

MINUTES of  
AIRPORT BOARD MEETING  
November 15, 2007  
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:

Gordon Evans  
Eric Forrer

Jerry Godkin  
Butch Laughlin

Ron Swanson  
Steve Zimmerman

Member Absent:

Fred Gaffney

Staff/CBJ Present:

Dave Palmer, Airport Manager  
Patricia deLaBruere, Dep. Airport Mgr.  
Ted Anderson, Airport Planner  
Paul Wescott, Airport Engineer

John Coleman, Airport Business Mgr.  
Catherine Fritz, Airport Architect  
Rod Swope, CBJ Manager  
David Stone, CBJ Assy. Liaison

Public Present:

Pete Carlson, AOPA/Tenant  
Larry DePute, General Aviation  
Craig Loken, Alaska Seaplanes  
Bill Gissel, Public  
Laurie Craig, Public

Craig Jennison, NorthStar Trekking  
Jason Kulbreth, NorthStar Trekking  
Ella Rogers, Glacier Restaurant  
Tom Williams, Ward Air  
Tony Yorba, Jensen, Yorba, Lott

III. **APPROVAL OF MINUTES:** *Gordon Evans moved, Steve Zimmerman seconded, the adoption of the October 10, 2007, Regular Monthly Meeting minutes. The motion passed by unanimous consent.*

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

V. **INTRODUCTIONS:** Chair Ron Swanson introduced David Stone as the Assembly Liaison. He also introduced Paul Wescott. Airport Manager Dave Palmer said that Paul is the new Airport Engineer. He once worked for DOT in Anchorage where he worked on airports and highways across the state. He is located in the project office, which is the old Gute house.

VI. **PUBLIC COMMENTS:** None.

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### VII. UNFINISHED BUSINESS:

A. **Wildlife Hazard Working Group (WHWG) by Steve Zimmerman:** Chair Swanson said this item had been discussed at previous Board meetings and at the Board retreat. Steve Zimmerman was tasked with a plan to come up with a workable advisory group. Mr. Zimmerman said this item has been around for quite some time. The responsibility of this group will be to provide oversight and suggestions for improving the Wildlife Hazard Management Plan. The FEIS also mentions establishing the group. He presented his plan and suggested six members. *Gordon Evans moved, Butch Laughlin seconded, to adopt the proposal (Attachment #1). Gordon Evans suggested a friendly amendment – to change to seven members, all voting members. A Board member will chair, will develop agendas and may vote on issues; other voting members will include the representative from the Mendenhall Citizen's Advisory Board, a pilot or tenant, and four would be Juneau-based experience to keep odd number with pilot or tenant. The friendly amendment failed on a vote of five to one (Gordon Evans). The main motion passed by unanimous consent.*

B. **Terminal Renovation Project Update:** Catherine Fritz provided an update (Attachment #2). Juneau Arts and Humanities Council is required to name two persons for the panel; the remaining three of the five-person panel are selected by the Assembly (two) and City Manager (one). The Airport would like to forward its suggestions to the Assembly and Manager for those three positions. *Gordon Evans moved, Butch Laughlin, that the Airport Board approve of and forward the names of Puanani Maunu, Bruce Kato and Laurie Ferguson Craig to make up the Board's recommendations of the panel for the Public Art Panel for the Terminal Renovation Project. The motion passed by unanimous consent.* Eric Forrer thought it would be wise to connect the art that is considered to the airport and what is done here.

Tony Yorba, Jensen, Yorba, Lott, presented the latest terminal conceptual design. The process is approximately 35% complete. The next process is design development, which when done will complete the process to approximately 65%, and then the construction documents will complete the process. The project will more or less renovate all of the 1984 terminal building, with an addition to the building toward the rental car parking lot. Some rental car parking will be displaced but they can be added back at the other end of the lot. The bag belt area will double on the lower level. The Alaska Airlines offices are being revised, converting to the two-step check in process, and revamping the TSA baggage screening area. The stairs down to the bag claim area will be moved to the outside wall of the building, which will facilitate the sequencing of construction. Adjacent to the new stairs will be a down escalator.

The largest change to the upper level is the removal of the mechanical equipment for the airport, which will be located elsewhere. This will be the new TSA screening area.

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New restrooms will be installed for the secured area. A couple of kiosk-type concessions will be available in the secured area. A greeting area will be added. The tenant lease area will be 5,000 square feet over the bag belt and meeting room. It will include the canopy and a heated sidewalk using waste heat from the building mechanical system. The sidewalk width will be increased into the current Shell Simmons Drive.

