



AIRPORT COMMISSION
OPERATIONS, PROPERTIES, AND FACILITIES COMMITTEE
Wednesday, May 1, 2024 – 2:00 P.M.

SUMMARY MINUTES

1. CALL TO ORDER:

Committee Chairman Feltman called the Committee to order at 2:00 p.m.

2. POSTING OF AGENDA: Agenda posted on April 25, 2024.

3. ROLL CALL:

Committee Members Present: Berriman, Caldwell, Feltman, Park, Pye (arrived at 2:44 p.m.), and Young

Committee Members Absent: Wiseman

Staff Present:

Harry Barrett, Airport Executive Director
Daniel Meier, Deputy Director of Aviation, Marketing & Air Service
Jeremy Keating, Assistant Airport Director
Christina Brown, Executive Program Administrator

Others Present:

Andy Huang, Gensler

4. ACCEPTANCE OF AGENDA:

ACTION: Accept the agenda as presented. **Moved by Committee Member Caldwell and seconded by Committee Member Berriman and unanimously approved noting the absence of Committee Member Wiseman.**

5. PUBLIC COMMENTS: None

6. APPROVAL OF MINUTES:

ACTION: Approve the minutes of the Operations, Properties, and Facilities Committee meeting held on February 6, 2024. **Moved by Committee Member (D), seconded by Committee Member (K) and unanimously approved noting the absence of Committee Member Wiseman.**

7. ACTION AND DISCUSSION ITEMS:

Items 7.A and 7.B. were heard concurrently.

7.A Baggage Claim Expansion Concepts

Assistant Airport Director Keating provided historical details of the Committee's review of the baggage claim expansion concepts. The consensus from the review was to build a larger baggage claim. At that time, the full breadth of what was going to happen with the environmental element was not clear. Alternative B, as presented, had a larger scheme, as compared to Alternative A. It has now been determined that if Alternative B continues as the preferred option, the environmental analysis will need additional review as the concept has changed from what was originally submitted to the Federal Aviation Authority (FAA). The California Environmental Quality Act (CEQA) review will need to be conducted as well. Mr. Keating continued by noting the CEQA review will add another nine to twelve months to the project, although staff continued to support the recommendation to pursue Alternative B. Design work will proceed during the environmental phase. Committee Member Young inquired whether new information was discovered since the concepts were last presented. Mr. Keating confirmed staff was still supportive of Alternative B, however, additional funds and time will need to be expended for the environmental review, as confirmed through a recent meeting held with the FAA. Committee Member confirmed the environmental is not required just because of the larger size of the project. Mr. Keating responded that the terminals need to be cleaned to complete the design work. Alternate A would require less environmental review work and could be completed within the next 30 to 45 days. Committee Member inquired if the process with the FAA was relatively smooth. Mr. Keating responded the primary reason for additional review is due to the historic nature of the building which is on the Federal Register. Committee Member inquired whether the environmental review would impact the potential Master Plan. Mr. Keating confirmed it would not. Committee Member inquired whether the additional \$5 million increase was due strictly to the environmental review. Staff confirmed the costs were related to the extra square footage and construction related costs due to the delays. Committee Member and staff discussion ensued concerning projected costs and timelines for the project. It was determined that even with CEQA review requirements, the project would only be delayed by between nine and twelve months. Committee Member Park inquired whether the environmental review would include both NEPA and CEQA. Mr. Keating noted he would confirm whether there would be separate processes. Committee Member Park expressed support for staff's recommendation and the extra time required to complete the project correctly. She requested clarification of the structures between Alternates A and B. Mr. Keating provided detail that in Alternate B would feature a combined structure for rental car and baggage claim. Mr. Keating stated Alternate B would provide the most flexibility and provide a more pleasant customer experience rather than pushing them into the temporary building.

