

MINUTES of  
AIRPORT BOARD MEETING  
November 8, 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:

Pete Carlson (via telecon)	Eric Forrer (via telecon)	Jerry Godkin
Gordon Evans	Fred Gaffney	Joe Heueisen Ron Swanson

Staff/CBJ Present:

Dave Palmer, Airport Manager	Merrill Sanford, CBJ Assembly Liaison
Pam Chapin, Secretary	

Public Present:

Ella Rogers, Glacier Restaurant	Craig Loken, Alaska Seaplanes
Connie DePute, Hangar Owner	Allan Heese, Public
Jeremy Millsaps, Wingnut Aviation	

III. **APPROVAL OF MINUTES:**

A. *Gordon Evans moved, Fred Gaffney seconded, the adoption of the regular monthly meeting of October 11, 2006, minutes. The motion passed by unanimous consent.*

B. *Gordon Evans moved, Fred Gaffney seconded, the adoption of the mini retreat meeting of October 13, 2006, minutes. The motion passed by unanimous consent.*

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

V. **PUBLIC COMMENTS:** None.

VI. **UNFINISHED BUSINESS:**

A. **JAWS:** Gordon Evans asked if anything had been heard on the JAWS project. Airport Manager Dave Palmer said he had not heard anything further on JAWS funding. He had spoken to Tower Manager Steve Turner who thought there would be no changes in the approaches or the procedures if the JAWS funding went away. Mr. Turner was not as concerned as expected.

B. **Runway Safety Area Language in Congress:** This bill passed the House, but not the Senate. Chair Ron Swanson said he believed as long as this is done before the first of the year, it will probably be okay as far as the FAA and the draft EIS. Discussions have been held with John Roots, who will be talking to Senator Stevens staff soon.

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VII. **NEW BUSINESS:**

A. **2007 Board Meeting Schedule:** Discussions were held about the February 2007 Board meeting and it was decided to hold the meeting as scheduled on February 14, 2007.

B. **Airport Manager's Report:** Airport Manager Palmer reviewed the Airport Manager's Report (Attachment #1).

VIII. **ASSEMBLY LIAISON COMMENTS:** Assembly Liaison Merrill Sanford suggested the Airport get their act together on the remodel funding within the next six months because the Assembly will be putting the 1% sales tax before the voters again in October 2007.

He noted that when the Mayor returns to town, decisions will be made for Assembly Committee and Liaison appointments. He suggested the Airport Liaison position to Bob Doll. Mr. Sanford said he will always be an advocate for the Airport. He said one of the other Assembly members needs to be the Assembly Liaison to learn about the Airport.

IX. **PUBLIC COMMENTS:** None.

X. **BOARD MEMBER COMMENTS:**

A. Pete Carlson said he will return to town on November 20, 2006. He will be available for Finance or Operations Committee meetings anytime after the 21<sup>st</sup>.

B. Gordon Evans said he will be out of town from January 23, 2007, through February 21, 2007.

C. Jerry Godkin said the Fire Department asked him to express their thanks to the Airport – Jerry Mahle and anyone else involved in the decision – for flattening the dirt out in front of the Fire Station so that it created more space. This has helped out in their training.

D. Ron Swanson said they rode around in the new equipment at the Fire Department. It is impressive equipment, although not fast. He was concerned about the speed of this equipment in an emergency situation.

XI. **ANNOUNCEMENTS:** None.

XII. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on December 13, 2006, at 7:00 p.m. in the Aurora Room.

XIII. **ADJOURN:** *Gordon Evans moved, Fred Gaffney duly seconded, to adjourn the meeting. The meeting adjourned by unanimous consent at 7:35 p.m.*