Initial construction will include windows on the south side of the building, roof replacement, some of the work on Shell Simmons will need to be done before the other construction begins, and replacing some of the cladding on the building on the south side. This will cost approximately \$1.2 million. The main building improvement/renovation will go out to bid approximately October 2008 at an approximate cost of \$11.5 million. This would allow a notice to proceed around January 2009 with a 12- to 14-month construction period.

The exterior will have durability and a high R-value. The inside/outside view of the glacier and mountains will improve with high curtain/wall window systems. Inside will have durable material that aligns with the existing building and introduction of some element of Southeast Alaska.

Chair Swanson noted that Catherine Fritz had done a lot of work on this project and thanked her for the good job.

### VIII. **NEW BUSINESS:**

#### A. **Airport Manager's Report**

1. Board Retreat. The summary is available. A call has been placed to Capital Chat to try to get on the air. The Airport is working with Glacier Restaurant on the cost of free internet. Dave Lendrum is planning to move some of his equipment and green houses right away as winter is coming. An application for a driveway and grading permit have been submitted. Lendrum will have to go through a public hearing for an allowable use permit.
2. Construction Report:
  - a. East Hangar Asphalt Replacement: Punch list work still to be completed by contractor, then payment will be made allowing us to provide FAA with the required close-out for the Delta One Ramp Expansion project.
  - b. Main Ramp Improvements: The contractor's final payment to be made, as-builts to be submitted, which will finish the project.

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c. Float Pond Dredging: This project has evolved into the second phase of the Runway Safety Area Expansion. The first phase was done in 2001 in all areas where environmental issues did not exist, on the north side of the runway. Drilling has been completed on the pond and on the trail, further drilling will be done on the south side of the runway on the east portion where the runway safety area will be expanded and in the Duck Creek area. A memo from Carson Dorn (Attachment #3) was distributed, which is a status report on the permitting. Design is underway for the expansion of the remainder of the runway safety area, and the placement of the fill material needed for the Snow Removal Equipment Facility, including the building, a fueling station, a sand and chemical storage building, parking lots etc. Design will be completed next summer, additional funds obtained and the project then bid. An award of bid and a construction schedule are dependent of availability of FAA funding. Maplesden Road will be straightened. All of the projects evaluated in the EIS will eventually be accomplished as funding becomes available.

3. The winter crew is on board with crews on both days and nights. There are a couple of new people on the call-out list. New windshields are being installed in the brooms. The City Streets Department has taken over Yandukin Drive.

4. Planning Workshop Update. Please see Attachment #4. Chair Swanson said this meeting was productive with good attendance. He noted that Ted had a nice presentation about where things were going and the purpose of the meeting – to get tenant input on practical matters. This gave the tenants input and some good ideas came from the meeting. A new Airport Layout Plan (ALP) is being designed with more meetings.

IX. ASSEMBLY LIAISON COMMENTS: None.

X. PUBLIC COMMENTS: Bill Wilmoth, USDA Wildlife Services, was curious how the Board views the current WHWG relating to the existing Wildlife Hazards Advisory Group. Chair Swanson said the existing group is not an advisory group, it is a planning group. The new group will lend some area expertise in purely an advisory role to the real group – Dave, Jerry and Mr. Wilmoth. This group will ultimately advise the Airport Manager as to their ideas and those ideas can be used or not used as the case may be. Mr. Wilmoth encouraged having someone that is specifically trained and educated in wildlife hazard management, specifically someone that is (according to the FAA) a certified airport biologist. Butch Laughlin suggested having some signage on

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vehicles that are doing wildlife hazard control so that pilots know what that vehicle and person are in the area doing. Mr. Wilmoth noted that the Tower is alerted whenever wildlife control is being done in the movement area.

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

XII. **ANNOUNCEMENTS:** None.

XIII. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on December 12, 2007, at 7:00 p.m. in the Aurora Room.

XIV. **AIRPORT MANAGER EVALUATION:** *Gordon Evans moved, Jerry Godkin seconded, to take a ten minute recess and then, pursuant to Alaska Statute, the Board go into executive session to consider the Airport Manager's evaluation and invite the City Manager to participate. The motion passed by unanimous consent.*

The Board went into a ten minute recess at 8:30 p.m.

XV. **ADJOURN:** *The meeting adjourned by unanimous consent at 10:15 p.m.*