

**MINUTES OF THE APRIL 19, 2024  
ALLEGHENY COUNTY AIRPORT AUTHORITY  
BOARD MEETING**

A meeting of the Board of Directors of The Allegheny County Airport Authority was held at 11:00 a.m. on Friday, April 19, 2024, at Pittsburgh International Airport.

Members in attendance in person:

David Minnotte  
Ashley Henry-Shook  
Jan Rea

Members in attendance via Teams:

Dr. William Curtis  
Matt Smith  
Cynthia Shapira

Also in attendance:

Christina A. Cassotis, Chief Executive Officer  
Eric Sprys, Executive Vice President & Chief Financial Officer  
Lisa Naylor, Executive Vice President & Chief Human Capital Officer  
Paul Hoback, Executive Vice President & Chief Development Officer  
Deepak Nayyar, Executive Vice President & Chief Information Officer  
Travis McNichols, Chief Operations Officer  
Vince Gastgeb, Chief Government & Corporate Affairs Officer  
Jeffrey W. Letwin, Solicitor  
Members of staff, press and public

Chairman David Minnotte called the meeting to order and asked for approval of the minutes of the meeting of the Board of Directors of March 15, 2024.

Ms. Christine Cassotis reported that the ACAA Human Resources Department, Engineering Department, and La Petite Academy have been awarded the Engineers' Society of Western Pennsylvania Education Project of the Year Award for the Airport Childcare Center and made the award presentation to members of the department. Ms. Cassotis then presented the Annual Government Finance Officers Association of Western Pennsylvania Financial Statement Award to the ACAA Finance Team, which has received this award 13 years in a row.

Mr. Minnotte called on Dr. Curtis who reported that the Operations and Facilities Committee met and approved the minutes of the March 15, 2024 meeting. The following Action Items were presented:

- Action Item No. 298-24 GAI Consultants, Inc. - Authorization is requested to approve Change Order #1 to Contract #4777 with GAI Consultants, Inc. This change order will increase the contract amount by \$265,000.00 from \$924,000.00 to \$1,189,000.00 and will extend the contract through July 31, 2025. This change exercises the second option

year contract extension and is necessary for additional on-call environmental services at Pittsburgh International Airport.

- Action Item No. 307-24 Joseph B. Fay Company - Authorization is requested to approve Change Order #20 to Contract #4907 with Joseph B. Fay Company. This change order will increase the contract amount by \$782,673.71 from \$179,236,508.37 to \$180,019,182.08. This change is necessary to fund various construction tasks for the new Terminal.
- Action Item No. 303-24 Wellington Power Corporation - Authorization is requested to approve Change Order #11 to Contract #5217 with Wellington Power Corporation (Technology Package). This change order will increase the contract amount by \$470,996.29 from \$64,943,503.01 to \$65,414,499.30. This change is necessary to fund various construction tasks for the new Terminal, MMC and various other airport renovations.
- Action Item No. 306-24 Cast & Baker Corporation - Authorization is requested to approve Change Order #2 to Contract #5051 with Cast & Baker Corporation. This change order will increase the contract amount by \$355,641.80 from \$24,903,600.28 to \$25,259,242.08 and will extend the contract term through May 1, 2024. This change is necessary to provide additional construction services for Project Number 36G1-21, Cargo Building 4 Intermodal Freight Transfer Facility Development at Pittsburgh International Airport.
- Action Item No. 308-24 Michael Baker International, Inc. - Authorization is requested to approve Change Order #1 to Contract #5608 with Michael Baker International, Inc. This change order will increase the contract amount by \$444,188.53 from \$147,719.29 to \$591,907.82. This change is necessary for additional engineering services for Project Number 8G3-24, Runway 10L-28R Rehabilitation at Pittsburgh International Airport.
- Action Item No. 337-24 Findlay Township Municipal Authority (FTMA) - Authorization is requested to enter into an Asset Purchase Agreement with the Findlay Township Municipal Authority (FTMA). This agreement is for the sale of the landside sewage lift station and associated infrastructure to FTMA as part of the Sewage Service Agreement, Revision #1 that was approved via Administrative Action 382-23 on June 16, 2023. This agreement is necessary for sewage service at Pittsburgh International Airport.
- Action Item No. 305-24 Honeywell International, Inc. - Authorization is requested to approve Change Order #6 to Contract #4190 with Honeywell International, Inc. This change order will increase the contract amount by \$2,549,876.07 from \$9,396,317.73 to \$11,946,193.80. This change is necessary to purchase Fire Alarm System (FAS) and Distributed Antenna System (DAS) equipment for the Terminal Modernization Program (TMP).

Upon motion duly made and seconded, the foregoing Action Items were approved. Ashley Henry-Shook abstained from voting on Action Item 307-24.

Mr. Minnotte reported that one informational item was presented. The Committee did not enter into Executive Session and the meeting was then adjourned.

