AVIATION & AIRPORTS ADVISORY BOARD
MINUTES
September 11, 2024

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

I. Call To Order

At 1:30 p.m., Board Chairman Bruce Pelly called the Aviation and Airports Advisory Board (AAAB) meeting to order. The roll was taken with a quorum present. Board member Tinu Pena was not present during the roll call. Board member Douglas Sanders asked if the Board would observe a moment of silence to honor people whose lives were lost on September 11, 2001. Chairman Pelly agreed and approved and asked all in attendance to observe a few moments of silence.

II. Approval of June 12, 2024 Minutes

The Chair called for a motion to approve the minutes from the June 12, 2024 meeting. Motion seconded. Minutes approved.

III. Airport Update– Laura Beebe

Airports Director Laura Beebe began the Airport Update by reviewing air traffic reports for May, June and July 2024. Director Beebe indicated that there is "really good news" regarding air traffic and that from the previous year, there was an increase of 11.1% in total passengers for May, an increase of 19.1% in available seats and an increase of 10.4% in air carrier operations. June saw increases of 10.4% in total passengers, 6.5% in available seats and 7.1% in air carrier operations. July saw increases of 10.2% in total passengers, 17.6% in available seats and 14.2% in air carrier operations. She did note that in June and July there were small declines in general aviation of around 4% and 1.2% respectively.

Director Beebe announced that in July, year over year, the Airports serviced more than 8.1 million passengers. She anticipated that number should increase to 8.3 million passengers by September and she noted how pleased the Department of Airports is to see passenger traffic continue to increase.

She informed the Board that she gives a lot of credit for passenger growth to the Airport's efforts involving air service development and that the Airports Manager of Air Service Development, Andrew Gamboa would discuss that topic.

IV. Air Service Update – Andrew Gamboa

Andrew Gamboa, Manager of Air Service Development, provided the Air Service update. The update included information regarding several airlines

American Airlines announced new daily service to LaGuardia (LGA) starting November 5th two times daily. American will also be offering two daily flights to Chicago O'Hare (ORD) starting in the fall.

Allegiant Air announced new service to Grand Rapids, Michigan (GRR), Indianapolis, IN (IND) and to Cincinnati, OH (CVG).

Spirit indicated they would be resuming daily flights from PBI to LGA twice daily in February 2025.

Air Canada is returning to PBI on October 27th and they will be resuming service to both Montreal (YUL) and Toronto (YYZ).

Avelo Airlines is offering service to Wilmington, DE (ILG) twice weekly.

Breeze Airways announced year round service to New Haven, CT (HVN) five times a week. They are also resuming service to Norfolk, VA (ORF) and Charleston, SC (CHS).

Sun Country Airlines will once again be offering service to Minneapolis, MN (MSP) starting in November.

Delta is continuing seasonal service to MSP starting in December.

United Airlines will be resuming flights to Denver, CO (DEN). In the previous year, Delta operated this seasonal flight for about 6 weeks but will operate this flight for approximately four months starting in December. Daily service to ORD, Washington D.C., Dulles (IAD) and Houston, TX (IAH) will be offered up to three times daily starting in the fall.

Southwest is adding seasonal flights to Buffalo, NY (BUF), Providence, RI (PVD) and St. Louis, MO (STL). For the first time at PBI, Southwest is also adding service Nashville, TN (BNA).

Porter Airlines announced service to YYZ from PBI and this is the first time that Porter Airlines is offering service at PBI.

JetBlue announced seasonal flights beginning in October to BUF, Islip, NY (ISP) and daily flights to Los Angeles (LAX) will start in October.

The Board asked specific questions about route dates which were all addressed. Board Member Neil Haynie specifically asked for more information regarding Porter Airlines. Andrew Gamboa explained that for the past previous 20-30 years, Porter ran strictly propeller aircraft and offered limited

regional flights from Toronto (i.e New York / Boston). They've revamped their business model within the last couple of years and are starting to offer more service throughout the United States, particularly in areas not serviced by Air Canada and WestJet.

V. Marketing Update – Nicole Hughes

Director of Marketing and Communications, Nicole Hughes provided the Marketing update. She informed the Board that over the summer months, the primary marketing campaign was referred to as "Fly-PBI". The campaign was designed to increase brand awareness locally. Advertisements were placed in Boca Magazine and the Palm Beach Post.

Director Hughes introduced Rebecca Krogman as the Airports Manager of Public Information Services and Erin Harris as the Airport's Public Relations Specialist. She informed the Board that they have created a social media campaign with a monthly "what's new at PBI" update. Director Hughes presented the most recent "what's new" video to the Board.

Director Beebe informed the Board that she would also like to credit the Marketing Department for PBI's continued passenger growth as she stated they "get the word out" to passengers regarding new service and that their social media campaigns are very effective.

VI. Construction Project Update – George Santos

Senior Deputy Director Gary Sypek informed the Board that the Construction Project Update would be provided by Airports Senior Professional Engineer George Santos as the Director of Planning and Development was out of the office.

George Santos started the update by informing the Board of current construction projects which include 400Hz Ground Power Units Replacement, Pre-Conditioned Air Point of Use Replacement, PBI Switchgear Replacement, Short and Long-Term Garage Repairs and 4th Level Roof Repairs.

He continued the presentation by discussing PBI Central Airfield improvements which are still in progress. He mentioned that financing issues have delayed projects.

He indicated that the reopening of the cross-wind runway is expected in October and that asphalt strengthening and other modifications will occur after the busy season.

