

MEETING MINUTES

PANAMA CITY – BAY COUNTY AIRPORT AND INDUSTRIAL DISTRICT

Opening:

The Board Meeting of the Panama City-Bay County Airport and Industrial District was called to order at 9:00 a.m., May 28, 2025 by Vice Chair Will Cramer.

The Invocation was given by Ms. Holly Melzer.

The Pledge of Allegiance was led by Mr. Les McFatter.

Roll was called. In attendance were: Ms. Victoria Williams, Mr. Matt Algarin, Mr. Glen McDonald, Ms. Holly Melzer, Mr. Les McFatter, and Vice Chair Will Cramer.

Public Comments:

There were no public comments.

Acceptance of Agenda:

Vice Chair Cramer asked if there were any items on the Agenda, including the Consent Agenda, that any Board Member would like to move to a Business Item for further discussion, and if not, that a Member make a motion to accept the Amended Agenda.

Mr. McDonald made a motion to accept the Amended Agenda, and Mr. McFatter seconded the motion. The vote was taken and the motion passed unanimously.

Reports:

Mr. Parker McClellan updated the Board on the April Activity Reports. The Regional Market Share was maintained and was 25% for the month. The Regional Comparison continues to show the Airport with significant growth.

Ms. Darlene Gordon presented the Financial Reports for the seven (7) months ending April 30th. At the end of April, the total cash reflected an increase of \$1.5 million from March with a total balance of \$54.7 million. Ms. Gordon also reported that unrestricted cash is \$36 million and restricted cash is \$18.7 million. Compared to April of last year, unrestricted cash is up \$6 million and restricted cash is up \$3.7 million.

In April 2025, total liabilities decreased \$2.3 million from March due to construction payments. Ms. Gordon reviewed excess revenues over expenses, which reflected an \$13 million year-to-

date total. Operating revenue over expenses equals \$4.8 million of the excess while the non-operating revenues make up \$8.2 million. The excess revenues over expenses increased \$2 million in the month of April, with half coming from operating accounts and the other half coming from non-operating revenues.

Discussion ensued.

Consent Agenda:

- a. **Approve Board Meeting Minutes – April 23, 2025**

This item provides for Board approval of the April 23, 2025 Board Meeting Minutes.

- b. **Ratify Executive Director's approval to allow AVCON begin Terminal Loop Road Design**

This item requests the Board to ratify Executive Director's approval to allow AVCON to begin the Terminal Loop Road Design.

Mr. McDonald made a motion to accept the Consent Agenda, and Mr. Algarin seconded the motion. The vote was taken and the motion passed unanimously.

Business Items:

- a. ~~**Approve of Pre-Development Agreement with Florida State University--InSpire**~~

This item was removed from the agenda.

- b. **Approval of Grant Award Agreement with Triumph Gulf Coast, Inc. for Project Spinner (IAG Aero Group)**

Mr. McClellan informed the Board on the progress of the Grant Award Agreement with Triumph Gulf Coast, Inc. for Project Spinner (IAG Aero Group). The Agreement is on its third and final reading of the Triumph Board on June 12th in Pensacola. Mr. Cole Davis added there are no material changes and the major obligation of the Airport is to complete the project in the event that the grantee does not. The company is putting in \$82.5 million towards the Project and the Airport will use the \$25 million Triumph Grant funding for the construction of the facility itself.

Discussion ensued.

Mr. McFatter made a motion to Approve of the Grant Award Agreement with Triumph Gulf Coast, Inc. for Project Spinner (IAG Aero Group), and Ms. Melzer seconded the motion. The vote was taken and the motion passed unanimously.

c. Approve to Accept Grant for Terminal Expansion – Infrastructure Investing and Jobs Act (IIJA) formerly Bi-Partisan Infrastructure Law (BIL)

Mr. McClellan presented to the Board a preemptive approval to accept a grant for the Terminal Expansion. This is the \$10 million that was known as the Bipartisan Infrastructure Law (BIL). It has now been renamed with a new administration as the Infrastructure Investment and Jobs Act (IIJA). It is anticipated to receive the grant from FAA in late June or early July. There is a due date of June 16th to submit the required numbers; currently Ardurra and Cardella are working on those numbers for the first part of the Terminal Expansion.