Mr. Minnotte next called on Ms. Henry-Shook who reported that the Business and Communications Committee met and approved the minutes of the meeting of March 15, 2024. The following Action Items were presented:

- Action Item No. 250-24 Atlantic Aviation - Authorization is requested to execute Amendment #3 to Contract #1952 with Atlantic Aviation at Allegheny County Airport (AGC). This amendment will increase the contract amount by \$56,959.96 annually from \$166,321.75 to \$223,281.71. This change is necessary to update the leased premises to reflect the area utilized by Atlantic Aviation. The term of the lease is through November 30, 2036.
- Action Item No. 300-24 QAI Aviation, Inc. - Authorization is requested to approve Revision Request #2 to Contract #5052 with QAI Aviation, Inc. This Revision Request will extend their lease for three (3) years from May 1, 2024 through April 30, 2027. The total revenue for this extension will be \$275,225.50. This Revision is necessary to continue the term at a flat rental rate for three (3) years as QAI invests in structural repair and maintenance of the hangar.
- Action Item No. 302-24 United States of America and the Commonwealth of Pennsylvania - Authorization is requested to execute Amendment #1 to Contract #5602 with The United States of America and the Commonwealth of Pennsylvania. This amendment will reduce the leasehold area by 4.4447 acres, from approximately 176 acres to 171.56 acres. This amendment is necessary to revise the lease area so that the subject land may be included in the PA Army National Guard leasehold to enable development of a additional maintenance building.
- Action Item No. 301-24 Commonwealth of Pennsylvania State Armory Board - Authorization is requested to execute Amendment #1 to Contract #1658 with the Commonwealth of Pennsylvania State Armory Board. This amendment will increase the lease area by 4.4447 acres from 26.53 acres to 30.9747 acres, and increase annual rent by \$4,455.49 in the first year. The purpose of this amendment is to increase the lease area for development of a Combined Support Maintenance Shop.
- Action Item No. 335-24 CAM Investments, Inc. - Authorization is requested to execute Amendment #2 to Contract #2969 with CAM Investments, Inc. This amendment will extend the contract term for five (5) years through July 31, 2028, and will increase the contract from \$7.31 to \$7.46 per square foot, or \$148,938.90 in Year 1 with 2% annual escalations thereafter. This amendment is necessary to allow CAM Investments to continue their FBO operations in Hangar 25 at the Allegheny County Airport (AGC). There are no other changes to this agreement.



- Action Item No. 334-24 - Authorization is requested to approve Revision Request #11 to Contract #4326 with Virtuo Group Corporation. This Revision Request will increase the contract amount by \$289,977.00 from \$2,782,637.46 to \$3,072,614.46 and will not extend the contract term. This change is necessary to add other budgeted funds to the contract for continued cybersecurity support services through professional evaluation, monitoring and analysis of Information Technology (IT) processes with the key goal to protect ACAA's critical infrastructure against cybersecurity threats.
- Action Item No. 258-24 PA Business In Our Site (BIOS) Program Grant - Board Ratification of the Allegheny County Airport Authority Chief Executive Officer's application for, and if awarded, acceptance of, the following \$4,500,000 PA Business In Our Sites (BIOS) Program: PaBIOS Grant #TBD 40% Share in the amount of \$1,800,000 for the PIT Neighborhood 91, Project #911018; and PaBIOS Loan #TBD 60% Share in the amount of \$2,700,000 for the PIT Neighborhood 91, Project #911018.
- Action Item No. 255-24 - Board Ratification of the Allegheny County Airport Authority Chief Executive Officer's application for, and if awarded, acceptance of the following grant: FY25 Federal Appropriations Request 90% Grant in the estimated amount of \$1,500,000 for the AGC Tunnel Preliminary Replacement Design Project.
- Action Item No. 259-24 FY24 Federal Appropriations Request 100% Grant - Board Ratification of the Allegheny County Airport Authority Chief Executive Officer's application for, and if awarded, acceptance of the following grant: FY24 Federal Appropriations Request 100% Grant in the estimated amount of \$1,000,000 for the Pittsburgh International Airport (PIT) Neighborhood 91 A2 Solar Array and Battery Energy Storage Unit.
- Action Item No. 260-24 ACAACF 100% Grant - Board Ratification of the Allegheny County Airport Authority Chief Executive Officer's application for, and if awarded, acceptance of the following grant: Allegheny County Airport Authority Charitable Foundation (ACAACF) 100% Grant in the amount of \$30,000 for the ACAA PIT2Work.
- Action Item No. 257-24 ACAACF 100% Grant - Board Ratification of the Allegheny County Airport Authority Chief Executive Officer's application for, and acceptance of the following grant: Allegheny County Airport Authority Charitable Foundation (ACAACF) 100% Grant in the amount of \$69,930 for the ACAA PIT2Work.
- Action Item No. 256-24 2023-2026 PaDCED EDCDI 100% Grant - Board Ratification of the Allegheny County Airport Authority Chief Executive Officer's application for, and acceptance of, the following grant: 2023 - 2026 PaDCED EDCDI 100% Grant #C000088307 in the amount of \$2,000,000 in support of Air Service Development initiatives.

Upon motion duly made and seconded, the foregoing Action Items were approved.