PBI Concourse B packaging phases 1 & 2 are still ongoing and currently new terrazzo flooring is being installed.

The last current projects Mr. Santos discussed were both projects at the Lantana Airport (LNA). Those projects are a Runway Surface Treatment which will extend the useful life of their runway and West Apron Construction which will result in the addition of an aircraft parking apron.

Board member E. Llwyd Ecclestone asked about parallel runway that was previously approved at PBI. Senior Deputy Director Sypek explained the FAA approval process and that full approval of a parallel runway was not previously granted. He went on to say that Airport management is currently in discussion with the FAA regarding forecasts of future growth at PBI. He also stated that an environmental assessment(s), at a minimum, would be required before a new runway could be constructed.

George Santos then discussed future construction projects which include Concourse B – phase 3. Director Beebe explained that the Airports is hopeful that it will be receiving 110 million dollars in funding via bonds in November which will be used for the Concourse B project, the construction of a new Airport Rescue and Firefighter (ARFF) facility at PBI and a Revenue Control Building (*note: this is the building where parking facility offices are housed*).

The last of the future projects at PBI discussed included Rehabilitation of the Main PBI Runway (10L-28R), Campus-Wide Terminal Improvements, Air-Cargo Access Road Improvements, Elevator Replacements in the Terminal and Parking Garage, Air-Handler Replacement, Miscellaneous Pavement Repairs and Taxiway Reconstruction.

The Board asked if construction prices are continuing to increase and Mr. Santos indicated they are. The Board also asked about the number of companies bidding on projects; Mr. Santos indicated that there have been projects where only been one bid was received.

Other future projects discussed were Ramp expansion at the North County Airport (F45), the Lantana Airport Master Plan and a Pahokee Fuel Farm project which was cancelled due to funding issues.

VII. Real Estate & Concessions Update – Ray Walter

Airports Deputy Director of Real Estate & Concessions, Ray Walter, provided the AAAB with the Real Estate & Concessions update.

He began the presentation by discussing Requests for Proposals (RFP). The first RFPs he discussed were two combined Retail, Food & Beverage Concession Opportunities. He indicated the Retail, Food & Beverage proposals were due on October 16th and that he would have "next step" information for the Board in December.

Director Walter also discussed the RFP for an Automated Teller Machine (ATM) Award. He indicated that Communitel would continue to be the ATM provider in the PBI terminal. He informed the Board that they will be adding a "cash-to-card" machine. The machine will convert cash to a credit card as most airlines no longer accept cash payments for baggage fees, etc.

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

The Operations and Maintenance update was provided by the Deputy Director of Operations and Maintenance, T.K. Stewart. He began his presentation by discussing the staffing of the Operations division. He informed the Board that two staff members were recently promoted to the position of Operations Supervisor. He also indicated that there were four Operation Officer vacancies and two Operation Technician vacancies.

Director Stewart then discussed recent training in the Operations division which included an Emergency Tabletop Exercise, Annual Signatory Training and Annual Wildlife Training. He also indicated a Transportation Security Administration (TSA) inspection was completed in June. He ended the Operations update by informing the Board that American Airlines was continuing to provide charter flights to the Florida Atlantic University (FAU) football team.

Regarding the Maintenance division, Director Stewart informed the Board that an Electrical Apprentice program is being re-launched. Director Stewart also advised the Board of newly hired Maintenance staff including three equipment operators, a striping technician and a maintenance worker position.

IX. Airport Director's Special Announcement

Director Laura Beebe asked Chairman Pelly if she could address the Board before Matters by the Public. She announced that due to County Advisory Board term-limit rules, the terms of Ron Ash and E. Llwyd Ecclestone would be expiring in September and that they were not eligible to serve an additional term. She thanked them both for their many years of service to the Board and to the Department of Airports. She asked them both if they would be willing to attend the December meeting as she would like to have the opportunity to celebrate their years of service.

The Board asked if they could "take a position" regarding term-limits. Director Beebe advised that the AAAB could make a recommendation and that the Department of Airports could draft a letter to send to the Board of County Commissioners. Board member Neil Haynie made a motion to that "we construct some sort of communication objecting to the fact that we have talent that is put aside when it's difficult to retain that talent on our Board". The motion was seconded and approved unanimously.

X. Matters by the Public

Chairman Bruce Pelly asked if there were any attendees who would like to address the AAAB. Dave Johnson from Palm Beach Aircraft Service invited all present to the Aviation Day event at the LNA on January 25, 2025. Director Beebe reiterated that the event was both fun and informative for local families. She also mentioned the Careers in Aviation Day event that is upcoming at PBI. Director Nicole Hughes informed the Board that four schools from across Palm Beach County (Glades Central, Palm Beach Central, Forest Hill High School and Boynton Beach High School) have been invited to the event. Over sixty students will be exposed to presentations by various aviation agencies and given a tour of Gulfstream and NetJets facilities.

Board Member Neil Haynie mentioned the importance of having young people involved in the aviation industry.

XI. Board Member Comments

Ron Ash thanked director Beebe and her staff stating he is very proud of the great job that everyone at PBI does.

Douglas Sanders asked if the Department of Airports has been reimbursed for damage to height restriction road signs near the terminal. Director Beebe indicated that insurance claims were made and costs not equaling 100% of the damage were recovered. She also noted that a new alert system has been installed.

XII. Adjourn

A motion was made to adjourn the meeting. The meeting adjourned at 2:25pm.