

## ATTACHMENT #2

### Finance Committee Meeting Minutes October 6, 2005

Present:

Pete Carlson, Airport Board (by phone)

Fred Gaffney, Airport Board

Tom Williams, Airport Board

Allan Heese, Airport Manager

Patty deLaBruere, Airport Business Mgr.

Ed Kiesel, Ward Air

Virginia Harris, Airport

Greg Jerue, Terminal Maint. Supervisor

John Coleman, Airport Admin. Asst.

Bob Jacobsen, Wings of Alaska

Dick Rountree, R&L Leasing

Jim Wilson, Coastal Helicopters

Richard Enriquez, USFWS-JFWFO

Jim Dorn, Carson Dorn Inc.

- I. Request for an Incinerator at the Airport: Airport Business Manager Patty deLaBruere said that staff is looking at what permits are required. She said the compactor has been effective at reducing garbage collection costs and bird attractants. Terminal Maintenance Supervisor Greg Jerue said the compactor paid for itself in two years from garbage collection cost savings. He feels that an incinerator could be a good investment if we don't have burdensome DEC permit and examination fees (could be up to \$50,000/year). He said the 30-yard compactor is filled in two weeks. Dick Rountree said that the need for an incinerator occurs only once in five years, and that a smaller unit might be more appropriate with less regulatory requirements. Fred Gaffney said that he would like Greg to continue investigating the associated costs. Airport Manager Allan Heese said that he would like to see the unit operating next season as part of a scenario to increase international arrivals.
  
- II. Float Pond Utility Extension: Tom Williams cited a conflict of interest and excused himself from the discussion. Jim Dorn said the Bayview schedule is November/December for Request for Bids and January for a construction contract. He said the aim is to construct after the ice, but before the vegetation comes back in the channel. He said a special Assembly meeting will have to be held to address the resistance to the LID by Bayview homeowners. Fred Gaffney said tenants are concerned about cost and he would need to know the cost before making a recommendation to the Board. Allan Heese said the project brings infrastructure closer to the end user, but does not include facilities. Jim Dorn said some of the airport's costs are absorbed by the Bayview project, and that is the advantage of piggybacking. The sewer force main can be tapped by the airport at a later date. Extending the water line is the main cost to the airport, and this is dependent on the level of service installed. Pete Carlson estimated the cost for the water line is \$450,000 based on the total project estimate of \$500,000. Jim said the cost is not unusual, and \$47,000 would be for conduit. Ed Kiesel said the project is nice, but not worth it for

Ward Air. He said it is already too congested for a washdown station, and the money would be better spent on the pond weed problem. Pete Carlson gave a firm “No” to the project. Fred Gaffney said that this should be shelved until a need is demonstrated. The Committee Report will reflect this position.

- III. Wildlife Hazard Maintenance Personnel: Patty deLaBruere said that staff has been looking at needs and costs of a new position. In the 15-17 range level, the cost would be between \$63,500 and \$71,000 including benefits for the first year. Fred Gaffney said he wanted to hire a biologist. Patty said that would double the cost. Fred said that FAA and other organizations are pushing to deal with wildlife issues and habitat modification, which includes a lot of paperwork and agency liaison. He felt the Committee wanted a professional to deal with this. Allan Heese said the question is how to pay for the new position. The FAA won’t pay for a maintenance position. If it is project-specific, we should use consultants. A staff position could be partially funded from CIPs, but the risk is “position description creep.” Fred said that planning, documentation and surveys are appropriate for a habitat or wildlife biologist. Bird hazing, etc., can be done by Field Maintenance. Pete Carlson said the discussion is still a long way from a recommendation for the Board. Fred said he will work out the details of the position with Patty and Allan and bring it back to the committee in the new year. Tom said that an analysis of the current staffing situation needs to be part of the consideration of the new position.
- IV. Miscellaneous Rates and Charges Fees:
  - A. Airline Occasional Use Fee for Terminal: It was agreed that the Committee wanted to see a “stepped” fee. Patty will continue to work on this.
  - B. Fingerprint and Badging Fees: The Committee will send proposed fee increase language designated paragraph (m) to the Board for approval minus the language in parentheses in subparagraph (2). Patty said that when the number of lost badges is 10% of the badges issued, all the badges in the group (e.g., SIDA, 135 ramp) have to be reissued. She said the \$200 fee substantially reduced the number of lost badges. The proposed language increases the deposit from \$20 to \$50, and establishes a new \$200 deposit for contractors. Ed Kiesel said it would be a good idea to bill the employer for the deposit, and they can take it out of the employee’s final check. Tom suggested verbiage to capture this suggestion, to the effect “In lieu of a deposit, an employer may guarantee in writing . . .”
  - C. Paid Parking Lot Rates: Patty deLaBruere said that there is an average of 319 cars per day leaving the lot in less than 30 minutes. Currently, commercial permit holders can come to the Manager’s office for a free parking stamp. Dick Rountree said that we have the highest land lease rates in the state/country; why do we raise tenant rates when we’re giving away free stuff? He suggested getting rid of the free stuff. Fred Gaffney firmly emphasized that the public needs to be made aware

of parking rate increases well before they happen. The new rates will need to be well posted for drivers before they enter the parking lot. The Board will need to discuss the new rates. Tom Williams moved to introduce the new rates for discussion at the next Board meeting, with appropriate public notification. Fred said he wants the Board discussion followed up with clear public announcement and information.

V. Terminal Project Vote: It was generally agreed that feedback from voters indicated that they didn't have a good idea of where the other funding was coming from.

VI. Other Items:

A. The Committee would like to report to the Board on the restaurant's vending machine operation in the departure lounge.

B. Tom Williams said that he would like a CIP update presentation at the November 2 Finance Committee meeting. Dick suggested that an "executive summary" of the CIP would be more useful to tenants than the full working spreadsheet. It should go out before meetings are held and should have contact information.

Next Meeting: October 26, 2005

The meeting adjourned at 11:35 a.m.

### JNU Parking Lot Rates

as suggested and amended at 10/6/05 Finance Meeting

	Proposed 2005	(Current) 2003 Rates	2002 Rate	See Effective Date	See Effective Date	Effective 12/7/1983	Effective 7/26/1977
<b>Short Term Lot</b>	0-15 minutes		eff. 4/1/2000	eff. 5/1/1998	eff. 2/7/1991		
	0-30 minutes			FREE	FREE		
	Next 30 minutes	\$1.00	FREE	\$1.00	\$0.75		
	Each Add. Hour	\$1.00	\$1.00	\$1.50	\$1.50		
	Daily Maximum	None (hr only)	\$10.00	\$10.00	\$10.00	\$9.00	
	Lost Ticket	\$25.00 per day					meter parking per half-hour \$0.25
<b>Long Term Lot</b>	0-15 minutes		eff. 4/1/2000	eff. 1/1/1997	eff. 2/7/1991		
	0-30 minutes			FREE	FREE		
	31-60 minutes		FREE	\$2.50	\$2.00	\$0.50	Public Parking \$0.50
	0-120 minutes	\$3.50	\$2.50				
	Each Add. Hour	\$1.00	\$1.00	\$1.00	\$0.75	\$0.50	(no LT/ST)
	Daily Maximum	\$12.00	\$9.00	\$7.00	\$6.00	\$5.00	difference
	Weekly	\$75.00	\$63.00	\$42.00	\$36.00	\$25.00	\$20.00
	Lost Ticket per day!	\$25.00 per day					
		max. 30 days					
		unless special arrangements have been made					

ATTACHMENT #1