

MINUTES of
AIRPORT BOARD MEETING
October 8, 2008
Aurora Room, 7:00 p.m.

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

II. **ROLL CALL:**

Members Present:

Laurie Berg	Jerry Godkin	Scott Watts
Gordon Evans	Butch Laughlin	Steve Zimmerman

Staff/CBJ Present:

Dave Palmer, Airport Manager	Ted Anderson, Airport Planner
Patricia deLaBruere, Dep. Airport Mgr.	Pam Chapin, Admin. Assistant
Jerry Mahle, Airport M&O Super't	Paul Wescott, Airport Engineer

Public Present:

Ella Rogers, Glacier Restaurant	Dave Heimbigner, R&D Rentals
Mike Wilson, Coastal Helicopters	Jeremy Millsaps, Wingnut
Pete Carlson, AOPA/AK Airmen's	Kathy Seale, ADA

III. **APPROVAL OF MINUTES:** *Gordon Evans moved, Steve Zimmerman seconded, the adoption of the September 10, 2008, Regular Monthly Meeting minutes. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** *Steve Zimmerman moved, duly seconded, to approve the agenda. The motion passed by unanimous consent.*

V. **PUBLIC COMMENTS:** None.

VI. **UNFINISHED BUSINESS:** None.

VII. **NEW BUSINESS:**

A. **Funding for the Terminal Expansion:** Terminal Expansion funding approvals are required for a bid award estimated in April 2009. Anticipated AIP entitlements in the amount of \$2.8 million will not be available in time for this award because the FAA is requiring us to use entitlement funding on the runway safety area. The loss of this \$2.8 million means we need to amend the PFC application to cover the loss. The Board can amend the original PFC amount by 25% without going through another formal PFC application. The 25% threshold amount is \$1.7 million.

Gordon Evans moved, Steve Zimmerman seconded, to approve amending PFC #8 to increase the amount by \$1.7 million. The motion passed by unanimous consent.

AIRPORT BOARD MEETING

October 8, 2008

Page 2

Gordon Evans moved, Steve Zimmerman seconded, to recommend to the Assembly that \$1.7 million of PFC funds be appropriated to the Airport Terminal Renovation project. The motion passed by unanimous consent.

Airport Manager Dave Palmer said that Finance Director Craig Duncan noted a provision in the City code that provides for internal interfund loans (especially for enterprise funds). He is working with City staff to set up a loan to the Airport Terminal Project from the City Treasury to cover the cash flow shortfall. The interest amount will be established by the Finance Director. It is anticipated that this loan will not be drawn upon because of the expected cash flow, but all the funding must be in place to bid the job. The loan will let the Assembly appropriate the funds, allow the Airport to bid the project and it will be paid back with sales tax funds. The PFCs will need to be collected for approximately six more years for this project. This loan will allow the expenditure of funds before they are collected. The PFCs will pay back that part of the loan. *Gordon Evans moved, Steve Zimmerman seconded, that the Board authorizes the Airport Manager to request the City to establish a loan fund with the City Finance Department for the Airport in an amount sufficient to finance the terminal renovation expansion not to exceed \$10 million. The motion passed by unanimous consent.*

The availability of funds

B. Airport Manager's Report:

1. Meeting with FAA Officials from Alaska Region and FAA Headquarters. Two people from the FAA Administrator's office and the Deputy Director toured the airport. The Runway Safety Area project was discussed. Discussions were also held regarding the frustrations of the FAA's refusal to honor their lease and relocate the RTR facility. The FAA officials said they would work on this problem.
2. Terminal Renovation and Snow Removal Equipment Facility Project Updates. A meeting was held with the architects last week on the phasing plan – what parts of the terminal will be torn up at what time and how to rebuild the building while it is occupied. The rental car lot will be moved near the north terminal on the ramp, as the current ready-car lot will be handed over to the contractor during construction. More meetings will be held with all terminal tenants to discuss construction details and how to work around the construction. Instead of having liquidated damages, there will be specific deliverable items. The windows and siding were not replaced as planned and will be done next spring. The first item will be the addition and some work in front of the building. Kathy Seale suggested building two baggage carousels at an approximate cost of \$850,000.

AIRPORT BOARD MEETING

October 8, 2008

Page 3

3. Chair Godkin asked about the status of the airfield maintenance facility. The Airport plans to work on this as a second priority – with the runway safety area (RSA) as the first. The first phase of the RSA will include construction of the ground source heat pump system and fill in the area between Wings and Temsco. The FAA is also committed to the building. The facility will probably be two years out and be built on a phased construction process.

4. The Legislative Budget & Audit Committee approved the \$513,000 grant for the ground source heat pump for the terminal on October 7, 2008.

5. Airport Project Report (Attachment #1)

VIII. **ASSEMBLY LIAISON COMMENTS:** None. Chair Godkin said he will be following up with the City about the Liaison.

IX. **PUBLIC COMMENTS:** Kathy Seale stated she would like to be on the Airport Board. Chair Godkin said appointments are made by the City Assembly.

X. **BOARD MEMBER COMMENTS:** Steve Zimmerman thanked the staff for the Board orientation meeting held earlier in the evening. It was a great opportunity to learn airport abbreviations.

XI. **ANNOUNCEMENTS:** None.

XII. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on November 12, 2008, at 7:00 p.m. in the Aurora Room.

XIII. **ADJOURN:** *Butch Laughlin moved, Laurie Berg seconded, to adjourn the meeting. The meeting adjourned by unanimous consent at 7:38 p.m.*