AVIATION & AIRPORTS ADVISORY BOARD
MINUTES
December 13, 2023

Board Members:	Ron Ash, Chair Bruce Pelly, Vice Chair E. Llwyd Ecclestone Sophie M. Gaeta Neil Haynie Glenn Jergensen Tinu Pena Douglas J. Sanders
Representing Department of Airports:	Laura Beebe, Airport Director Gary M. Sypek, Senior Deputy Director Cindy Portnoy, Deputy Director, Planning & Development Debbie Duncanson, Deputy Director Finance & Administration T.K. Stewart, Deputy Director of Operations & Maintenance Ray Walter, Deputy Director of Real Estate & Concessions Joe Harrington, Director of Marketing and Communication Andrew Gamboa, Manager, Air Service Development

I. Call To Order

At 1:30 p.m., Board Chairman Ron Ash called the meeting to order. The roll was taken with a quorum present. Board members Douglas Sanders, Tinu Pena and E. Llwyd Ecclestone were not in attendance. *Mr. Ecclestone arrived to the meeting after the roll was taken.*

II. Approval of September 13, 2023 Minutes

The Chair called for a motion to approve the minutes from the September 13, 2023 meeting. Motion seconded. Minutes approved.

III. Airport Update– Laura Beebe

Airports Director Laura Beebe began her presentation by honoring the memory of J. Albert Johnson, a former AAAB member. Director Beebe and Chair Ash presented Mr. Johnson's family with a plaque dedicated to his years of service and contributions to the AAAB. Mr. Johnson's son Dave spoke and thanked Director Beebe and the AAAB members for recognizing his father's service and commitment.

Director Beebe discussed the August, September and October 2023 traffic reports. She informed the Board that in those months total passengers increased by 16%, 12.7% and 12.4% respectively, compared to those same months in 2022. She mentioned that for all three of the months, general aviation was down slightly. She went on to say that in October there had been 7.58 million total passengers served year over year.

The next topic of discussion was vehicle parking at PBI. Director Beebe informed the Board of a recent study by an airport consultant. The study included a review of parking capacity, the level of demand for parking and pricing models. She explained that there are approximately 10,000 parking spaces at PBI and that when compared to FLL and MIA, the number of parking spaces at PBI is more than sufficient. She discussed the consultant's determination that parking rates should be increased by way of step increases. Director Beebe suggested the rate increases should be:

- Premium lot: From $30 per day to $36 per day
- Short term lot: From $17 to $21 a day
- Long term lot: From $12 to $13 a day
- Economy lot from $7 to $8 a day
- Overflow lot: from $7 to $8 a day

Director Beebe asked the Board for their support in requesting the rate increases to the Board of County Commissioners. Vice Chair Pelly indicated he was of the opinion that some of the suggested rate increases were still not high enough. A motion was made to approve that the AAAB support recommending the rate increases to the PBC Board of County Commissioners. The motion was seconded and approved.

Director Beebe mentioned there has not been a parking rate increase in 15 years. She also mentioned the Department is currently exploring a parking reservation system as well as a valet parking option.

IV. Air Service Update – Andrew Gamboa

Director Beebe introduced Andrew Gamboa as the Manager of Air Service Development. Andrew provided the Board with the Air Service update. The presentation included information for the following airlines: Allegiant, American, Delta, JetBlue, Spirit and United. All of the airlines are either increasing daily service to already established routes or introducing new routes. American Airlines is increasing daily service to Charlotte, Dallas and Philadelphia. JetBlue is resuming service to LAX. Delta is introducing new service to White Plains, NY. Allegiant is increasing daily service to Asheville, NC, Indianapolis and Minneapolis. Spirit is introducing new service to LaGuardia and United is introducing new service to Denver.

V. Marketing Update – Joe Harrington

Marketing Director Joe Harrington provided the Board with the Marketing update. He began the presentation by discussing the return of non-stop service to LAX by JetBlue that was previously mentioned in the Air Service Update. He noted that route is a major marketing priority and he informed the Board that the marketing campaign included radio & television ads, social media ads and a billboard on I-95. The advertisements resulted in over 5 million impressions.

Director Harrington also provided the Board with information regarding marketing campaigns servicing the following cities/routes: Asheville, Charleston, SC, Chicago, Detroit, Houston, New Haven, Providence, Raleigh-Durham, Toronto & Montreal and Wilmington, DE.

The Board inquired about the level of support from Discover the Palm Beaches. Director Beebe answered that the support from Discover the Palm Beaches has been very positive and that they have partnered with the airport any time they have been asked.

VI. Construction Project Update – Cynthia Portnoy

Airports Deputy Director of Planning and Development, Cynthia Portnoy, provided the construction project update. She began her presentation by discussing projects that are currently under construction. Those projects include PBI 400Hz ground power unit replacement, an advanced-warning vehicle signage system for oversized vehicles, pre-conditioned air point-of-use replacement, switchgear replacement, replacement of chillers 4 & 5, roof replacement at the 4th level of the PBI terminal and repairs at both the long term and short term garage parking areas.

Director Portnoy then discussed the Central Airfield Improvement project at PBI including the anticipated reopening of Runway 14-32 in January.

The next topic discussed was the Concourse B expansion. Director Portnoy informed the Board that the project is being broken up into smaller pieces/packages while the Airport continues to explore additional funding sources.

Director Portnoy also discussed future General Aviation (GA) projects including ramp expansion at F45.

Airports Senior Deputy Director Gary Sypek continued the Construction Project update. He discussed the Airports plans for a post-security terminal connector. Among the features that the connector will offer are: post-security connection between concourses, expanded lounge space, new restrooms, a children's play area as well as meeting/conference room space. The design plans for the connector include low maintenance materials and a continuation of key design elements throughout the main terminal. Finally, Director Sypek provided the Board with visual conceptual renderings of the connector.

VII. Real Estate & Concessions Update – Ray Walter

Airports Deputy Director of Real Estate & Concessions, Ray Walter, provided the Board with the Real Estate & Concessions update. He began the presentation by informing the Board of an upcoming Requests for Proposal (RFP) for two combined retail, food & beverage concession opportunities. He anticipates the RFPs will be ready to be issued in the first quarter of 2024. Both he and Director Beebe informed the Board that proposers would be expected to provide world-class, creative designs that are reflective of the Palm Beach County area.

VIII. Operations and Maintenance Update – T.K. Stewart

Airports Deputy Director of Operations & Maintenance, T.K. Stewart, provided the Board with the Operations and Maintenance Update. He began the presentation with an update of the Operations division. This included the completion of football charters for Florida Atlantic University with American Airlines and the completion of an annual airport contingency plan review. He also informed the Board of current Operation division job openings.

The Maintenance update provided by Director Stewart included several Maintenance Division projects. Among the projects he discussed were lighting repairs, new-hire training and seasonal spruce-up; including pressure-washing and parking lot repainting.

IX. Matters by the Public

Chairman Ron Ash asked if there were any attendees who would like to address the Board. No members of the public chose to speak.

X. Board Member Comments

Chairman Ron Ash suggested that Airports consider reconfiguring the conference room so that more people are able to view the visual presentation offered during the AAAB meetings.

Board Member Sophie Gaeta offered her congratulations to Andrew Gamboa on his recent promotion to Manager of Air Service Development.

XI. Adjourn

A motion was made to adjourn the meeting. The motion was seconded. The meeting adjourned at 2:45 p.m.