**SALT LAKE CITY DEPARTMENT OF AIRPORTS**

**MINUTES OF ADVISORY BOARD MEETING**

September 19, 2018

Members Present: Larry Pinnock, Chair

 Wade Bitner

 Arlyn Bradshaw

 Roger Boyer

Theresa Foxley

J.T. Martin

Karen Mayne

Cyndy Miller

Steve Price

Jim Riding

Department of Airports: Bill Wyatt, Executive Director

 Treber Andersen, Operations Superintendent

 LuJean Christensen, Administrative Assistant

 Ed Clayson, Director of Maintenance

 Marco Kunz, Attorney

 Craig Vargo, Police

 Nancy Volmer, Director of Public Relations & Marketing

 Mike Williams, ARP Program Director

Larry Pinnock called the meeting to order at 8:04 am.

AGENDA

1. **Minutes**

The motion was made by J.T. Martin and seconded by Jim Riding to approve the minutes of June 20 and August 1, 2018 as presented. All votes were affirmative; motion passed.

AGENDA

1. **Director’s Report**

Bill Wyatt, Executive Director, updated the Airport Advisory Board regarding current events.

* Wyatt informed the Board that several members of the executive team will be heading to New York to meet with three rating agencies who will rate the next bond issue. The sale will be in the neighborhood of $800 million to $1.2 billion depending on how it prices. The actual pricing and sale will occur in October. This will be the second of three tranches of debt that will be occurring in order to complete the project.
* Wyatt stated that Ed Bastian, CEO of Delta Air Lines, toured the Airport Redevelopment site and was impressed with the progress of the project.
* Wyatt informed the Board that the Airport is in the process of meeting with a variety of groups around the state. The meetings will begin to organize people to support growth in international air service.
* Wyatt updated the Board that the Airport is in the final stages of Phase 1 for the retail, and food and beverage concessions RFP process. There were several bid packages with some packages having a single location and others with multiple locations. In both the retail, and food and beverage the proposals are in hand and are being evaluated by a selection committee. The retail proposals have been scored and the cone of silence is in affect and will conclude when signed agreements from each of the winning proposers has been received.

Mayne asked when the date was for having the proposals awarded. Wyatt stated there was not a specific date indicated but it would be when all the contracts are signed and in hand.

Riding asked how many concessioner spaces will there be in the new facility. Wyatt answered that the concession space will be 70% larger than what the current airport has with over 100 spaces.

Pinnock wondered what will determine the dollar amount that the Airport would issue the bond for. Wyatt answered that the bond pricing and an assessment of the cash flow requirements.

1. **Airport Redevelopment Program Update**

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

* CGMP #4 – Landside and Airside enabling status
* CGMP #5 – Terminal/South Concourse West/Gateway status
* CGMP #6 – Roadways/Parking Garage/Central Utility Plant status
* CGMP #7 – Baggage Handling System status
* CGMP #9 – Apron Paving – Taxilane 20/21
* CGMP #9A – SCW Apron Paving and Hydrant Fueling status
* CGMP #15 – NCP Phase 1 enabling
* CGMP #16 – NCP Phase 1
* Project statistics
* Near term schedule
* Overall Airport Redevelopment Program budget
* Job progress photos

Williams stated that they have been working on getting the trade contractors excited about coming to work at the airport. We are competing against everything else that is going on and we have to be the most attractive place to come and do work.

Pinnock asked if the current screening and baggage system would be reusable in the new facility. Williams answered that it would be removed and saved for parts.

Mayne commented that the percentage of the local contractors awarded have consistently increased over the last year. Williams stated that the goal from the beginning was to package the contracts appropriately to attract the local market.

Mayne stated that a couple of years ago mid-level companies would comment to her that it was too difficult to bid and work at the Airport. The companies would prefer to do three smaller projects than deal with the process at the Airport. Mayne stated that she has not been hearing that anymore, which is good. Williams answered that has been the goal at the Airport to make this the most attractive job in the valley by paying the contractor timely, having changes processed quickly and timely decisions in the field.

Theresa Foxley wondered if there was a forecast of the number of trade workers needed through the end of the project. Williams stated that the peak would occur in 2019 and there will be approximately 2,000 workers on site.

Wyatt stated that one of the tours yesterday was with Customs and Border Protection (CBP) to look at the Federal Inspection Station (FIS) in the new facility. At the time that the plans were created for the FIS in the new facility SLC didn’t have a lot of international service, since that time international service has increased. Currently there could be up to 600 people at a time trying to clear customs. Discussion ensued regarding facial recognition screening and a bags first approach that could possibly eliminate the bottlenecks in FIS facility. The Airport is currently evaluating the changes needed in the new facility and the cost associated with those options. The Airport needs to make a change because of significant increases in international air service.

1. **Economic Impact Analysis**

Christine Richmond, Director of Planning and Economic Development, GSBS Consulting, presented an overview of the Airport Redevelopment Program economic impact analysis (presentation on file). Main points included were:

* Terminal Redevelopment Program (TRP) verses Airport Redevelopment Program (ARP) Analysis
* 2013 TRP Analysis Results
* 2018 ARP Analysis Results
* 2013 – 2015 Total Impact
* Average Annual Impact
* Top Ten Industries Impacted Statewide by Employment
* Top Ten Industries Impacted Statewide by Total Output

Mayne asked if a new study is conducted analyzing all state airports would that included Tooele. Wyatt answered that the State Aviation Department would organize the study. The study is intended to look at aviation state wide and would include Tooele. The Salt Lake City Airport has unlimited space for cargo and the runway at Tooele has limited opportunities for expansion but it can handle business jets and has instrument landing system (ILS).

Wyatt updated the Board on the master plan process which will include a strategic plan for general aviation (GA). The Board meeting in October will include a presentation on general aviation.

Larry Pinnock adjourned the meeting at 9:22 a.m.

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Larry Pinnock, Chair Date

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Jacqueline M. Biskupski, Mayor Date