

MINUTES of
AIRPORT BOARD MEETING
July 10, 2018
Alaska Room, 6:00 p.m.

I. **CALL TO ORDER:** Chair David Epstein called the meeting to order at 6:00 p.m.

II. **ROLL CALL:**

Members Present:

Dennis Bedford	David Epstein	Chris Peloso
Al Clough	Dennis Harris	Angela Rodell

Member Absent:

Jerry Godkin

Staff/CBJ Present:

Patty Wahto, Airport Mgr.	Teresa Bowen, CBJ Law
Marc Cheatham, Dep. Airport Mgr.	Mary Becker, CBJ Assembly
Catherine Fritz, Airport Architect	

Public Present:

Kent Craford, Alaska Seaplanes	Tom Williams, Ward Air
Kathleen Samalon, Tenant	Sharon VanValin, Island Air Express
Tony Yorba, Jensen Yorba Lott	Mike Wilson, Coastal Helicopters
Corey Baxter, Public	Scott Spickler, Public
Brayden Baxter, Public	Sandy Spickler, Public
Scott Currier, Island Air Express	Kasen Spickler, Public

III. **APPROVAL OF MINUTES:** *Angela Rodell moved approval of the minutes of the June 12, 2018, Board meeting as presented. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** *Dennis Harris moved to approve the agenda as submitted. The motion passed by unanimous consent.*

V. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS:** None.

VI. **INTRODUCTION OF MIKE GREENE:** Board Chair David Epstein said the Airport has finally hired Mr. Mike Greene behind Ken Nichols (who was the Airport Engineer and moved to Payne Field). He began working at the airport yesterday. He brings a wealth of knowledge on capital improvement projects and project management.

VII. **INTRODUCTION OF NEW/RETURNING BOARD MEMBERS:** Chair Epstein noted there are two new members; one was introduced last month – Chris Peloso and Albert Clough, who is a former Airport Board Member among other municipal positions. He welcomed Mr. Clough back.

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VIII. **ELECTION OF OFFICERS:** Dennis Harris moved that David Epstein be elected Chair of the Board. The motion passed by unanimous consent. Chair Epstein said Jerry Godkin will continue as Vice Chair. Angela Rodell will serve as the Board Secretary.

IX. **COMMITTEE APPOINTMENTS:**

A. **Finance Committee:** Angela Rodell (Chair), Jerry Godkin, Chris Peloso

B. **Operations Committee:** Al Clough (Chair), Dennis Harris, and Dennis Bedford

X. **UNFINISHED BUSINESS:**

A. **‘Kendler Way’ Road Naming (Attachment #1).** Airport Manager Patty Wahto said that the Board discussed naming a road and Mr. Harris suggested naming it after long-time family members who are in the audience tonight – the Kendler family. The Airport is situated on Kendler Dairy Farm that was acquired back in the 1930’s by Pacific Alaska Airways (PAA) when they started the first airport here. In honor of the land that was homestead as a dairy with the Kendler family, as well as the aviation history within that family. The signs have been made to officially name the road that comes in through Gate Echo going through the airport, past the snow removal equipment facility (SREF) and down through the float pond. Scott and Sandy Spickler and some others are in attendance. Pictures were taken of the family members and the Board Members. Sandy Spickler thanked everyone. She said it is a very nice honor for the family. It means a lot. Her sister had at one time tried to get something spearheaded after her grandparents and dad had passed away. She said it means even more to have something done. She said she had one Kendler book if anyone was interested. Chair Epstein thanked Mr. Harris for stepping up and making the motion. He is the Board’s finest spearhead.

B. **Terminal Reconstruction Phase II (Attachments #2, #3, #4 and #8).** Mrs. Wahto said the attachments are correspondence received from some of the 135 carriers that were sent after the June 12 terminal meeting, as well as the Board meeting. There was another letter sent today from Harris, Island and Ward Air with regard to their comments on the North Terminal Reconstruction (Attachment #8). Also included was what was presented at the June terminal meeting and described at the June 12 Board meeting – the Option 2 Concept. Staff has looked at this and tried to mesh various things. This project has been quite a work in progress for a number of years. What it comes down to is finding out what everyone needs. Not building something that is too large or too small. However, the Airport has limited funding and the funding matrix is particularly complex in this matter because of the size of airport, the funding received, the PFCs (Passenger Facility Charge fees, which might as well be considered AIP (Airport Improvement Program) dollars). It becomes very difficult for what is eligible mixed with the \$6.9 million GO (General Obligation) bond. Staff did a quick overview of the concept and how staff came up with it.

