



Airport Board Meeting

January 16, 2024

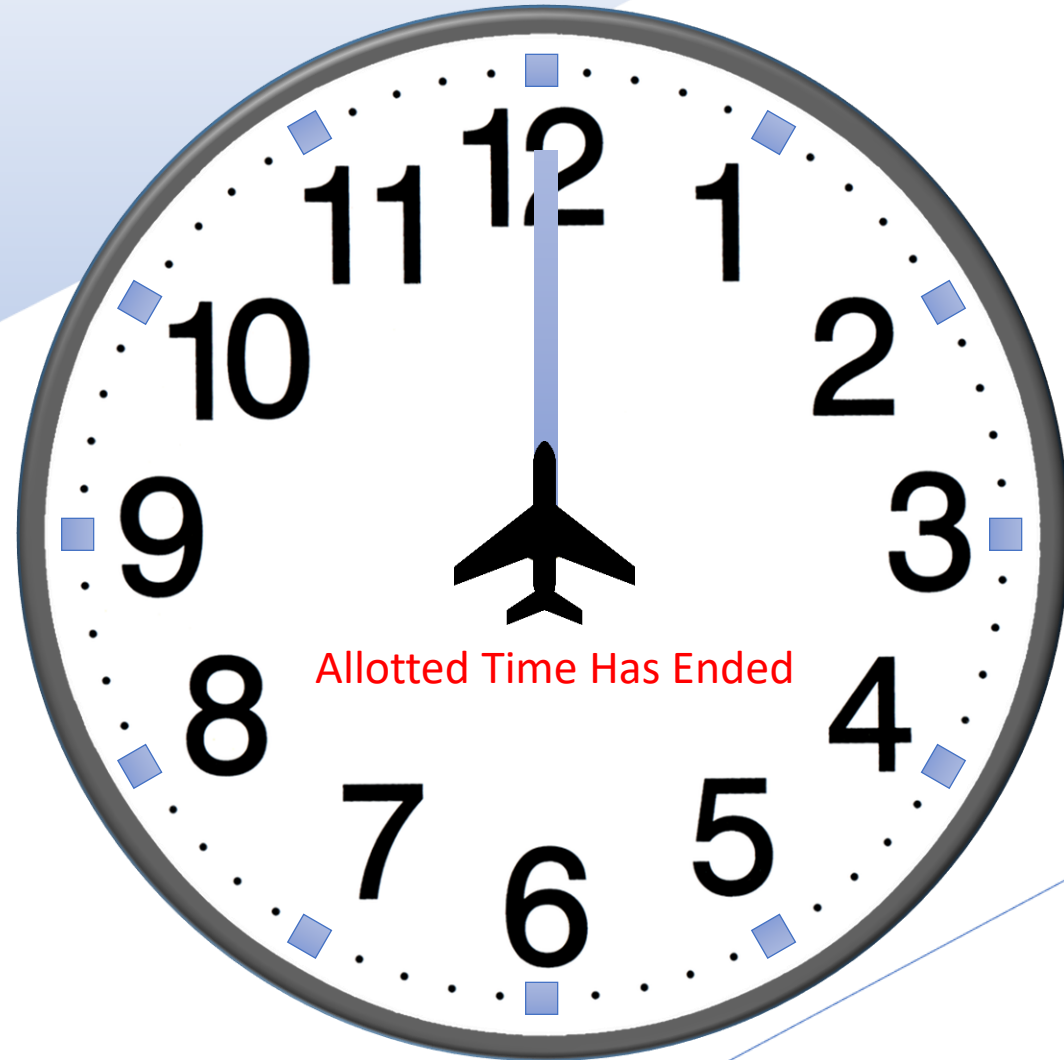


- 1. Call meeting to order**
- 2. Pledge of Allegiance**
- 3. Introduction of Guests**
- 4. Conflict of Interest – Airport Attorney**

“Under State law, a conflict of interest exists if a board member, or certain members of that person's family, has a qualifying financial interest in an agenda item. Members with a conflict of interest cannot participate in the discussion nor vote on the agenda item. Are there any known conflicts of interest to disclose at this time”?



5. Citizen Communication



Time limited to 2 minutes per citizen

6. Reports. Update on Operations and Activities at VIA:



Valley International Airport

Marketing Report 4th Quarter 2023



LEALMEDIA



EXECUTIVE SUMMARY

October 2023 - December 2023

- Created more digital content to better engage with audiences - new TV commercial;
- LED billboards for airport lobby, social media content, and refreshed digital ads;
- Focused 100% of OTT budget to Upper Midwest Cities;
- Added focus on Milwaukee for digital ads and OTT as part of Upper Midwest efforts;
- Upper Midwest campaign going strong;
- Started running ads for Delta Minneapolis.



LOTS OF CONTENT!

October 2023 - December 2023

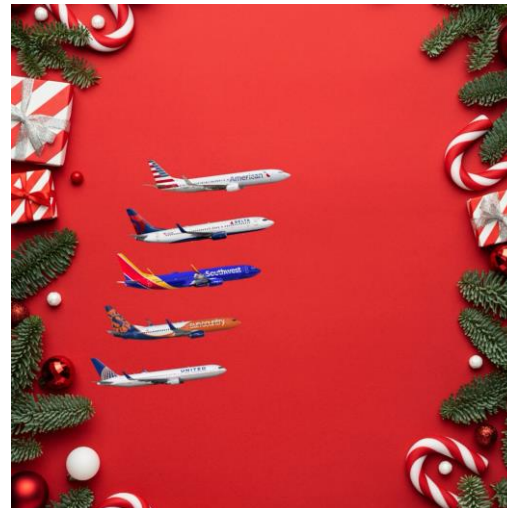
Because we are almost 100% digital with our marketing, the more visuals we create the better “top of mind awareness”. Combine this with digital ads and Boosted Posts and we will reach a larger audience - both in RGV and Upper Midwest.



LOTS OF CONTENT!

October 2023 - December 2023

Oct. 9, 2023



Website

October 2023 - December 2023

Users

350K

-

Event count

4.9M

-

Conversions

19K

-

New users

349K

-

Views by
Page title and screen...



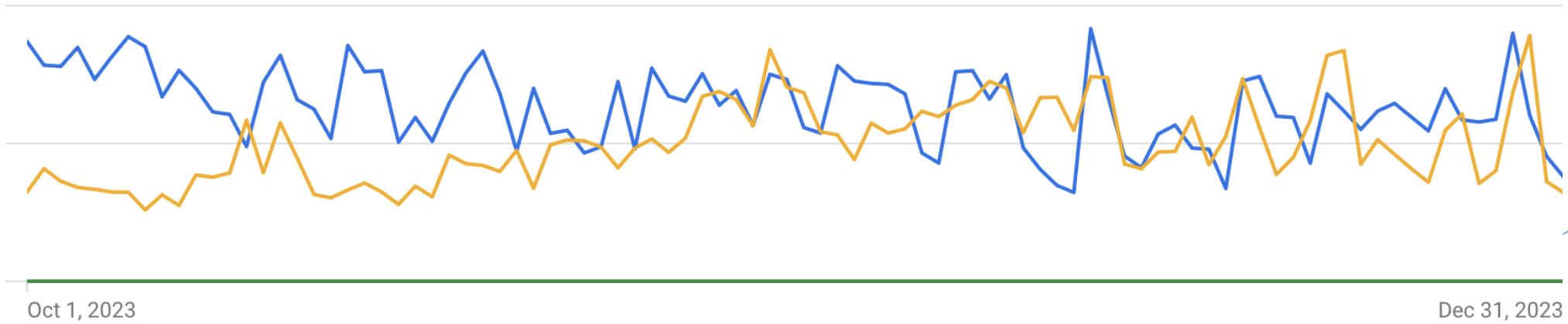
PAGE TITLE AND S...	VIEWS	
Harlingen Airport	625K	-
Flight Tracking Arriv...	531K	-
Valley International A...	443K	-
Flight Tracker - Valley...	411K	-
Visit Warm South Pa...	203K	-
Airlines Information ...	160K	-
Airlines - Valley Inter...	116K	-





We doubled our Clicks and Impressions from Quarter 3 - this is due to running our Upper Midwest campaign at 100%

Clicks ▾ 52.6K	Impressions 2.32M	CTR ▾ 2.27%	Views ▾ 0
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Google Ads - Locations with Most Impressions

<input type="checkbox"/> Targeted location	Campaign	Bid adj.	Clicks	↓ Impr.
Total: Locations ?			48,632	2,140,718
<input type="checkbox"/> Harlingen-Weslaco-Brownsville-McAllen TX, T...	Southwest Austin D	–	4,556	430,564
<input type="checkbox"/> Harlingen-Weslaco-Brownsville-McAllen TX, T...	American Airlines - Dallas D	–	2,708	411,415
<input type="checkbox"/> Harlingen-Weslaco-Brownsville-McAllen TX, T...	Delta Air - Minneapolis D	–	15,457	327,243
<input type="checkbox"/> Harlingen-Weslaco-Brownsville-McAllen TX, T...	Southwest Houston D	–	1,184	316,205
<input type="checkbox"/> Harlingen-Weslaco-Brownsville-McAllen TX, T...	Southwest Dallas D	–	1,243	289,599
<input type="checkbox"/> Detroit, Michigan, United States	Midwest_Fall23_Display	–	2,259	127,179
<input type="checkbox"/> Minneapolis-St. Paul MN, United States	Midwest_Fall23_Display	–	1,150	64,220
<input type="checkbox"/> Minneapolis-St. Paul MN, United States	Midwest_Fall23_Search	–	3,431	47,591
<input type="checkbox"/> Chicago IL, United States	Midwest_Fall23_Display	–	2,978	46,036
<input type="checkbox"/> Harlingen-Weslaco-Brownsville-McAllen TX, T...	Sun Country - MSP_Search	–	2,260	20,364
<input type="checkbox"/> Harlingen-Weslaco-Brownsville-McAllen TX, T...	United Airlines Houston S	-15%	7,719	19,007
<input type="checkbox"/> Detroit MI, Michigan, United States	Midwest_Fall23_Search	–	614	8,124
<input type="checkbox"/> Chicago IL, United States	Midwest_Fall23_Search	–	424	6,931
<input type="checkbox"/> Milwaukee WI, Wisconsin, United States	Midwest_Fall23_Display	–	101	5,297





Performance

Daily

Cumulative



Reach ⓘ

703.1K ↑ 63.7%

Content interactions ⓘ

4.8K ↑ 119.4%

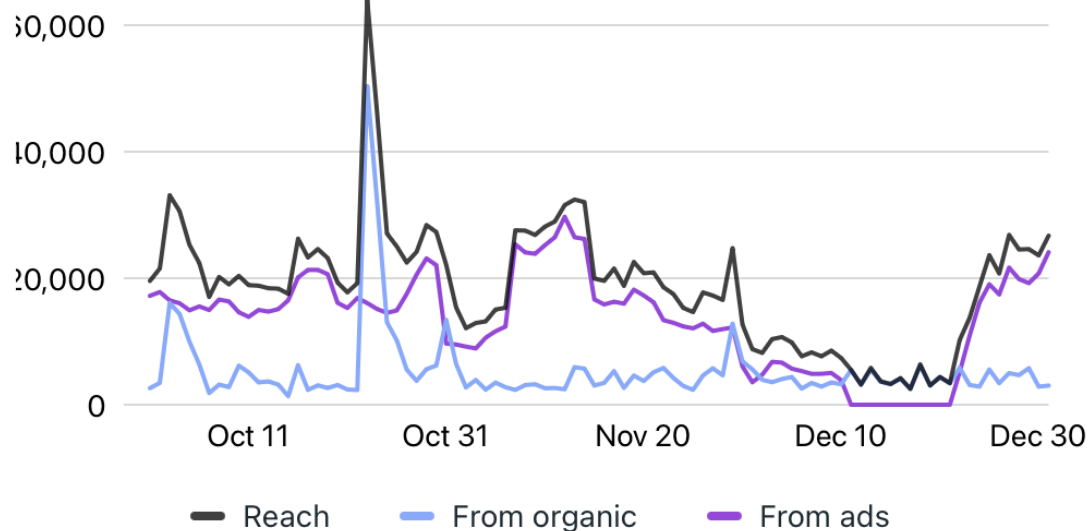
Followers ⓘ

Lifetime

18.5K

Link clicks ⓘ

18.7K > 5%



Reach breakdown

Total

703,060 ↑ 63.7%

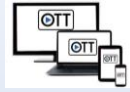
From organic

326,394 ↑ 97.7%

From ads

439,010 ↑ 51.9%





OTT (STREAMING CHANNELS)

October 2023 - December 2023

We are focusing all of our OTT budget on the Upper Midwest - our TV Commercial is playing in various markets seen below.

