Oil & Grease & Antifreeze	22,000.00	.00	.00	22,000.00	0%	.00
6222	Runway De-Ice	400,000.00	.00	.00	400,000.00	0%	.00
6247	Energy Efficient	250,000.00	27,774.00	13,468.72	208,757.28	16%	1,188.00
6300	Repair & Maintenance	3,882,529.00	54,684.44	359,760.74	3,522,768.26	11%	165,189.49
6350	Legal Notice & Advertising	2,200.00	.00	345.00	1,855.00	16%	.00
6400	Utilities	1,654,600.00	.00	126,151.35	1,528,448.65	8%	77,928.23
6500	Professional and Consultant Services	1,871,000.00	42,533.18	118,885.88	1,752,114.12	9%	101,352.42
6530	Rentals	17,000.00	.00	5,471.50	11,528.50	32%	800.00
6600	Maintenance Contracts	397,500.00	5,303.00	46,775.64	345,421.36	13%	47,797.25
6605	Radio Maintenance	11,500.00	4,585.50	3,028.00	3,886.50	66%	951.50
6610	Custodial Contracts	856,020.00	.00	135,670.00	720,350.00	16%	114,670.00
6615	Property Repairs	425,000.00	78,700.62	513.79	345,785.59	19%	27,151.20
6625	Equipment Maintenance Repairs	230,000.00	23,843.74	4,759.75	201,396.51	12%	22,719.16
6700	Travel & Training	113,800.00	.00	12,049.91	101,750.09	11%	13,280.80
6800	Fees for Services	26,350.00	.00	7,398.49	18,951.51	28%	3,096.26
7002	Interest Expense	.00	.00	.00	.00	+++	.00
7004	Interest Expense - Restricted	.00	.00	.00	.00	0	.00
7200	Capital Leases	572,488.00	.00	35,491.80	536,996.20	6%	95,158.46
7230	Insurance	376,634.00	.00	62,772.33	313,861.67	17%	35,282.00
7303	Regulatory and Bank Fees	231,000.00	.00	24,000.00	207,000.00	10%	27,024.75
7312	Real Estate Taxes	828,381.00	531,520.10	265,760.05	31,100.85	96%	255,673.43
7652	Discretionary Spending	45,000.00	.00	2,394.61	42,605.39	5%	4,742.56
8015	Indirect Fees	534,960.00	.00	89,160.00	445,800.00	17%	82,134.00
8017	Indirect Fees - City Attorney	83,149.00	.00	13,858.17	83,149.00	17%	15,098.00
8095	Interest On Pooled Cash	.00	.00	.00	.00	#DIV/0!	.00
8135	Airport Security To Police	1,100,000.00	.00	183,333.33	1,100,000.00	17%	181,873.66
Operating EXPENSE TOTALS		\$21,672,666.00	\$777,953.97	\$2,635,928.60	\$18,718,420.47	16%	\$2,254,737.25
Net Operating Revenues (which are used to pay for Bond payments, Leases, Capital and FAA projects)				\$2,183,690.16			\$2,543,301.27

Recovery Metrics

	At Feb 2020	Minimum	Drop	Current	Recovery
Parking	\$6,670,572	\$911,595	-86%	\$6,973,615	105%
PFCs	\$2,797,591	\$467,680	-83%	\$2,590,899	93%
Car Concessions	\$2,673,896	\$994,488	-63%	\$3,372,855	126%
Landing Fees	\$1,933,993	\$716,928	-63%	\$1,975,678	102%
CFCs	\$1,568,752	\$352,036	-78%	\$2,402,758	153%

All figures are trailing twelve months



Burlington International Airport

Cash and Investments

August 31, 2023

Account	Account Description	Balance @ 8/31/2023
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Unrestricted Bank Accounts

1000_400	Bank Account Airport	6,636,293
1050_496	Cash Restricted AIP Deposit Keybank	1,229,594

