

MINUTES of  
AIRPORT BOARD MEETING  
September 9, 2009  
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	Jerry Godkin	Steve Zimmerman
Tamara Cook	Scott Watts	

Members Absent:

Butch Laughlin (excused)

Staff/CBJ Present:

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

Public Present:

Connie DePute, General Aviation	Pete Carlson, AOPA/AK Airmen/Tenant
Ella Rogers, Glacier Restaurant	

III. **SPECIAL BUSINESS:** Chair Jerry Godkin noted that Dave Heimbigner is no longer on the Airport Board due to his absences. A request has been made to fill the vacancy.

IV. **APPROVAL OF MINUTES:** Chair Godkin noted that page one of the minutes was replaced. *Steve Zimmerman moved, Scott Watts seconded, the adoption of the August 12, 2009, Regular Monthly Meeting minutes as amended. The motion passed by unanimous consent.*

V. **APPROVAL OF AGENDA:** Chair Godkin noted that Deputy Airport Manager Patricia deLaBruere had some late information on the Rates and Fees Regulation and asked to introduce some changes to the Rates and Fees Regulation. *Steve Zimmerman moved, Scott Watts seconded, to approve the agenda as amended. The motion passed by unanimous consent.*

VI. **PUBLIC COMMENTS:** None.

VIII. **UNFINISHED BUSINESS:**

A. **Airport Rates and Fees Regulation** (Attachment #1): At the July 8, 2009, Airport Board meeting the Board accepted the recommendation to forward the additional

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proposed Rates and Fees Regulation through the public process. The regulation was advertised and open for public comment period from August 3, 2009, through August 26, 2009. During that time, the Airport received no public comments. However, the Law Department noted some technical changes that need to be made but not resubmitted for public comment. First, on Page 1, Section 2, under the Preamble, needs to say “amendment to regulation.” Second, on Page 3, (c)(1) add “(A) The amended rental rate for the Counter (East Wing) and Hold Room/Departure Lounge in (c) (1) above, shall apply retroactive to July 1, 2009.” Third, remove the effective date on pages 9 and 10. This regulation update adopts three changes to the Airport Rates and Fees regulation, 07 CBJAC 10.020(c)(1) Air Carrier Terminal Lease Rates: Change the description for East Wing Counter Space to decrease leased area; increase the rate for East Wing Counter Space; and increase the rate for the Departure Lounge. These changes only affect Alaska Airlines, and have been promoted at their request. There is no resulting financial impact to the Airport. *Steve Zimmerman moved, Laurie Berg seconded, to forward the updated Rates and Fees Regulation 07 CBJAC 10 to the Assembly for approval at the September 21, 2009, Assembly meeting, with the changes as proposed by Ms. deLaBruere. The motion passed by unanimous consent.*

### IX. NEW BUSINESS:

A. **PFC Projects:** The FAA recently informed JNU that all AIP Entitlements must be used for the RSA during the life of that project. That means that no grants will be made for other purposes. Consequently, two PFC projects will not be started prior to January 22, 2010, as required by the PFC regulation, and must be deleted from the application.

1. Gate F Construction– this project will be done as part of the conclusion of the RSA project, due to the heavy use the gate will receive during the RSA project. The detector loop and concrete will be replaced. A matching fund for this project of \$1,000 was approved in PFC8.

2. Replace Unit 30– this project is the programmed replacement of the dump truck used for snow removal. Equipment grants are now anticipated in 2014. \$7,500 was approved in PFC8 as matching funds for this project.

*Steve Zimmerman moved, Laurie Berg seconded, to delete two projects, Gate F Construction and Replace Unit 30 Dump Truck, from PFC8, and de-appropriate the budgets in the amounts \$1,000 and \$7,500 respectively. The motion passed by unanimous consent.*

B. **FAA Grant Award, AIP50:** The AIP50 grant award documentation has been received, in the amount of \$15,576,902 as requested by JNU. The current grant budget was appropriated to the project in July, in the amount \$21,100,219, per the FAA Allocation Letter. A partial de-appropriation in the amount \$5,523,317 is required to bring the budget into agreement with the award amount. *Steve Zimmerman moved,*

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*Laurie Berg seconded, to de-appropriate \$5,523,317 from the AIP50 budget in the RSA project. The motion passed by unanimous consent.*

C. **Airport Board Retreat Discussion:** Chair Godkin said the Board felt there should be a retreat. It was suggested that the retreat should take place when there is a full board. The vacant position is being advertised at this time. Appointment of the new member will await a future Assembly Human Resources Committee meeting. This item was deferred to the October Board meeting. Pete Carlson noted an interest in filling out this term.

