

MINUTES of
AIRPORT BOARD MEETING
April 13, 2005
Aurora Room, 7:00 p.m.

I. **CALL TO ORDER:** Chair Ron Swanson called the meeting to order at 7:00 p.m.

II. **ROLL CALL:**

Members Present:

Pete Carlson	Fred Gaffney	Ron Swanson
Gordon Evans	Joe Heueisen	Tom Williams
Eric Forrer		

Staff/CBJ Present:

Allan Heese, Airport Manager	Jerry Mahle, Airport M&O Superintendent
Patricia deLaBruere, Arpt Business Mgr.	Merrill Sanford, CBJ Assembly Liaison
John Coleman, Airport Admin. Asst.	Catherine Wilkins, CBJ Engineering

Public Present:

Ella Rogers, Glacier Restaurant	Bob Jacobsen, Wings of Alaska
Ray Culbreth, TSA	Jeremy Millsaps, Wingnut Aviation
Dick Rountrree, R&L Leasing/ Aero Svcs.	Jeannie Johnson, Public

III. **APPROVAL OF MINUTES:** *Pete Carlson moved, Gordon Evans seconded, the adoption of the regular monthly meeting of March 9, 2005, Committee of the Whole Meeting of March 21, 2005, and the Special Board Meeting of March 30, 2005, minutes as presented. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** Airport Manager Allan Heese said they are expecting Kip Knudson, Deputy Commissioner of Transportation for Aviation, to call in and talk about the funding mechanism that is being used for the Anchorage and Fairbanks projects. He is also willing to discuss EIS/runway safety areas if the Board so chooses. He asked the Board discuss the two items (Terminal Expansion and the discussion about the EIS) when Mr. Knudson calls. *Pete Carlson moved, Eric Forrer seconded, to approve the agenda as amended. The agenda, as amended, was approved by unanimous consent.*

V. **PUBLIC COMMENTS:** None.

VI. **SPECIAL BUSINESS:** Chair Ron Swanson said that Jeannie Johnson, who was in attendance this evening, had helped the Airport both as a member of the Airport Board and as an Assembly member. She was instrumental in getting additional rest rooms and sewer and water on field. She has always been a big supporter of the Airport. To thank Ms. Johnson for her support, he presented a framed print.

During this time, Fred Gaffney and Tom Williams arrived for the meeting.

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VII. **UNFINISHED BUSINESS:**

A. **Rates and Charges Regulation:** During the biennial budget process last Spring, the Airport Finance Committee recommended a two-phase increase to "Non-commercial" Land Lease Rates. The second phase of this increase proposed to raise non-commercial land lease rates by an additional \$.03 per sq. ft. per year for FY 2006. This would bring the rate to \$.34 per sq. ft. per year; consistent with other land lease rates for similar locations. The amended draft of the Rates and Fees Regulation completed the public comment period on March 29, 2005. The only comments received on the regulation (from CBJ Clerk's office) was technical corrections of dates on the last page. These changes are included in the final draft of the regulation. If approved, the regulation will be forwarded to the Assembly for the April 25, 2005, Assembly meeting and become effective July 1, 2005. Pete Carlson said this is only a housekeeping item. The Board approved this last year as a two-part \$.03 per year for two years. *Pete Carlson moved, duly seconded, to approve the amended Rates and Fees Regulation, Title 07, Chapter 10, as corrected, and forward it to the Assembly for their approval. The motion passed by unanimous consent.*

B. **EIS Update:** The Airport Board will be meeting with the Assembly Committee of the Whole in a working session at 5:00 p. m., Thursday evening, April 14, in the Assembly Chambers. Byron Huffman, FAA Airports Division Manager, and Patti Sullivan, FAA Airports, plan to be in attendance at this working session to make a presentation regarding and discussion of the ongoing EIS.

The latest information from the FAA is that the Draft EIS will be available as a public document on April 29, with two advance copies for staff review on April 14. A public hearing/meeting will be scheduled for the end of May or the first of June for presentation and the actual hearing.

C. **Terminal Project Presentations:** The Board Chair and Airport/CBJ staff made a presentation to the Assembly Public Works Committee meeting on Monday. This meeting went well. Also, the Board will be meeting with the Assembly Committee of the Whole in a working session at 5:00 p. m., Thursday evening, April 14, in the Assembly Chambers. At this working session, the terminal planning consultants will be making a formal presentation to the COW/Board. Joe Heuisein said the important part is to make the Assembly understand their part of the deal. He said George Davidson had said, "It is their airport and the buck stops with them." The Assembly needs to come up with their half. Chair Swanson hoped that the Board members will speak up at tomorrow's meeting and let the Board's wishes be known.