Airport Architect Catherine Fritz said the poster presented this evening is the same one that was discussed at the June meeting and is in their packet. Staff discussed the

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assumption that 135 operators would build their own spaces and the Airport would connect them. Once this was further discussed, it was found that some limited 135 services located in the terminal were agreed to by all tenants and the public. The concourse connector, utilities and infrastructure required for the amount of money are very good ideas. Staff believes those things can be allowed for in the future should they be needed, especially the concourse, but it is not critical to the functioning of the building. One tenant is very interested in building a cargo facility, something more than passenger services, but the other tenants are only interested in passenger services. Input was solicited from operators not currently tenants and some operators participated by phone. No one else is currently interested. The appropriate audience is the current tenants.

The Airport wants to provide for as much future growth, but there is not a budget to build a bunch of extra space that is not needed. This is the next step of the project. It is believed that the current budget of \$20.2 million will fund this program and will be shared in more detail with the Finance Committee. This project will provide the essential passenger service counters and back counter space for the current operators and allow the one tenant who wants to build more than the minimum for passengers to construct things immediately adjacent to the spaces for the passenger services. Many design meetings will occur. The site work has not been included in the current budget because this concept will not require extensive site work. The intersection will not be rebuilt. Should a private development by Alaska Seaplanes or anyone else be brought forward, then staff will look at using existing curb cuts and finding a loading zone that is off of the front curb with simple fencing and painting and an internal access point so as not to exacerbate the curb condition with loading and those activities that go with freight. This should mean that the several million dollars that were identified earlier for intersection and utilities will not be needed at this time, if the current proposal is used.

Chair Epstein said the proposal rebuilds/renovates the north wing, correct? Ms. Fritz said that is correct, but it does not rebuild everything that is there now, i.e., the Aurora Room, the Seaplanes cargo area, another set of rest rooms, the fish bowl, the gift shop is not rebuilt. The gift shop will be a smaller version that would move to the second floor when the next work is done. Chair Epstein said that the proposal will accommodate all three 135 operators. Ms. Fritz said that the project will build approximately 2,250 square feet of counter space. Currently Island and Harris Air share a space that equates to about 750 square feet, which has been called a module. The space would equate to three modules. If Seaplanes has more passengers, they might choose to use two modules. They may use only one and do enhanced services adjacent in facilities that they build. The knuckle comes down and is all replaced. It would mean that all of the terminal will be on the geothermal heat system with a single floor and no grade change. It will be less operating cost and it will all be new. Mrs. Wahto said that the eligibility for FAA (Federal Aviation Administration) funds for the whole project is greater than if only the leased area for the north end would be. Board Member Dennis Harris asked if the lease space for the gift shop was eligible. Ms. Fritz said lease space itself is not eligible, but it is not as direct as

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lease or not leased, there are other things. In this case, since we are a small hub, the gift shop is not eligible. It is believed that 70% of the project will be eligible for AIP funding.

Mrs. Wahto said the current public circulation area for the 135 operators is roughly 1,800 square feet. This concept alternate would open the waiting area to 3,100 square feet. It will be quite a bit more than what is currently available. Mr. Harris said the 135 area gets crowded when planes are not flying in the winter. He was concerned that people have sufficient area to be there and not be sitting on top of each other. Mrs. Wahto said that although weather delays are an important part of it, you have to look at how many people are moving every couple of hours. She didn't think that a terminal can be planned around weather delays. This is what is done for Alaska Airlines and Delta Air Lines. It is what the Airport can afford.

Board Member Al Clough paraphrased a friend, Paul Swanson, "you don't build a church for Easter Sunday." He said Mr. Harris is correct, it is a bit of a zoo at times, as is the whole terminal. If additive alternate 1 came to pass, you are gaining space over what is currently available. It is unfortunate that people get stacked in there every now and then, but that is the way it is. Ms. Fritz said that in relocating the stairway and escalator down to the north orientation, it opens up the possibility for the 135 area to flow into the general lobby, utilizing the small waiting area around the main entry or have people drift upstairs easily. It will mean that a good PA system will be needed.

