

MINUTES of
AIRPORT BOARD MEETING
July 12, 2006
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:

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| Pete Carlson | Fred Gaffney | Joe Heueisen |
| Gordon Evans | Jerry Godkin | Ron Swanson |
| Eric Forrer | | |

Staff/CBJ Present:

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| Patricia deLaBruere, Acting Airport Mgr. | John Coleman, Airport Admin. Asst. |
| Jerry Mahle, Airport Maint & Ops Supt. | Merrill Sanford, CBJ Assembly Liaison |
| Ben Mello, Airport Planner | Catherine Fritz, CBJ Engineering |

Public Present:

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|---------------------------------|--------------------------------|
| Ella Rogers, Glacier Restaurant | Rob Breffeilh, Tenant |
| Dick Rountree, Public | Larry DePute, General Aviation |
| Craig Loken, Alaska Seaplanes | Tom Williams, Ward Air |
| Ed Kiesel, Ward Air | Laurie Craig, Public |

III. **APPROVAL OF MINUTES:**

A. *Pete Carlson moved, Fred Gaffney seconded, the adoption of the June 14, 2006, minutes. The motion passed by unanimous consent.*

B. *Eric Forrer moved, Gordon Evans seconded, the adoption of the June 26, 2006, minutes. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** *Fred Gaffney moved, Pete Carlson seconded, to approve the agenda. The agenda was approved by unanimous consent.*

V. **PUBLIC COMMENTS:** Ed Kiesel, Ward Air, said he represented people flying from the pond. He noted that the weeds are out of control. The weeds grow four to six inches per day on a sunny day. When the water level drops, it is dangerous to operate from the pond. An aircraft ended up in the landing lane in front of a landing airplane because his water rudders were fouled. In discussions with staff, he had been told that with the EIS problem, chemicals cannot be used. Something needs to be done. If steering is lost during a day with westerly winds, the aircraft could drift into the water lane.

Acting Airport Manager Patricia deLaBruere noted that two laborers will be hired beginning Monday to cut the pond weed. Chemicals are also being researched. Joe Heueisen noted that Lake Hood is using something mechanical in the lake. Jerry Mahle noted that this machine only cuts down about two to four feet and Lake Hood personnel said they can just barely keep the landing area open. Fred Gaffney noted that he had attended a presentation by BASF on a chemical that may be used. Chair Swanson noted that dredging of the pond is in the works, but

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like everything else, the machinery of getting things done grinds quite slowly. Ms. deLaBruere said that in addition to staff contacting the FAA to let them know the seriousness of the issue, she recommended tenants, as users of the pond, can also help by putting their concerns in writing to help the FAA understand the problem. Chair Swanson said that the Airport Board urged staff to find a solution to this problem.

VI. **ELECTION OF OFFICERS:** *Pete Carlson moved, Fred Gaffney seconded, to keep the same slate of officers. The motion passed by unanimous consent.*

VII. **APPOINTMENT OF OPENING FOR STANDING COMMITTEE:** Chair Swanson introduced and welcomed Jerry Godkin as the newest member of the Board.

A. Finance Committee: Chair Swanson appointed Jerry Godkin to the Finance Committee.

VIII. **UNFINISHED BUSINESS:**

A. **Accountability With Respect to the Hydrology Report:** Chair Swanson said a motion was made at the June Board meeting to hunt for the guilty on the hydrology report. Airport Planner Ben Mello said Patti Sullivan's e-mail stated "SWCA is assuming all responsibility for additional costs associated with additional analysis, modifications to the FEIS, coordination with CBJ and the resource agencies associated with the mis-communication on the hydrologic analysis." He noted that the RNP process and this have pushed the FEIS back to early spring. The Record of Decision would then come 30 days after the FEIS is issued. Chair Swanson noted that this will put the Airport into the summer work season for 2007.

Mr. Mello noted that one of the projects staff has been working on is the float pond dredging project. Consultants are currently trying to figure out how much material is available and how the dredging process will go along. This could speed up or not delay doing dredging work next summer. Chair Swanson noted he had two complaints that too much brush is being cut for the surveying. He asked staff to contact the consultants to minimize the brush that is cut. Mr. Mello said he had received a call from Laurie Ferguson Craig. He looked at the area and talked to the Project Manager of the surveying crew to reemphasized minimal cutting, but noted that he would like a good survey job done.