STREAMING TV GEOGRAPHY

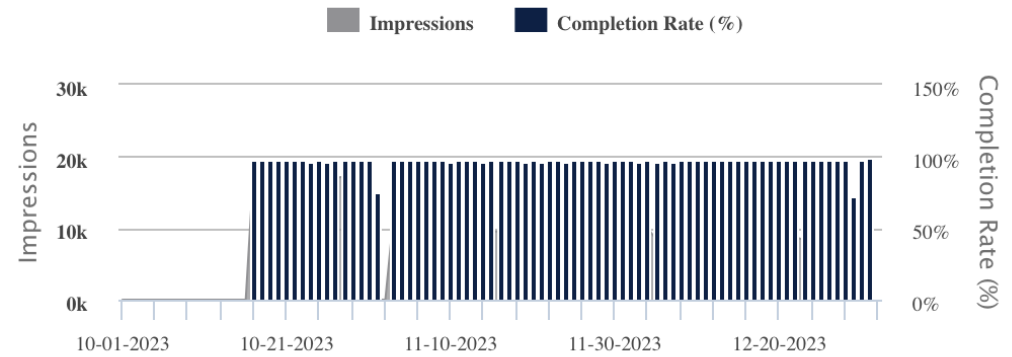
ALL	Impressions
Milwaukee	156,027
Chicago	155,471
Detroit	132,096
Minneapolis-St. Paul	132,016
Des Moines-Ames	68,584
Green Bay-Appleton	67,666
Fargo	67,418

Streaming TV (Data is current as of 01/08/2024)

779,278
IMPRESSIONS

97.18%
COMPLETION RATE

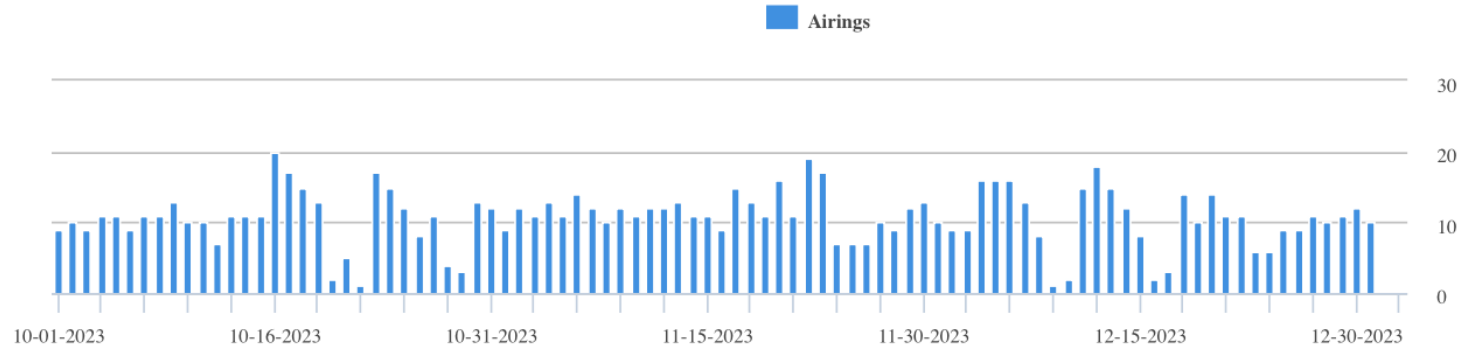
STREAMING TV IMPRESSIONS AND COMPLETION RATE



TV (Data is current as of 01/06/2024)

989
AIRINGS
1
NETWORKS
1
ZONES

VERIFIED TV AIRINGS



TOP NETWORKS



989



6. Reports

d. Progress Reports – November and December 2023



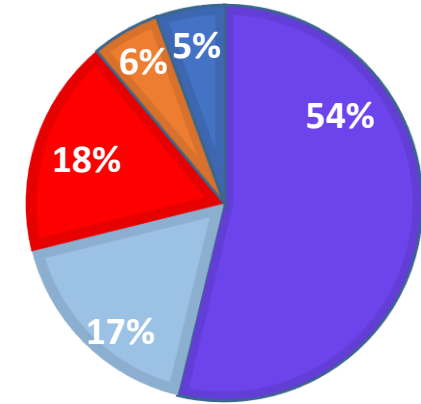


**VALLEY INTERNATIONAL AIRPORT
NOVEMBER 2023 - PROGRESS REPORT**

AIRLINE PASSENGERS	2023	% chg.	2022	2024-2023 YTD	% chg.	2023-2022 YTD
<u>Enplanements</u>						
Southwest	23,699	(5.7)	25,133	46,864	(5.0)	49,328
United	7,653	72.3	4,442	15,236	72.9	8,812
American Airlines	7,830	20.7	6,487	16,029	14.2	14,038
Viva Aerobus	0	N/A	0	0	N/A	0
Frontier	0	N/A	0	0	N/A	0
Sun Country	2,464	(16.6)	2,953	4,373	(9.9)	4,852
Delta	2,426	N/A	0	4,108	N/A	0
Charters	0	N/A	0	85	N/A	0
Total Enplanements	44,072	13.0	39,015	86,695	12.5	77,030
<u>Deplanements</u>						
Southwest	22,026	2.0	21,594	43,632	2.4	42,605
United	6,272	72.9	3,627	12,256	66.0	7,382
American Airlines	7,188	36.2	5,276	14,543	29.0	11,275
Viva Aerobus	0	N/A	0	0	N/A	0
Frontier	0	N/A	0	0	N/A	0
Sun Country	2,654	(10.4)	2,963	4,794	(5.2)	5,059
Delta	1,896	N/A	0	3,121	N/A	0
Charters	0	N/A	0	85	N/A	0
Total Deplanements	40,036	19.7	33,460	78,431	18.3	66,321
TOTAL PASSENGERS	84,108	16.1	72,475	165,126	15.2	143,351

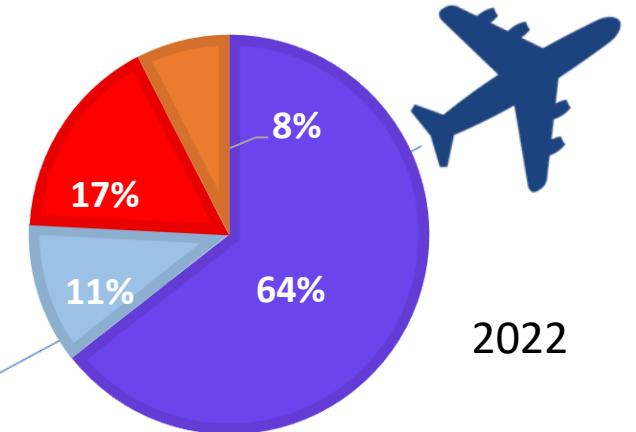
**NOVEMBER 2022 VS 2023
MARKET SHARE**

■ WN ■ UA ■ AA ■ SY ■ DL



2023

■ WN ■ UA ■ AA ■ SY ■ DL



2022



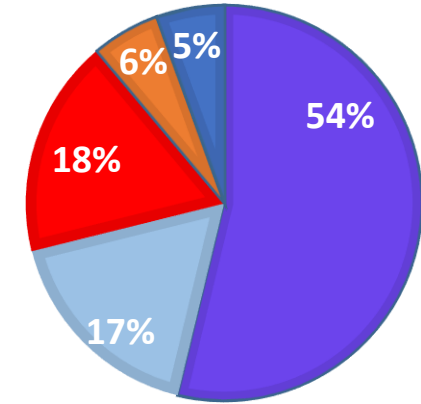


**VALLEY INTERNATIONAL AIRPORT
DECEMBER 2023 - PROGRESS REPORT**

AIRLINE PASSENGERS	2023	% chg.	2022	2024-2023 YTD	% chg.	2023-2022 YTD
<u>Enplanements</u>						
Southwest	24,750	18.5	20,878	71,614	2.0	70,206
United	6,600	34.5	4,908	21,836	59.2	13,720
American Airlines	8,366	33.2	6,283	24,395	20.0	20,321
Viva Aerobus	0	N/A	0	0	N/A	0
Frontier	0	N/A	0	0	N/A	0
Sun Country	3,470	(12.9)	3,986	7,843	(11.3)	8,838
Delta	3,116	N/A	0	7,224	N/A	0
Charters	0	N/A	0	85	N/A	0
Total Enplanements	46,302	28.4	36,055	132,997	17.6	113,085
<u>Deplanements</u>						
Southwest	23,866	25.4	19,025	67,498	9.5	61,630
United	4,885	16.9	4,179	17,141	48.3	11,561
American Airlines	7,627	45.2	5,253	22,170	34.1	16,528
Viva Aerobus	0	N/A	0	0	N/A	0
Frontier	0	N/A	0	0	N/A	0
Sun Country	3,696	(10.1)	4,110	8,490	(7.4)	9,169
Delta	3,116	N/A	0	6,237	N/A	0
Charters	0	N/A	0	85	N/A	0
Total Deplanements	43,190	32.6	32,567	121,621	23.0	98,888
TOTAL PASSENGERS	89,492	30.4	68,622	254,618	20.1	211,973

