

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

18 November 2015

Members Present: Mickey Gallivan – Chair  
Igor Best-Devereux  
J.T. Martin  
Mike Zuhl

Excused: Christine Botosan  
David Ibarra  
Natalie Gochnour  
Wayne Holland  
Larry Pinnock

Mayor's Office: David Everitt

Department of Airports: Maureen Riley, Executive Director  
John Buckner, Director of Administration & Commercial Services  
Brian Butler, General Ledger/Financial Reports Manager  
Ed Cherry, Chief Information Officer  
LuJean Christensen, Management Support Coordinator  
Pete Higgins, Director of Maintenance  
Marco Kunz, Attorney  
Allen McCandless, Director of Planning  
Kevin Robins, Director of Engineering  
Bianca Shreeve, Public Relations Manager  
Ryan Tesch, Director of Finance  
Craig Vargo, Police Chief  
Nancy Volmer, Director of Public Relations  
Mike Williams, TRP Program Director

Chair Mickey Gallivan called the meeting to order at 8:03 a.m. Gallivan stated that one of the principle actions of the day is nominating a new chair and vice chair for next year, however, that agenda item will be put on hold until a quorum can be assembled.

## **AGENDA**

### **A. Director's Report**

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

- Riley informed the Board that an A380 originating from LAX on route to Paris was diverted to Salt Lake City on November 17. The flight was diverted after a bomb threat was received. The flight landed heavy due to the fact it was loaded with fuel. There were approximately 500 people on board, we don't have a gate that can handle a category 6 aircraft. The procedure is that it is remotely parked and passengers come down on spare air stairs and we bus them into the terminal. The passengers are interviewed by the FBI, plane was searched, used bomb dogs, and departed around midnight. Well orchestrated our emergency operations center was put into action so there are very well defined plans at an airport for situations like this.
- Riley announced that Mayor-Elect Biskupski will be inaugurated in January. There will be a transition team that will be assembled. There will be a period of familiarization and it's likely that Department Heads will be interviewed. There might be a rehiring process but will keep you posted as we get information. Everitt at this point the only contact our office has had around transition is to establish some physical space in the City & County Building for them on the 4<sup>th</sup> floor. Will be providing tech support, laptops, and copiers. I guess they will start diving into the positions that are appointed positions and evaluating what the process will be for either retaining or not retaining people moving forward.
- Riley wanted to give a shout out to Randy Berg, Director of Operations, has accepted a new position as Director of Aviation at Boeing Field in Seattle. Randy thank you for all the efforts you have put into making the Airport what it is today. Wish you well in your new position and thank you for all that you do.

Igor Best-Devereux inquired if the air stairs used for 767 can be used to reach the A380, Riley responded that they will reach the lower level.

Riley questioned how long the transition took place when Mayor Becker took office, Everett responded that it was up to the last week before he took office decisions were still being made. The inauguration is January 4<sup>th</sup> and that is when the change will be official.

## **B. Terminal Redevelopment Program Update**

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

- QTA with ongoing work on the elevated deck barrier walls, ramp barrier walls, deck traffic coating at pour back strips, loop roadway, HVAC and ventilation ductwork, elevator installation, stairs, carwashes, vacuum system, and compressed air systems.
- RSS "A", "B" and "C" sites with ongoing MEP rough-in, restroom rough-in, taping and finishing sheetrock, painting, fencing and site lighting.
- Photos showing beneath the QTA deck including the administration build-out, first paint on the walls and frames, ceiling grid, west side stacking area, carwash equipment installation and the electrical room switch gear wire pull.
- Current and near term phasing of the East Lift Station.

Gallivan wondered what a lift station was, Williams answered that a lift station is a facility designed to move sewage from lower to higher elevation, particularly where the elevation of the source is not sufficient for gravity flow.

Mike Zuhl inquired on when the QTA would be operational, Williams stated that the target is to have it operational in early March.

J.T. Martin inquired when you had to make the road cuts for utilities did you every have to go under the UTA rail lines, Williams answered no.

**C. Year-End Audit**

Ryan Tesch, Director of Finance, gave a year-end financial presentation to the Board (presentation on file) which covered financial and operational highlights, budget comparisons, airline use agreement rates and charges, concession revenues, and capital projects and equipment. Tesch introduced Ross Youngberg and Trent Bateman, Eide Bailly LLP, and explained to the Board that the auditors looked at systems of internal controls and found no issues with the control structure.

Bateman explained that the annual report included information on GASB 68, which is a governmental

**D. Preview of the New SLCDA Website**

Bianca Shreeve, Public Relations and Media Manager, presented a preview of the Salt lake City Airports new website.

The next Board meeting will be held the 16 January 2016.

Igor Best-Devereux closed the meeting at 10:02 a.m.

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Mickey Gallivan, Chair

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Date

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Jackie Biskupski, Mayor

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Date