D. **Airport Manager's Report:**

1. **Funding:** With the help of Katie Manley in John Roots office I have been working to elevate the 26 MALSR project and to find how we might garner some stimulus dollars. I have included an August 26<sup>th</sup> letter from Senator Lisa Murkowski to Teri Bristol of FAA (Attachment #2). The letter urges the completion of the 26 MALSR project and requests a favorable look at a shovel-ready Juneau project. We are moving forward quickly on the Snow Removal Equipment Facility in hopes of capturing some of the stimulus dollars if the opportunity presents itself.

We learned of the possibility of funding from the Alaska Cruise Passenger Tax very late in the application process. After conferring with Alaska DOT we were able to prepare our request to include the Snow Removal Equipment Facility and/or the Phase II portion of the Terminal. With true dedication and professionalism on the part of the staff, we were able to submit and receive a confirmation from Alaska DOT just minutes prior to the deadline. I am now beginning the process of working with our State delegation for help and support.

2. **Operations:** The Field Maintenance crew has completed the cleaning and a majority of the striping of the parking lot and is continuing to monitor and assist with the need for changes in the lot due to construction.

3. **Baggage Screening System:** Staff met with Alaska Airlines and TSA here at the airport to discuss a team approach to getting the necessary equipment and belt system in place for faster baggage screening. This was a good start. Catherine is beginning to work on the grant required for funding.

4. **Manager Travel:** I will be attending the Western Region Property Manager's Conference from September 15-18.

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I will also be attending Incident Command 300 training in Anchorage September 29-October 2. This training is paid by the Department of Military and Veterans Affairs. Ted is also attending.

5. **Engineer Applications**: Six applications have been received to date for the Engineering position.

6. **Alaska Airlines Personnel Changes**: Mookie Patel will no longer be working with JNU. He has transferred to Horizon. Chris Andree will be taking his place. Cathy Smith will be Chris' boss. She suggested the Board send a letter to Alaska Airlines about Mookie's outstanding and cooperative work with the airport.

7. **November Board Meeting**: The November meeting falls on a holiday and she asked the Board if they would like to meet either November 10<sup>th</sup> or the following week.

8. **Complaints**: Laurie Berg asked if complaints had been received about the construction and road closure in front of the terminal. Ms. Johnson asked anyone receiving any to let her know. She is discussing and handling complaints as they arise. She said the Airport is ADA compliant.

9. This is a fast paced and interesting job. I am happy to come to work each day. Other items of interest will be addressed in the Engineer and Architect reports.

10. **Airport Projects Update** (Attachment #3): The contractor is mobilizing. A pre-construction meeting is planned for late September. The FAA is happy with everything done to date.

11. **Terminal Renovation and Snow Removal Equipment Building Updates** (Attachment #4): The project is going well. The plan was to have Shell Simmons complete by the end of December. They finished early, except for the sidewalk work. Shell Simmons cannot reopen until this work is done. It is hoped to have the sidewalk completed by the end of next week. The bag claim door has been reopened. The curbside assistance has been discontinued, which seems to be going okay. Steve Zimmerman suggested that directions need to be clear for disabled people. It was noted that there is 15 minutes free parking in the public lot, which has been advertised through many venues.

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12. **Reschedule November 11 Board Meeting:** *Jerry Godkin moved, Steve Zimmerman seconded, to move the November Board meeting to November 18, 2009, at 7:00 p.m. The motion passed by unanimous consent.*

X. **ASSEMBLY LIAISON COMMENTS:** None

XI. **PUBLIC COMMENTS:** None.

XII. **BOARD MEMBER COMMENTS:**

A. Chair Godkin acknowledged Paul Wescott's service to the Airport. He has enjoyed the communication and Mr. Wescott's professionalism. He hoped that his replacement will be of his caliber and professionalism. He thanked him for his service.

B. Chair Godkin complimented Loken Aviation on the painting of their hangar. It looks very good.

C. Chair Godkin said that the Finance Chair could not be at the meeting tonight, but a discussion has been held after seeing in the paper and listening on the radio about a projected budget shortfall. With that said, he asked staff to use good prudence and justification for the rest of the budget cycle. It has been estimated the airline travel is in decline. He asked staff to do anything they could do to scrutinize expenditures that could potentially help offset some of the future costs.

D. Laurie Berg asked if the Board would be writing a letter to Alaska Airlines for Mookie Patel. Chair Godkin said this would be done.

XIII. **ANNOUNCEMENTS:** None.

XIV. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on October 14, 2009, at 7:00 p.m. in the Aurora Room.

XV. **ADJOURN:** *Steve Zimmerman moved, Laurie Berg seconded, to adjourn the meeting. The meeting adjourned by unanimous consent at 8:00 p.m.*