

SALT LAKE CITY DEPARTMENT OF AIRPORTS
MINUTES OF ADVISORY BOARD MEETING

17 April 2013

Members Present: Wayne Holland
Natalie Gochmour (Vice-Chair)
Igor Best-Devereux
Mickey Gallivan
David Ibarra
Russ Pack
Mike Zuhl

City Council: Carlton Christensen

Department of Airports: Maureen Riley, Executive Director
Deborah Loertscher, Management Support Coord.
Wendy Maurer, Support Staff

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

AGENDA

A. Minutes

The motion was made by Russ Pack and seconded by Igor Best- Devereux to approve the minutes of 17 March 2013 as presented. All votes were affirmative; motion passed.

B. Director's Report – Maureen Riley

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

During the first 9 months of the fiscal year, Riley reported that the Airport is in a very positive financial position, with a \$5 million surplus. Increased use of car rentals and concessions have contributed to the current encouraging financial status.

A recent article citing airport benchmarking reported that planes have not been this full since 1945. Delta carried the most overall passengers, Southwest the most domestic, United the most international, and here, in Salt Lake City, Jet Blue is carrying a 97% passenger load.

Riley provided an update of the Terminal Redevelopment Plan (TRP). Michael Williams, of Making Projects Work, Inc., will be the Program Manager; he will be on board full time as of 1 July 2013. Hellmuth, Obata & Kassabaum (HOK) will continue in its role as lead architect. It plans to retain about 50% of the project design work, with an estimated 30% handled by local firms and 20% by specialty firms. Michael Brimley with Peel Brimley, LLP will serve as specialized construction legal counsel for the 8-10 year project. CIPAce software will be

installed to specifically monitor project expenses and other financial aspects of the project. Thom Lang, Delta Airlines Inc., will be relocating to Salt Lake City to be the liaison for the project with the Airport Airline Affairs Committee. Airport staff will launch a PR campaign on 1 July 2013, which Barbara Gann would present in today's meeting.

Carlton Christensen asked if the project financial system would interface with the City's financial system and this was confirmed.

Chair Holland inquired if any of the major contracts had been awarded, and Riley responded that no, not yet. He also asked if the TRP presentation on public engagement would include Board involvement, which was confirmed by Riley.

C. Terminal Redevelopment Program Public Engagement Campaign – Barbara Gann

Barbara Gann, Director of Public Relations and Marketing, gave an overview of the Terminal Redevelopment Program public engagement campaign. Gann stated that Wilkinson & Ferrari, a local strategic communications firm, has been engaged to collaborate on the campaign. She illustrated the progress to date and gave an overview of the next phase of the communications plan.

Gann indicated that an advertising campaign with multiple components will be launched on May 1, 2013. Audiences will be directed to web site *myairportslc.com* to respond to a set of questions or provide comments. This web site will enhance the activity on the current site, which has received public feedback for the last 18 months.

Gann announced that the Airport will sponsor a booth at the Utah Tourism Conference in mid-May to get input from tourism industry professionals and that HOK, project architect, will sponsor an outreach event the first of May involving the local architectural and engineering community.

Gann highlighted the upcoming opportunity for visioning sessions with Airport Advisory Board and City Council members. She indicated that plans also include events with Board member invited guests and asked them to plan on interacting with those within their circles of influence as well. She said that there will be "pop-up" public engagement activity in the Airport, public meetings and design workshops with invited stakeholders.

She also noted that the campaign is flexible and welcomed ideas from the Board or suggestions for their involvement.

Mickey Gallivan asked when the campaign would begin. Gann responded that the advertising campaign launch date is May 1, 2013.

D. UTA Airport TRAX Line – Steve Meyer

Steve Meyer, UTA Chief Capital Development Officer, gave a TRAX update and presented the Airport 2015 Program. A great turnout was reported on Free Ride Day, this past Saturday. He expressed appreciation for the project cooperation with the Airport.

Mike Zuhl inquired about initial ridership projections. Meyer responded that 10,000 – 15,000 riders were expected daily, with a probable 5% increase over that on Mondays.

Mickey Gallivan asked if hours could be adjusted to accommodate employee transit. Meyer answered that UTA is working through these issues and the ability to connect with other TRAX lines.

Best-Devereux commented on the current limited trains and their hours of operation. Chair Holland asked for clarification on the operating hours. Meyer said that on weekdays TRAX would run from 5:00 am to 11:00 pm, Saturdays would run from 9:00 am to 11:00 pm, and Sundays would operate from 9:00 am to 9:00 pm. Meyer said he would provide current schedules. Russ Pack commented that there seemed to be very few problems on the North Temple project.

E. Airport Benchmarking – Cassie Fairbourn

Cassie Fairbourn, Airport Budget and Revenue Analyst, gave a presentation on current airport statistics, comparing Salt Lake City 2012 statistics with those of 2011. It was stated that Delta still dominated the market share.

Christensen asked about several canceled American flights and the re-booking process and time lines. Riley responded that re-booking can take several days if there are no other flights available.

Zuhl inquired about the upcoming passenger forecast. Riley responded that it may show an estimate of 1.5% annual passenger growth.

Chair Holland pointed out that additional informational items could be found at the back of the Board packets.

The next Board meeting will be held 15 May 2013. The Board Chair closed the meeting at 8:45 a.m.


Wayne Holland, Chair

5-15-13
Date


Ralph Becker, Mayor

5-20-13
Date