

SALT LAKE CITY DEPARTMENT OF AIRPORTS MINUTES OF ADVISORY BOARD MEETING

18 March 2015

Members Present: Igor Best-Devereux – Chair
Christine Botosan
David Ibarra
J.T. Martin
Larry Pinnock
Mike Zuhl

City Council: James Rogers

Department of Airports: Maureen Riley, Executive Director
Randy Berg, Director of Operations
John Buckner, Director of Administration & Commercial Services
LuJean Christensen, Management Support Coordinator
Carol Dean, Financial Reporting Manager
Barbara Gann, Director of Public Relations
Pete Higgins, Director of Maintenance
Marco Kunz, Attorney
Dave Korzep, Operations
Steve Marlovits, Police Chief
Allen McCandless, Director of Planning
Kevin Robins, Director of Engineering
Mike Williams, TRP Program Director

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

AGENDA

A. Minutes

The motion was made by Larry Pinnock and seconded by Christine Botosan to approve the minutes of February 18, 2015 as presented. All votes were affirmative; motion passed.

B. Director's Report

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

- Riley gave a brief update on snow totals for the year. The Airport has received to date 9.6 inches of snow compared to the average snow fall of 65 inches per year.
- Riley gave a brief Terminal Redevelopment Program (TRP) update. Construction has been underway for 238 days without a loss time incident. The rental car facility is

underway and is currently focusing on the construction of the under slab utilities. Planning for the utility connections to the terminal has become complex because of unforeseen conditions underground. The TRP is about 60% of the way through the design phase. A review process involving the architect, construction manager, program management team and the Airport staff is underway. Approximately 4,300 drawings and several thousand pages of specifications are being reviewed.

- The budget presentation will be given today to the Board. A recommendation will be needed from the Board to take the proposed budget to the Mayor. After meeting with the Mayor on March 31, the budget will be presented to the City Council in May. The City Council will adopt the entire City budget in a single motion in late June.
- Riley introduced Marco Kunz, City Attorney, who presented a Taxi Ground Transportation update focusing on the impact of Senate Bill 294. Kunz informed the Board that Senate Bill 294, titled Transportation Network Companies Amendments, amended four existing State laws. The Bill put the Transportation Network Company Registration Act under the jurisdiction of the Consumer Protection Division. The Bill supersedes City regulation of transportation network companies (TNC), transportation network drivers and transportation network services. Therefore, the City will not regulate the following: registration, licensing, vehicle inspection, driver qualifications, background checks, training, driving records of drivers, vehicles and equipment used in the emission standards, drug and alcohol policy, wheelchair accessibility, fares and payment, and insurance for transportation network companies. The Bill does not supersede regulation regarding a TNC driver who provides TNC services at an airport. TNC drivers who operate at the Airport will be required to have an Airport issued badge.

Larry Pinnock inquired if the complex planning for the utility connections on the TRP was because of old abandoned wiring and piping. Mike Williams answered that the wiring and piping is not abandoned and has to be relocated, because it runs in the footprint of where the new facilities will be constructed.

Botosan questioned how the Airport insures that drivers go through the Airport badging process to use commercial lanes. Kunz replied through ongoing enforcement.

J.T. Martin inquired if comparisons to other TNC state regulations throughout the country had been done. Kunz responded that they had and the most relevant TNC law is at the San Francisco Airport.

James Rogers commented that the City Council will need to look at new ordinances to be put in place to accommodate the new State legislation that was passed.

C. Ground Transportation Update

Dave Korzep, Airport Operations Superintendent, updated the Board on ground transportation (presentation on file).

The presentation points included:

- Existing ground transportation and taxi staging and starter areas.
- Ground transportation overflow area.

- The signage posted at starter booths notifying customers that ground transportation rates and fares are not regulated by Salt Lake City.
- Information cards available for customers at the Information Desks and the starter booths.
- The information desks staff provide Airport information and translation services.
- The Ground transportation starters coordinate passengers and ground transportation.

Mike Zuhl asked if the Airport could post signs indicating what a typical fare downtown would be. Riley replied that the legal recommendation was to not try and provide any fare estimates, because the fare is unregulated.

Pinnock inquired if passengers would be able to ask the individuals staffing the starter areas for a range of fares. Korzep replied that the individuals staffing the area will not recommend typical fare amounts.

Best-Devereux questioned if the signage posted at starter booths could provide other international languages. Riley responded that the Airport does not have any other language signs throughout the Airport. The Airport does offer a language line for translation purposes. The language line interprets from English into more than 200 languages.

D. Airport Budget for FY2016

Carol Dean, Financial Reporting Manager, gave a presentation on proposed FY2016 Budget to the Board (presentation and budget proposal on file). Main points included were:

- Budget goals and objectives
- Operating statement forecast
- Operating revenues
- Comparison of airline revenues
- Concession revenues
- Concierge parking plan
- Operating expenses including salaries and benefits
- CIP program and new projects
- Terminal Redevelopment Program budget

David Ibarra questioned what the percentage of increase to concession revenue was after the new concession program was completed and what year it was completed in. Buckner answered that the concession program was started in 2011 and completed in the fall of 2012. The revenues to the Airport are up about 30 percent and sales are up 40 to 45 percent.

Martin wondered if on advertising an analysis per square foot to other airports had been done. Buckner replied that the Airport historically had a conservative approach with advertising. On a square foot basis it is a challenge to compare one airport with the next. Riley stated that the single constraint was limited space.

Discussion ensued on the concierge parking plan and increasing parking rates to help alleviate congestion in the parking garage.

Pinnock inquired if over the years the salaried and benefits percentage had remained constant. Riley replied that in municipal government the salaries and benefits often constitute half of the operating costs.

The motion was made by Christine Botosan and seconded by Larry Pinnock to approve the budget as presented, and approved the budget be forwarded to the Mayor for his subsequent approval. All votes were affirmative; motion carried.

The next Board meeting will be held the 15 April 2015.

Board Chair, Igor Best-Devereux, closed the meeting at 9:16 a.m.

Mickey Gallivan, Chair

Date

Ralph Becker, Mayor

Date