**SALT LAKE CITY DEPARTMENT OF AIRPORTS**

**MINUTES OF ADVISORY BOARD MEETING**

15 June 2016

Members Present: Igor Best-Devereux - Chair

Robert Bergman

Natalie Gochnour

J.T. Martin

Cynthia Miller

Larry Pinnock

Excused: Mickey Gallivan

Senator Karen Mayne

Mayor’s Office: Patrick Leary

Department of Airports: Maureen Riley, Executive Director

John Buckner, Director of Administration & Commercial Services

Ed Cherry, Chief Information Officer LuJean Christensen, Management Support Coordinator

Eddie Clayson, Director of Maintenance

Pete Higgins, Director of Operations

Tad Kaczor, TRP Deputy Program Director

Marco Kunz, Attorney

Allen McCandless, Director of Planning

Kevin Robins, Director of Engineering

Ryan Tesch, Director of Finance

Craig Vargo, Police Chief

Mike Williams, TRP Program Director

Chair Igor Best-Devereux called the meeting to order at 8:00 a.m.

AGENDA

1. **Minutes**

The motion was made by Robert Bergman and seconded by Larry Pinnock to approve the minutes of May 25, 2016 as presented. All votes were affirmative; motion passed.

1. **Director’s Report**

Maureen Riley, Executive Director, updated the Airport Advisory Board regarding current events.

* Riley gave an update on the status of the fixed based operator (FBO) at South Valley Regional Airport (SVR) and the Request for Proposals (RFP) that will be issued for FBO services at SVR. We are currently working with the Mayor’s office on terms for hangar rents and terms surrounding the amount of investment. The Operations Division has been performing the FBO services in the interim until a new RFP and successful candidate could be selected.
* Riley updated the Board on the checkpoint queues. The Airport Operations staff and airline partners have committed some of their employees to assist the TSA during peak periods to help alleviate meltdowns in the checkpoint queues.
* Riley informed the Board that the City Council approved the FY2017 Budget last night.
* Riley reminded the Board that the August meeting would consist of a tour of the TRP construction site on August 3.

Larry Pinnock complimented the Airport on the press reports that Salt Lake City is one of the easiest airports to get through screening. Riley responded that the TSA has been working collaboratively with the Department of Airports to find solutions to problems. Ron Malin, Federal Security Director, started out as an Operations employee at this airport. He knows the airport, operations and the people. The relationships go a long way to finding solutions to problems.

J.T. Martin wondered what type of help the airport employees give to the TSA at the checkpoints. Riley answered that they answer questions, help with way finding and information, prepare people to go through the checkpoint, intervene with lost and founds items and help people who have missed their flights.

J.T. Martin inquired as to what was the main reason that has created the congestion for the TSA at checkpoints. Riley responded that one cause was the lower price of fuel resulted in airlines adding more flights; more people were flying resulting in an increase in passenger activity. The number of TSA officials and agents stayed the same. Congress recently responded and loosened up on overtime.

J.T. Martin inquired if TSA agents were treated disrespectfully and if there was anything the Board members could do to help alleviate this type of behavior. Riley answered reaching out to the community to notify them that the TSA will be enforcing the restrictions on the number of carryon per person allowed. Best-Devereux inquired if additional signage could be placed near the entrance to notify passengers. Riley responded that the Airport would look at additional signage and the option of incorporating messages into the overhead videos.

1. **Terminal Redevelopment Program Update**

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

* Excavation of the underground fuel tanks is complete.
* Clean-up of contaminated soil is underway at several of the existing rental car sites.
* The partial demolition of Concourse E holdroom area is completed and construction is underway on the new exterior wall.
* Central utility plant site is under construction.
* Stone columns and utility work for the South Concourse West are underway.
* The Design Package 4 & 8 - Terminal/Gateway/South Concourse West bids received and analysis is underway.
* Package 6 - Baggage Handling System bids have been received and analysis is underway.

1. **Terminal Redevelopment Program Design Overview**

Mike Williams, TRP Director, and Tad Kaczor, TRP Deputy Program Director, presented an update on the terminal design for the TRP (presentation on file). Main points included were:

* Goals and expectations of the TRP.
* Gateway Check-in area.
* Terminal Level 2 consisting of the plaza, concessions, TSA screening, TSA offices, bag claim and meeter-greeter area.
* Terminal Level 3 consisting of SLCDA offices, ticketing, conference center, airline club and airline offices.
* Terminal Level 1 consisting of international meter/greeter, ground transportation, employee screening and Customs and Border Protection area.
* Master Plan full build.
* Overall terminal, concourse and gateway plan.

Discussion ensued regarding the current location of the UTA platform, the future location in the TRP, project funding and the strategy moving forward. Riley reminded the Board that there is a State law that prohibits using Airport revenue for rail projects. Best-Devereux stated that there is $2 billion project critical to the overall economic development of the State of Utah and this is one dysfunctional part that needs to be addressed quickly.

Martin wondered if in the TRP plans there was access to a secure outdoor deck for public use. Riley stated that in the current plans it had not been contemplated but there might be an opportunity for a common club area in the North Concourse.

Cynthia Miller questioned how the Airport was going to preserve and relocate the current art into the new terminal. Riley answered currently we are going through a lengthy process and have engaged an art consultant to evaluate the art collection. We will preserve and relocate the pieces we can. An example is the large stained glass piece, currently located in the International Terminal, will be relocated to the new Gateway building. There will be a museum gallery with space for rotating art displays located in the new meter/greeter area.

Martin inquired if there would be future public art commissions. Riley stated she would be meeting with Karen Krieger, Executive Director of the Salt Lake City Art Council, to discuss future public art competitions.

The next Board meeting will be held the 3 August 2016.

Igor Best-Devereux adjourned the meeting at 9:32 a.m.

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Igor Best-Devereux, Chair Date

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Jacqueline M. Biskupski, Mayor Date