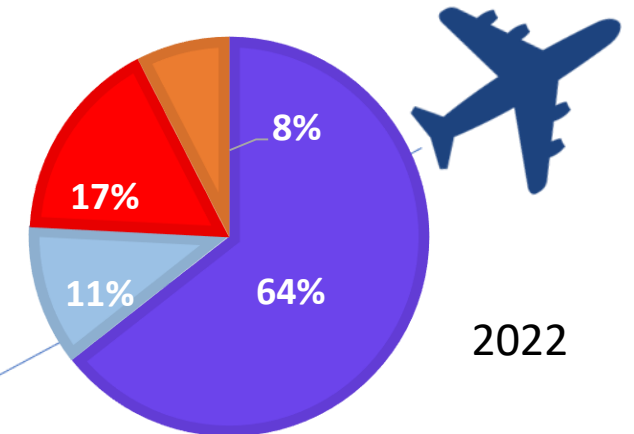
**DECEMBER 2022 VS 2023
MARKET SHARE**

■ WN ■ UA ■ AA ■ SY ■ DL



2023

■ WN ■ UA ■ AA ■ SY ■ DL

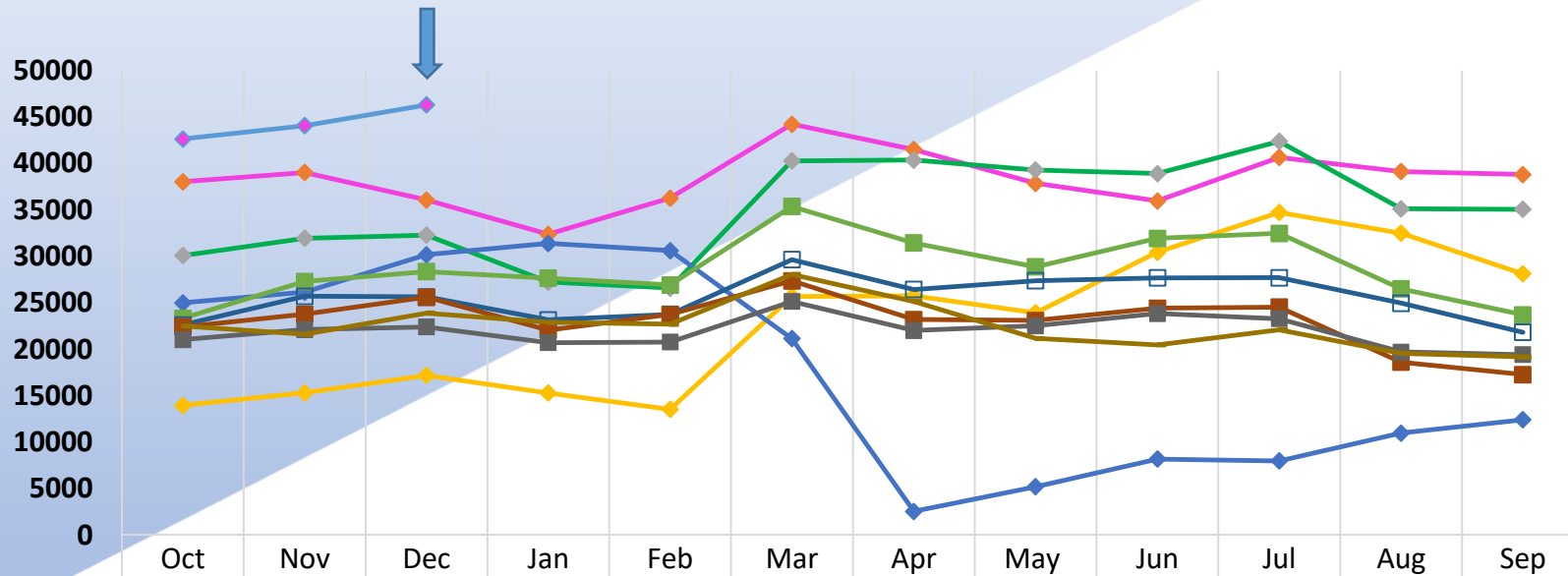


2022





HRL ENPLANED PASSENGERS - FY



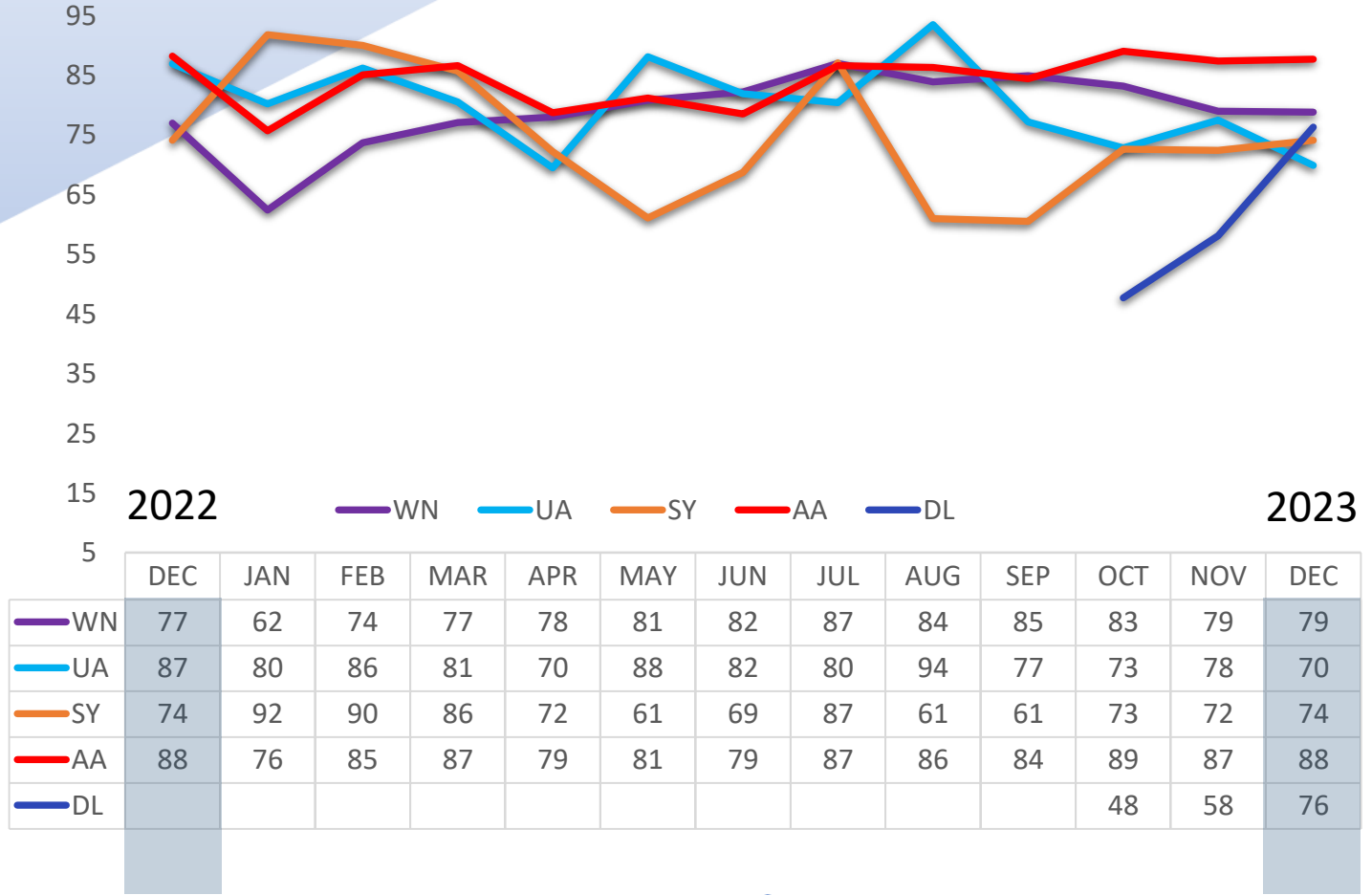
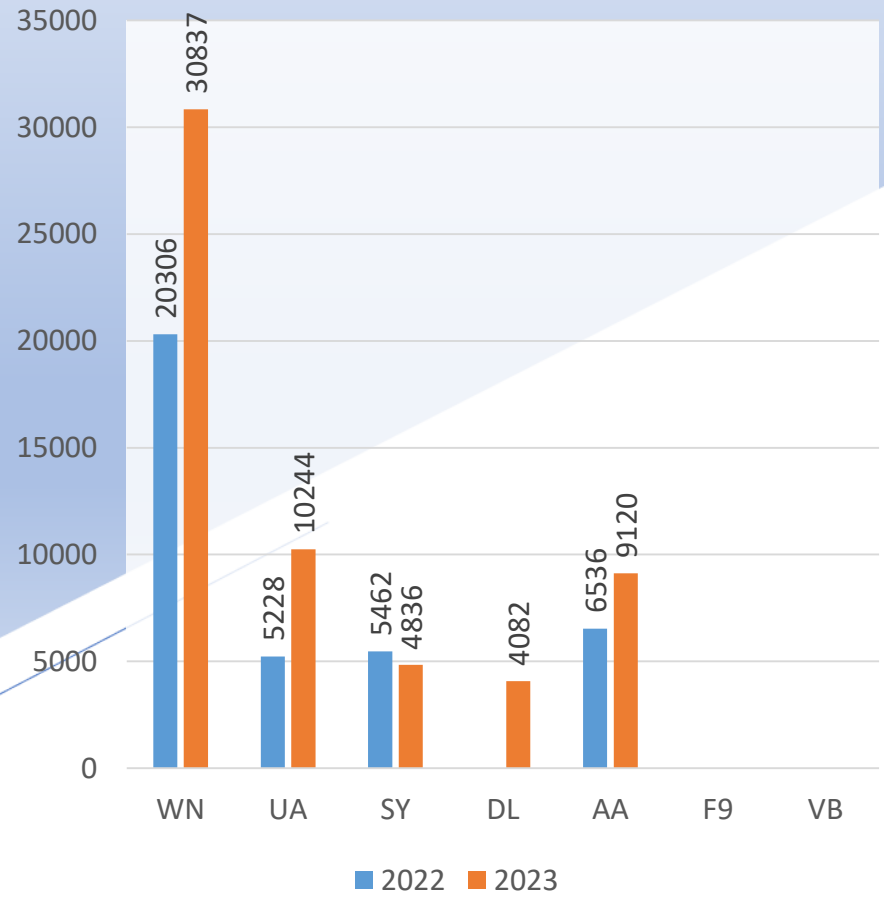
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
FY 2023-2024	42623	44072	46302										133098
FY 2022-2023	38015	39015	36055	32362	36260	44215	41494	37851	35962	40652	39118	38800	113085
FY 2021-2022	30080	31948	32284	27216	26571	40278	40355	39294	38898	42381	35109	35060	94312
FY 2020-2021	13943	15293	17,165	15269	13507	25669	25747	23914	30426	34724	32491	28105	46401
FY 2019-2020	24986	26133	30158	31390	30610	21141	2,533	5189	8163	7959	10,957	12391	81277
FY 2018-2019	23322	27288	28343	27644	26917	35356	31439	28862	31920	32460	26492	23689	78953
FY 2017-2018	22604	25684	25629	23146	23747	29642	26426	27374	27668	27696	24954	21817	73917
FY 2016-2017	22390	23760	25594	22051	23723	27348	23178	23084	24401	24522	18603	17258	71744
FY 2015-2016	21025	22109	22385	20692	20769	25126	21999	22514	23830	23263	19696	19405	65519
FY 2014-2015	22490	21586	23875	22881	22679	28051	25136	21145	20467	22081	19549	19160	67951





VIA Load Factors

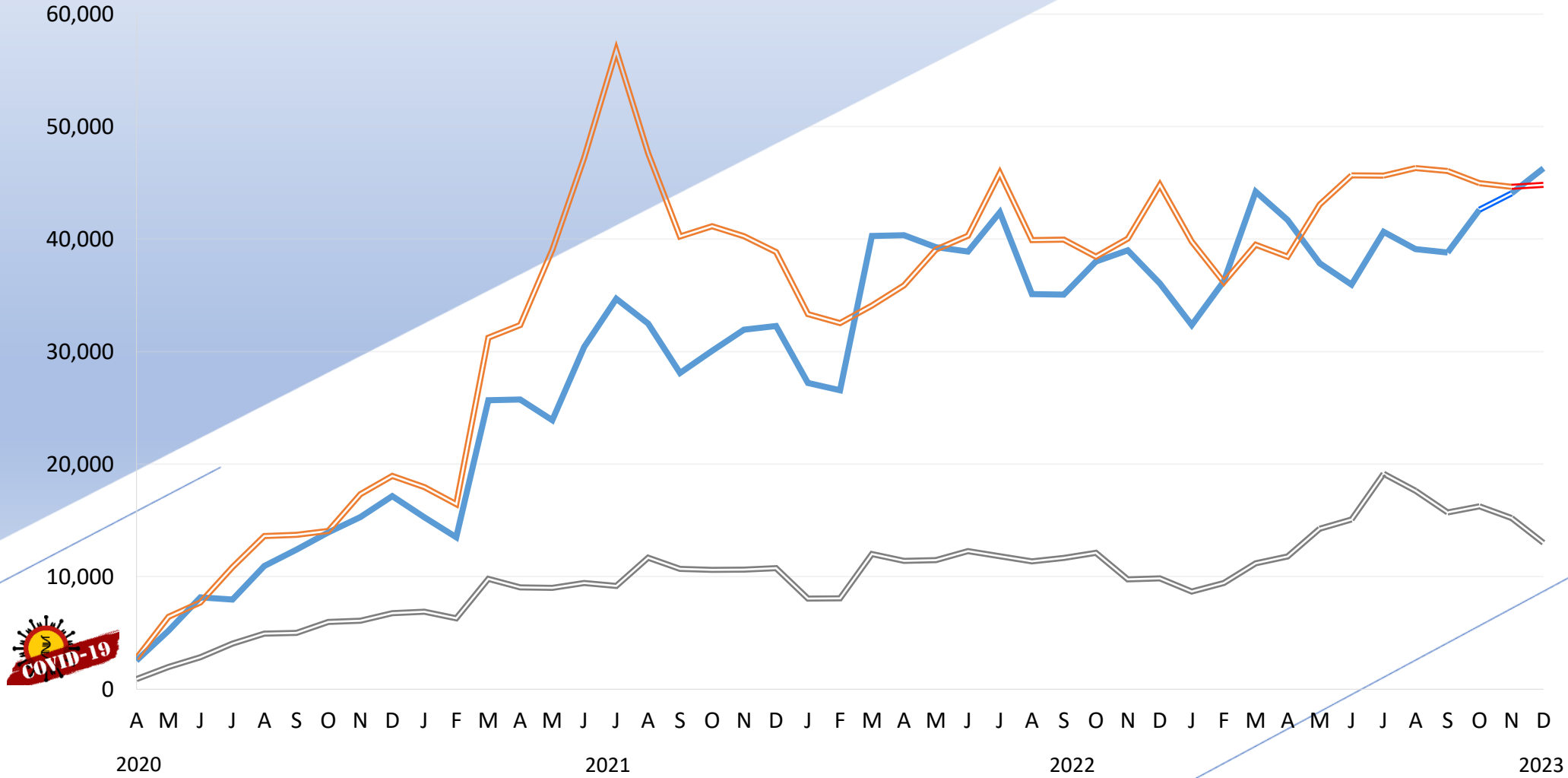
Outbound Seats Available
December 2023/2022





HRL - MFE - BRO: Enplaned Passengers

Enplaned Passengers





Jan. 2023 – Dec. 2023

Metrics



Properties:



Metric Name	VIA Final 3200 Heritage Way, Harlingen, TX 78550	MFE 2500 South Bicentennial, Mcallen, TX 78503	BRO New 700 Amelia Earhart Dr, Brownsville, TX 78521
Visits	745.6K	739.7K	350.3K
Avg. Dwell Time	95 min	94 min	105 min
Visits YoY	+10.9%	+8.1%	+22.3%

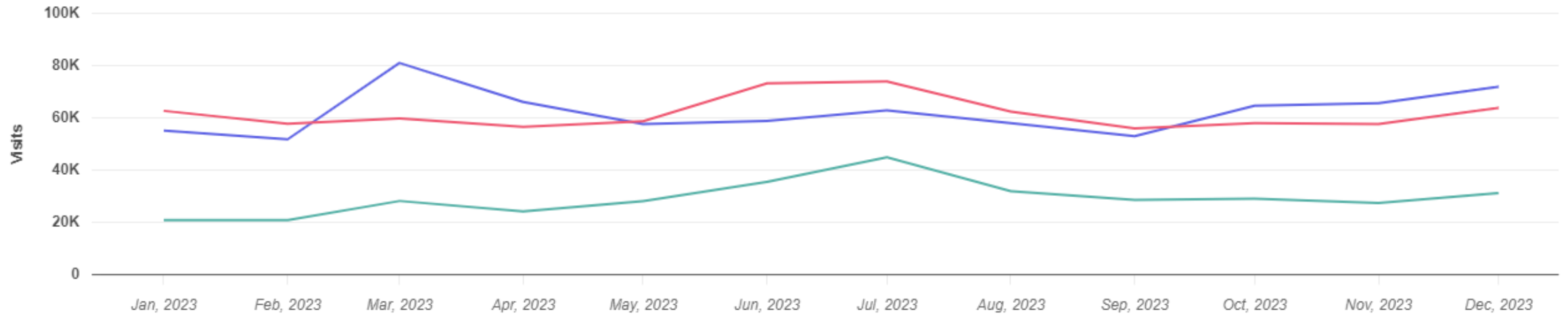


Jan. 2023 – Dec. 2023

Visits Trend



Venues: | Metric: **Visits** | Aggregation: **Monthly** | Annual Summary:





Oct. 2023 – Dec. 2023

Metrics



Properties:

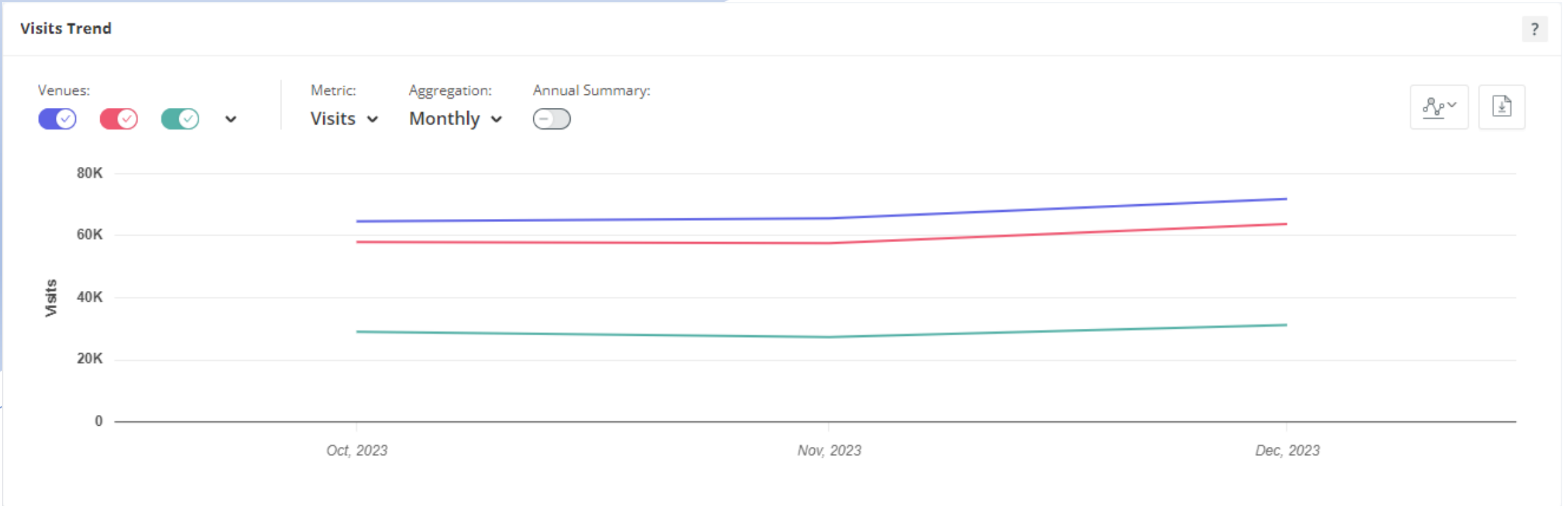


Metric Name	VIA Final 3200 Heritage Way, Harlingen, TX 78550	MFE 2500 South Bicentennial, Mcallen, TX 78503	BRO New 700 Amelia Earhart Dr, Brownsville, TX 78521
Visits	202K	179.3K	87.6K
Avg. Dwell Time	91 min	93 min	95 min
Visits YoY	+20.6%	-4.4%	+22.7%



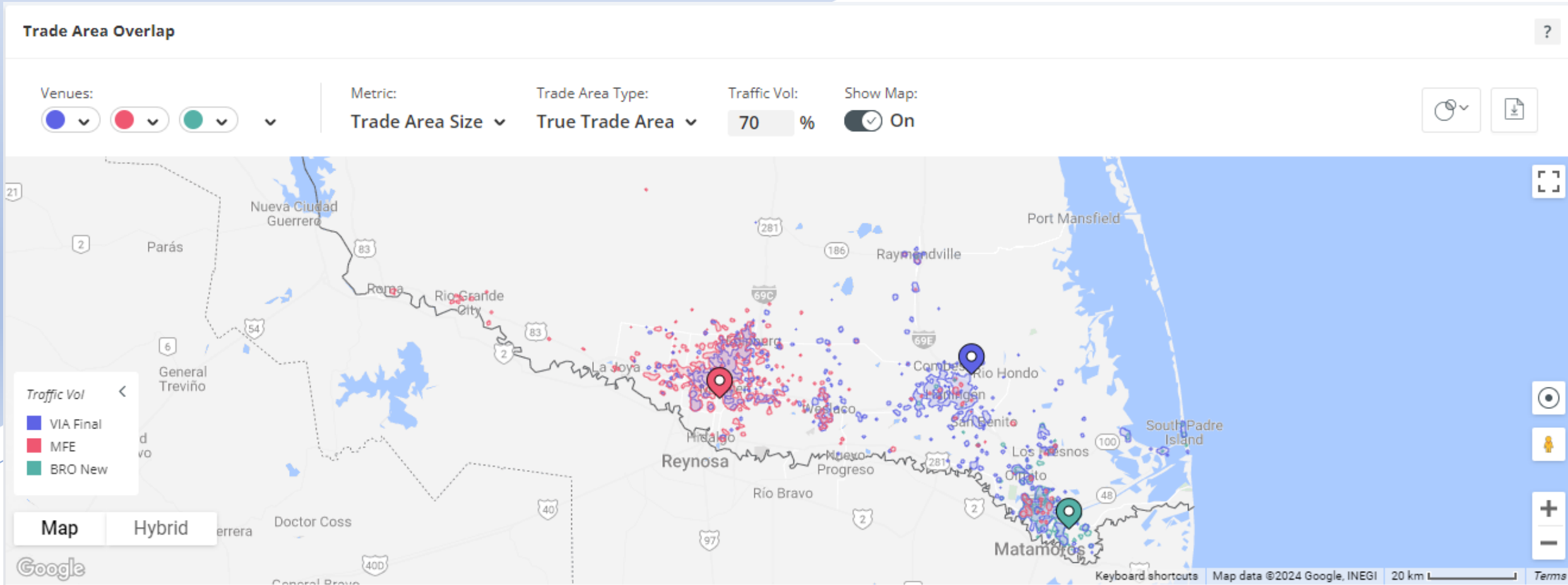
Placer.ai

Oct. 2023 – Dec. 2023





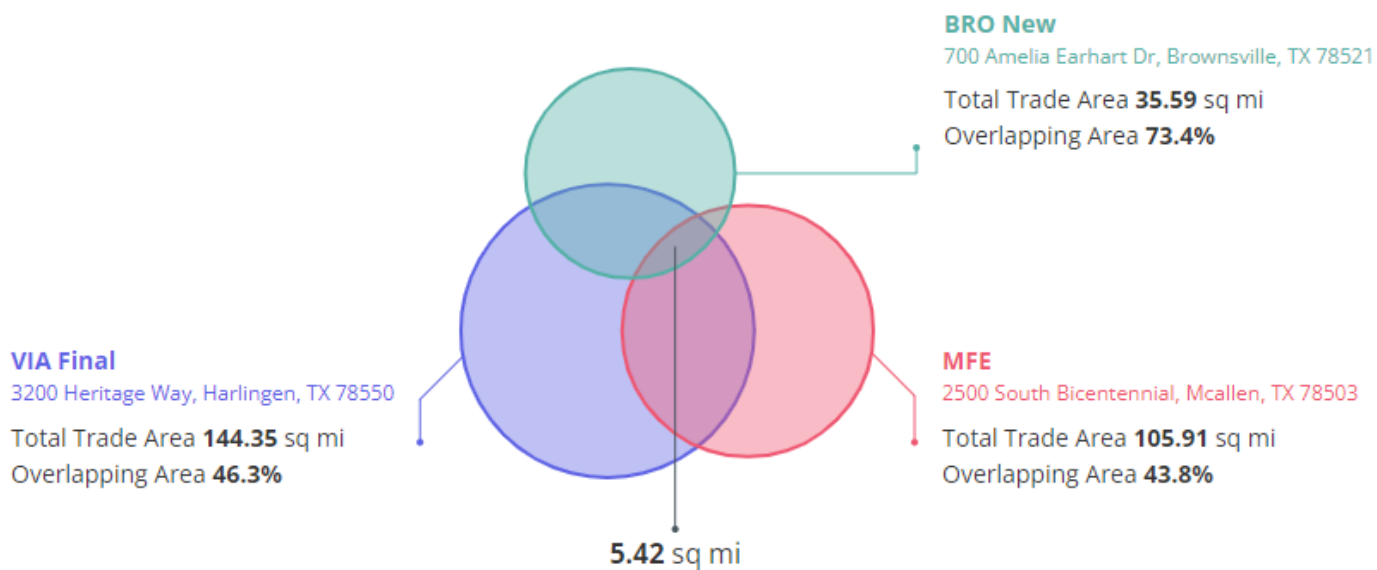
Oct. 2023 – Dec. 2023





Placer.ai

Oct. 2023 – Dec. 2023



Entities Overlap	Trade Area Size - Traffic Vol 70% (sq mi)	Population
	144.35	444,631
	105.91	388,787
	35.59	138,286

November 2023 CARGO

<u>CARGO (tons)</u>	<u>2023</u>	<u>% chg.</u>	<u>2022</u>	<u>2024-2023 YTD</u>	<u>% chg.</u>	<u>2023-2022 YTD</u>
<u>Enplaned</u>						
21 Air, LLC	0	(1.0)	47	14	(95.8)	333
ABX	0	N/A	22	57	162.9	22
Air Transport Int'l (ATI)	0	N/A	0	0	N/A	0
American Airlines	0	N/A	0	0	N/A	0
Ameriflight	0	N/A	0	0	N/A	0
Amerijet	6	N/A	6	6	2.2	6
Atlas Air	0	N/A	0	0	N/A	0
FedEX	656	(0.3)	906	1,458	(19.9)	1,821
Kalita Air, LLC	0	N/A	0	0	N/A	0
Kalita Charters II	83	N/A	0	164	N/A	0
Southwest	20	(0.2)	24	52	(15.1)	61
Total Enplaned	764	(24.0)	1,005	1,751	(21.9)	2,243
<u>Deplaned</u>						
21 Air, LLC	0	N/A	94	61	(92.5)	821
ABX	0	N/A	54	35	N/A	54
Air Transport Int'l (ATI)	0	N/A	0	0	N/A	0
American Airlines	0	N/A	0	0	N/A	75
Ameriflight	0	N/A	0	0	N/A	0
Amerijet	105	N/A	0	130	(7.6)	26
Atlas Air	0	N/A	0	0	N/A	0
FedEX	996	(17.3)	1,205	1,926	(21.7)	2,461
Kalita Air, LLC	0	N/A	0	0	N/A	0
Kalita Charters II	161	N/A	0	282	N/A	0
Southwest	27	(5.1)	29	55	(6.3)	59
Total Deplaned	1,290	(6.7)	1,383	2,490	(28.8)	3,496
TOTAL CARGO	2,054	(14.0)	2,387	4,240	(26.1)	5,739



December 2023 CARGO

CARGO (tons)	2023	% chg.	2022	2024-2023 YTD	% chg.	2023-2022 YTD
Enplaned						
21 Air, LLC	26	N/A	0	40	(88.1)	333
ABX	32	95.1	16	89	133.8	38
Air Transport Int'l (ATI)	0	N/A	0	0	N/A	0
American Airlines	0	N/A	0	0	N/A	0
Ameriflight	0	N/A	0	0	N/A	0
Amerijet	21	N/A	0	27	386.4	6
Atlas Air	0	N/A	0	0	N/A	0
FedEX	736	(26.1)	996	2,194	(22.1)	2,817
Kalita Air, LLC	0	N/A	0	0	N/A	0
Kalita Charters II	65	(38.2)	105	229	117.2	105
Southwest	21	(43.9)	38	73	(26.1)	99
Total Enplaned	901	(22.0)	1,156	2,652	(22.0)	3,399
Deplaned						
21 Air, LLC	37	N/A	0	99	(88.0)	821
ABX	17	1.0	17	53	N/A	71
Air Transport Int'l (ATI)	0	N/A	0	0	N/A	0
American Airlines	0	N/A	0	0	N/A	0
Ameriflight	0	N/A	0	0	N/A	0
Amerijet	86	N/A	0	216	715.5	26
Atlas Air	0	N/A	0	0	N/A	0
FedEX	1,189	(2.1)	1,214	3,115	26.6	2,461
Kalita Air, LLC	0	N/A	0	0	N/A	0
Kalita Charters II	114	(28.4)	159	395	148.8	159
Southwest	43	107.0	21	150	88.7	80
Total Deplaned	1,487	5.4	1,411	4,028	11.4	3,618
TOTAL CARGO	2,388	(7.0)	2,567	6,680	(4.8)	7,016





November 2023 FUEL

FUEL UPLIFTED (GALLONS)	2023	% chg.	2022	2024-2023 YTD	% chg.	2023-2022 YTD
COMMERCIAL						
Gulf Aviation	116,035	19.8	96,870	233,915	23.2	189,880
Sun Valley Aviation	275,535	24.1	222,001	559,733	13.0	495,552
Total Commercial	391,570	22.8	318,871	793,648	15.8	685,432
MILITARY						
Gulf Aviation	0	N/A	0	0	N/A	0
Sun Valley Aviation	9,510	(2.0)	9,703	23,665	9.5	21,616
Total Military	9,510	(2.0)	9,703	23,665	9.5	21,616
GENERAL AVIATION						
Gulf Aviation	165,042	(26.9)	225,665	353,349	(22.6)	456,317
Sun Valley Aviation	22,204	(35.4)	34,360	45,037	(45.8)	83,078
Total General Aviation	187,246	(28.0)	260,025	398,386	(26.1)	539,395
TOTAL FUEL UPLIFTED	588,326	(0.0)	588,599	1,215,699	(2.5)	1,246,443





December 2023 FUEL

FUEL UPLIFTED (GALLONS)	2023	% chg.	2022	2024-2023 YTD	% chg.	2023-2022 YTD
COMMERCIAL						
Gulf Aviation	119,221	5.1	113,430	353,136	16.4	303,310
Sun Valley Aviation	292,432	16.1	251,872	852,165	14.0	747,424
Total Commercial	411,653	12.7	365,302	1,205,301	14.7	1,050,734
MILITARY						
Gulf Aviation	0	N/A	0	0	N/A	0
Sun Valley Aviation	9,673	(34.7)	14,819	33,338	(8.5)	36,435
Total Military	9,673	(34.7)	14,819	33,338	(8.5)	36,435
GENERAL AVIATION						
Gulf Aviation	80,258	(68.1)	251,479	433,607	(38.7)	707,796
Sun Valley Aviation	125,119	322.1	29,643	170,156	51.0	112,721
Total General Aviation	205,377	(26.9)	281,122	603,763	(26.4)	820,517
TOTAL FUEL UPLIFTED	626,703	(5.2)	661,243	1,842,402	(3.4)	1,907,686



7. Consent Agenda

Consider and take action to approve the consent agenda.

