

## Minutes of Airport Advisory Working Group Meeting January 8, 2019

Meeting Time: 11:00 a.m.

Location: 1520 Market Street Third Floor Conference Room

Members Present: Paul Payne, Jim Garavaglia, Rhonda Hamm-Niebruegge, Linda Martinez, Gerard Hollins, Ald. Marlene Davis

Also Present: Ramon Orgtega, David Stinfel, Mitch Holzrichter, Ronce Almond, Katie Knapp, Marc Ellinger, Meghan Farrell, Glenn Muscosky, LeJuan Strickland, Stephanie Lewis, Alethia Nancoo, Tyson Pruitt, Kelley Anderson, James Clayborne. Trina Smith, Nick Vallorano, Omar Karar, Andrew Orr, Jean Wilson, Joe Deane, Stephanie Bell, Quinn Hatoff, Michael Fleming, Tatjana Misulic, Paco Cantero, and Joletta Golik joined via WebEx.

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Chairman Paul Payne opened the meeting at 11:01 a.m. with the question of approving the minutes from the December 18, 2018 meeting. The minutes were unanimously approved.

### Workstream Status Updates:

**Airport Due Diligence** – Ms. Hamm-Niebruegge provided the update and stated that the staff is wrapping up all of the requests for data room uploads.

**Community Outreach and Communications** – Mr. Payne began discussion of updates for following items:

- a. Regional Benchmark Poll Results – Mr. Strickland stated that the report will be finalized later in the week after improving the format. The pollster is available to attend a meeting with further explanation at the request of the Working Group. He also stated that the Outreach and Communications team is willing to speak at the upcoming Transportation Committee meeting if requested by Ald. Davis.
- b. Airport Passenger – Security forms have been received and will be submitted by the end of the week. A draft of the survey has been circulated among the Workstream for input.
- c. Original Community Outreach Plan – Ms. Lewis reminded everyone that Phase 1 focused more on canvassing. Phase 2 focuses on the community outreach effort. The list will continue to change as organizations to be reached are identified. Scheduling has begun. Ald. Davis addressed concerns from the previous meeting about the inclusiveness of the outreach by assuring the Working Group that the focus of the Workstream is to be inclusive and educating the City and Regional residents on the process.

- d. Community Outreach Plan Discussion - Ald. Davis stated that outreach to various groups will begin mid-January. The outreach team will be speaking to the community as long as the process is progressing.
- e. Ms. Lewis stated that the answers to various questions of the Airport employees will be ready to be circulated to the Working Group by the end of the week.

**New Use Agreement, Lease, FAA – Closed Session**

**Market – Closed session**

**Existing Debt & Finance - No update**

**Legal/Compliance – No update**

**Other Items to be Discussed – Code of Conduct**

Members of the Working Group submitted their conflict of interest forms.

SLDC is continuing to narrow down candidates for the Communications position. Resumes to be reviewed should be ready soon.

Open session adjourned for closed session at 11:27 a.m. and reopened at 12:13 p.m.

The meeting adjourned at 12:13 p.m.