Joe Heueisen asked if the dredging would affect operations on the pond. Mr. Mello replied that the first phase of the project has been approved by the FAA, which is the survey and geotechnical work. The second phase would be the draft concept of the dredging plan, which has not been approved to date. The FAA is holding off approval of the second phase just in case more unseen things come out of the word work for the EIS. When the approval is received, staff will work with the operators to make sure to develop a plan that works with the operators and within the budget. Chair Swanson said that an aircraft had hit a dredge in the pond in the past and wanted to make sure that all precautions that can be taken are taken to ensure this does not happen again.

B. **CIP, PFC and AIP Issues:** Ms. deLaBruere said that the preliminary spreadsheets and memos have been distributed to tenants. Mr. Mello said that there were three things he would like the Board to approve and discuss.

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1. The Airport received a \$1 million grant from the State. The State has asked the Airport to apply for the grant. There are no strings for the grant, but it must be used for Airport terminal renovation. No local match is required. He asked the Board to approve staff to provide a brief description for the project and apply for the grant. He thought this money could provide the local match for the City and provide the money for ineligible areas of the terminal that are not PFC or AIP eligible. Discussion was held regarding keeping all of the \$1 million at the Airport. Chair Swanson said they did not want to see 10% to 20% going to Engineering. Assembly Liaison Merrill Sanford said that only about 5% of a project is charged by the Engineering Department. *Pete Carlson moved, duly seconded, to ask downtown to facilitate the transfer of the \$1 million appropriated by the State for the terminal. Fred Gaffney offered a friendly amendment, that this money will primarily be used for match and to cover areas that are not covered within the normal budgeting process and funding sources that the Airport has. The friendly amendment was accepted. The motion passed by unanimous consent.*

2. Mr. Mello asked for Board approval to apply for an FAA grant for \$1.2 million in entitlement money. This grant has to be applied for before August 1. Otherwise, no grant can be applied for in 2006. This grant would be for terminal schematic design. Catherine Fritz, CBJ Engineering, said that approximately \$10 million (\$5 million in PFC, \$3.7 million in FAA entitlements and \$1 million in a State grant) would be available. Staff will be looking at ways to use the available funds most effectively. The proposal is to engage Jensen Yorba Lott through a contract amendment to explore several options to move forward with the priorities of the baggage claim, the roof and the mechanical system. She said this would take a month or more to come back with several options and the cost of those options. This would move the Airport toward the goal of reducing passenger congestion. She thought the cost of this contract amendment would be less than \$50,000. This would look at the pros and cons of each option. *Fred Gaffney moved, Joe Heuelsen seconded, to take the steps as outlined by Catherine Fritz and apply for \$1 million grant from the FAA. Mr. Gaffney said that \$10 million may be available and he was trying to get an identification of what the funding sources are, when they come on line, when the projects could be done and then flush them out so the Airport knows what they are buying and what it will cost in the future. The motion passed by unanimous consent.*

3. The remaining projects in PFC Application #6 are in the EIS. The Airport is not able to start them because they are in the EIS. The Airport has already requested and an extension from the FAA. This extension was received, but the Regional FAA denied any further extension. The three projects contained in the PFC #6 application were for match and they were: the snow removal equipment facility, the runway safety area Phase II, and the northwest quadrant development. The total for these three projects is approximately \$1.7 million. Alternates in the PFC application include: West GA paving (\$2.5 million estimate), Part 135 ramp reconstruction (\$210,000 match only), Block O development (\$900,000) and new air carrier ramp expansion (\$122,666 match only), which equal \$3.7 million.

One method may be to roll over the collections into PFC 7, close out PFC 6 and start PFC 8 on April 1, 2008. This would decrease PFC 7's collection time period by approximately one and a half years. The alternates listed in PFC 6 are fairly low priority projects on the approved CIP

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and the draft CIP and the terminal is a high priority. He proposed rolling the collections into PFC 7, decrease PFC 7's collection time period, and then start PFC 8. After review, Mr. Mello thought that PFC 8 application should be for terminal enhancements and other matches that will be lost by rolling the funds into PFC 7. PFC 8 would include the snow removal equipment facility match, runway safety area match and northwest quadrant match, among others. This would make the PFC 8 application an eight- to ten-year application. Ms. deLaBruere stated that the Airport should consider leaving the EIS projects in and rollover the PFC funding into the next application. This would send a statement on the importance of these projects and the need for a quick completion of the EIS. Dick Rountree said that in 1987, the West GA area was supposed to be paved in five years. This project has slipped many times since then. He thought the West GA project should be done. Mr. Mello said that he thought the EIS and terminal projects are high priority projects. He said the West GA paving is currently scheduled for 2011.

