

# **SALT LAKE CITY DEPARTMENT OF AIRPORTS MINUTES OF ADVISORY BOARD MEETING**

April 17, 2019

Members Present: Cyndy Miller, Chair  
Roger Boyer  
Theresa Foxley  
J.T. Martin  
Karen Mayne  
Larry Pinnock  
Steve Price  
Wade Bitner

Via Telephone: Arlyn Bradshaw

Absent: J.T. Martin  
Jim Riding

Mayor's Office: Mayor Biskupski

City Council Office: Russ Weeks

Department of Airports: Bill Wyatt, Executive Director  
Tina Nee, Executive Assistant to the Director  
John Buckner, Director of Commercial Properties  
Brian Butler, Interim Director of Finance  
Ed Cherry, Chief Information Officer  
Ed Clayson, Director of Maintenance  
Kristen Elder, Management Analyst  
Pete Higgins, Director of Operations  
Brady Fredrickson, Director of Planning & Environmental  
Marco Kunz, Attorney  
Kevin Robins, Director of Engineering  
Nancy Volmer, Director of Public Relations  
Mike Williams, ARP Program Director

Other: Mark Lewis, TSA  
Steve Domino, R, S & H  
Marc Warren, Skydive Utah  
Mike Chapman, Skydive Utah  
Dirk Burton, West Jordan City  
Jeremy McAlister, T-O Engineers

Cyndy Miller called the meeting to order at 8:03 a.m.

## AGENDA

### A. Minutes

The motion was made by Larry Pinnock and seconded by Steve Price to approve the minutes of March 20, 2019 as presented. All votes were affirmative; motion passed.

### B. Director's Report

Bill Wyatt, Executive Director, updated the Airport Advisory Board regarding current events.

- Mr. Wyatt attended the world's largest airport terminal in conference in London. It is exceptional largely because of the accompanying tradeshow. This was timely because SLCIA is accepting responsibility for all of the security check point equipment. While TSA is obligated by law to obtain this equipment, Congress has not appropriated the sufficient resources to do so. Kudos to Mark Lewis Federal Security Director here for the TSA who has been incredibly helpful in providing information about various vendors, which technology has been approved, etc. The leadership team is headed to LAS next week to observe their process. It is important the best decision is made here because this is arguably the most important part of the customer/ passenger experience when they enter the airport.
- Mr. Wyatt made introductory remarks regarding the presentation today on the master plan. The last master plan, performed in 1996, resulted in the development of the project under production currently. The plan is consequential. The team needs to look 40, 50, 50 years down the road which could be troubling to some constituents trying to develop properties in the area. Economy in this region is driving more travel and the airlines are accommodating that by going to larger aircraft.
- The Board should consider a tour of the ARP late spring/ early June as changes are extraordinary.
- Mike Williams is leading tours. It is important for airport examples to tour the ARP as they are the ones responsible for the care and feeding of the new terminal. Delta is providing tours for their own people on a regular basis.
- Next Tuesday the airport budget will go before the City Council. It was presented to Mayor Biskupski and her team yesterday. No problems are anticipated.
- Mr. Wyatt introduced his new executive assistant Tina Nee and gave a thank you to Kristen Elder for covering her role during the transition.

There weren't any questions for Mr. Wyatt.

### C. Airport Redevelopment Program (ARP) Update – Mike Williams, ARP Director, SLCDA

Mike Williams, Airport Redevelopment Program (ARP) Director, presented an update on the ARP (presentation on file). Main points included were:

- Safety and Schedule Stats

- CGMP #4 – Landside and Airside enabling status
- CGMP #5 – Terminal/South Concourse West/Gateway status
- CGMP #6 – Roadways/Parking Garage/Central Utility Plant status
- CGMP #7 – Baggage Handling System status
- CGMP #9 – Apron Paving – Taxilane 20/21
- CGMP #9A – SCW Apron Paving and Hydrant Fueling status
- CGMP #15 – NCP Phase 1 enabling
- CGMP #16 – NCP Phase 1
- CGMP #17 – NCP Baggage Handling System Phases 1 & 2 status
- CGMP #18 – NCP Apron Paving/ Hydrant Fueling
- Project statistics
- Near term schedule
- Job progress photos

Wade Bitner arrived at 8:14 a.m.