Airport Manager Heese said that Marc Wheeler had asked about piggybacking on the State's idea of bonding for the Anchorage and Fairbanks airports. He said Anchorage and Fairbanks are tied together through the International Airport Fund and what one does, the other one pretty much has to do, too. They are looking at a finance bond funded through those airports' revenues. It would be highly unlikely that their revenues would support a project in Juneau. Mr. Heuisein said he felt the Board should note that all the homework has been done by 18 people who represent every aspect of user – government, Chamber of Commerce, Convention & Visitors Bureau. Everyone on the committee is in concurrence on this issue. Chair Swanson

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noted that no call had been received from Mr. Knudson and the Board proceeded with New Business.

VIII. **NEW BUSINESS:**

A. **Security Vehicle Grant:** A new AIP grant has been received in the amount \$25,953 for the purchase of the new security vehicle on our CIP program. We are purchasing a Ford Explorer from Cal Worthington as a rider to the DOT&PF Light Duty Vehicle contract. The amount of the State matching grant is \$683. The local match of \$683 has already been appropriated from PFC7. *Gordon Evans moved, duly seconded, to approve appropriation of an AIP grant in the amount \$25,953, and a State matching grant in the amount \$683, and to purchase a new security vehicle from the State Light Duty Vehicle contract. The motion passed by unanimous consent.*

B. **ARFF Vehicle Disposal:** Chair Swanson said that the Airport has an old Aircraft Rescue and Fire Fighting (ARFF) truck that the Board had felt it would be good will to offer it to Southeast communities. No one wants it except Taos, New Mexico. The Airport has not offered it to them, and would like direction from the Board as to whether it should be put up for auction or offer it at zero purchase price to any airport who might formally request it. Airfield Maintenance & Operations Superintendent Jerry Mahle said that it had been reviewed and the tires are new and may be worth some money. As they are not highway tires, they would not be able to be driven off the airport. Pumps leak and a lot needs to be done on the machine. He said he had been in contact with Taos. He thought that if another airport could use the truck, it should go to them as this could save lives. Mr. Heese said it could be put up for the next auction to see if any bids are received. *Tom Williams moved and asked unanimous consent that the Board direct the Airport Manager on e-bay with no minimum and concurrently advise Taos, New Mexico, that it will be on e-bay. The motion died for lack of a second. Gordon Evans moved, Pete Carlson seconded, that the Airport make the ARFF vehicle available to Taos, New Mexico, or any other airport that is interested in it and if they have not shown interest by the next City auction, put the vehicle on the auction block. The motion passed by a vote of six to one (Tom Williams).*

C. **Airport Manager's Evaluation:** Chair Swanson said that the Board needs to evaluate Allan Heese (due May 16, 2005) at the conclusion of the May 11th Board meeting during executive session.

D. **Airport Manager's Report:** Airport Manager Heese reviewed the Airport Manager's Report (Attachment #1).

IX. **ASSEMBLY LIAISON COMMENTS:** Assembly Liaison Merrill Sanford apologized for being late; he had been at a Finance Committee meeting. He looked forward to seeing the Board members at the next evening's meeting with their report. This will enable this to be pushed forward and get at least ½ of the 1 percent sales tax.

X. **PUBLIC COMMENTS:** None.

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XI. **BOARD MEMBER COMMENTS:** None.

XII. **ANNOUNCEMENTS:** None.

XIII. **TIME AND PLACE OF NEXT MEETING:**

A. A Joint Assembly Committee of the Whole/Airport Board meeting will be held on April 14, 2005, at 5:00 p. m. in the Assembly Chambers.

B. The next regular Airport Board meeting will be held on May 11, 2005, at 7:00 p. m. in the Aurora Room.

XIV. **ADJOURN:** *Gordon Evans moved, Joe Heueisen seconded, to adjourn the meeting. The meeting adjourned by unanimous consent at 7:45 p.m.*

ATTACHMENT #1

JUNEAU INTERNATIONAL AIRPORT MANAGER'S REPORT

April 13, 2005

1. We have tentatively scheduled the re-survey of the compass rose with a company from Colorado, Compass Rose Surveys Inc. They have quoted a cost of \$8,200, which will come out of the emergency maintenance funds, to:
 - A. Test as many sites as necessary to find a suitable location for a compass rose, using a total field magnetometer. If they are unable to find a suitable location, we will negotiate a reduction in price based on expenses and time.
 - B. Set up a grid over a suitable area and measure declination at each grid point to determine the average declination and to confirm that the site meets FAA specifications.
 - C. Provide a written report on-site and direct a paint crew where to paint the lines or mark the site so a paint crew can paint at a later date.