Ms. Henry-Shook reported that there were two informational items presented. Ms. Henry-Shook reported that the Committee did not enter into Executive Session and the meeting was then adjourned.

Mr. Minnotte next called on Ms. Rea who reported that the Finance and Administration Committee met and approved the March 15, 2024 meeting minutes. The following Action Item was presented:

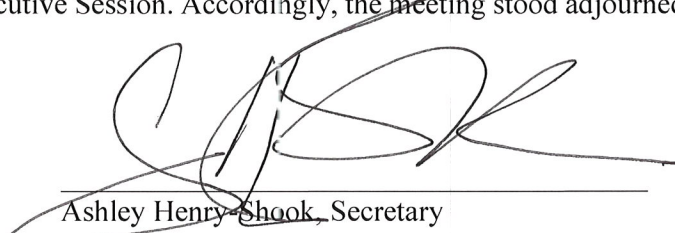
- Action Item No. No.249-24 LeighFisher, Inc. - Authorization is requested to approve Revision Request #3 to Contract #4283 with LeighFisher, Inc. This Revision Request will increase the contract amount by \$210,000.00 from \$562,360.00 to \$772,360.00, and will extend the contract term through March 31, 2025. This extension is necessary to prepare the Report of the Airport Consultant for the proposed 2024 Airport Revenue Bonds for the Terminal Modernization Program (TMP).

Ms. Rea reported that there were two informational items presented. The Committee did not enter into Executive Session and the meeting was then adjourned.

Ms. Christina Cassotis presented the March 2024 PIT air service dashboard. She noted that the industry had a different view of Pittsburgh than it did ten years ago. She mentioned several articles which spoke of USAir closing its hub at PIT and the lackluster financial revenue of Delta's nonstop to Paris. Now Pittsburgh has had a renaissance and its airport resonates with airlines looking to add service. PIT is one of only 11 airports in the entire country to have scheduled service on Allegiant, Breeze, Frontier, Spirit, and Sun Country. PIT has (or will have with recent announcements) a nonstop, ultra-low-cost carrier option to 13 of its top 15 airports ranked by passenger demand. Spirit will be celebrating its seventh anniversary at PIT by adding nonstop service to Houston-Intercontinental, adding to recent announcements including Boston. Daily flights to both Houston and Boston start June 5<sup>th</sup>; Spirit will now serve 12 destinations from PIT and Spirit will also launch daily flights to New York-LaGuardia starting May 8. In addition to gains in ULCCs and domestic carriers, international service has grown exponentially. Airlines are expanding and preparing to launch new routes from PIT in the upcoming months. Driven by strong spring break demand, March 2024 passenger traffic exceeded March 2023 by 10%. Passengers in the month of March 2024 totaled 830,100, an 10% increase when compared to March 2023, which had 754,900 total passengers. March 2024 showed a 99.1% recovery rate when compared to March 2019 which saw 837,600 total passengers. Compared to March 2019, scheduled seats at PIT have exceeded pre-pandemic levels by 2.5%. March 2024's 1,029,700 scheduled seats was an increase of 6% when compared to March 2023's 971,300 scheduled seats, showing a 102.5% recovery rate as compared to March 2019's 1,004,700 scheduled seats. Year-to-date traffic increased with passenger traffic at 99% of pre-pandemic levels. Total year-to-date passengers for March 2024 was 2,107,400 which is a 8.1% increase over year-to-date for March 2023 which had 1,950,400 passengers and is a 99% recovery over year-to-date March 2019 which saw 2,128,300 passengers. In March, Spirit advanced to become the fourth largest carrier at PIT, while Southwest retained its position as the market share leader. The four airlines with the highest percentage of passengers were: Southwest at 28.1%, American Airlines at 21.9%, Delta at 14.8%, and Spirit at 12.7%.

United, Allegiant and jetBlue combined for 18.5%. With announcements by several airlines, PIT now has nonstop service to 61 destinations with 151 peak-day departures. British Airways is on track to surpass ten million pounds of air cargo volume since service began at PIT. 2024 cargo volumes decreased by over 4% compared to 2023 as global cargo demand experienced fluctuations. Despite FedEx, UPS, and Amazon maintaining the lion's share of cargo at PIT, British Airways has notably increased its cargo volume. Ms. Cassotis then reported on the AGC business dashboard. Air traffic at AGC has been increasing every year with Q1 2024 traffic 10% above Q1 2019. Q1 2024 air traffic saw a slight decrease when compared to Q1 2023. Air traffic is still the second-highest first quarter total in the past decade even with a decrease in flight activity year-over-year.

Mr. Minnotte then addressed new business, stating that the May Board meeting has been rescheduled to May 24, 2024. He also announced that Jeff Imriael, SVP Legal Affairs & General Counsel, will be leaving ACAA effective May 2, 2024. She thanked him for his service and praised his role in building out an in-house legal department. Mr. Minnotte stated there was no public comment and no need for an Executive Session. Accordingly, the meeting stood adjourned.



Ashley Henry Shook, Secretary