Restricted Bank Accounts

1050_420	Cash Restricted Escrows - Airport PFC TD Bank	7,675,529
1000_415	Bank Account - PFC Prepaid Cash Account	491,892
1000_420	Bank Account CFC	2,872,801
1050_416	Cash Restricted Revenue Bond DSR-Zion Trustee	3,380,120
1050_400	Cash Restricted Air Debt Service Fund - Interest	344,290
1050_401	Cash Restricted Air Debt Service Fund-Principal	321,369
1050_402	Cash Restricted Air Debt Service Fund-Sinking	194,469
1050_425	Cash Restricted Escrows - Airport - Op Maint Res	5,490,756
1050_430	Cash Restricted Esc - Airport Res Acct - TD Bank	243,563
1050_495	Projects Operating Acct/Escrow GAN Keybank	279

Total Cash and Investments		<u>28,880,955</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>August 31st</u>
1000_400	Bank Account Airport - Current Fiscal year -8/31/2023	6,636,293
1000_400	Bank Account Airport - Prior Fiscal year - August 2022	6,513,512
1000_400	Bank Account Airport - Three year ago - August 2019	2,174,968



PROJECT DESCRIPTION

FEDERAL
GRANT A/R
BALANCE
06/30/23

TOTAL
PROJECT
EXPENSES
FY 2024

GRANT
Reimburse
Percent

% OF
PROJECT
EXPENSES
FY 2024

REIMBURSE-
MENTS
FY 2024

FEDERAL
GRANT A/R
BALANCE
08/31/23

10%
LOCAL
SHARE
FY 2024

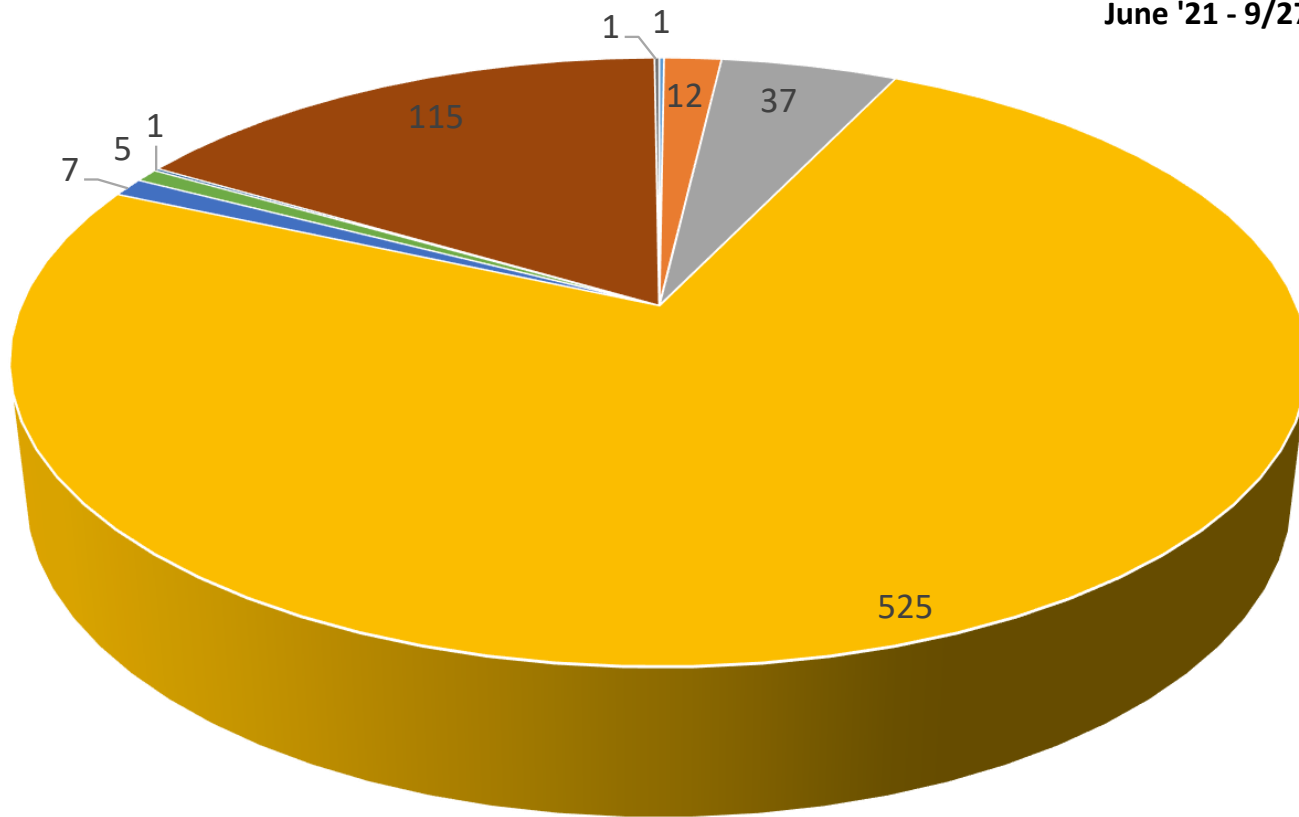
ACTIVE AIP PROJECTS

410	119	TAXIWAY GULF PH 2 RW 1-19 PAPI	19,423	-	90%	-	(19,208)	215	-
423	120	ACCESS CONTROL SECURITY REHAB	122,134	-	100%	-	(6,486)	115,648	-
400	121	CARES ACT GRANT	492,059	-	100%	-	-	492,059	-
420-700	122	S. TERMINAL APRON REHAB PH 7	253,152	-	100%	-	-	253,152	-
