

MINUTES of
AIRPORT BOARD MEETING
July 8, 2009
Aurora Room, 7:00 p.m.

I. **CALL TO ORDER:** Chair Jerry Godkin called the meeting to order at 7:03 p.m.

II. **ROLL CALL:**

Members Present:

Gordon Evans	Butch Laughlin	Steve Zimmerman (via phone)
Jerry Godkin	Scott Watts	

Members Absent:

Laurie Berg	Dave Heimbigner
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Staff/CBJ Present:

Patricia deLaBruere, Dep. Airport Mgr.	Paul Wescott, Airport Engineer
Ted Anderson, Airport Planner	Merrill Sanford, CBJ Assembly
John Coleman, Airport Business Mgr.	Keith Walker, CCF/R
Catherine Fritz, Airport Architect	

Public Present:

Pete Carlson, AOPA & AK Airmen's

III. **APPROVAL OF MINUTES:**

A. *Gordon Evans moved, Steve Zimmerman seconded, the adoption of the June 2, 2009, Special Board Meeting minutes. The motion passed by unanimous consent.*

B. Steve Zimmerman noted an addition had been made to the minutes that were before the Board. *Gordon Evans moved, Butch Laughlin seconded, the adoption of the June 10, 2009, Regular Monthly Meeting minutes as amended. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** Patricia deLaBruere asked to add an item under Unfinished Business – Attachments 3 and 4 – a draft resolution and a contract amendment for discussion. The agenda was approved with the addition.

V. **PUBLIC COMMENTS:** None

VIII. **UNFINISHED BUSINESS:**

A. **Contract Administration** (Attachments #3 and #4): Acting Airport Manager Patty deLaBruere reported that at the last meeting, the Board asked staff to prepare a resolution and a draft contract amendment to emphasize that the Airport has the ability to oversee its design and construction contracts. These items are before the Board for discussion. Airport Architect Catherine Fritz drafted the materials presented. She was

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asked if the proper legal format was used, to which she replied that she requested a format from the City Law Department, but no response was received. Therefore, she followed a format she found on an Assembly agenda. She said a resolution was not really needed but might help management clarify the authority they want to take on at Juneau International Airport. She said Dave was not able to completely solidify what the relationship will be between City Hall and the Airport with respect to capital projects. This is really a final formality if the Board chooses to put that formality in place. The amendment is more of a technical element that will be used to carry out the intent of the resolution. The Airport has not yet initiated any professional service or any construction contracts directly from the Airport. Currently, if a contract originates in Engineering, then it stays with the City Manager's signature unless each contract is amended separately. Gordon Evans said both documents were okay except it should read "Airport Manager who" not "Airport Manager that" on Attachment #3. Attachment #4, in the replacement statement and after the word "Airport planned" delete the word "between," and the word "consultant" should come after the person's name, just like the Airport and in quotes, too. Both documents need correct titles for Kim Kiefer as Acting City Manager. *Gordon Evans moved, Butch Laughlin seconded, to adopt Attachments #3 and #4, execute same and send to the City for approval. Gordon Evans noted a friendly amendment of after the word "airport" in the last "Whereas" clause on Attachment #3 adding "; while continuing to work collaboratively with CBJ Engineering Department." The friendly amendment was accepted. The motion passed by unanimous consent.*

IX. NEW BUSINESS:

A. **Rates and Fees Regulation Change:** Alaska Airlines has asked the Airport to reclassify two areas they rent in the terminal. They want the departure lounge bathrooms and some of their ticket counter queuing space to be changed from Exclusive Use to Common Area. Normally, this would result in a loss of revenue; however, they have agreed to pay a higher rate for the remaining departure lounge and ticket counter areas, for a net zero effect on revenue. The increase is strictly limited to the Departure Lounge and Part 121 Counter Space; there are no other associated increases, and other tenants are unaffected.

Currently, the rate is 110% (\$27.36) of our baseline (\$24.87). The new rate will be 125% (\$31.01), and requires a change to section (c)(1) of the Rates & Fees Regulation. Although the Rates & Fees Regulation requires public comment and must go before the Assembly, this change would be effective retroactively to July 1, 2009. *Steve Zimmerman moved, Gordon Evans seconded, to change the Rates & Fees Regulation, Section (c)(1):*

1. *delete "plus 20 feet" from the East Wing Counter descriptor; and*

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2. *increase rental rates for East Wing Counter and Departure Lounge to \$31.01 per square foot per annum.*

Forward the revised regulation to the City Assembly for action. The motion passed by unanimous consent.

B. Airport Manager's Report:

1. Runway Lighting Control. On June 12, the Airport terminal experienced a (localized) power outage which resulted in the failure of the runway lighting controls in the tower. Staff worked with Chatham Electric and Liberty Airport Lighting (formerly Honeywell) to try to re-boot the system, but it failed. Airport staff is currently running the system manually from the Airfield shop and vault. The Airport is filing a Class II Emergency for replacement of the computer systems, software upgrades, battery backups and regulator (x2) replacement. The whole system was slated to be replaced and upgraded in Spring 2011 as a part of the RSA project. The FAA has approved earlier replacement using the RSA funding that we have in place. No special appropriation or forward-funding is required. We anticipate the system will be upgraded and installed within the next few weeks.

