

**LOUISVILLE REGIONAL AIRPORT AUTHORITY
BOARD MEETING
JUNE 21, 2023**

The regular meeting of the Board of the Louisville Regional Airport Authority was held on June 21, 2023. Chairman Dale Boden convened the meeting at 3:14 p.m. in the Boardroom of the Louisville Regional Airport Authority.

Board members present: Mr. Dale Boden, Ms. Toni Clem, Mr. Mitchel Denham, Mr. Brian Lavin, Mr. Pat MacDonald, Mr. John A. Moore, and Mr. John Sistarenik. Not in attendance: Mr. Cleo Battle, Mayor Craig Greenberg, Ms. Nikki R. Lanier, and Ms. Lesa Seibert. Mr. Tom Halbleib attended as counsel to the Board.

Staff members present: Ms. Megan Atkins Thoben, Ms. Dodie Caulk, Ms. Natalie Ciresi Chaudoin, Mr. Dillon Chado, Ms. Heather Fuqua, Mr. Anthony Gilmer, Ms. Noel Jolly, Mr. Daniel Klein, Mr. Dan Mann, Mr. Buck Meredith, Mr. Mark Newman, Ms. Kim Pemberton, Ms. Brenda Perry, Mr. Brian Sinnwell, Ms. Kelly Stengel, Mr. Adam Thomas, Mr. Darrell Watson and Mr. Jason Wheeler.

Also in attendance: Mr. Tony Derricks, Ms. Wendy Harrower, Ms. Rebecca Katz, Mr. John Kraft, Mr. James Myers, and Mr. Todd Tabor.

CONSIDERATION OF MINUTES

On motion duly made and seconded, the minutes of the Regular Board meeting held April 19, 2023, were unanimously approved.

CONSENT ITEMS

1. Appointment of Safety and Security Officers — Louisville Muhammad Ali International Airport — Approval

The Director of Public Safety has reviewed the qualifications of Mike Koenig, Buck Meredith and Kenneth Montoya, has concluded they meet those set forth in the Board's November 18, 1998 resolution, and recommends their appointment as airport Safety and Security Officers:

Mr. Mann recommended the Board appoint the above-named persons as an airport Safety and Security Officers, to serve at the pleasure of the Board until such time as the Director of Public Safety shall terminate the appointment; and authorize and direct the Authority's Director of Public Safety to administer the Oath of Office. On motion duly made and seconded, the Board approved Mr. Mann's recommendation.

2. C&S Engineers, Inc. — Task Orders 1 and 2 — Louisville Muhammad Ali International Airport — Approval

In April 2023, the Board approved the award of a master contract with C&S Engineers as the Authority's Sound Insulation Program consultant for a three-year period with the option for an additional two-year term. The contract requires Board approval for each Task Order.

These Task Orders provide program services related to the sound insulation for 270 families within the DNL 65 contour on the Forecast 2021 Noise Exposure Map. Task Order No. 1 authorizes C&S to provide program services to include community outreach, acoustical testing, easement acquisition, property inventory, and acoustical design services for sound insulation of residential properties. Task Order No. 2 authorizes C&S to provide program services related to construction management services, post acoustical testing, project closeout, and a 1-year homeowner warranty for the program. The negotiated not-to-exceed amount of the Task Orders in accordance with the hourly rates provided by C&S Engineers for Task Order No. 1 is \$2,785,367 and for Task Order No. 2 is \$2,865,163. This program is 90% funded through FAA grants.

Mr. Mann recommended the Board approve Task Order No. 1 and Task Order No. 2 to the contract with C&S Engineers Inc. in the amount of \$2,785,367 and \$2,865,163, respectively, bringing their total contract amount to \$5,650,530; and authorize the Executive Director to execute the necessary contract documents subject to review and approval by counsel as to legality of form and content. On motion duly made and seconded, the Board approved Mr. Mann's recommendation.

3. CMTA — Task Order 3C, Phase 1 — Louisville Muhammad Ali International Airport — Approval

On March 16, 2022, the Board approved a contract with CMTA for the design of Task Orders 3A – 8A. Among those task orders, Task Order 3A was approved to design a large checkpoint addition/expansion. The design work is nearly complete for this project. However, to meet our current passenger traffic demands, the addition of a 6th checkpoint lane is needed now to ease TSA wait times during peak hours. This construction work was awarded, and mobilization is underway to begin this work. As part of this work, Task Order 3C, Phase 1 requires Board approval: Task Order 3C, Phase 1 authorizes CMTA to provide construction administration services for the Checkpoint 6th Lane Addition project. The negotiated amount of Task Order 3C is \$29,230.00.

Mr. Mann recommended the Board approve Task Order 3C, Phase 1 with CMTA Energy Solutions for a negotiated amount of \$29,230.00; and authorize the Executive Director to execute the necessary contract documents subject to review and approval by counsel as to legality of form and content. On motion duly made and seconded, the Board approved Mr. Mann's recommendation.

4. Foth — Task Order 61 — Louisville Muhammad Ali International Airport — Approval

On November 20, 2019, the Board approved the award of a Planning, Engineering & Architectural Professional Services contract to Foth for a three-year period. Subsequently, the option for an additional two-year term was approved on January 18, 2023. The contract requires Board approval for each Task Order.

Task Order 61 authorizes Foth to provide design and bid services for the Kitchen and Bathrooms renovation project within the Aircraft Rescue and Fire Fighting (ARFF) facility at SDF. This facility was originally built in 2008 and needs renovations to maintain adequate living conditions for staff members who work 24-hour shifts. The negotiated amount for Task Order 61 is \$98,277.00.