415	124	NOISE MONITORING EQUIPMENT	1,380	-	100%	-	-	1,380	-
425	125	TERMINAL INTEGRATION PROJECT	2,438,096	-	88%	-	-	2,438,096	-
400	127	CRRSA STIMULUS GRANT	(0)	-	100%	-	-	(0)	-
400	128	CRRSA CONCESSION GRANT	130,459	-	100%	-	-	130,459	-
428-901	129	SOUND INSULATION PILOT PROGRAM	53,937	-	100%	-	-	53,937	-
427-900	130	HOT SPOT MITIGATION GRANT	114,772	-	100%	-	(3,196)	111,576	-
427-904	131	HSR TWC & K	53,613	169	100%	169	(12,615)	41,166	-
427-902	132	HSR RW 1 PAPI	37,458	-	100%	-	(37,458)	-	-
420-903	133	TERMINAL APRON PH 7, Parts 2&3	60,277	-	100%	-	(60,073)	204	-
400	134	ARPA	(0)	-	100%	-	-	(0)	-
400	135	ARPA CONCESSION GRANT	209,766	-	100%	-	-	209,766	-
427-911	136	HSR TW K PAPI	0	-	90%	-	(2,053)	(2,053)	-
427-905	137	TW K CONSTRUCTION GRANT	273,497	1,690	90%	1,521	(20,106)	254,913	169
416-907	138	ENVIRONMENTAL ASSESSMENT	50,530	-	90%	-	-	50,530	-
426-910	139	BOARDING BRIDGE GATE 12	1,055,254	-	90%	-	-	1,055,254	-
416-913	140	NOISE EXPOSURE MAP	7,186	-	90%	-	(4,410)	2,776	-
428-908	141	SOUND INSULATION PROGRAM FFY22	160,547	-	90%	-	(146,487)	14,060	-
427-906	142	REHAB TAXIWAY A	96,456	-	90%	-	(96,456)	0	-
421-918	future	SOUTH TERMINAL REPLACEMENT	4,410	-	90%	-	-	4,410	-
426-923	147	SNOW REMOVAL EQUIPMENT BLDG	65,134	6,000	90%	5,400	-	70,534	600
424-909	149	SOUTH APRON CONSTRUCTION	332,881	30,728	90%	27,656	-	360,537	3,073
421-921	future	NEXT PROJECT	696,827	-	90%	-	-	696,827	-
426-916	143	NORTH TERMINAL RENOVATION	1,146,592	3,016	90%	2,714	(1,088,416)	60,891	302
TOTAL CURRENT PROJECTS			7,875,849	41,603		37,460	(1,496,965)	6,416,344	4,143