2. Several changes are occurring in the next few days in Security screening procedures or the screening area. These are:
 - A. Starting April 14, 2005, TSA screeners will be enforcing the restriction against cigarette lighters being carried on board an aircraft in carry-on baggage or on a person. This change was put in place several weeks ago, with the intervening time to be used to educate travelers to this major change in restricted items. This restriction has been extended to the passenger screening checkpoint; lighters are still prohibited in checked baggage. However, four books of matches are still allowed.
 - B. Alaska Airlines and TSA have agreed to a relocation of the Alaska Airlines podium at the start of the passenger screening queuing area. This will reduce the number of TSA personnel by one, which will help as TSA is anticipating being short-staffed this summer.
 - C. TSA, Alaska Airlines, and the Airport have agreed to place "amnesty bins" at the screening checkpoint, just prior to entering the screening area. This bin will allow travelers to dispose of restricted items prior to entering the TSA screening area. Anyone who has an item, such as a cigarette lighter, that they know will be confiscated by TSA and that they have no desire to retain, will be allowed to drop it in the amnesty bin. It is not intended that this would be used for illegal items such as drugs, weapons, etc., but for items that are prohibited from carriage by federal regulations as enforced by TSA. These bins will be checked frequently to ensure no hazardous, dangerous, or illegal items are placed in there, or if such items are present, they will be handled in the appropriate manner.
 - D. We are looking into the possibility of a "mailing kiosk" near the start of the TSA screening area. This is similar to the "amnesty bins" discussed above and would be in the same general area as the bins. The difference is that this kiosk would be to allow a traveler the opportunity to drop some item they wish to retain into a mailer and mail it to themselves or some other recipient. The current situation is that a traveler may reach the screening checkpoint with some item they are not allowed to carry on-board the aircraft but which

they wish to retain. Currently they either lose the item or must take the time to leave the line to go down to the gift shop where they can pay to have the item mailed. This slows the screening process considerably and may make the traveler late for or delay their flight. There are several issues which remain to be worked out with this item before this service can be implemented; however, we are pursuing this in an attempt to improve service to the traveling public.

3. In response to a request from Ken Koelsch, we will be assigning a tie down location on the Part 135 ramp to U.S. Customs. This tie down is in the third row from the front, closest to the terminal. It will displace one tie down currently used by Skagway Air and will be provided at no charge.

In a related item, we are starting a minor building project in the Customs area, to be completed by Building Maintenance personnel. This project will construct counters and cabinets in their terminal space to provide a better layout and better flow of visitors. This is also provided at no cost. We are hoping to see a State of Alaska grant to fund this and other work requested by Mr. Koelsch.

4. Construction Projects:

- A. Terminal Access Road Rehabilitation. No Change - Construction is complete except for seeding and an ADA sidewalk adjustment, which will occur this spring.
- B. Taxiways C-1 and W-2. They anticipate resuming work the on Monday, with the dirt work and preparing for the paving. The paving is anticipated on Monday, April 25. Electrical work needs to be done and it is anticipated it will be another two months before switching from the current taxiway designation to the new taxiway designation. The work will be completed in April and May. The taxiway interlinks will be renamed. The new designations will be coordinated with tenants and FAA. Some extra work will be required to update the airfield lighting control system; that work is expected to cost from \$10,000 to \$20,000.
- C. Delta-1 Ramp Expansion. The project will be bid this month and work should be completed this year.
- D. Fencing Upgrades. Work is expected to be completed on April 15, 2005.
- E. Airfield Maintenance Shop Water Line. Cameron Plumbing should install the waterline within six weeks.
- F. Dike Repair. Work is completed and under bid price.
- G. Part 121 Ramp Reconstruction. The planning process will begin to repave a portion of the Part 121 ramp and reconstruct the Alaska Airlines hardstands. This will be a realignment of Jet 2. Passengers come off the back of the plane and have to walk across the path of where the forklifts are operating. Alaska is concerned there is a potential for a passenger/forklift interaction. The work will be phased over two years and the preliminary project budget estimate is \$3.8 million. This project will be followed by another in 2009 to reconstruct the Part 139 Ramp; the preliminary budget estimate is \$3.6 million.

5. Animal traps were found on the float pond dike. Two traps have been found to date. A sign will be posted at the head of the dike trail/road to ask walkers to let Airport staff know if any other traps are found. Chair Swanson said that no trapping signs should be posted in the area.
6. The monthly enplanement statistics for March were up 6.02% from March of 2004. Out of the last six months, the enplanement statistics have been above where they were before 9/11, which bodes well for enplanement dollars and PFCs.