2. Alaska Airlines Runway Condition Reporting. On June 23, Jerry Mahle, Lamar Riddle and I met with Lynae Craig (Alaska Airlines Air Traffic/Airfield Operations Manager), Capt. Jim Freeman (Alaska Airlines Director of Flight Standards), and Mike Coffey (State of Alaska DOT M & O Engineer) regarding a test system that Alaska Airlines is working on with other airlines across the nation. The test simplifies the reports to friction testing, percentages, depth and clearance of the runway, and assigns a number based on surface conditions. JNU will continue reporting conditions to FSS and Tower as they have in the past, and report the simplified numbers to Alaska Airlines Operations. We will begin the test reports this Fall/Winter season. The testing from all airports/airlines will be evaluated with the FAA as a possible certified reporting method in the future.

3. 26 MALSR Lighting. The Airport continues its push with the FAA for the installation of the 26 MALSRs. The funding has yet to be identified. The FAA sent up a Project Engineer (David Yee) to assess the 26 approach on June 25. Due to tidal conditions, CCF/R was able to exercise the *Hagland* equipment to bring the FAA personnel back to the Airport after their assessment.

4. Terminal Renovation Update (Attachment #1) Airport Architect Catherine Fritz reported that there is a new display board placed weekly. The steel studs are going up on the frame. The main terminal entrance will be closed next week and further road work will be done. The schedule is working out well.

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5. Snow Removal Equipment Facility: The FAA has noted a concern about funding \$22 million for the facility. The FAA has agreed to \$10 million in AIP funds (along with other matching funds) to get a shell built in 2011. The FAA wants the Airport to justify the design – the site and the size of the building. The funding will have to be a combination of funds and not FAA AIP only for this building. The facility is definitely needed. They are surprised by the cost of work that was done in 1999, which was modified slightly in 2004, then it became a project to work on and staff is where we are now. We will work with the FAA and hopefully be back on track with it soon.

6. Airport Projects Report (Attachment #2): Airport Engineer Paul Wescott reported that the Runway Safety Area RFP is out today, with a bid opening on July 31, 2009, and a notice to proceed by mid- to late-August. The staff reviewed the Project Labor Agreement (PLA) requirements and could not find a reason to use it; however, the City supports using a PLA. Ms. deLaBruere said that City Attorney John Hartle said that based on the information he received, he could not defend in court the City not having a PLA in place. Due to the possibility of losing millions of dollars in AIP funding, the Airport decided to go forward using a PLA. Assembly Member Merrill Sanford said that the justification for the PLA is being compiled downtown.

7. Block O Update: Mr. Wescott met with Rollin Young who marked a spot to put a yard or two of dirt. He is amenable to taking care of the berm. Mr. Wescott noted that one of the hangar owners drilled a hole in their floor and found the water table is quite high in the area.

X. **ASSEMBLY LIAISON COMMENTS**: Assembly Liaison Merrill Sanford said that the Assembly supports using the PLA, but many jobs go without it. Juneau has a large work force that is non-union and a lot of the jobs that are between \$1 to \$3 million go out without a PLA. There are a lot of advantages to PLAs and it will be an asset for the City. He thanked staff for working out issues to get the RSA project out to bid in a timely fashion.

The Assembly passed an ordinance that put the Airport Manager position back into the PERS system. They passed an ordinance for \$44,200 to add to the Airport's fiscal year 2009 operating budget. An ordinance was introduced for \$21 million that will be passed at the next Assembly meeting. The 36 acres of land by Point Hilda purchased by SEAL Trust with Airport mitigation funds was given back to the City.

The Ninth Circuit has lifted the injunction on the Kensington and now they can start turning dirt on the tailings facility. This is positive for the CBJ and the Airport.

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XI. **PUBLIC COMMENTS:** None.

XII. **BOARD MEMBER COMMENTS:** None

XIII. **ANNOUNCEMENTS:**

A. The Assembly Human Resources Committee meeting has been rescheduled to July 23, 2009, at 5:00 p.m. in City Hall Conference Room 224 to interview applicants for the Airport Board and Docks and Harbors Board, immediately followed by a Special Assembly meeting for the purpose of board appointments. Chair Godkin will check with the City Clerk to find out how many applications have been received. Ms. deLaBruere suggested requesting making this an attorney position. Mr. Sanford said the request can be made through the HR Committee Chair Sara Chambers.

B. Acting Airport Manager deLaBruere reported that Jeannie Johnson, the new Airport Manager, will be in town and on the job on July 13.

C. Chair Godkin thanked Mr. Evans for his many years of service on the Board.

XIV. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on August 12, 2009, at 7:00 p.m. in the Aurora Room.

XV. **ADJOURN:** *Butch Laughlin moved, Gordon Evans seconded, to adjourn the meeting. The meeting adjourned by unanimous consent at 8:20 p.m.*