Mr. Boyer asked if a one sentence explanation could be provided for each of the scope adjustments. Mr. Williams indicated a budget refresh is being prepared to explain each item in detail. In summary, most of these adjustments are all driven by the growth that is being experienced at SLCIA. Some are requests from airlines directly, i.e. the 9,000 sqft expansion of the Delta Skyclub and the hard roof placement on the Skydeck. Mr. Wyatt reminded the group the bulk of the planning for this project occurred in 2010 – 2012. There was a commercial aviation recession leading up to this time. The future looked very different than it does today, so the project had to adapt to the demand for more service that's been projected.

Ms. Foxley asked how this was made up for on the revenue side. Mr. Wyatt responded it depends on the enhancements. While the airport will see an increase in passenger facility fees, concession, rental car, parking, food and beverage and so on, growth drives the increase. If there is an increase in flights, there will be more landing fees. Mr. Williams indicated Delta leadership was involved in every decision that was made and in addition, each line item will be explained in detail during the budget refresh.

Mayor Biskupski asked how wide the new moving walkways will be. Mr. Williams answered 54". They are a bit wider than you are used to. This is to accommodate two passengers, and their items side by side. Mr. Wyatt went on to explain the increase in the width of the walkways is to replace the need of cart like vehicles.

The Board discussed accommodations for the disabled. The new airport will be fully ADA accessible. Mayor Biskupski's ADA Commission is very grateful for the implementation of wayfinding mobile technology; an application to assist the visually impaired. The Commission has voiced concerns about navigating around the new airport. Wheelchair accessibility is not recommended on moving walk-ways due to safety concerns. Mr. Wyatt indicated that there are third parties who assist those individuals requiring wheelchairs but will have his team will do some research and investigate it.

Mr. Pinnock wondered how our new moving walkways compare to those at DIA. Mr. Robins said he thought DIA's were 48" while our existing moving walkways are 36".

Mr. Wyatt gave a brief introduction of Steve Domino. Mr. Domino is the lead contractor for the master plan preparation. Mr. Wyatt reminded the board today's construction project is a direct result of the master plan completed in 1996,

#### **D. Master Plan Update – Steve Domino, Senior Northwest Mountain Region Aviation Planner, RS&H**

Steve Domino, Senior Aviation Planner presented the Airport's progress on the Master Plan (presentation on file). Main points included were:

- Definition of a Master Plan
- Goals
- Work Products
- Process
- 3-Day Visioning Session
- Visioning Session Topics
- Airport System General Aviation Strategic Vision
- SLCIA's Revised Role
- SVA's Revised Role
- TVA's Revised Role
- GA Scenario Forecasting Inputs
- Based Aircraft Forecast Comparison
- 2018 Calendar Year Operations Growth
- Updated GA Operations Forecast Comparisons
- Airport Service Area
- Origination & Destination vs. Connecting
- Air Carrier Shares
- Operations Forecast Comparisons
- Enplanement Forecast Comparisons
- International Enplanement Forecast Comparisons
- Air Cargo Forecast Comparisons
- Next Steps – Planning Activity Levels
- Master Plan Next Steps

Ms. Miller inquired as to the inclusion of a Part 150 Study. Part 150 analyzes noise impacts for the surrounding community and mitigation measure to offset. SLCIA has not had any significant problems with noise, but due to growth it could become an issue. Mr. Domino explained that while this master plan does not include a Part 150 study, it does evaluate noise.

Ms. Foxley asked is the master plan's mission statement was broad enough to encompass aviation manufacturing at TVY. Mr. Domino said the master plan will recommend acquiring more land around the airport, but the only limitation is the land is used for aviation related activities.

Senator Mayne inquired about emergency diversion possibilities. Mr. Wyatt explained while we can only control the airports we own, we have very strong relationships with the other airports in the area however it is up to the operator to decide where to divert.

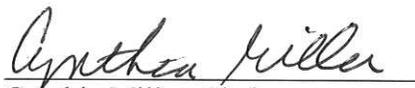
Mr. Pinnock asked if the projections assume no changes in the facilities; this is where the airport is headed on its current path. Mr. Domino answered yes, this forecast is based on the future changes anticipated.

Senator Mayne left at 9:09 a.m.

Ms. Miller made an announcement regarding a found key by the board room door.

Ms. Miller adjourned the meeting at 9:12 a.m.

The next Board meeting will be held on May 15, 2019.

  
Cynthia Miller, Chair

  
Date

  
Jacqueline M. Biskupski, Mayor

  
Date