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

Comments By Aircraft

704 Total Comments
June '21 - 9/27/23



■ Gen. Aviation (light)

■ Military

■ Turboprop

■ Helicopter

■ Multiple

■ Unknown

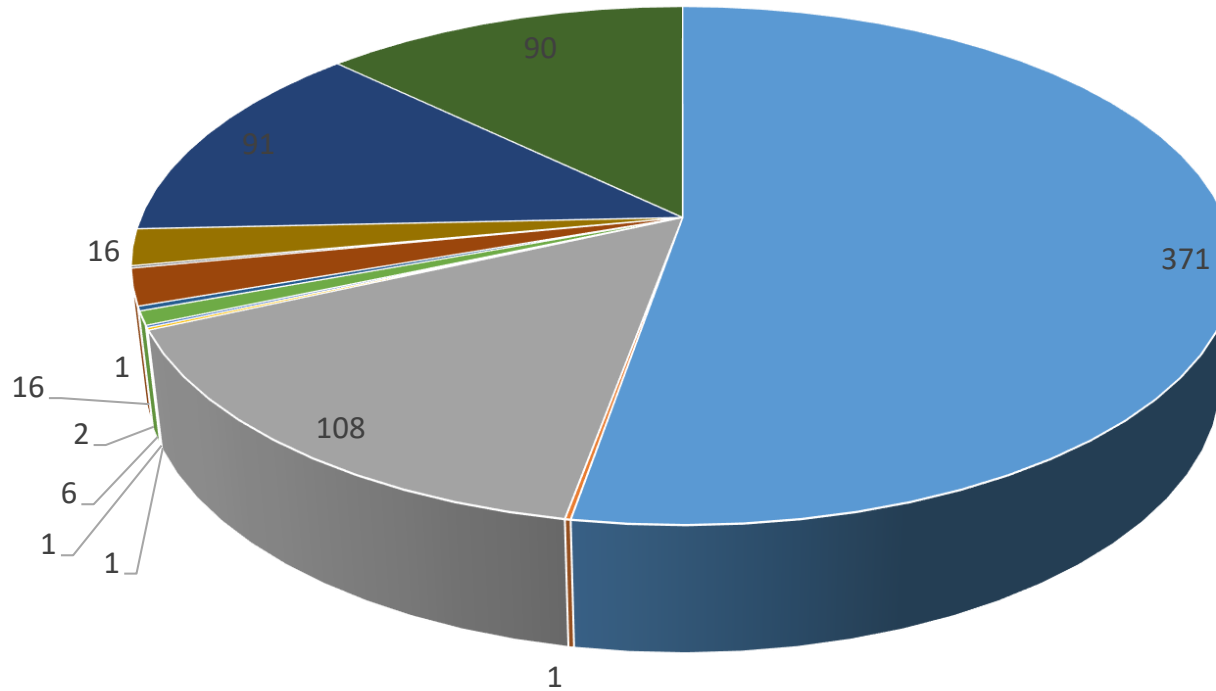
■ Jet

■ Propeller