- a. Consider and take action to approve Valley International Airport Board's regular meeting minutes of November 21, 2023.
- b. Consider and take action to approve the monthly Financial Report for the Period Ending October and November 2023.
- c. Quarterly Investment Report: October 1 – December 31, 2023.



7 a. Meeting Minutes of regular Airport Board Meeting: November 21, 2023



MINUTES OF REGULAR AIRPORT BOARD MEETING

(2023-2024)

(NO. 2)

VALLEY INTERNATIONAL AIRPORT
3RD FLOOR CONFERENCE ROOM

NOVEMBER 21, 2023
TUESDAY – 5:00 P.M.

A regular Airport Board meeting was held on Tuesday, November 21, 2023, at 5:00 p.m. at Valley International Airport's 3rd Floor Conference Room, Harlingen, Texas. Those in attendance were:

BOARD MEMBERS

George McShan	Chairman	07/20/22 – 11/01/25
Julie Ezell-Perez	Board Member	03/19/19 – 11/01/25
Ruben Peña	Board Member	08/03/22 – 11/01/25
Juan Longoria	Board Member	06/15/22 – 11/01/25
Martha G. Cano, MD	Board Member	08/03/22 – 11/01/25
Dr. Alicia M. Noyola	Board Member	06/21/23 – 11/01/26

EX-OFFICIO

Gabriel Gonzalez City Manager, City of Harlingen

ATTORNEY

Gene McCullough Attorney, City of Harlingen - Airport Board

AIRPORT STAFF

Marv Esterly	Director of Aviation
Bryan J. Wren, A.A.E.	Assistant Director of Aviation
Ron Mustard	Director of Finance
Nicolás J. Mirman	Director of Air Service, Business Development and Ground Handling
Celina P. Garza, CPS	Executive Assistant

GUESTS

Daniel Nemecio Lopez	District 2, City Commissioner City of Harlingen
Frank Morales	District 4, City Commissioner City of Harlingen
Chris Sias	Megamorphosis
Arlene Garza	President, Gulf Aviation

1. CALL MEETING TO ORDER.

Chairman McShan called the meeting to order at approximately 5:10 p.m. with a quorum of the Airport Board present. A notice of the meeting had been duly posted (as required by law) on Friday, November 16, 2023, at 3:00 p.m. at City Hall and on the Airport's website: www.flythevalley.com.

2. PLEDGE OF ALLEGIANCE.

Chairman McShan led the pledge of allegiance.

3. INTRODUCTION OF GUESTS.

Chairman McShan welcomed all the Airport Board members and guests.

4. CONFLICT OF INTEREST.

Mr. McCullough read the following "Conflict of Interest" – "Under State Law, a conflict of interest exists if a council member, or certain members of that person's family, has a qualifying financial interest in an agenda item. Members with a conflict of interest cannot participate in the discussion nor vote on the agenda item. Are there any known conflicts of interest to disclose at this time?"

There were no conflicts of interest.

5. CITIZEN COMMUNICATION. (2 MINUTES)

None.

6. REPORTS.

UPDATE ON OPERATIONS AND ACTIVITIES AT VIA:

A. TRANSPORTATION SECURITY ADMINISTRATION (TSA)

Mr. Esterly reported notes provided by Ms. Carmona, Assistant Federal Security Director:

- HRL TSA is geared up and ready for the upcoming Thanksgiving Holiday. They expect the passenger throughput to increase as early as Friday, November 17, 2023;
- TSA is still operating under a Continuous Resolution (CR) until a budget can be finalized by Congress. The current CR will carry them until February 2024, and
- They are fully staffed and hope to stay that way for a while.

B. FIXED BASE OPERATOR – GULF AVIATION, INC./SUN VALLEY AVIATION, INC.

GULF AVIATION

Ms. Garza reported that everything continues to be going consistently and steadily, including ICE operations.

SUN VALLEY AVIATION

There was no representative from Sun Valley Aviation attending the meeting.

C. MARKETING REPORT – OCTOBER 2023

The marketing report was provided in the Airport Board packet.

Mr. Esterly reviewed the October 2023 Marketing Report.

D. PROGRESS REPORT – OCTOBER 2023

The progress report was provided in the Airport Board packet.

Mr. Esterly reviewed the October 2023 Progress Report.

7. CONSENT AGENDA. *(THE FOLLOWING ITEMS ARE OF A ROUTINE OR ADMINISTRATIVE NATURE. THE AIRPORT BOARD HAS BEEN FURNISHED WITH BACKGROUND MATERIAL ON EACH ITEM AND/OR IT HAS BEEN DISCUSSED AT A PREVIOUS MEETING. ALL ITEMS WILL BE ACTED UPON BY ONE VOTE, WITHOUT BEING DISCUSSED SEPARATELY, UNLESS REQUESTED BY A BOARD MEMBER. ITEMS WITHDRAWN FROM THE CONSENT AGENDA FOR INDIVIDUAL CONSIDERATION IN THEIR NORMAL SEQUENCE WILL BE HEARD AFTER THE REMAINDER OF THE CONSENT AGENDA HAS BEEN ACTED UPON.)*

A. CONSIDER AND TAKE ACTION TO APPROVE VALLEY INTERNATIONAL AIRPORT BOARD'S REGULAR MEETING MINUTES OF OCTOBER 17, 2023.

B. CONSIDER AND TAKE ACTION TO APPROVE THE MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING SEPTEMBER 30, 2023.

C. QUARTERLY INVESTMENT REPORT: JULY 1 – SEPTEMBER 30, 2023.

Chairman McShan asked the members of the Airport Board if they had any questions or comments regarding the consent agenda: Meeting Minutes, Financial Report, and the Quarterly Investment Report.

ACTION TAKEN:

On a motion by Dr. Cano and a second by Mr. Longoria, members of the Airport Board voted unanimously to approve the Consent Agenda: Airport Board's regular meeting minutes of October 17, 2023, the monthly Financial Report for the period ending September 30, 2023, and the Quarterly Investment Report July 1 – September 30, 2023, as presented.

8. CONSIDER AND TAKE ACTION TO AWARD THE AIRPORT'S PARKING LOT CONTRACT.

Valley International Airport's current vendor managing the parking lot contract is Republic Parking. The Airport distributed an RFP on September 6, 2023.

On November 8, 2023, proposals were submitted by the following companies:

1. LAZ Parking
2. Parking Concepts
3. Republic Parking
4. SP Plus

Republic Parking, our current vendor, is managing the parking lot contract. The monthly minimum annual guarantee was increased from the current level of \$50,000 to \$75,000. The revenue to the Airport has been changed from 75% to 87% of gross.

At this time, the Airport staff recommended that the parking lot concession contract at Valley International Airport be awarded to Republic Parking System.

ACTION TAKEN:

On a motion by Ms. Noyola and a second by Dr. Cano, members of the Airport Board voted to award the parking lot concession contract at the Valley International Airport to Republic Parking Systems with a commencement date of February 1, 2024 (6:00 a.m.)

9. DIRECTOR'S REPORT:

A. UPDATES

I. RUNWAY EXTENSION PROJECT

Mr. Wren advised that the project total was at \$32,500,000 and spent to date at \$20,044,000. The engineer is RS&H, and the project contract days are 460 (including days added from the change orders), with 310 days of contract time used and 150 days of contract time remaining.

Mr. Wren reported that the perimeter road is complete and open, and the drainage is 100 percent complete.

The NAVAIDs circuits are energized, and the FAA will begin installing the electronics in the first week of December.

Runway 18R and TWY A have 80 percent of the lime-treated subgrade completed. The base is 65 percent complete, and the asphalt paving will begin the 2nd week of December.

II. AIR TRAFFIC CONTROL TOWER UPDATE

Mr. Esterly introduced Chris Sias from Megamorphosis to the members of the Airport Board.

Mr. Sias gave a brief update on the air traffic control tower project.

B. EVENTS/MEETINGS ATTENDED

- I. DAVID MILES – OCT 18
- II. TCAA BOARD MEETING – OCT 19 - 20
- III. PARKING LOT PRE-PROPOSAL MEETING – OCT 25
- IV. ADVANTEDGE SMART CITY, ZOOM MEETING – OCT 25
- V. TEXAS GENERAL LAND OFFICE – LRGV ECONOMIC DEV STRATEGY – OCT 26
- VI. MEETING WITH AMERICAN AIRLINES – OCT 27
- VII. MEETING WITH ROBERT SANDERS, TIA – OCT 30
- VIII. MEETING WITH ADAM GONZALEZ, COSTEP – OCT 31
- IX. STATE OF THE COUNTY LUNCHEON – NOV 1
- X. ANNUAL MEMBERSHIP MEETING – SPI – NOV 6
- XI. PARKING LOT PROPOSAL OPENING – NOV 8
- XII. ADAM GONZALEZ, COSTEP – NOV 9
- XIII. ARLENE GARZA, GULF AVIATION – NOV 9
- XIV. DARREN DRINKWATER – NOV 10
- XV. ULA – CELEBRATING OUR SUCCESS EVENT – NOV 11

Mr. Esterly reviewed all the events/meetings listed above that he had attended since the last Airport Board Meeting.

10. EXECUTIVE/CLOSED SESSION ON THE FOLLOWING ITEMS:

- I. PURSUANT TO TEXAS GOVERNMENT CODE SECTION 551.072, REGARDING THE PURCHASE, LEASE OR VALUE OF REAL ESTATE, IF THE DELIBERATION IN AN OPEN MEETING WOULD HAVE A DETRIMENTAL EFFECT ON THE POSITION OF THE CITY IN NEGOTIATIONS WITH A THIRD PERSON AND TEXAS GOVERNMENT CODE SECTION 551.087, REGARDING COMMERCIAL AND FINANCIAL INFORMATION FROM A BUSINESS PROSPECT WITH WHICH THE AIRPORT IS CONDUCTING NEGOTIATIONS AND/OR TO DISCUSS OR DELIBERATE FINANCIAL OR OTHER RELATING MATTERS.
- II. GOVERNMENT CODE SUB – SECTION 551.071 (2) – CONSULTATION WITH LEGAL COUNSEL REGARDING MOU BETWEEN THE CITY OF HARLINGEN AND VALLEY INTERNATIONAL AIRPORT.

**III. GOVERNMENT CODE 551.074 – PERSONNEL MATTERS
– DIRECTOR OF AVIATION’S EVALUATION,
ASSIGNMENT, AND DUTIES.**

ACTION TAKEN:

On a motion by Mr. Peña and a second by Mr. Longoria, members of the Airport Board voted unanimously to go into executive session to discuss/seek attorney’s advice, and possible action regarding the above agenda items.

The Executive Session convened at 6:18 p.m.

The Executive Session concluded at 7:25 p.m.

11. ACTION RELATED TO EXECUTIVE SESSION ITEMS:

I. POSSIBLE ACTION

ACTION TAKEN:

No action was taken.

II. POSSIBLE ACTION.

ACTION TAKEN:

No action was taken.

III. POSSIBLE ACTION.

ACTION TAKEN:

On a motion by Ms. Noyola and a second by Mr. Longoria, members of the Airport Board voted unanimously to approve the Director of Aviation’s evaluation, assignment, and duties as discussed in the executive session.

12. NEXT MEETING DATE: TUESDAY, DECEMBER 19, 2023, AT 5 PM.

Chairman McShan advised that the next Airport Board meeting is scheduled for Tuesday, December 19, 2023, at 5 p.m.

13. ADJOURNMENT.

The Airport Board adjourned the November 21, 2023, Airport Board meeting at approximately 7:28 p.m.