Tom Williams, Ward Air, pointed out a letter (Attachment #8) that was delivered late that day relative to the issue of Option 2 that there is leased area directly adjacent to the terminal. They recommended a better approach, which is listed in their letter. There are basically seven reasons why they think it is a much better approach that still allows any entity to build a cargo facility and keeps the cargo facility further away from the terminal. First of all, it will allow unimpeded future expansion of the airport should there be that sort of need. If there is a need to expand the north terminal, it is not too-blocked out by a lot and a building that has been leased there. It allows more flexibility of a design of a publicly owned facility in conjunction with the facility as opposed to having to coordinate something with a private cargo facility. It would provide direct entry into the north wing passenger terminal from off-street access.

The Manager had said earlier in the day that there may be problems on their chart with the north wing in yellow and the loading area, which would depend on whether or not that could actually be done. Nevertheless, it allows entry from that end without having to go around another cargo facility. It does not mix passenger, freight and mail operations in the main terminal. It provides all future 135 carriers space to construct their own freight/mail handling facilities on the north end up towards the other cargo facility area (FedEx) and is consistent with the Master Plan. By being further away, it would potentially allow customers not having the quick turn-around on dropping off their cargo because it would be a distance away from the terminal itself. He believed if this were adopted, it would allow cargo folks the ability to move ahead faster on building a cargo facility than it would

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if they have to wait for construction of the terminal and then try to build in there. It reduces the conflicts. He said those are the highlights of the reasons.

He realized that this is the last minute. He suggested the Board adopt their plan, but he recognized it had not been vetted that much. The only thing he asked is if the Board was going to move ahead with the adoption of the plan recommended by the Airport, that they specifically exclude any provision from the lease lot that is shown in there until this issue can be discussed further by the Board. The idea of leasing lots directly next to the terminal should not impede anything relative to moving ahead with the terminal itself. However, if the Board makes a rash decision now to do that without fully vetting this other alternative and discussing that, the Board runs a risk of setting up a long-term problem. He urged the Board to at least take that action if they were going to take this proposal by the Airport.

Scott Currier, Island Air, asked if the distance of the escalator/stairs would create a problem and box the front area out, but Ms. Fritz had mentioned it would open up the lobby. Ms. Fritz said this is the difference of a one-story ceiling and a two-story open space. The area around the escalator/stair would be a high volume space. The idea is that the spaces will be very open and flowing. In the packet, the \$20.2 million budget that the Finance Committee will be asked to review in more detail will take the maximum given in this range and it adds a little over \$2.5 million more so that alternate space can be included as essential base space. The Airport realizes how important the alternate really is and there is a plan that will put that into the base. Mr. Currier said it would be very important to have more depth behind the counter to handle bags. He said if Alternate 1 is something that could be seriously considered this plan will work for them by having more depth and also being able to possibly set them back some from the entry to the escalator. They would still be interested in looking into the opportunity to lease ground to the north.

He thanked everyone for working through this. The design workshop tried to bring some ideas together. It really comes down to what can everyone afford; how can it all be blended together; and some of the comments that were made before about ceding ownership of prime real estate north of the existing main terminal is something that he didn't think anyone wants to go down the road and say, "Why'd we do this." He thought it was valuable space and something that if the Airport could afford to do, they would be building their own terminal there.

Board Member Al Clough asked if not moving on the lease lot issue would cause any delay in the terminal project? Mrs. Wahto said yes, the Airport needs to get into design. It is a big part of it. It also talks about how things will be phased. Ms. Fritz said the next step is a meeting tomorrow with the design team to look at the next things that need to happen. One is to blow this thing up in detail and make sure that the Airport is proposing a concept that is really viable. Another is to vet the AIP calculation with the FAA. Another is put the concept on the land aerially and look at exactly what is available for lease lots. Details like where the generator and the dumpster will need to go will be

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discussed. The Airport hopes that it all will be available for lease, but there are some things that need to be confirmed for the Airport. A deadline of early August is in place to have a design fee and AIP grant ready to go, which has to have agreement of that AIP ratio and all of the other aspects – a fee proposal from the consultants that is agreeable – to bring the project through to construction documents and be able to get the grant. The Airport needs to have time to bring it to the tenants to make sure it will work for them and, if not, have time to really look at details of what land is being offered to them. All of this has to happen within the next four weeks. Authorizing a piece of it to go could be pretty detrimental.