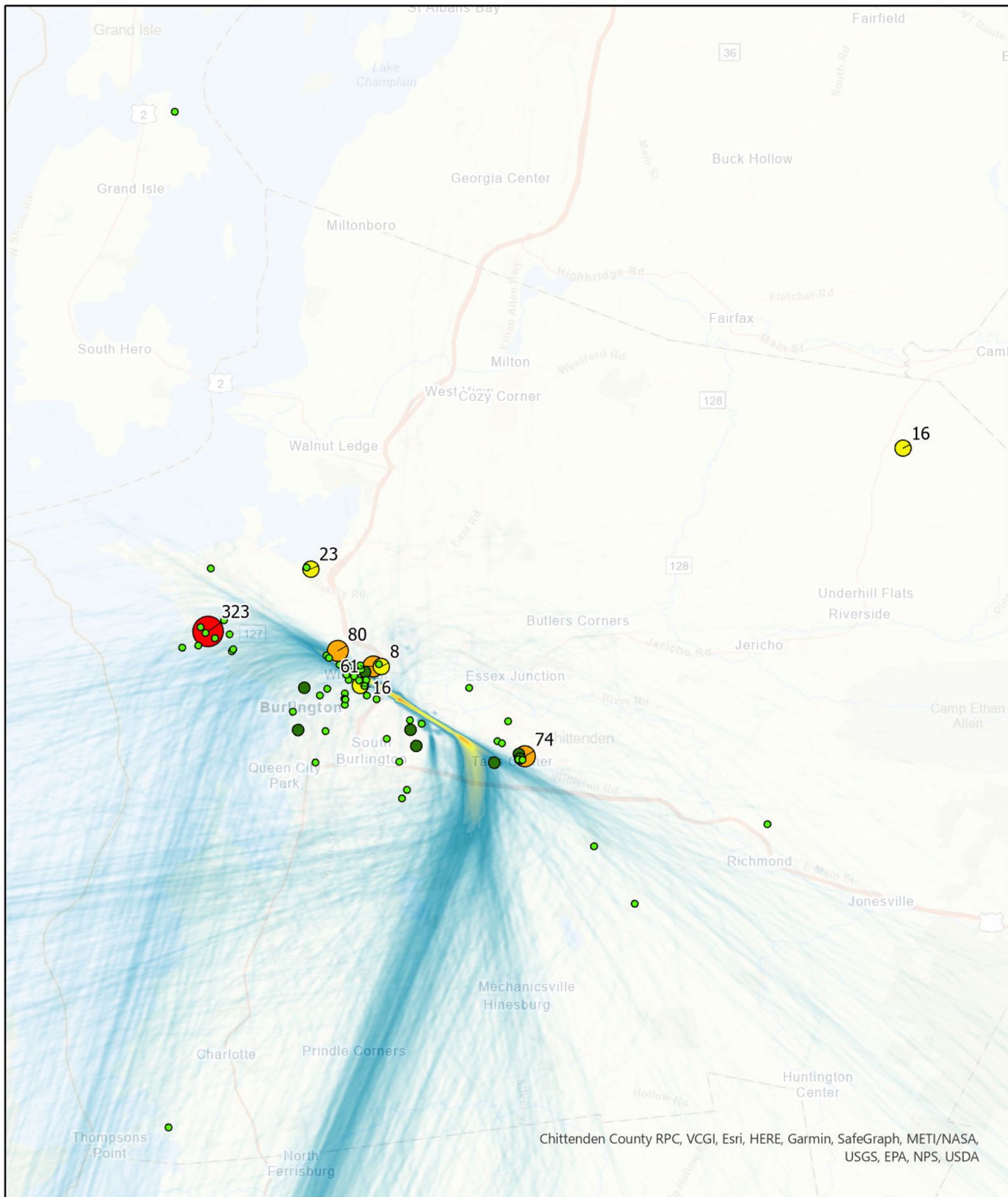
■ Zeppelin/Blimp

Comments By Town

704 Total Comments
June '21 - 9/27/23

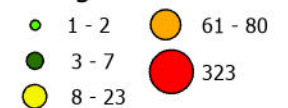


■ Burlington	■ Charlotte	■ Colchester	■ Essex
■ Grand Isle	■ Other	■ Richmond	■ South Burlington
■ Strafford	■ Underhill	■ Williston	■ Winooski