Pete Carlson said he was in favor of the West GA paving and Block O, as he is often asked why the Airport does not have any land to build on. Eric Forrer said the West GA paving should not take the Board's attention off all the other projects they have talked about for years. It would be nice to have it paved, but this is not critical. Another problem is derelict aircraft on field. He noted the Harbor has taken steps to get rid of derelict boats. He thought it would be good if aircraft on field were functioning, airworthy aircraft. He encouraged conversations on the terminal and the west end paving go up through the process without too many sacrifices. Chair Swanson turned the derelict aircraft issue over to the Operations Committee. Mr. Forrer said if there is a waiting list, derelict aircraft are a problem. Gordon Evans said he remembered that when he first came on in 1995 that West GA paving was a topic. He thought it was time to do something.

Ben said no decision was necessary at this meeting. He will come back to the Board with more information on how it will affect the Airport if the projects are done. He will send out an e-mail to the Board and tenants to help them make a more informed decision on the West GA costs. Ms. deLaBruere suggested adding the costs of Block O to that list for discussion. Chair Swanson said the direction to staff is to explore Block O, explore the West side paving and explore making a long PFC list as suggested by Jim Lomen and report back to the Board at the next meeting.

Catherine Fritz said in a few months she will bring back to the Board possible projects totaling up to \$10 million. This may be a factor in helping the Board to decide their options.

Mr. Mello said he is working on the royalties issue for the float pond. This is a very complex issue that involves not only the Airport, but CBJ financing, FAA, and the Airport's consultants. It is something that has been done at other airports – to use the excess material in other places and the FAA pays the airport to use that material to construct the runway safety area, etc. The mechanism of how that works is different at various places and he is trying to decide what is best for JNU. He will present several options to the Board.

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There are other issues for the Draft CIP, such as unidentified funds from the float pond royalties. This was presented to the Board as the direction Mr. Mello was going. If anyone had major changes, he could present a revised one at the next Board meeting.

Fred Gaffney thanked Mr. Mello for his effort. He knows this is difficult, but it is also difficult for the Board because they do not understand the accounting/bookkeeping problems overlaid over everything else that is going on in the EIS, etc. He thought Mr. Mello was getting a direction from the Board and if he could bring something back to the Board in a written form – the Board needs to take action and what the motion would look like or at least discussion points – the Board would know what they are picking between. This would make more sense on how to proceed.

IX. **NEW BUSINESS:**

A. **Compensation for Acting Airport Manager:** Chair Swanson said he talked to the staff at Personnel and she said that it is common practice that when someone is acting as something, they should get paid as that acting something. The starting pay for Range 25 is \$81,525 annually. He suggested that for each month the acting is an acting, the Board divided that \$81,525 by 12 and that will be the monthly stipend for the acting. *Gordon Evans moved, Joe Heuelsen seconded, to compensate the Acting Airport Manager at a Range 25, Step A.* Ms. deLaBruere asked about the interim time Mr. Mahle was acting in June. Gordon Evans stated that Allan Heese was still being paid as the Airport Manager at that time. *The motion passed by unanimous consent.*

B. **Search Committee Report:** Committee Chair Fred Gaffney said the Committee has worked with Personnel. The 1999 version of the Airport Manager Job Description has been modified. It is on the web site and is advertised as open until filled. The review of the applications will begin on August 1. To date, six applications have been received – five from out of town and one from Juneau. His intention is to run this thing full course. The applications will be pulled on the 1st of August at which time the Search Committee will review them and bring back a recommendation to the Committee of the Whole on how to proceed. Board members can review them, but cannot remove them. His goal is to have a new Airport Manager hired and on the job within 90 days.

C. **Airport Manager's Report:** Acting Airport Manager deLaBruere reviewed the Airport Manager's Report (Attachment #1).

X. **ASSEMBLY LIAISON COMMENTS:** Assembly Liaison Merrill Sanford asked the Board to express true facts and not exaggerate. He suggested looking at the paperwork and then discuss facts.

XI. **PUBLIC COMMENTS:**

A. Dick Rountree noted that at one time the west tie down area (the dirt area near CAP) was designated as the area for derelict aircraft. Chair Swanson said that this area is located close to the Emergency Vehicle Access Road (EVAR) a/k/a dike trail. It would then be the first thing that hikers would see. He said that the owner of most of the wrecked aircraft is

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currently carrying truckloads of things to North Dakota. Each year, he hopes that the problem will soon cure itself.

B. Laurie Craig wanted to lodge a formal complaint that there was a lot more brush and limbs cut this morning. The branches are being removed from the bottoms of the trees. This is habitat for nesting. Chair Swanson said that staff will be talking to the surveyor.