Mr. Mann recommended the Board approve Task Order 61 to the contract with Foth for a negotiated amount of \$98,277.00; and authorize the Executive Director to execute the necessary contract documents subject to review and approval by counsel as to legality of form and content. On motion duly made and seconded, the Board approved Mr. Mann's recommendation.

5. ERMC Aviation, LLC — Contract Amendment No. 6 — Louisville Muhammad Ali International Airport — Approval

In May of 2019, the Board approved the operation and maintenance of its In-Line Baggage Screening System contract with ERMC Aviation, LLC for an initial term of three years with two, one-year renewal options. The contract had an original not-to-exceed amount of \$2,118,707.27. In the three years following the Board's approval of the contract, there were five amendments to the contract for subcontracting upgrades to the system, maintenance of additional conveyor sections and funding for the first renewal option. Currently, the contract has a not to exceed amount of \$ 3,723,386.34 and the contractor has continued to provide quality service. The Authority staff recommends the second year's renewal option be exercised with ERMC Aviation, LLC through July 22, 2024.

Mr. Mann recommended the Board approve the remaining one-year extension with ERMC Aviation, LLC through July 22, 2024; increase the total contract amount by \$879,283.03 to cover the one-year renewal option and associated costs with a new total not-to-exceed of \$4,602,669.37; and authorize the Executive Director to execute the necessary contract documents subject to review and approval by counsel as to legality of form and content. On motion duly made and seconded, the Board approved Mr. Mann's recommendation.

ACTION ITEMS

6. Noise Exposure Map Update Consultant — Louisville Muhammad Ali International Airport — Contract Award

This project consists of preparing updated Part 150 Noise Exposure Maps for Louisville Muhammad Ali International Airport and includes the collection of operational data, aviation activity forecasting, noise modeling, and public participation. The Noise Exposure Maps for Louisville Muhammad Ali International Airport were last updated in 2016. The Federal Aviation Administration considers maps that are less than 5 years old to be current.

The Authority issued a Request for Qualifications, advertised it in the *Courier-Journal*, in *AAAE*, in the *Louisville Defender* and posted it on the Airport Authority's website. Three companies downloaded the Request for Qualifications from the Authority's website. Harris Miller Miller &

Hanson, Inc. (HMMH) of Burlington, MA was the only company that submitted a Statement of Qualifications. Authority staff independently reviewed the proposal and determined that it met the submittal requirements and recommend the selection of HMMH to perform the Noise Exposure Map Update for Louisville Muhammad Ali International Airport. A final scope of work and fee schedule consistent with FAA standards will be negotiated with HMMH and presented to the Board for approval at a future meeting.

Mr. Mann recommended the Board approve the selection of Harris, Miller, Miller & Hanson of Burlington, MA to perform the Noise Exposure Map Update for Louisville Muhammad Ali International Airport.; and authorize the Executive Director to execute the necessary contract documents subject to review and approval by counsel as to legality of form and content. On motion duly made and seconded, the Board approved Mr. Mann's recommendation.

7. Proposed Fiscal Year 2024 Budget — Approval and Adoption

Mr. Mann presented the Fiscal Year 2024 Budget for review and approval. Budgeted operating revenues for FY24 are \$84.7 million, which is an increase of \$7.5 million or 9.7% from last year's budget. Budgeted operating expenses for FY24 are \$42 million, which is an increase of \$2.4 million from the FY23 budget. The estimated cost per enplanement is \$5.88, which is a decrease of 3 cents from \$5.91, in FY23. Enplanements are being forecasted at 2.2 million, an increase of 100,000 from the FY23 budget. The landing fee is \$1.092 which is down 4.1 cents from FY23. The projected landed weight is 20,700,000 units. For the personnel budget, the Full Time Equivalent (FTE) has been increased from 149 in FY23 to 151 employees for FY24. A 5% pool increase in payroll costs is to cover merit, bonus and pay grade adjustments. The Capital Plan for FY24-26 identifies the capital needs of both airports, cost estimates and anticipated funding sources for the various projects. The Authority's budgeted portion of FY24 expenditures for the federally funded Capital Improvement Program is \$14.1 million and the Authority's budgeted portion of FY24 expenditures for the non-federally funded Capital Improvement Program is \$65.7 million. This budget meets the needs of the Authority to provide facilities and services to fulfill our mission to serve our region with safe and efficient aeronautical facilities.

Mr. Mann recommended the Board adopt the Fiscal Year 2024 Budget as submitted by Authority staff and authorize the Executive Director to take the necessary steps to implement the changes. On motion duly made and seconded, the Board approved Mr. Mann's recommendation.

8. Revision to Authority Regulations — Approval and Adoption

It is necessary to revise Chapter 600 of the Authority's Regulations to incorporate: (i) changes resulting from the adoption of the Fiscal 2024 budget and (ii) updates to non-signatory airline rates and charges (copy attached).

Mr. Mann recommended the Board approve and adopt the revised Regulations as proposed; and authorize the Executive Director to take the necessary steps to implement the changes. On motion duly made and seconded, the Board approved Mr. Mann's recommendation.

OTHER BUSINESS

There being no additional business the meeting adjourned at 3:57 p.m.

Dale Boden, Chairman

Dan E. Mann, Assistant Secretary

APPROVED