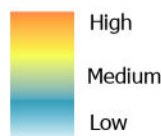


Airport Noise Complaints - KBTV 9/27/2023

of Complaints from
a Single Address



Radar Track Density



LEGEND

Noise Complaint
By Address (# Received)

- 1 - 2
- 2 - 5
- 5 - 10
- 10 - 100
- 100 - 350

NEM 2023 Contours

- 65
- 70
- 75



Burlington International Airport
Noise Complaints
September 2023

0 1 2 mi





Patrick Leahy Burlington International Airport Board of Commissioners Sound/Noise Update Report October 4, 2023

ADDITIONAL INFORMATION IS UPLOADED TO WWW.BTVSOUND.COM

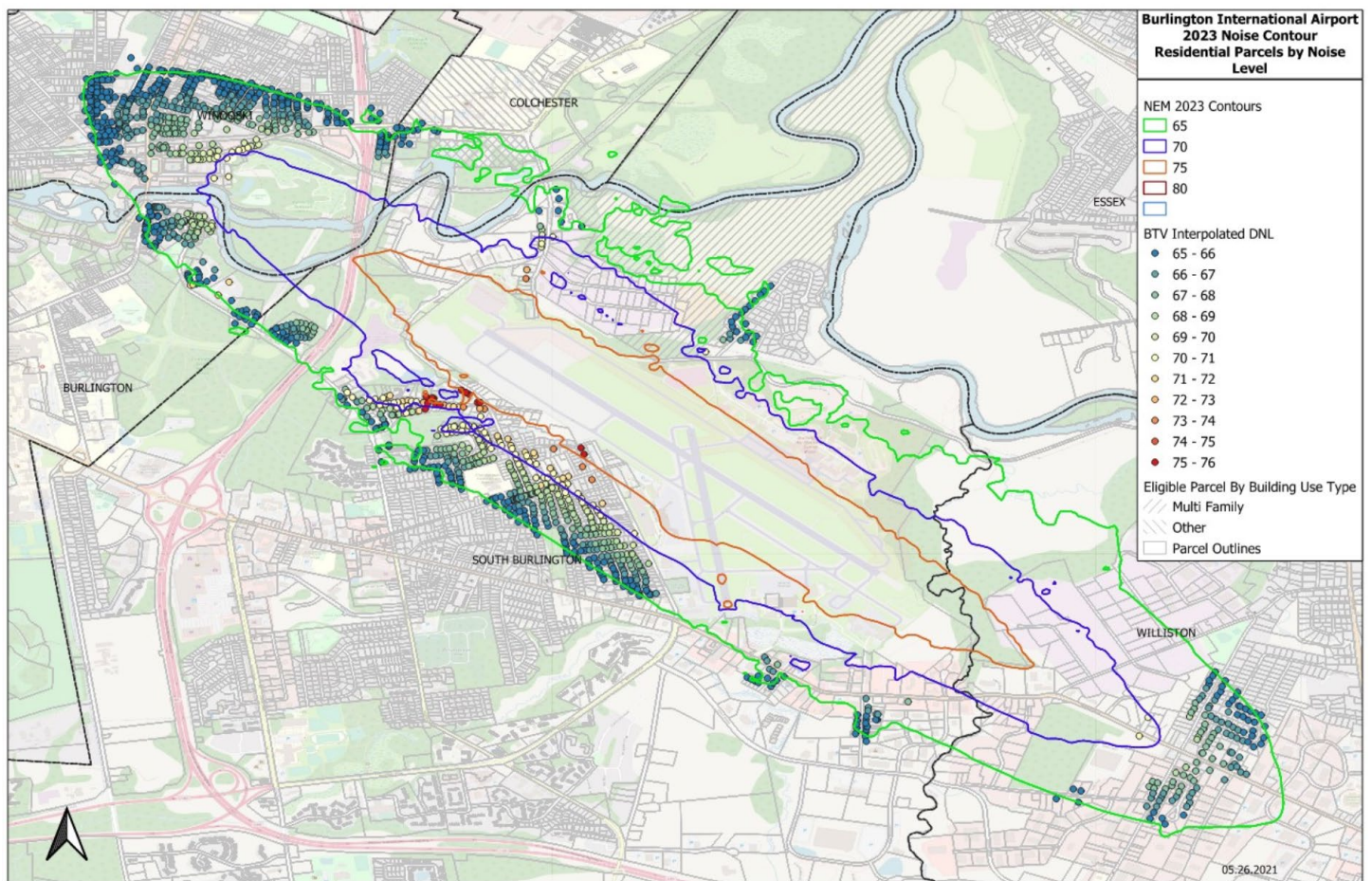
Residential Sound Insulation Programs:

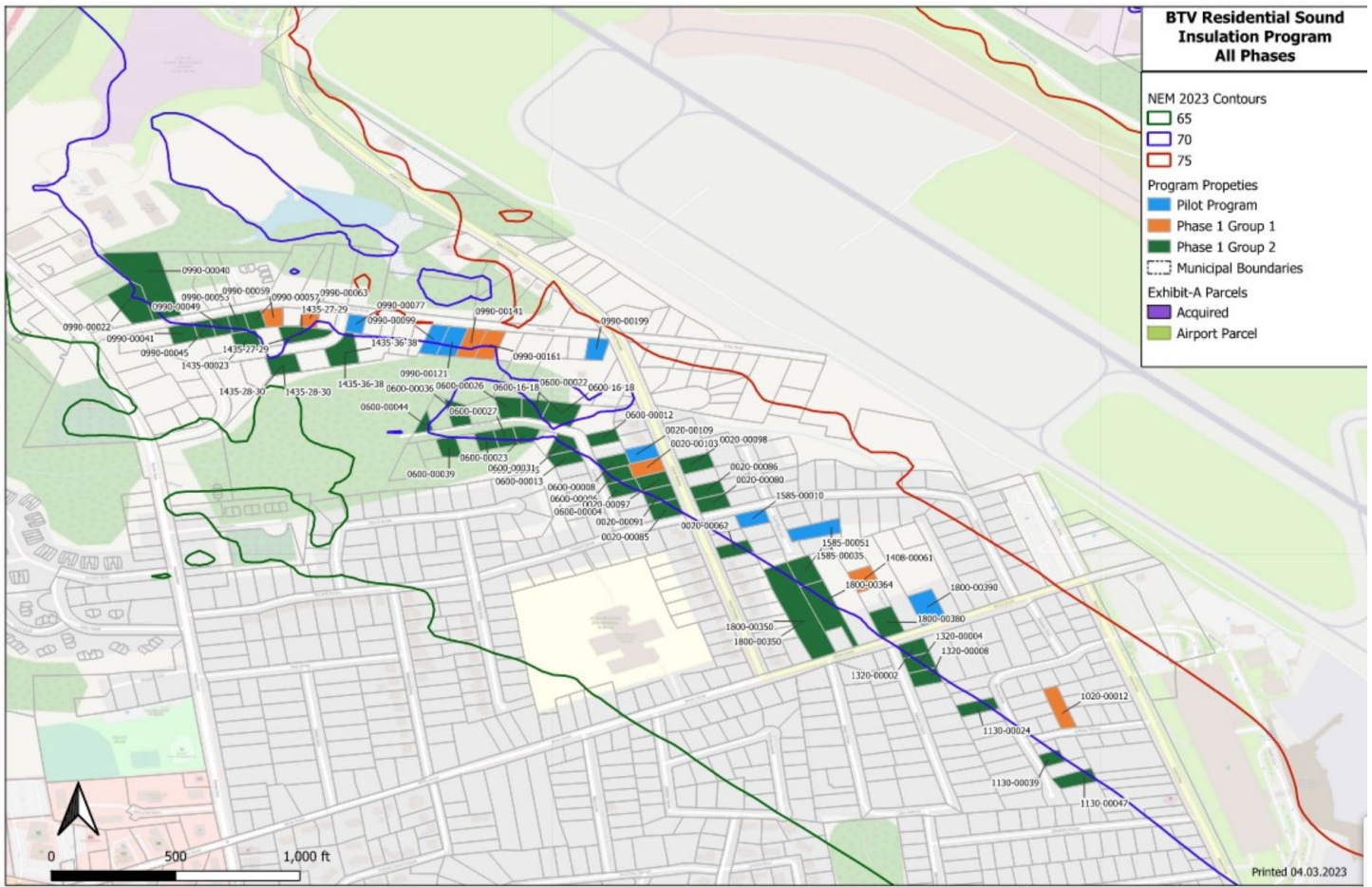
The purpose of the project is to convert a sample of incompatible residential units to a compatible land use by installing an acoustical treatment package which will provide relief from aircraft noise by upgrading interior living areas. Upgrades may include replacement of windows and doors with acoustically 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. This project has also determined the eligibility of an additional 50 residential units, located in and around the 70 DNL which will be included in phase 2 of the program.