Chair Epstein interpreted Mr. Clough's question that some of the operators are concerned about leasing to a private entity. His interest tonight is moving forward on the design piece for this work. He said he did not see this foreclosing any options that we have for the land beyond the end of Option 2. Ms. Fritz said there is accuracy in that. The piece that is not being heard is what the tenant's response would be if the Airport proceeds on this just assuming at some point we'll tell them where the lease line is. Mrs. Wahto said part of what is being done is taking away a large piece of the north end that is cargo area. If there is not a plan in place, will they still want to move forward. What will they do with that if that is a huge piece of their business. Mr. Currier has even said they could potentially be interested in land lease in that area, too. She thought it would affect how the project will be phased and what will be done with the current cargo facility. What will the Airport allow the tenants to do when they are pushed out of that space and they need to do something. So the decision has to be made as we move forward today.

Mr. Harris said there is a tiny little area noted as Customs. He asked how this will work. Ms. Fritz replied that all of that arrangement is a reality. They will be served as a side-access point like they are now. They are the size they need to be and have general proximity to the things that are important to them. In other words, Customs is on the first floor with airfield access. The details of exactly how they will work have not been worked out. Chair Epstein said he will be voting in favor of the motion. He said the Board had heard from several parties that the Airport needs to get with the program. He did not see any good reason why this first step should not be taken. *Angela Rodell moved to concur with Concept Option 2 Terminal Reconstruction Phase II, and direct staff to move forward with design documents, and forward the proposed funding plan and Capital Improvement Plan to the Airport Board Finance Committee. The motion passed by unanimous consent.*

XI. NEW BUSINESS:

A. Snow Removal Equipment Facilities (SREF) – Sand/Chemical Building and Fueling Station. Mrs. Wahto said the Airport is in a unique situation after talking with the FAA, the Airport is already working on design from AIP entitlement funds. There is a possibility of taking advantage of the \$1 billion omnibus for additional FAA funds at airports. It is for smaller airports. After talking with the FAA because this all came together in the shadow of having an Alaska OSHA inspection, which happened to hit upon the sand shed building. The building has been de-energized and requires a hard hat to go

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into it. The OSHA inspectors understood that it is on the CIP to get a new building. All of this came together, the FAA said that of all the projects, if the Airport can get the plans done early enough, the potential and priority on the NPIAS for the size of airport makes it a high priority to get a new sand/chemical and fueling facility. Nothing is ever certain but she thought there was a good shot of getting some of the \$1 billion omnibus. The building is being designed now and gets into the 2018 omnibus funds, that frees up the funding in place for 2021 for entitlements and the Airport has the ability to use those for the terminal instead. This is a win/win. If the Airport can get this designed quickly, get it out to bid and get the application in, the Airport stands a pretty good chance because of how quickly it is ready to jump on this for construction.

There are a few things in this project: the first is to move the construction plan to update the construction in 2018 to go for the \$1 billion omnibus. The other item is that the grant is not in hand yet for the design funds, however, there is still \$255,000 in the SREF that can be used right now to start the planning. A transfer can be done for the remaining amount to continue this because the appropriation of a grant takes not only a Board meeting, plus two Assembly meetings. The Airport has the ability to do it in-house without using fund balance and using the funds that are there. Once the grant comes in, the money is transferred back into the current SREF project and use some of it for match and then the \$310,000 in the Airport revolving account would be a transfer. This would get the project going without waiting for the grant and keeps the Airport in the queue for the 2018 omnibus funds.

The other item is if the grant application is done before August, things are speeding up. Staff knows what the grant is and it has been sent to the FAA. Pre-approval is being requested to enable this to move forward to the Assembly. No risk is being assumed because there will be money in 2019, but it puts the Airport in the queue to get money faster. *Dennis Harris moved to approve the Snow Removal Equipment Facility Sand/Chemical/Fueling construction project from FFY 2021 to FFY 2018 on the Airport's Capital Improvement Plan and apply for the special FAA funding and he asked unanimous consent. The motion passed by unanimous consent.*

Dennis Harris moved to approve the transfer of \$310,000 from the Airport Revolving Capital Reserve Account for partial forward-funding of the SREF Sand/Chemical building and Fueling Station Design Grant, and once the grant is received, transfer the funds back to the Airport Revolving Capital Reserve Account and asked unanimous consent. The motion passed by unanimous consent.