Discussion ensued.

Mr. McDonald made a motion to Approve to Accept for Terminal Expansion – Infrastructure Investing and Jobs Act (IIJA) formerly Bi-Partisan Infrastructure Law (BIL); Ms. Melzer seconded the motion. The vote was taken and the motion passed unanimously.

Construction Updates (Information Only):

a. Terminal Buildout

Mr. Nick Harwell presented updates on the Terminal Buildout Project. The Buildout space is operational and the punch list is being addressed. The tile is the only significant remaining item on the build-out to finish the project.

b. Terminal Ramp Expansion

Mr. Harwell updated the Board about the Terminal Ramp Expansion project. The Project is continuing to move at a very rapid pace and doing exceptionally well with the completion in June.

c. North Terminal Expansion

Mr. Aaron Buob, with Ardurra, presented an update on the North Terminal Expansion Project. Mr. Buob introduced the Vice President of Cardella Mr. John Khauaz. He summarized the timeline of the preconstruction tasks Cardella is completing and will be starting. The plan is to break ground in September.

Planning Update (Information Only):

a. Project InSPIRE

Mr. McClellan updated the Board on Project InSPIRE. A Development Agreement is being drafted to explain the pre-construction/pre-planning efforts to ensure it's in compliance with the FAA.

b. Rental Car Facility Design

Mr. Buob informed the Board of the current discussions on the Rental Car Facility Design. Feedback was received from all of the rental car companies and they all responded with wanting some flexibility and future needs are addressed.

c. Development of North 300 Acres Update

Mr. McClellan presented updates on the development of the north 300 acres to the Board. It was stated there is a Community Development Grant with Neal Dunn's office for the road access the north parcels. Approval has been received from FAA for tree removal. Once the Grant is approved to construct the road, the focus of removing the trees can begin.

Bay EDA Update (Information Only):

Mr. Kyle Shoots updated the Board on all the recent activities for Bay EDA. There's a significant amount of interest in our area. Mr. Shoots discussed Projects Cowboy, Spinner, Casper, Horace, Opal, Amadeus, Express, Super Bowl and Harmony.

The Moore Agency Update (Information Only):

Ms. Katie Spillman gave updates on activity in the month of April to the Board and the ECP's 15th anniversary on May 23rd. Items that were created in the celebration included; the 15-year logo, an animation version of it as well which is shared across socials, a celebration banner, and fun giveaways. The Fun Giveaways were pins, pens, branded sunscreen, lip balms, and custom 15th anniversary branded cake pops.

Ms. Spillman presented a development of media materials and pitched a brand-new implementation of engaging with the passengers for social, calling it "Terminal Talk". The first version of Terminal Talk will include This began Friday during the 15th anniversary celebration in the Terminal when interacting with passengers on their views/reactions of the 15th Anniversary.

Ms. Spillman also stated that the Yahoo search is working really well, with a potential 67 million views and 33 mentions just over the last couple of days.

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Executive Director Report:

Mr. McClellan updated the Board by reiterating the 15th anniversary celebration, and the development of an art exhibit in the Build Out Space. The Exhibit would feature local artists and be changed out every couple of months.

Mr. McClellan invited the Board members to the Public Safety Building next Friday, June 6th for a barbeque with staff for our summer kick-off. June 7th kicks off Super Summer Weekends, which goes from Friday to Monday. The Airport will be ready to go. Everyone was also reminded of the June 14th LaGuardia flight.

Lastly, Mr. McClellan informed the Board of the research that is being done for a parking garage. It would be a \$40 million-dollar project for 1,000 parking space. The parking plan fits into the Stormwater Master Plan update, that allows us to use the dry pond and make that area additional parking. Staff has included this in JACIP, for a possible FDOT Grant.

There were no additional public comments.

Next meeting scheduled: Board Meeting: June 25, 2025 – 9:00 a.m.

The meeting was adjourned at approximately 9:45 a.m.



Parker W. McClellan, Jr., AAE
Executive Director



Will Cramer, Vice Chair