## ATTACHMENT #1

### JUNEAU INTERNATIONAL AIRPORT MANAGER'S REPORT

November 8, 2006

1. Tenant/manager meetings will be held again in the future. This will be a round-table discussion for an hour to discuss what is happening at the airport and hear what the tenants have to say.
2. Regulations or ordinances will be worked on in the future. After review of regulations and ordinances regarding clean up of the airport, some inconsistencies were noted. Although they discuss impounding aircraft and some discussion about motor vehicles, nothing is said about trailers, boats, etc. Staff has regulations from other airports and will review and update the current documents. This may be brought before the Operations Committee before being brought back to the Board.
3. There are four broken phones in the Administration office. Two will be sent out for refurbishing. The staff at MIS said the phone system at the Airport is the same as they threw out ten years ago. The cost of a new system will be reviewed and reported to the Board.
4. GCI Cable has upgraded the cable service throughout town, which means a digital box is necessary to operate televisions. Therefore, they discovered that the Airport had service that did not have an account, bill, or anything else. The televisions in the Part 135 area and the departure lounge have been off for approximately one week. GCI has agreed to a deal where they will provide digital boxes and a new service. The Airport will put a sign over the television that says "Courtesy of GCI." GCI has requested the Airport buy new televisions so the picture looks clear and sharp. Joe Heueisen suggested incorporating the reader board system for the visually impaired into this cable service if possible.
5. The annual snow meeting was held earlier in the week. The Airfield crew got together with the FAA and reviewed changes that have occurred on the airfield. The strategy of what gets plowed first was discussed – first is the runway, then the taxiway to the Airlift hangar and then the taxiways, etc. Safety issues were discussed. Joe Heueisen asked if CAPSTONE is being used. CAPSTONE is not really being used. Not all vehicles show up on the system. There are screens in the Flight Service, the Tower and Airfield Maintenance. For the short time a screen was in the office, no vehicles were shown, and it had an incorrect base map.
6. The Conditional Use permit for Petro Marine's tanks was denied by the Planning Commission. Although I've been in contact with Petro Marine, they have not yet decided their next course of action. If Petro Marine wants to file an appeal, it will have 20 days from the time the Planning Commission adopts findings. The findings have not been published to date.

When I was in Anchorage, I was introduced to a compliance officer, who said he was investigating a complaint by John Cooper that the Airport had violated the grant assurances. Petro Marine said they had not filed any complaints. The compliance officer was told that three different sites had been offered to Petro Marine and it was the Planning Commission that had turned down the permit. Chair Swanson directed staff not to spend more time on this project until Petro Marine comes back with their plans.

7. The Assembly appropriated \$15,000 from the Better Capital City fund for the work needed to provide information that would be useful to attract another air carrier to Juneau. We are awaiting a response

from Air Canada before we'll move further on developing a scope of work. Assembly Liaison Merrill Sanford said that the Assembly minutes noted that the Assembly expects the Airport to come up with half of the funding for the study.

8. During the first month in office, I am impressed by the amount of oversight received from a variety of agencies. Between the leases, the security directives, and trying to program money, the staff is doing a great job keeping up on everything.
9. Ben Mello and I met with FAA staff in Anchorage. The EIS is moving toward conclusion with a "final draft" expected in December. Pending Congressional language is an important component and the FAA seems to be working on the EIS while anticipating the adoption of the language.

Ben has done a good job in laying out forecasted project and funding needs. The FAA will be in a good position to program Juneau into the discretionary funding pipeline. It appears that the projects pending EIS approval will be queued up for funds once the Record of Decision is signed.

10. The airfield crew has tagged many vehicles and other equipment. There is a 30-day waiting period before they can impound tagged vehicles. Some vehicles have been moved, notably the boom truck and some associated trailers and vehicles.
11. Jerry Mahle has been preparing land near the east side executive hangars and I think we'll be in a position to lease lots by December, allowing lessees the Winter to arrange their financing and design for Spring construction.
12. A meeting is scheduled for November 9 with various agency representatives to discuss the Second Crossing location and design limitations. Because of the proximity to the approach of Runway 26, the airport will be well represented at the meeting.
13. I have met with the financial planners for the Terminal project and will meet next week with the architects and engineers to develop a workable Terminal Expansion project. This will include a review of the financing plan, which must be in place for the project to move ahead.
14. I have invited members of the Assembly and Planning Commission to tour the airport and have received some positive responses. The effort is to acquaint members with the physical layout and issues important to the Airport and to Juneau.
15. We are working with the Planning staff during the update of the comprehensive plan to make sure the Airport needs are accommodated and conflicts are minimized.
16. Construction Report
  - A. **Delta-1 Ramp Construction:** No Change: We will be adding work at the East Hangar area where some flooding has been occurring next spring.
  - B. **Main Ramp Improvements:** No Change: The project should be advertised and bid opening held in November or December. Construction is scheduled to start March 1, 2007.
  - C. **Float Pond Dredging Survey:** No Change: The preliminary geo-technical report will be undertaken next and a report generated for the airport. JNU and CBJ staff are working with FAA to get an approved scope of work for the consultant.