

MINUTES of  
AIRPORT BOARD MEETING  
December 10, 2008  
Aurora Room, 7:00 p.m.

I. **CALL TO ORDER:** Chair Jerry Godkin called the meeting to order at 7:01 p.m.

II. **ROLL CALL:**

Members Present:

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

Staff/CBJ Present:

Dave Palmer, Airport Manager	Catherine Fritz, Airport Architect
Patricia deLaBruere, Dep. Airport Mgr.	Paul Wescott, Airport Engineer
Jerry Mahle, Airport M&O Super't	Merrill Sanford, CBJ Assembly Liaison
Ted Anderson, Airport Planner	Keith Walker, CCF/R
John Coleman, Airport Business Mgr.	

Public Present:

Mike Wilson, Coastal Helicopters	Pete Carlson, Tenant/AOPA/AK Airmens
Jeremy Millsaps, Wingnut	Kathy Seale, Public

III. **APPROVAL OF MINUTES:** Chair Godkin noted that Merrill Sanford, the Assembly Liaison, was not included in people present and asked to have it included in the final minutes. *Steve Zimmerman moved, Gordon Evans seconded, the adoption of the November 12, 2008, Regular Monthly Meeting minutes as amended. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** Steve Zimmerman asked to add the Wildlife Hazards Working Group to Unfinished Business. *The agenda, as amended, was approved by unanimous consent.*

V. **PUBLIC COMMENTS:** None

VIII. **UNFINISHED BUSINESS:**

A. **Committee Reports:**

1. **Operations Committee** (Attachment #1): Committee Chair Steve Zimmerman reported that the Committee started off with a history of the committee, then a brief run through of the Part 139 regulations which describes the operations that Juneau Airport has to follow to be a certified airport. A discussion was held of ground operations issues (with regard to ground vehicles and pedestrians) that staff had concerns about. He said that future Operations Committee meetings will be held as needed and perhaps on a monthly basis

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during the runway safety area construction so that the operators and tenants can be updated on changes to the airport area.

2. Finance Committee (Attachment #2): Committee Chair Butch Laughlin said the committee met to try to get a handle on costs that will be incurred in the next couple of years. Changes and vacancies at the airport were discussed. The Airport will reapply for the marine passenger fee using the same protocol used last year. Additional sources for revenues were discussed.

Airport Manager Dave Palmer said that the restaurant has requested a renegotiated lease. They want to go from price per square foot to a percentage of gross revenue. The restaurant is cutting back on the footprint they use, which will result in a reduction of rent. The restaurant has requested a percentage that ties into their seasons. Gordon Evans suggested including a clause that would allow the rent to go up as the restaurant makes more revenue. Laurie Berg said she would like to see expanded vending in the airport. The next Finance Committee meeting is scheduled for January 15, 2009, at 9:00 a.m. in the Aurora Room.

3. Wildlife Hazards Working Group: Committee Chair Steve Zimmerman said that the Committee decided to leave an island in the middle of the two westernmost fingers and create a turning basin in there for float planes. The 90% engineering diagrams were reviewed. In October, there was an influx of short-eared owls. USDA Wildlife personnel did a good job of harassing and moving birds out the area. The short-eared owls did not respond well, therefore, some short-eared owls were taken for safety reasons. Bill Wilmoth, USDA Wildlife, gave a presentation at the committee meeting saying what they do and why they do it. Some of the things that can be done in the future may involve trapping them or sending the carcasses out for analysis so they have some value to them. The grass around the runway attracts voles, which then attracts the short-eared owls. The grass is also home to worms, which the seagulls feed on. The ultimate solution to the problem is getting rid of the grass. The owls that were taken were necessary and only taken within 250 feet of the center line and after a couple of other harassment measures were done. There have been two or three interactions between owls and planes at JNU.

Committee Chair Zimmerman stated that the group consists of six people, five of whom are voting members. He is the Chair of the group and a non-voting member as he represents the Airport Board. The other members are Eric Eriksen, a pilot; Jack Hodges who worked with Fish and Wildlife Service and did waterfowl surveys for many years; Bob Armstrong and Richard Carstensen

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who have done several studies on the Mendenhall Wetlands; and Laurie Craig who is a dike walker and a representative of the public. It is a well-rounded group.