7.B Bag Claim and Lot A Parking Shuffle Recommendations

Assistant Airport Director Keating introduced Andy Huang representative of Gensler who provided a PowerPoint presentation on the Bag Claim and Lot A Parking Shuffle recommendation. Items presented on the various slides included the two different phasing approaches and the completion of the Consolidated Rent-A-Car Center (CONRAC) in four stages. One phasing approach is the baseline which has already been presented. The second approach took into consideration various impacts to passenger experience, operations, revenue, planning, flexibility, cost and schedule. Slides were displayed which provided in-depth detail on the two phasing approaches, including highlights on the five projects which would be completed, including baggage claim, Transportation Network Company (TNC) lot, Federal Inspection Services (FIS), CONRAC, and North Concourse. Mr. Huang continued by providing the major attributes of the first phasing approach and its various impacts, including it would have the most amount of relocation. It was noted the need to complete the various projects was due to the undersize nature of the existing baggage claim and rent-a-car. He presented in-depth detail on the various stages of phase one. Mr. Huang continued by presenting the main attributes of approach two which include a minimal number of moves. This approach would maximize master plan flexibility. The various stages of this approach were detailed in-depth. Mr. Huang continued by displaying a summary comparison table of the two approaches and four stages. The main differences between the two approaches are in stages one and two. Mr. Keating stated the preferred approach was to minimize the number of moves required, particularly for the rent-a-car. Committee Member (insert male name) inquired whether there would be enough room in the lot for parking. Mr. Keating responded some space overflow would be lost, but mitigation measures could be implemented, including relocating employees to an off-site lot. He stated the importance of minimizing parking spot loss. Committee Member Feltman inquired as to the time required for the shuttle operation. Mr. Keating responded approximately five years due to environmental and construction timelines, and further stated a recommendation to minimize the number of moves required. Committee Member (insert name) expressed support for alternative three, due to its sense of integration. Concern was expressed due to the number of parking spaces available and how many net spaces would be potentially lost. It was determined that approximately 600 net spots would be lost, including the whole overflow. Committee Member expressed concern regarding the passengers having to drive circles around the terminal to find parking. Discussion ensued on alternate locations for additional parking, including the G lot, and the plans to construct an employee lot across the street. Committee Member expressed support for the baggage claim expansion recommended by staff, but not the concept until the net parking is confirmed, as the airport is already at capacity. The parking component needs to be confirmed as it has the most impact on the traveling public. Discussion ensued on the matter of parking and the timeline for environmental review due to NEPA and CEQA. Committee Member Park requested a consultant take a look at a parking analysis prior to the next Commission meeting to provide confidence in the recommendation. Committee Member preferred to pick from among the presented options without further amendments or requests, as it may slow down the process.

Committee Member stated there appeared to be Committee consensus that planning for the long-term parking needs over the life of the project is a very high priority. Staff and consultants are maximizing as much property as possible and it will be difficult to make everybody happy while everything is moving around. Committee Member Park expressed support in having the parking information for the Commission, and did not believe it should deter the Committee from voting on a preferred alternative. Parking will have to be resolved one way or another, regardless of the preferred alternative. Staff confirmed they would return with the requested data related to parking.

Public comments were opened on Items 7.A. and 7.B.

Frank Bucci, a member of the public, expressed support for the lower item displayed as it is the least invasive and will create less confusion. Approach three parking is more stable. He requested the consultants conduct a comparison of parking projections and number of spaces. He inquired whether the FIS would need to be moved again due to the future concourse.

ITEM 7.A. ACTION: Approve Alternative B. **Moved by Committee Member Caldwell, seconded by Committee Member Park and unanimously approved noting the absence of Committee Member Wiseman.**

ITEM 7.B ACTION: Approve Approach 3. **Moved by Committee Member Park, seconded by Committee Member Berriman and approved YES: 5 No: 1 ABSENT: Wiseman.**

7.C Measure J Projects

Assistant Airport Director Keating reported on the status of the approved Measure J projects, including flooring in the main terminal building, water fountain upgrades, bench restoration, and shade structures. Timelines for each project were detailed, with water fountains projected to be completed over the summer. The timelines for the other projects were to be determined. Details were provided on the flooring project, which will need to be put out to bid. The timing of the bench and shade structure are contingent on the completion of other projects. Committee Member Berriman inquired if Wi-Fi was included in the project list. Mr. Keating responded that Wi-Fi has been upgraded in certain areas, but there are other delays due to staff limitations.

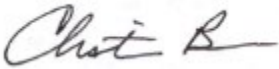
8. **COMMITTEE MEMBER REPORTS AND REQUESTS:**

Committee Member Young relayed an inquiry he received from a Council Member concerning recent delays in general securing screening, with no observable delays in other security lines. Commissioner Young also inquired concerning the status of recent legislation concerning the Clear program and its potential impact on Airport operations. Deputy Director of Aviation, Marketing & Air Service Meier responded there are operational matters happening to TSA. Clear program legislation passed

through committee earlier this week, but was amended and may not impact airports which have Clear. Committee Member Feltman relayed information concerning his recent incident with placement of stanchions for wayfinding purposes. Staff responded they would address the matter.

9. ADJOURNMENT:

The Airport Operations, Properties, and Facilities Committee Meeting adjourned at 3:00 p.m.



Christina Brown

Executive Program Administrator

APPROVED BY OPERATIONS, PROPERTIES, AND FACILITIES COMMITTEE: 11/20/2024