XII. **BOARD MEMBER COMMENTS:**

A. Chair Swanson said that he and Patty deLaBruere would be before the Assembly at 5:00 p.m. the next day to defend the Board's actions with regard to Petro Marine leasing space in the fuel tank farm. He welcomed anyone wishing to attend to attend for moral support.

B. Pete Carlson asked for clarification from staff for the impound notices being placed on vehicles around the airport. He asked the time frame for this impound. He thought clarification needs to go out to tenants on how long something can be parked. Ms. deLaBruere agreed and suggested this go to the Operations Committee to discuss. Mr. Carlson agreed that a policy needs to be established so that everyone knows what the rules are.

C. Fred Gaffney said that there is a new Board Member. He said he found a retreat that was held a year after he came on board to be very useful. He suggested that another retreat be held at some point in time. Ms. deLaBruere suggested this wait until the new Airport Manager is on board.

D. Pete Carlson said that he would like to move next month's meeting from August 9 to August 10. He noted he had a conflict on that Wednesday night. Chair Swanson said he would exchange e-mails to discuss this further.

XIII. **ANNOUNCEMENTS:** None.

XIV. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will tentatively be held on August 10, 2006, at 7:00 p.m. in the Aurora Room. *[The August meeting will be held on August 9, 2006, as regularly scheduled.]*

XV. **ADJOURN:** *Fred Gaffney moved, Pete Carlson seconded, to adjourn the meeting. The meeting adjourned by unanimous consent at 8:31 p.m.*

ATTACHMENT #1

JUNEAU INTERNATIONAL AIRPORT MANAGER'S REPORT

July 12, 2006

1. Land Acquisition. The appraiser that we (CBJ Lands) were negotiating with backed out. The CBJ Lands Department is currently searching for a new appraiser who has through-the-fence airport appraisal experience (they are currently working with their fifth appraiser). We still hope to have the appraisals completed before fall of this year (2006), but there are no guarantees.
2. Gate K Work: Work will begin on the pad at Gate K in the near future. An alternate gate is being discussed to be used during the time this work is ongoing (approximately 10 days). The manual gate located down from the Silver Bay Lot is being considered. Users/tenants will be kept informed.
3. Enplanements. June enplanements reported by Alaska Airlines show an increase of 4.35% over last June. Year-to-date enplanements are up 2.44% over the same period last year. Both monthly, and year-to-date figures are at all-time high levels at this report.
4. JNU As Possible Conference Host. After further discussions with AAAE, it has been determined that Juneau is not a viable candidate for the Airfield Lighting & Maintenance Course.
5. Kathy Smith Replacement. Mookie Patel, Alaska Airlines, has replaced Kathy Smith as the Alaska Airlines representative for Juneau. He plans to attend future Board meetings. Mookie has a very diverse background, which includes consulting, airport management, etc.
6. Juneau Terminal Study Phase II. This project is \$9,000 over budget and because it is a planning grant we cannot amend it. We can, however, close it out and roll the over-budget amount into the new Terminal Schematic Grant (with Board approval). Otherwise, those funds will sit in project design until we apply for another terminal grant.
7. Contamination Cleanup Follow-up. Chevron's consultants should be providing their report on the contaminated soil in the Fuel Farm sometime next week. Staff will be meeting with the consultant to discuss their cleanup report on July 20, 2006.
8. Construction Report
 - A. **EIS**: SWCA and NAVEROUS (RNP firm) have agreed to a contract and work has started. Because the contract took longer than anticipated to sign, the EIS schedule has slipped. Staff is working with the FAA to determine the new estimated completion date.
 - B. **Delta-1 Ramp Construction**: The project is substantially complete excluding the painting and some punch list items. Concrete ramps will be installed at Gate K as a part of this project. We submitted a design to Secon and are awaiting a price to complete the work. Also, work to enhance the drainage along a row of hangars in the Middleton Hangar area will probably be undertaken as an addition to this project.

- C. **Main Ramp Improvements:** A 65% design meeting with the Airport staff was held June 27. Efforts to flush sediments from and run a camera through the existing pipes are complete and an exact cost should be available this week. One damaged pipe has been located between the "Charlie" interlink with the parallel taxiway and the terminal parking gates. DOWL will work with the Airport and Engineering staff to provide construction documents for the repair and provide construction administration and testing.

- D. **Float Pond Dredging Survey:** The topographical survey of the float plane pond area and bathymetric survey of the pond bottom is well underway. The survey work and report should be complete late Summer or early Fall.