

COMMITTEE MEMBERS

Cortney Young, Chair
Richard Jay, Vice Chair
Kitty Jung, Member
Carol Chaplin, Member
Art Sperber, Alternate
Shaun Carey, Alternate
Jennifer Cunningham, Ex Officio

Staff Liaison

Randall Carlton, Chief Finance &
Administration Officer



PRESIDENT/CEO

Daren Griffin, A.A.E.

CHIEF LEGAL COUNSEL

Ian Whitlock

BOARD CLERK

Lori Kolacek

MINUTES

Finance & Business Development Committee

Tuesday, January 7, 2025 | 9:00 AM

-- Virtual Only --

1. INTRODUCTORY ITEMS

Chair Young called the meeting to order at 9:00 a.m.

Members Present: Cortney Young
Richard Jay
Kitty Jung
Carol Chaplin

2. PUBLIC COMMENT

There were no comments from the public.

3. APPROVAL OF MINUTES

3.1 November 12, 2024, Finance & Business Development Committee meeting

There being no corrections, the Minutes from November 12, 2024, were approved as presented.

4. INFORMATION, DISCUSSION AND/OR POSSIBLE ACTION ITEMS

4.1 Review of the Midyear Budget for Fiscal Year 2024-25

Renee Miller, Budget Manager, provided a review of the midyear budget for fiscal year 2024-25.

4.2 Landside update and strategic plan

Brandon Mikoleit, Landside Operations Manager, provided an overview of strategies and steps being taken to mitigate the parking demand.

[Trustee Jay left the meeting at 10:15 a.m. Trustee Sperber stepped in as the alternate for the remainder of the meeting.]

5. ITEMS FOR CONSIDERATION BY THE FULL BOARD ON JANUARY 9, 2025

An announcement correcting the numbering for this section was made. Item 5.2 and 5.3 should be 5.1 and 5.2.

5.2 Board Memo No. 01/2025-04 (For Possible Action): Review, discussion and potential acceptance of the Annual Comprehensive Financial Report for Fiscal Year Ended June 30, 2024

This item was presented by Tracy Caster, Accounting Manager, and Brad Schelle of Crowe LLP. After discussion, the Committee took the following action:

Motion: Recommend that this item be presented to the full Board on January 9, 2025, for consideration and approval of the proposed motion: *“Move to accept the Annual Comprehensive Financial Report for Fiscal Year Ended June 30, 2024”*

Moved by: Kitty Jung

Seconded by: Carol Chaplin

Aye: Trustees Chaplin, Jung, Sperber, Young

Result: Passed unanimously

5.3 Board Memo No. 01/2025-05 (For Possible Action): Review, discussion and potential authorization for the President/CEO to establish a Public Art Fund to support Resolution No. 552 by creating a mechanism to pool funds from capital improvement projects over time to support the purchase and maintenance of public art at the airport

This item was presented by Natalie Brown, Chief Marketing & Public Affairs Officer. After discussion, the Committee took the following action:

Motion: Recommend that this item be presented to the full Board on January 9, 2025, for consideration and approval of the proposed motion: *“Authorize the President/CEO to establish a Public Art Fund to support Resolution No. 552 by creating a mechanism to pool funds from capital improvement projects over time to support the purchase and maintenance of public art at the airport”*

Moved by: Art Sperber

Seconded by: Kitty Jung

Aye: Trustees Chaplin, Jung, Sperber, Young

Result: Passed unanimously

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6. MONTHLY ADMINISTRATIVE REPORTS *(provided for reference only)*

6.1 Administrative Award of Contracts (Expenditures)

For the record, a correction was made to this document on page 2 under Change Orders and Amendments. The Total Contract amount for Fisher & Phillips, LLP, should read \$57,300.00, not \$57,300,000.

6.2 Administrative Award of Contracts (Revenues)

There was no discussion on this item.

6.3 Financial Reporting Package

There was no discussion on this item.

7. MEMBER COMMENTS, QUESTIONS AND REQUESTS

There were no comments from the Committee.

8. PUBLIC COMMENT

There were no comments from the public.

9. ADJOURNMENT

The meeting was adjourned at 11:15 a.m.