Dennis Harris moved to approve the anticipated FAA AIP FY18 SREF Sand/Chemical building and Fueling Station Design Grant in the amount of \$529,688, local match provided by previously appropriated Sales Tax, and forward on to the Assembly for appropriation and asked unanimous consent. The motion passed by unanimous consent.

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B. Passenger Facility Charge #9 Appropriation and Reimbursements to Airport Fund Balance and Airport Revolving Capital Reserve Accounts (Attachment #5).

Mrs. Wahto said this is a big deal – to reimburse a lot of the funds borrowed from revolving accounts or from Airport fund balance. The Land Acquisition from PFC #7 was carried forward so that if the Airport needed land at another date, it takes what was left over from #8 and the pre-collections for #9. She also noted that in the funding, this moved some things around by year to appropriate, and one of them would be to have the match ready and available right now, the match would be appropriated for the Snow Removal Equipment Facility Sand/Chemical Building in this so it is ready and waiting for the grant to come in. The first batch will be through 2019. *Angela Rodell moved to approve the appropriation of \$2,245,538 of Passenger Facility Charge #9 collections to Capital Improvement Projects as shown on Attachment #5. The motion carried by unanimous consent.*

Angela Rodell moved to approve the transfer of \$447,838 from the listed Capital Improvement Projects on Attachment #5 to the Airport Capital Reserve Account in the amount of \$23,438 and Airport Fund Balance in the amount of \$424,400, as indicated. The motion passed by unanimous consent.

C. Airport Manager's Report:

1. Tailwind JNU LLC Liquor License. Tailwind has acquired their liquor licenses here at the end of June. They have been busy with alcohol sales ever since.

2. Passenger Board Bridge (PBB) Gate 2 Grant. The Airport received the grant in hand. As was previously approved at a Board meeting, Airport funds were borrowed for this project. As soon as the grant was received, it will go before the Assembly to put it back into Airport fund balance.

3. State of Alaska – Occupational Safety & Health (AKOSH) Inspection. The Airport had a surprise inspection on June 20 and 21. As the OSHA Inspectors arrived, there was an aircraft incident at the exact same time that they arrived. They waited until the aircraft incident concluded. They were very patient. They appreciated how fast everyone worked on the incident as it occurred. They were very thorough. They went through the terminal and the shop. They were impressed with the new shop and saw the old shop. They went through the terminal and had a few write ups. We have not yet received the letter. She did not think they were major.

The big item is the sand shed. They saw an Airport vehicle pulling out of it. When they looked at it, it did not take them long to assess that the building probably should have been condemned. The Airport de-energized it within an hour of their being in the building so that they could take that hazard out of the way. The second story was blocked off and the requirement to use hard hats has been imposed. The building is in serious disrepair. The Airport will use the letter to move forward with the Snow Removal Equipment Sand/Chemical and Fueling Facility. When the letter is received,

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the Board will be updated. The Airport was not the only City entity to have the inspection.

4. June 20th Aircraft Incident and Runway Repairs. A Cessna 441 landed on Runway 26. The nose gear sheared off and as the aircraft came down (between the props and the stem of the nose gear) it created some pretty good sized ruts along about 2,200 feet of the runway. Because of the depth on them and the fact that they could deteriorate the runway very quickly, a claim has been filed with the City's insurance through the aircraft owner's insurance company. Secon has been out to map out the area. The Airport expects to have an estimate for the cost of repairs for the insurer. We hope to have that done this season so it does not deteriorate any further. According to our FAA Certification Inspector, as long as nothing is deeper than three inches (and we are close to that), it will not affect our certification. The FAA is glad we are jumping on this because it will deteriorate the runway. An Inspector will be coming through the area later this month and she will take him out to the site.

5. Engineer Report (Attachment #6): Mrs. Wahto reported that the public comment period ended on May 18 for the Airport Sustainability Master Plan. The Airport is still in the waiting queue with the FAA for their final approval. She keeps readying it for the agenda to get it blessed by the Airport Board and then off to the Assembly for adoption, but we are still waiting for the FAA. Hopefully this can be done at next month's meeting.