1. **Sound Insulation Pilot Project (Phase 1) (\$1.5M)**. This Program includes: Program formulation, Home eligibility determination, Project Management, Community Outreach, Evaluations of Structures, Design Services, Bid activities, Construction Support, Construction and Pre-qualification of 50 homes. 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. Based on the completed acoustical testing we requested and received approval from the FAA for blanket approval of homes in the 70 dB contour and higher to move to outreach and design without additional testing from the FAA. Construction has started on October 2nd and the first windows were installed on the first home. The schedule for this Phase 1 portion will include 9 properties, and construction will be completed approx. prior the end of calendar year 2023.
2. **Residential Sound Insulation Project - 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 as defined in the Phase 1 project and the Noise Compatibility Program. 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 52 homes, noise reduction of 6 homes which construction improvements will be completed by the end of calendar year 2023. Properties are located within the 70+ DNL FAA accepted 2023 noise contours. Bids were received on April 22, 2022 and a grant application was prepared, submitted, and received by the FAA. The

FAA grant included installation of noise reduction materials for 6 properties and the design of noise reduction improvements to 52 homes. This grant also includes the outreach and design for the next approximate 50 homes. The installation of noise reduction materials for the 6 properties is currently underway and will be completed prior to the end of calendar year 2023, currently projecting on the first week of December.

3. **Residential Sound Insulation Project - Phase 3 (\$6.2M).** The Airport is proposing to continue implementation of its Residential Sound Insulation Program (RSIP) as described in more detail above. This grant was issued in late August 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 will start in Spring 2024. We also are currently engaging with additional property owners to start designing the next 50 homes as part of this grant.





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 (BTV). The NEM Update will replace the maps which were accepted by the FAA in 2019. Under the Federal requirements, The previous NEM Update indicated an update would be completed once the F-35A aircraft have been operational for one year. The scope and Independent Fee process is complete and a grant was received by FAA to proceed. Currently, the schedule, outlined below, and Technical Advisory Committee (TAC) meetings are being coordinated and outreach is proceeding with communities to identify these changes. Further, the Airport held an informational town meeting style meeting at the Chamberlin Elementary School on September 14, 2023 to discuss the proposed schedule and general updates to the process. Additional TAC meetings and Public meetings are being identified and planned under the proposed schedule

Noise Exposure Map Project Timeline

Project Phase	2023						2024								
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
1	Data Collection; approval of military aircraft modeling; development of operational forecasts														
2	Development of draft contours; land use analysis														
3	Draft NEM document for public review; public meeting; public comment period														
4	Finalize and submit final NEM to FAA for approval														
	Consultant Task						Stakeholder Involvement			Agency Review					