APPROVED BY:

GEORGE MCSHAN
AIRPORT BOARD CHAIRMAN

MARVIN R. ESTERLY
DIRECTOR OF AVIATION

7b. Monthly Financial Report for the Periods Ending October and November 2023



FINANCIALS: October 2023



**STATEMENTS OF REVENUE, EXPENSE AND CHANGES IN NET ASSETS
FOR THE 1 MONTHS ENDING 10/31/2023**

	October 2023	October 2022	Current Y-T-D Actual	Prior Y-T-D Actual	Fiscal 2024 Budget	YTD Actual Fav (Unfav) to Budget
REVENUES						
TERMINAL BUILDING						
AIRLINES EXCLUSIVE SPACE	27,014	20,260	27,014	20,260	27,014	-
AIRLINES JOINT USE	28,361	21,271	28,361	21,271	28,361	-
AIRLINES GATE	20,784	15,588	20,784	15,588	20,784	-
SECURITY	49,167	39,202	49,167	39,202	49,167	-
RENT-A-CARS	114,461	110,243	114,461	110,243	103,550	10,911
CUSTOMER FACILITY CHARGE	50,862	40,938	50,862	40,938	40,504	10,358
RESTAURANT	31,454	24,035	31,454	24,035	26,019	5,435
GIFTS & NEWS	3,618	2,874	3,618	2,874	3,692	(74)
ADVERTISING	11,125	5,419	11,125	5,419	5,000	6,125
TENANT COMMUNICATIONS	1,295	1,295	1,295	1,295	1,295	-
UTILITIES	3,376	3,040	3,376	3,040	3,251	125
MISCELLANEOUS CONCESSIONAIRES	13,458	12,863	13,458	12,863	13,387	71
MISCELLANEOUS	8,604	3,105	8,604	3,105	8,000	604
	363,579	300,133	363,579	300,133	330,024	33,555



**STATEMENTS OF REVENUE, EXPENSE AND CHANGES IN NET ASSETS
FOR THE 1 MONTHS ENDING 10/31/2023**

	October 2023	October 2022	Current Y-T-D Actual	Prior Y-T-D Actual	Fiscal 2024 Budget	YTD Actual Fav (Unfav) to Budget
REVENUES						
AIRFIELD						
AIRLINE LANDING	50,047	31,049	50,047	31,049	38,833	11,214
AIRFREIGHT LANDING	13,932	20,832	13,932	20,832	14,667	(735)
FUEL FLOWAGE	6,733	12,303	6,733	12,303	8,000	(1,267)
MISCELLANEOUS	6,604	11,298	6,604	11,298	5,000	1,604
	<u>77,315</u>	<u>75,482</u>	<u>77,315</u>	<u>75,482</u>	<u>66,500</u>	<u>10,815</u>
INDUSTRIAL PARK						
UNITED LAUNCH ALLIANCE	41,439	59,064	41,439	59,064	41,439	-
BUILDINGS	29,917	32,317	29,917	32,317	32,317	(2,400)
HANGARS	19,946	20,072	19,946	20,072	19,896	50
FARM	46,000	46,000	46,000	46,000	46,000	-
GROUND LEASES	30,731	28,290	30,731	28,290	31,000	(269)
	<u>168,033</u>	<u>185,743</u>	<u>168,033</u>	<u>185,743</u>	<u>170,652</u>	<u>(2,619)</u>
TERMINAL SUPPORT						
PARKING	182,577	164,009	182,577	164,009	162,568	20,009
FUEL SALES QTA	18,195	16,390	18,195	16,390	15,703	2,492
GROUND HANDLING SERVICE	37,793	11,115	37,793	11,115	21,668	16,125
	<u>238,564</u>	<u>191,514</u>	<u>238,564</u>	<u>191,514</u>	<u>199,939</u>	<u>38,625</u>
TOTAL REVENUES	<u>847,491</u>	<u>752,871</u>	<u>847,491</u>	<u>752,871</u>	<u>767,115</u>	<u>80,376</u>



**STATEMENTS OF REVENUE, EXPENSE AND CHANGES IN NET ASSETS
FOR THE 1 MONTHS ENDING 10/31/2023**

	October 2023	October 2022	Current Y-T-D Actual	Prior Y-T-D Actual	Fiscal 2024 Budget	YTD Actual Fav (Unfav) to Budget
EXPENSES						
PERSONNEL SERVICES						
SALARIES						
ADMINISTRATIVE	55,044	53,449	55,044	53,449	55,000	(44)
SECURITY	48,537	44,738	48,537	44,738	49,000	463
MAINTENANCE	40,047	38,492	40,047	38,492	41,384	1,337
CUSTODIAN	37,404	39,743	37,404	39,743	37,677	273
GROUND HANDLING SERVICES	35,462	16,340	35,462	16,340	35,000	(462)
OVERTIME						
ADMINISTRATIVE	600	(34)	600	(34)	420	(180)
SECURITY	4,991	2,724	4,991	2,724	2,083	(2,908)
MAINTENANCE	1,645	769	1,645	769	1,670	25
CUSTODIAN	1,918	1,022	1,918	1,022	1,850	(68)
ACCRUED VACATION/SICK LEAVE	47,027	34,866	47,027	34,866	47,000	(27)
FICA	17,174	14,848	17,174	14,848	17,100	(74)
RETIREMENT PLANS	17,486	16,873	17,486	16,873	17,500	14
HEALTH INSURANCE	38,849	39,555	38,849	39,555	41,500	2,651
WORKMEN'S COMPENSATION	4,699	4,408	4,699	4,408	4,587	(112)
PERSONNEL SERVICES (MISC)	1,133	3,860	1,133	3,860	1,200	67
	352,015	311,653	352,015	311,653	352,971	956



**STATEMENTS OF REVENUE, EXPENSE AND CHANGES IN NET ASSETS
FOR THE 1 MONTHS ENDING 10/31/2023**

	October 2023	October 2022	Current Y-T-D Actual	Prior Y-T-D Actual	Fiscal 2024 Budget	YTD Actual Fav (Unfav) to Budget
EXPENSES						
CONTRACTED SERVICES						
UTILITIES	39,039	35,979	39,039	35,979	38,570	(469)
COMMUNICATIONS	7,366	5,971	7,366	5,971	4,886	(2,480)
LEGAL	2,424	350	2,424	350	2,500	76
ACCOUNTING	2,500	-	2,500	-	3,675	1,175
PROFESSIONAL FEES	-	1,063	-	1,063	-	-
MAINTENANCE	30,603	25,394	30,603	25,394	31,000	397
INFORMATION SYSTEMS	33,512	30,819	33,512	30,819	33,000	(512)
ARFF	19,330	10,734	19,330	10,734	19,000	(330)
QTA	1,332	3,297	1,332	3,297	2,700	1,368
SECURITY	2,986	2,668	2,986	2,668	1,050	(1,936)
UNIFORMS & LAUNDRY	3,288	2,301	3,288	2,301	2,625	(663)
ARFF PERSONNEL/CITY	79,634	83,500	79,634	83,500	80,000	366
US CUSTOMS	6,621	8,378	6,621	8,378	7,000	379
MISC CONTRACTED SERVICES	360	347	360	347	375	15
	228,996	210,800	228,996	210,800	226,381	(2,615)



**STATEMENTS OF REVENUE, EXPENSE AND CHANGES IN NET ASSETS
FOR THE 1 MONTHS ENDING 10/31/2023**

	October 2023	October 2022	Current Y-T-D Actual	Prior Y-T-D Actual	Fiscal 2024 Budget	YTD Actual Fav (Unfav) to Budget
EXPENSES						
MATERIALS & SUPPLIES						
MAINTENANCE	12,514	23,922	12,514	23,922	12,825	311
GROUND HANDLING SERVICE	768	386	768	386	800	32
JANITORIAL	10,486	14,047	10,486	14,047	11,258	772
ARFF	3,861	1,530	3,861	1,530	3,762	(99)
SECURITY	795	(133)	795	(133)	2,060	1,265
QTA	-	919	-	919	-	-
FUEL	12,260	11,468	12,260	11,468	13,000	740
OFFICE	1,986	3,759	1,986	3,759	3,276	1,290
	42,670	55,897	42,670	55,897	46,981	4,311
OTHER CHARGES						
INSURANCE	10,970	25,619	10,970	25,619	31,974	21,004
ADMINISTRATIVE	2,811	835	2,811	835	1,500	(1,311)
TRAVEL	4,217	2,119	4,217	2,119	3,333	(884)
SEMINARS AND MEETINGS	-	-	-	-	333	333
MARKETING	32,433	11,152	32,433	11,152	33,000	567
DUES AND SUBSCRIPTIONS	275	946	275	946	1,600	1,325
TRAINING	4,276	-	4,276	-	3,500	(776)
MISCELLANEOUS OTHER CHARGES	3,022	-	3,022	-	2,000	(1,022)
	58,004	40,671	58,004	40,671	77,240	19,236



**STATEMENTS OF REVENUE, EXPENSE AND CHANGES IN NET ASSETS
FOR THE 1 MONTHS ENDING 10/31/2023**

	October 2023	October 2022	Current Y-T-D Actual	Prior Y-T-D Actual	Fiscal 2024 Budget	YTD Actual Fav (Unfav) to Budget
CHANGES IN NET ASSETS						
TOTAL OPERATING EXPENSES	681,686	619,020	681,686	619,020	703,573	21,887
NET INCOME BEFORE DEPRECIATION	165,805	133,851	165,805	133,851	63,542	102,263
DEPRECIATION AND AMORTIZATION	915,000	875,000	915,000	875,000		
OPERATING INCOME	(749,195)	(741,149)	(749,195)	(741,149)		
INVESTMENT INCOME	37,007	18,829	37,007	18,829		
GAIN\ (LOSS) ON DISPOSAL OF ASSETS	-	23,414	-	23,414		
TOTAL NON OPERATING REVENUES	37,007	42,242	37,007	42,242		
NET INCOME BEFORE CAPITAL CONTRIBUTIONS	(712,188)	(698,907)	(712,188)	(698,907)		
PASSENGER FACILITY CHARGES	182,210	97,297	182,210	97,297		
FEDERAL AND LOCAL GRANTS	(6,762,686)	(2,123,799)	(6,762,686)	(2,123,799)		
	(6,580,476)	(2,026,502)	(6,580,476)	(2,026,502)		
INCREASE (DECREASE) IN NET ASSETS	(7,292,664)	(2,725,409)	(7,292,664)	(2,725,409)		



Statements of Cash Flows
Month Ending Oct 31, 2023

	<u>October</u>	<u>Y-T-D</u>	<u>Prior Year YTD</u>	<u>YTD Prior Mth</u>
Cash flows from operating activities				
Operating income (loss)	\$ (741,149)	(741,149)	\$ (741,149)	\$ -
Adjustments to reconcile operating income to net cash from operating activities				
Depreciation	\$ 915,000	\$ 915,000	\$ 875,000	\$ -
(Increase) decrease in receivables	(27,935)	(27,935)	162,603	-
(Increase) decrease in prepaid expenses	(115,639)	(115,639)	(342,285)	-
Increase (decrease) in accounts payable\accrued expenses	(2,433,104)	(2,433,104)	471,295	-
Increase (decrease) in pension asset, deferred inflow/outflow	-	-	-	-
Increase (decrease) in prepaid revenue	(151,764)	(151,764)	(157,285)	-
Increase (decrease) in deferred revenue	-	-	(17,625)	-
Total adjustments to net income	\$ (1,813,442)	\$ (1,813,442)	\$ 991,703	\$ -
Net cash provided (used) by operations	\$ (2,554,592)	\$ (2,554,592)	\$ 250,553	\$ -
Cash flows from (to) capital and related financing activities				
Capital Contributions from Federal Aviation Administration	\$ -	\$ -	\$ 1,656,159	\$ -
Proceeds from Passenger Facility Charges	182,210	182,210	97,297	-
Fixed asset additions and construction	267,672	267,672	(1,841,875)	-
Gain/(Loss) on Disposal of Fixed Assets	-	-	23,414	-
CARES Act Airport Grants & Payroll Support	287,320	287,320	-	-
Capital lease interest income/expense	-	-	-	-
Net cash provided (used) by capital and related financing activities	\$ 737,202	\$ 737,202	\$ (65,006)	\$ -



**Statements of Cash Flows
Month Ending Oct 31, 2023**

	<u>October</u>	<u>Y-T-D</u>	<u>Prior Year YTD</u>	<u>YTD Prior Mth</u>
Cash flows from (to) investing activities				
Purchase of unrestricted and restricted investments	\$ -	\$ -	\$ (2,951,035)	\$ -
Maturities of unrestricted and restricted investments	999,101	999,101	-	-
Interest received from investments	37,007	37,007	18,829	-
Net cash provided (used) by investing activities	<u>\$ 1,036,108</u>	<u>\$ 1,036,108</u>	<u>\$ (2,932,206)</u>	<u>\$ -</u>
Net increase (decrease) in cash and cash equivalents	\$ (781,283)	\$ (781,283)	\$ (2,746,659)	\$ -
Cash and cash equivalents, October 1, 2023\October 1, 2022		<u>\$ 7,377,589</u>	<u>\$ 7,964,364</u>	<u>\$ -</u>
Cash and cash equivalents, Oct 31, 2023 \ Oct 31, 2022		<u>\$ 6,596,306</u>	<u>\$ 5,217,705</u>	<u>\$ -</u>
Unrestricted Investments		<u>\$ 499,632</u>	<u>\$ 7,418,610</u>	<u>\$ -</u>
Total of cash, cash equivalents and investments		<u><u>\$ 7,095,938</u></u>	<u><u>\$ 12,636,315</u></u>	<u><u>\$ -</u></u>

Note A - Includes engineering and construction costs for various construction projects and equipment purchases including building services equipment, computer equipment, mowers and minor equipment.

Note B - Cash and cash equivalents are funds in checking accounts, investment pools or investments with an original maturity date to the Airport of ninety (90) days or less. All other investments are categorized as unrestricted or restricted investments which have an original maturity date to the Airport in excess of ninety (90) days.

Note C - Cash and Cash Equivalents includes \$0 PFC Cash.