The runway Safety Area (RSA) Expansion Phase IIB is the smaller area by the geothermal loop field. The only item is waiting for the grass to grow, which is hoped to be done by the end of this month. She imagined that this will be closed out at the end of the month.

The RSA Phase IIC had the pre-bid earlier. Bids are expected on Friday, July 20. It is hopeful to at least get started at some point in time this year and move into next year to complete the project. It is about an \$8.4 million project.

The final draft submittals for the float pond have been reviewed. A meeting was held with PND just before July 4 with a few touchups on the final bid packets. It is expected to go out to bid soon.

Taxiway A Rehab, Taxiway E Realignment Design and Taxiway D-1 Relocation are being designed by PDC. The documents for Taxiway A and E are close to 65% done and the Taxiway D-1 is at 65% and almost at 100%. Those will be ready to bid soon.

6. Airport Architect Report (Attachment #7): Airport Architect Catherine Fritz reported the wash bay is proceeding well. Structural steel has begun. The punch list of the 1A project is being worked on, but it is getting close.

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Concrete work at Gate 2 is complete. The painters are here for pavement markings. They are planning to work Friday through Sunday, weather permitting. Then the project is just waiting for the bridge to arrive. The ramp lighting project has had a glitch. The FAA has recommended some ways to achieve “Buy American” but none of them are easy. The project has some “Buy American” challenges. This will not go out to bid until staff knows the project can comply with “Buy American”.

Ms. Fritz attended the AIP workshop in June where she learned a lot about the Omnibus Bill and the potential for this funding, as well as learning a lot about new deadlines and more detailed information that the Alaskan Region is looking for on the projects.

A contract has been executed on the Sand/Chemical building. The 100% complete document is expected August 8. The design team already did the preliminary work. It is thought this is very viable. It will be located next to the Snow Removal Equipment Building in the northwest quadrant.

XII. **CORRESPONDENCE:** None.

XIII. **COMMITTEE REPORTS:**

A. **Finance Committee:** Committee Chair Angela Rodell said the Finance Committee will hold a meeting at either the end of July or early August, but definitely before the August 14 Board meeting.

B. **Operations Committee:** Committee Chair Al Clough said he will be working with Dennis and Dennis and staff to put a meeting together.

XIV. **ASSEMBLY LIAISON COMMENTS:** Assembly Liaison Mary Becker reported the City is doing signage downtown to direct tourists by giving them information on how to navigate town. The Indian Point Lands issue is still on the table. It is now being researched by a number of different Federal government agencies. Docks & Harbors is going to ask the Assembly to transfer money left over from the Cruise Ship Berths that they finished and transfer it to Marine Park to Taku Uplands so they can continue the sea walk. A request for money is being made for the Archipelago. There are two sections that need to be decked over.

There are a couple of issues being discussed to go onto the ballot – one is the child care issue and is a suggested advisory vote to go onto the next ballot. It still needs to go to the Finance Department and back to the Assembly. The group who has been pushing for this does not want to separate child care and the education. The child care is from birth and the education part is pre-school for four and five year olds. They want all of this paid for. Discussions have been held with employers in Juneau because if the children are not being cared for at home by the parents, those parents will be available for jobs. The child care advisory vote would not put child care as an item that the Assembly would pay for at this

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time, but it would give them an idea of what the public wanted. If the Assembly ended up doing this, it would come from property tax.

The JACC building will be discussed on July 25. She thought JACC people will take on remodeling the old part of the building. They want \$7.5 million to be put on the ballot for heat and ventilation for the current JACC and Centennial Hall. They want CBJ to take the other part, the community area and a covered walkway to Centennial Hall and pay for that. She thought the cost was \$32 million. The decision to put these items on the ballot must be decided very soon.

XV. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**: None.

XVI. **BOARD MEMBER COMMENTS**: None.

XVII. **ANNOUNCEMENTS**: None.

XVIII. **TIME AND PLACE OF NEXT MEETING**: The next regular Airport Board meeting will be held on August 14, 2018, at 6:00 p.m. in the Alaska Room.

XIX. **EXECUTIVE SESSION**: None.

XX. **ADJOURN**: *Angela Rodell moved to adjourn. The meeting adjourned by unanimous consent at 7:21 p.m.*