### IX. NEW BUSINESS:

A. **Board Meeting Calendar:** The calendar is attached (Attachment #3). In discussing the November 2009, which falls on a holiday, it was decided to leave it as and revisit it at a time closer to November. *Gordon Evans moved, Laurie Berg seconded, to adopt the schedule as recommended on the attachment. The motion passed by unanimous consent.* Airport Manager Palmer asked what members would be present for the February meeting as there will be some terminal project decisions that will need Board action. Four members planned to call in.

#### B. **Airport Manager's Report:**

1. Terminal Project Update (Attachment #4). The Assembly approved a loan of \$8.1 million and a \$513,000 energy grant, both for the terminal project. Staff is preparing a request for Cruise Ship Passenger Fees. Airport Architect Catherine Fritz reported that the 95% drawings were reviewed but did not include a cost estimate. The plans are now to advertise December 29, 2008, and open bids on February 11, 2009. The base bid will include four additive alternatives: 1) escalator, 2) bus turnout and canopy, 3) interior tenant space finish, and 4) improved exterior siding system. One or two Board Members are needed for the selection process of low bid and selected alternates. This should take a couple of hours to perform. The Board needs to weigh in on the decisions made by the selection committee.
2. FAA Airports Division Inspector David Wahto is currently inspecting JNU. The exit interview will be conducted on December 11, 2008, at 11:00 a.m.
3. Runway Safety Area (RSA) Project Update (Attachment #5). Tom Carson continues to work with the State agencies – Fish & Game and DNR – and has a new final draft of the permits. The Corps of Engineers continues to work on the permit review. Airport Engineer Paul Wescott reported that the Airport will receive the 100% drawings soon. In the meantime, there will be a geotechnical crew in town next week. An RFP will go out this month for the temporary rental car lot.
4. A meeting was held with a TSA lawyer to try to resolve one outstanding issue of a violation they alleged to have occurred. They proposed a fine of \$5,000 and the City proposed no fine. This is still in the works. Monthly

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meetings are planned with TSA as an effort to try to improve the dialog between the Airport and the Federal Security Director.

5. Snow Removal Equipment Building. The current design is estimated to cost more than \$32 million. Phasing is feasible for this project. The main building will be the planned first phase. A design review meeting is scheduled for January 14 for presentation and an open house.

- X. **ASSEMBLY LIAISON COMMENTS:** Assembly Liaison Merrill Sanford noted the ordinances passed by the Assembly – the \$8.1 million loan and a \$513,000 grant. Before this, two other ordinances were passed by the Assembly – one for \$1.7 for the terminal and \$276,000 forwarded to the RSA project. He noted the only hesitation for the bridge loan was that it might open the flood gates to other departments and their projects. The Assembly noted that the Airport project has other sources of money coming in to help pay the loan back. He thought it was good that the Assembly realized that the Airport is a City & Borough function.
- XI. **PUBLIC COMMENTS:** Kathy Seale handed out and discussed a memo to the airport regarding the luggage carousel (Attachment #6).
- XII. **BOARD MEMBER COMMENTS:**
- A. Chair Godkin welcomed Keith Walker as the CCF&R liaison. It will be nice to have him attend some of the committee meetings, as well.
- He also welcomed Dave Heimbigner as a new Airport Board Member.
- B. Steve Zimmerman stated that he and the other two Operations Committee members had an opportunity to tour the operational areas. He said it was an enlightening opportunity to see specific areas – where things are stored, how the runways are laid out, etc.
- XIII. **ANNOUNCEMENTS:** None.
- XIV. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on January 14, 2009, at 7:00 p.m. in the Aurora Room.
- XV. **ADJOURN:** *Gordon Evans moved, Steve Zimmerman seconded, to adjourn the meeting. The meeting adjourned by unanimous consent at 8:20 p.m.*