FINANCIALS: November 2023



**STATEMENTS OF REVENUE, EXPENSE AND CHANGES IN NET ASSETS
FOR THE 2 MONTHS ENDING 11/30/2023**

	November 2023	November 2022	Current Y-T-D Actual	Prior Y-T-D Actual	Fiscal 2024 Budget	YTD Actual Fav (Unfav) to Budget
REVENUES						
TERMINAL BUILDING						
AIRLINES EXCLUSIVE SPACE	27,014	20,261	54,028	40,521	54,028	-
AIRLINES JOINT USE	28,361	21,271	56,721	42,541	56,722	(1)
AIRLINES GATE	20,784	15,588	41,569	31,177	41,568	1
SECURITY	40,067	39,299	89,233	78,501	98,334	(9,101)
RENT-A-CARS	113,461	111,436	227,923	221,679	207,100	20,823
CUSTOMER FACILITY CHARGE	47,400	39,144	98,262	80,082	81,008	17,254
RESTAURANT	31,613	26,104	63,067	50,139	52,038	11,029
GIFTS & NEWS	3,465	3,451	7,083	6,325	7,384	(301)
ADVERTISING	7,237	4,811	18,362	10,230	10,000	8,362
TENANT COMMUNICATIONS	1,295	1,295	2,590	2,590	2,590	-
UTILITIES	3,376	2,737	6,752	5,776	6,502	250
MISCELLANEOUS CONCESSIONAIRES	13,458	12,867	26,916	25,730	26,774	142
MISCELLANEOUS	2,750	3,974	11,354	7,078	11,000	354
	340,281	302,236	703,860	602,369	655,048	48,812



**STATEMENTS OF REVENUE, EXPENSE AND CHANGES IN NET ASSETS
FOR THE 2 MONTHS ENDING 11/30/2023**

	November 2023	November 2022	Current Y-T-D Actual	Prior Y-T-D Actual	Fiscal 2024 Budget	YTD Actual Fav (Unfav) to Budget
REVENUES						
AIRFIELD						
AIRLINE LANDING	52,153	31,548	102,200	62,597	77,666	24,534
AIRFREIGHT LANDING	15,138	14,613	29,070	35,445	29,334	(264)
FUEL FLOWAGE	5,978	10,121	12,711	22,424	15,000	(2,289)
MISCELLANEOUS	2,804	10,698	9,408	21,996	10,000	(592)
	<u>76,073</u>	<u>66,980</u>	<u>153,389</u>	<u>142,462</u>	<u>132,000</u>	<u>21,389</u>
INDUSTRIAL PARK						
UNITED LAUNCH ALLIANCE	41,439	59,064	82,878	118,128	82,878	-
BUILDINGS	31,717	32,317	61,633	64,633	64,634	(3,001)
HANGARS	19,935	20,136	39,882	40,208	39,792	90
FARM	-	-	46,000	46,000	46,000	-
GROUND LEASES	7,966	6,420	38,697	34,710	39,000	(303)
	<u>101,057</u>	<u>117,937</u>	<u>269,090</u>	<u>303,679</u>	<u>272,304</u>	<u>(3,214)</u>
TERMINAL SUPPORT						
PARKING	177,390	162,497	359,967	326,505	325,136	34,831
FUEL SALES QTA	13,543	16,393	31,738	32,783	31,406	332
GROUND HANDLING SERVICE	43,520	17,100	81,313	28,215	43,336	37,977
	<u>234,454</u>	<u>195,990</u>	<u>473,017</u>	<u>387,503</u>	<u>399,878</u>	<u>73,139</u>
TOTAL REVENUES	<u>751,865</u>	<u>683,143</u>	<u>1,599,356</u>	<u>1,436,014</u>	<u>1,459,230</u>	<u>140,126</u>



**STATEMENTS OF REVENUE, EXPENSE AND CHANGES IN NET ASSETS
FOR THE 2 MONTHS ENDING 11/30/2023**

	November 2023	November 2022	Current Y-T-D Actual	Prior Y-T-D Actual	Fiscal 2024 Budget	YTD Actual Fav (Unfav) to Budget
EXPENSES						
PERSONNEL SERVICES						
SALARIES						
ADMINISTRATIVE	79,441	69,765	134,486	123,214	135,000	514
SECURITY	43,563	38,058	92,100	82,796	93,000	900
MAINTENANCE	39,520	37,956	79,567	76,448	82,768	3,201
CUSTODIAN	29,246	32,475	66,650	72,218	75,354	8,704
GROUND HANDLING SERVICES	23,242	15,145	58,703	31,485	58,000	(703)
OVERTIME						
ADMINISTRATIVE	277	1,078	877	1,044	840	(37)
SECURITY	3,878	5,010	8,869	7,735	4,166	(4,703)
MAINTENANCE	266	304	1,911	1,072	3,340	1,429
CUSTODIAN	788	655	2,706	1,677	3,500	794
ACCRUED VACATION/SICK LEAVE	13,892	21,615	60,919	56,481	61,000	81
FICA	16,072	15,110	33,246	29,958	34,000	754
RETIREMENT PLANS	19,584	16,546	37,070	33,419	37,500	430
HEALTH INSURANCE	41,133	37,373	79,982	76,928	83,000	3,018
WORKMEN'S COMPENSATION	4,699	4,408	9,397	8,815	9,170	(227)
PERSONNEL SERVICES (MISC)	77	2,609	1,211	6,469	1,300	89
	315,678	298,106	667,694	609,758	681,938	14,244



**STATEMENTS OF REVENUE, EXPENSE AND CHANGES IN NET ASSETS
FOR THE 2 MONTHS ENDING 11/30/2023**

	November 2023	November 2022	Current Y-T-D Actual	Prior Y-T-D Actual	Fiscal 2024 Budget	YTD Actual Fav (Unfav) to Budget
EXPENSES						
CONTRACTED SERVICES						
UTILITIES	47,164	3,170	86,203	39,149	77,140	(9,063)
COMMUNICATIONS	1,388	4,140	8,754	10,110	9,772	1,018
LEGAL	3,760	3,470	6,184	3,820	6,500	316
ACCOUNTING	5,500	-	8,000	-	7,350	(650)
PROFESSIONAL FEES	10,490	46,105	10,490	47,168	12,500	2,010
MAINTENANCE	11,984	26,667	42,587	52,061	43,000	413
INFORMATION SYSTEMS	11,507	12,868	45,019	43,687	43,500	(1,519)
ARFF	10,766	202	30,097	10,936	30,000	(97)
QTA	1,151	455	2,483	3,752	5,400	2,917
SECURITY	1,000	(708)	3,987	1,960	2,100	(1,887)
UNIFORMS & LAUNDRY	2,522	2,687	5,811	4,988	5,250	(561)
ARFF PERSONNEL/CITY	75,000	70,000	154,634	153,500	157,000	2,366
US CUSTOMS	7,305	109,593	13,925	117,972	14,000	75
MISC CONTRACTED SERVICES	55	360	415	707	750	335
	189,592	279,010	418,588	489,810	414,262	(4,326)



**STATEMENTS OF REVENUE, EXPENSE AND CHANGES IN NET ASSETS
FOR THE 2 MONTHS ENDING 11/30/2023**

	November 2023	November 2022	Current Y-T-D Actual	Prior Y-T-D Actual	Fiscal 2024 Budget	YTD Actual Fav (Unfav) to Budget
EXPENSES						
MATERIALS & SUPPLIES						
MAINTENANCE	1,992	17,350	14,507	41,272	15,650	1,143
GROUND HANDLING SERVICE	95	342	863	727	900	37
JANITORIAL	16,532	22,948	27,017	36,996	22,516	(4,501)
ARFF	573	6,263	4,434	7,793	7,524	3,090
SECURITY	3,600	480	4,395	347	4,120	(275)
QTA	20,202	23,604	20,202	24,522	21,000	798
FUEL	5,332	5,671	17,592	17,139	18,000	408
OFFICE	829	3,433	2,815	7,192	6,552	3,737
	49,155	80,090	91,825	135,987	96,262	4,437
OTHER CHARGES						
INSURANCE	10,970	30,765	21,939	56,383	63,948	42,009
ADMINISTRATIVE	-	2,238	2,811	3,073	3,000	189
TRAVEL	(834)	946	3,384	3,065	6,666	3,282
SEMINARS AND MEETINGS	-	495	-	495	666	666
MARKETING	31,136	50,700	63,569	61,852	66,000	2,431
DUES AND SUBSCRIPTIONS	-	84	275	1,030	3,200	2,925
TRAINING	2,500	50	6,776	50	5,000	(1,776)
MISCELLANEOUS OTHER CHARGES	200	-	3,222	-	2,500	(722)
	43,972	85,277	101,976	125,948	150,980	49,004



**STATEMENTS OF REVENUE, EXPENSE AND CHANGES IN NET ASSETS
FOR THE 2 MONTHS ENDING 11/30/2023**

	November 2023	November 2022	Current Y-T-D Actual	Prior Y-T-D Actual	Fiscal 2024 Budget	YTD Actual Fav (Unfav) to Budget
CHANGES IN NET ASSETS						
TOTAL OPERATING EXPENSES	598,397	742,484	1,280,082	1,361,504	1,343,442	63,360
NET INCOME BEFORE DEPRECIATION	153,468	(59,341)	319,274	74,510	115,788	203,486
DEPRECIATION AND AMORTIZATION	915,000	875,000	1,830,000	1,750,000		
OPERATING INCOME	(761,532)	(934,341)	(1,510,726)	(1,675,490)		
INVESTMENT INCOME	37,432	17,800	74,439	36,629		
GAIN\ (LOSS) ON DISPOSAL OF ASSETS	-	-	-	23,414		
TOTAL NON OPERATING REVENUES	37,432	17,800	74,439	60,042		
NET INCOME BEFORE CAPITAL	(724,099)	(916,541)	(1,436,287)	(1,615,448)		
CAPITAL CONTRIBUTIONS						
PASSENGER FACILITY CHARGES	86,684	154,530	268,894	251,827		
FEDERAL AND LOCAL GRANTS	5,668,543	-	(1,094,144)	(2,123,799)		
	5,755,227	154,530	(825,250)	(1,871,972)		
INCREASE (DECREASE) IN NET ASSETS	5,031,127	(762,011)	(2,261,537)	(3,487,420)		



Statements of Cash Flows
Month Ending Nov 30, 2023

	<u>November</u>	<u>Y-T-D</u>	<u>Prior Year YTD</u>	<u>YTD Prior Mth</u>
Cash flows from operating activities				
Operating income (loss)	\$ (769,577)	\$ (1,510,726)	\$ (1,675,490)	\$ (741,149)
Adjustments to reconcile operating income to net cash from operating activities				
Depreciation	\$ 915,000	\$ 1,830,000	\$ 1,750,000	\$ 915,000
(Increase) decrease in receivables	(217,761)	(245,696)	36,213	(27,935)
(Increase) decrease in prepaid expenses	26,096	(89,543)	(304,506)	(115,639)
Increase (decrease) in accounts payable\accrued expenses	(1,551,781)	(3,984,885)	751,733	(2,433,104)
Increase (decrease) in pension asset, deferred inflow/outflow	-	-	-	-
Increase (decrease) in prepaid revenue	-	(151,764)	(157,285)	(151,764)
Increase (decrease) in deferred revenue	-	-	(35,250)	-
Total adjustments to net income	\$ (828,446)	\$ (2,641,888)	\$ 2,040,905	\$ (1,813,442)
Net cash provided (used) by operations	\$ (1,598,023)	\$ (4,152,614)	\$ 365,415	\$ (2,554,592)
Cash flows from (to) capital and related financing activities				
Capital Contributions from Federal Aviation Administration	\$ 5,668,543	\$ 5,668,543	\$ 1,656,159	\$ -
Proceeds from Passenger Facility Charges	86,684	268,894	251,827	182,210
Fixed asset additions and construction	(1,110,425)	(842,754)	(2,717,550)	267,672
Gain/(Loss) on Disposal of Fixed Assets	-	-	23,414	-
CARES Act Airport Grants & Payroll Support	-	287,320	-	287,320
Capital lease interest income/expense	-	-	-	-
Net cash provided (used) by capital and related financing activities	\$ 4,644,801	\$ 5,382,003	\$ (786,150)	\$ 737,202



Statements of Cash Flows
Month Ending Nov 30, 2023

	<u>November</u>	<u>Y-T-D</u>	<u>Prior Year YTD</u>	<u>YTD Prior Mth</u>
Cash flows from (to) investing activities				
Purchase of unrestricted and restricted investments	\$ -	\$ -	\$ (3,450,835)	\$ -
Maturities of unrestricted and restricted investments	499,632	1,498,733	505,442	999,101
Interest received from investments	37,432	74,439	36,629	37,007
Net cash provided (used) by investing activities	<u>\$ 537,064</u>	<u>\$ 1,573,172</u>	<u>\$ (2,908,764)</u>	<u>\$ 1,036,108</u>
Net increase (decrease) in cash and cash equivalents	\$ 3,583,843	\$ 2,802,560	\$ (3,329,499)	\$ (781,283)
Cash and cash equivalents, October 1, 2023\October 1, 2022		<u>\$ 7,377,589</u>	<u>\$ 7,964,364</u>	<u>\$ 7,377,589</u>
Cash and cash equivalents, Nov 30, 2023 \ Nov 30, 2022		<u>\$ 10,180,149</u>	<u>\$ 4,634,864</u>	<u>\$ 6,596,306</u>
Unrestricted Investments		<u>\$ -</u>	<u>\$ 7,412,968</u>	<u>\$ 499,632</u>
Total of cash, cash equivalents and investments		<u>\$ 10,180,149</u>	<u>\$ 12,047,832</u>	<u>\$ 7,095,938</u>

Note A - Includes engineering and construction costs for various construction projects and equipment purchases including building services equipment, computer equipment, mowers and minor equipment.

