SALT LAKE CITY DEPARTMENT OF AIRPORTS
MINUTES OF ADVISORY BOARD MEETING

18 September 2013

Members Present:	Wayne Holland (Chair)
	Natalie Gochnour (Vice-Chair)
	Igor Best-Devereux
	Mickey Gallivan
	David Ibarra
	J.T. Martin
	Russ Pack
	Mike Zuhl
Mayor's Office:	David Everitt
City Council:	Russell Weeks
Excused:	Carlton Christensen
Department of Airports:	Maureen Riley, Executive Director
	LuJean Christensen, Management Support Coord.
	Kristen Elder, Support Staff
	Marco Kunz, Attorney, SLCDA
	Pete Higgins, Director of Maintenance
	Allen McCandless, Director of Planning
	Barbara Gann, Director of Public Relations/Marketing
	John Buckner, Director Admin & Commercial Services
	Ed Cherry, Chief Information Officer
	Janine Christiansen, Director of Finance
	Kevin Robins, Director of Engineering
	Randy Berg, Director of Operations
	Al Stuart, Operations
	Steve Marlovits, Chief of Airport Police

Chair Wayne Holland called the meeting to order at 8:00 a.m.

AGENDA

A.   Minutes

The motion was made by Russ Pack and seconded by Chair Wayne Holland to approve the minutes of the 26 June, 2013 meeting, as presented. All votes were affirmative; motion passed.

B.   Director's Report

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

- Salt Lake City Airport for the month of August was the number one on-time airport in North America, a distinction that Salt Lake City frequently receives. For the month of August, 87.3% of the departures were on time. In answer to Mike Zuhl's question regarding what attributes to our success, Riley stated that the nature of the hub is a factor. Also, lack of competition for air space is a factor, and weather related issues are down during the summer months, which contributes to our success.

- Passenger activity is on the rise for the second quarter of this year, with a 1.9% increase in enplaned passengers. Salt Lake City for that period was the 11th fastest growing airport in the United States. Of the four Delta hubs, which Salt Lake City is the smallest, only Minneapolis grew at a faster rate with a 2.2% increase. Salt Lake City is held back by the lack of empty seats because of a high load factor.

- The TRP Public Outreach program has concluded. Comments from the terminal surveys totaled over 2,500 and another 1,000 were received from the website. In answer to J.T. Martin's inquiry regarding procedures in obtaining customer feedback and a recent experience in the terminal, Barbara Gann will research the event. In answer to Mickey Gallivan's question regarding the terminal surveys, Riley responded that the comments received were not surprising but validated themes already incorporated into the program. A common theme was technology and WIFI, followed by bringing the Utah landscape into the airport. In response to Chair Holland's inquiry about recharging facilities, Riley responded that many airports are working with older facilities trying to incorporate solutions for technology. Airlines have tried to make inroads by providing additional recharging areas in the hold rooms. David Everitt noted that Newark had booth seating with plug in access in the gate area and vendors offer chairs with USB and 120V outlets incorporated into them.

C.   **Air Traffic Control System Basics – Jill Story and Ken Whitaker**

Ken Whitaker, Federal Aviation Administration (FAA) Support Manager, presented an overview of air traffic control (presentation on file) including the following points:
- Types of facilities that include Air Traffic Control Towers (ATCT), Terminal Radar Approach Controls (TRACONs), and Air Route Traffic Control Centers (ARTCCs).
- Controller positions and responsibilities.
- Salt Lake City airspace and flows.
- Technological advanced equipment located at Salt Lake City.
- Unique challenges for Salt Lake City air traffic.

In response to Gochnour's inquiry, Whitaker stated that area hospital air traffic, including helicopters, do communicate with the FAA tower.

David Everett asked about changes in downwind and if it affects all airports along the mountain corridor at once. Whitaker responded that the wind could change at one airport and not another, complicating air traffic.

Martin inquired if an airplane needed to be equipped with a responder to have the Airport Surface Detection Equipment (ASDE) work. Whitaker's response was that the airspace at Salt Lake City was classified as Class B, requiring all airplanes to communicate with controllers. Jill Story, FAA Air Traffic Manager, referred to the antenna located on top of the tower and that it will pick up any moving target. The eleven antennae located around the Airport ping the aircraft and read the transponder code. That reading is what identifies the aircraft; however, moving vehicles will show up, but have no tag.

Natalie Gochnour was curious about the new enhanced services at surrounding airports and the effect on the level of safety. Whitaker stated that from an air traffic perspective, it is absolutely safe. Surrounding airports are under the same scrutiny and go by the same FAA rules.

In response to Best-Devereux's inquiry about sequestration and what impact this has had, Story responded that it has impacted them. Currently, the FAA ATC is under a hiring freeze, but they are able to hire inside the agency and recently have filled six open positions.

D. Public Meetings Training – Marco Kunz, Attorney, Salt Lake City Department of Airports (SLCDA)

Marco Kunz presented the annual Utah Open and Public Meetings Training that is required (presentation on file). The following points were emphasized:

- Many situations are fact specific. If issues arise, please contact Kunz or someone at the City Attorney's office for specific advice.
- All communications – emails, letters, etc. – are subject to GRAMA requests.
- GRAMA is all inclusive and extensive.
- Disclosure statements should have been signed by all Board members and filed with their applications.

The next Board meeting will be held 16 October 2013.

Chair Holland closed the meeting at 8:55 a.m.

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Wayne Holland, Chair   Date

_____   _____
Ralph Becker, Mayor   Date

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