Note B - Cash and cash equivalents are funds in checking accounts, investment pools or investments with an original maturity date to the Airport of ninety (90) days or less. All other investments are categorized as unrestricted or restricted investments which have an original maturity date to the Airport in excess of ninety (90) days.

Note C - Cash and Cash Equivalents includes \$0 PFC Cash.



8. Agenda

Consider and take action to approve the Airport's current Investment Policy.

Attached:

VIA Policy Letter 2023 and Investment Policy 2024



9. Agenda

Consider and take action to accept the proposal for Valley International Airport's Restroom Renovation project.



9. Agenda

The restrooms were last remodeled in 2009. Currently, the general condition of the restrooms is in excellent shape, with the floor, walls, tiles, lighting, and main plumbing.

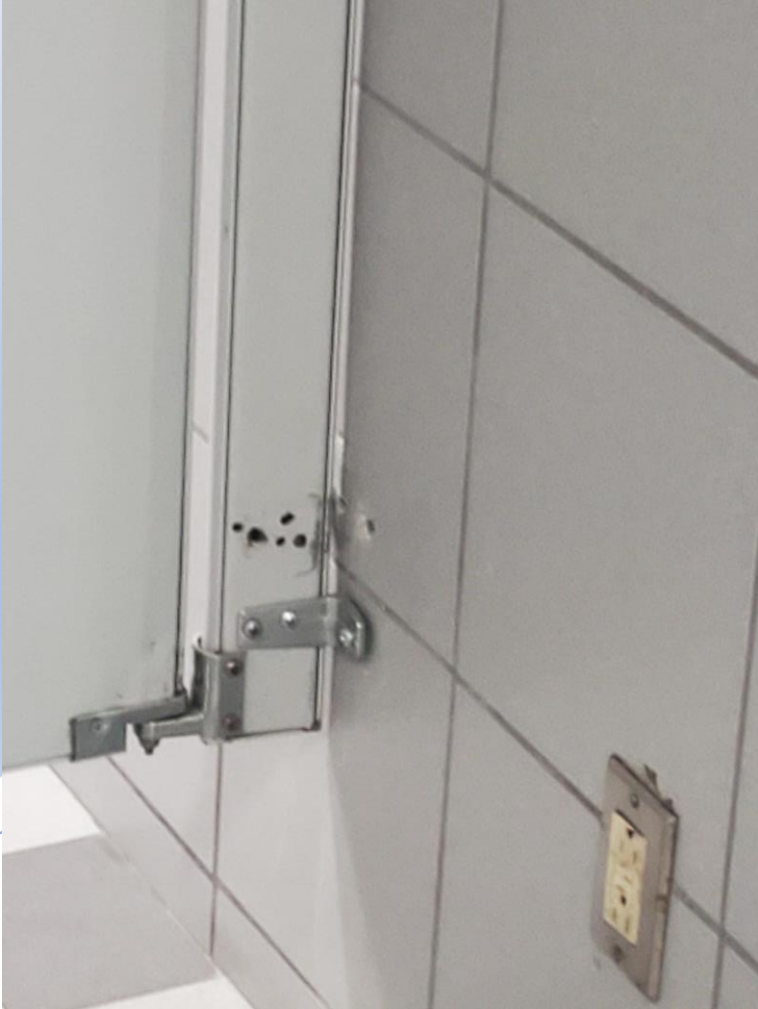
However, the parts that see the most use are in need of replacement. This will include all doors, partitions, and all of the automatic flushers.

Megamorphosis was the architect who designed the original remodel in 2009 and has proposed a fee of not to exceed 13k.

The total project cost is estimated to be around \$225,000. This project will be presented for board approval once the airport opens bids and does the mid-year budget update.

Staff recommends the airport board award the contract to Megamorphosis to design the rehabilitation project of the airport restroom facilities for a not to exceed the amount of \$13,000.

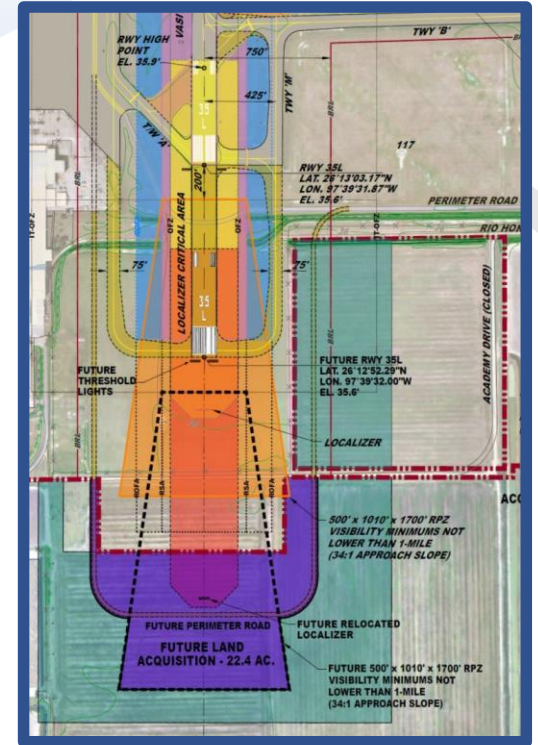






10. Agenda

Consider and take action to recommend that the Harlingen City Commission approve, by resolution, the acceptance of the Federal Aviation Administration (FAA) anticipated Grant offer No. 3-48-0101-074-2024 in the amount of Three Million, Eight Hundred Twenty-Eight Thousand, Seven Hundred Thirty-Nine Dollars and no 100s (\$3,828,739.00) for the Runway Extension project at Valley International Airport.



11. a. Director's Report

i. Runway Extension Project:

Project Total: \$32,500,000

Spent to date: \$20,044,000

Engineer: RS&H

Project Contract Days (includes days added from change orders): 460 days

Contract Time Used: 370 Days

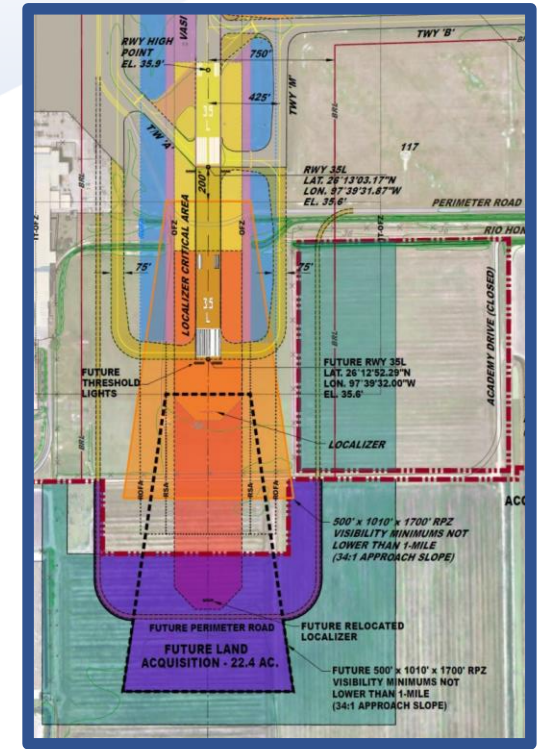
The perimeter road is completed and open.

Drainage is 100 percent complete.

The Nav Aids are near 90 percent complete. The Fiber line started being pulled after the 1st of the year.

Runway 18R and TWY A have 100 percent of the lime treated subgrade completed. Base is at 90 percent complete.

Asphalt paving was going to begin middle of December, but was pushed until after the new year due to the Holiday schedule. Currently we are having a pre paving meeting on January 17th.







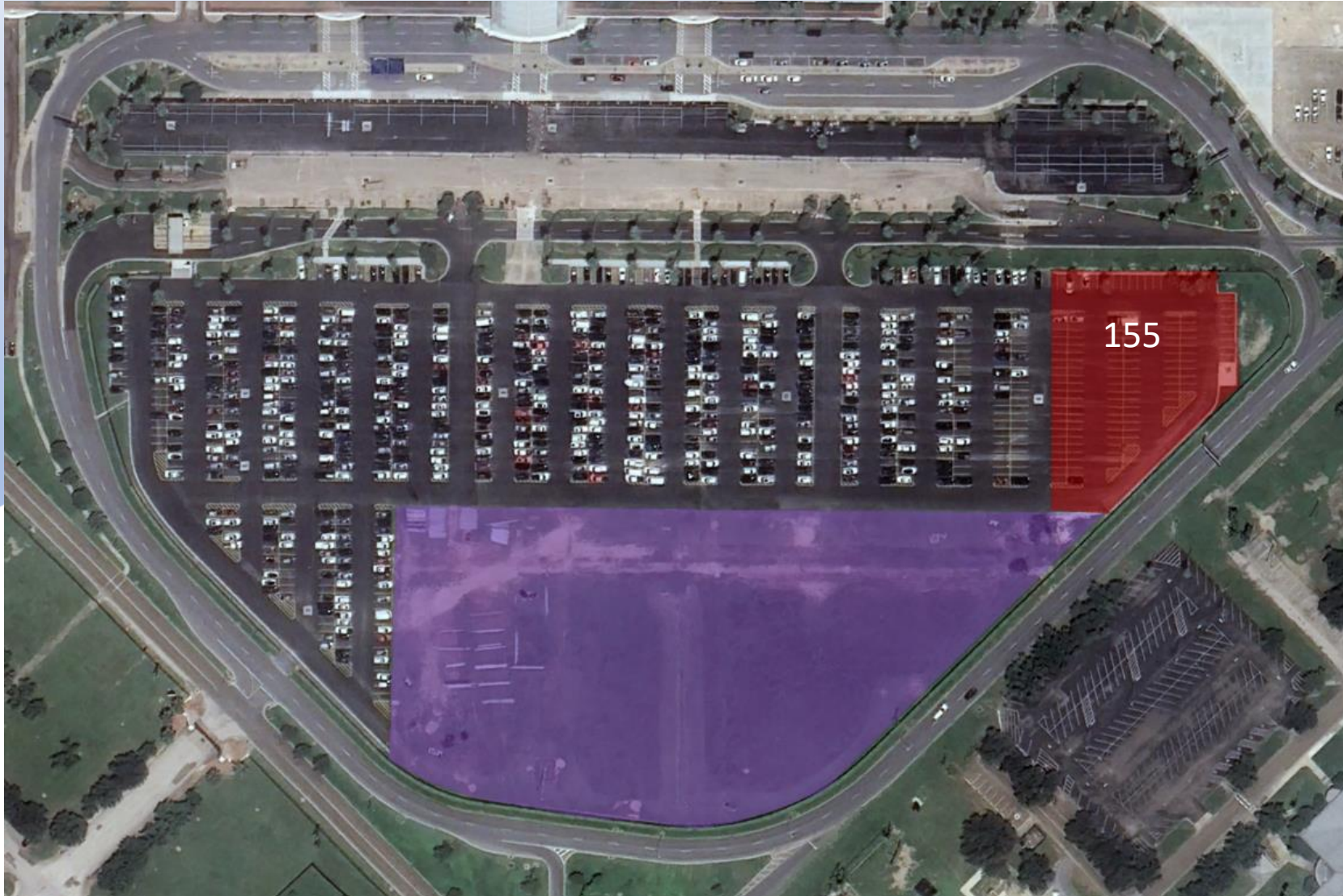
11. a. Director’s Report

i. Holiday Parking

TOTAL SPACES	329	952	1281
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Date	Covered	Remote	% Occupancy
23-Dec	218	776	78%
24-Dec	252	892	89%
25-Dec	270	943	95%
26-Dec	238	852	85%
27-Dec	236	804	81%
28-Dec	246	714	75%
29-Dec	288	811	86%
30-Dec	290	786	84%
31-Dec	260	714	76%
1-Jan	258	680	73%





11. Director's Report

b. Events/Meetings Attended

- i. Auditors – Dec 4 – 8 and Dec 11 - 13
- ii. HACOC – State of the State Luncheon – Dec 12
- iii. Christmas Carolers – Dec: 11, 13, 15 and 21
- iv. City Manager – Monthly Meeting – Dec 14
- v. Annual Employee luncheon – Dec 15
- vi. Live Interview with Sthefany Rosales, Channel 5 – Jan 3
- vii. National Law Enforcement Appreciation Day – Jan 9
- viii. Quarterly Airport Tenant Meeting – Jan 11



12. Executive Session

- i. Pursuant to Texas Government Code Section 551.071, attorney consultation – to provide legal advice regarding ongoing litigation.
- ii. Government Code 551.087 – Deliberations regarding Economic Development Negotiations.

(See attached PowerPoint Slides)



13. Action related to executive session items:

- i. Possible Action.
- ii. Possible Action.



14. Next Meeting

February 20, 2023 @ 5:00pm.

JANUARY 2024
S M T W T F S
1 2 3 4 5 6
7 8 9 10 11 12 13
14 15 16 17 18 19 20
21 22 23 24 25 26 27
28 29 30 31

FEBRUARY 2024

MARCH 2024
S M T W T F S
1 2
3 4 5 6 7 8 9
10 11 12 13 14 15 16
17 18 19 20 21 22 23
24 25 26 27 28 29 30
31

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
					<small>february-calendar.com</small>	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

15. Adjournment

