

MINUTES of  
AIRPORT BOARD MEETING  
January 13, 2010  
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	Steve Zimmerman*
Tamara Cook*	Butch Laughlin	
David Epstein	Scott Watts	*Attendance by Phone

Staff/CBJ Present:

Jeannie Johnson, Airport Manager	Catherine Fritz, Airport Architect
Patricia deLaBruere, Deputy Airport Mgr.	Tom Carson, Carson Dorn
Jerry Mahle, Airport M&O Superintendent	Merrill Sanford, Assembly Liaison
Ted Anderson, Airport Planner	Keith Walker, CCF/R
John Coleman, Airport Business Manager	

Public Present:

Mike Wilson, Coastal Helicopters	Jason Kulbeth, NorthStar Trekking
Pete Carlson, Alaska Airmen/AOPA	Chris Andree, Alaska Airlines
Malin Babcock, NARF	Ella Rogers, Glacier Restaurant
Gary Miller, RPEA	Tom Williams, Ward Air
Karla Allwine, Alamo/National	

III. **APPROVAL OF MINUTES:**

A. *David Epstein moved, Laurie Berg seconded, the adoption of the December 9, 2009, Regular Monthly meeting minutes. The motion passed by unanimous consent.*

B. *Steve Zimmerman moved, Butch Laughlin seconded, the adoption of the January 5, 2010, Committee of the Whole meeting minutes. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** Airport Manager Jeannie Johnson noted that the Architect's Report is really Attachment #4 and the Engineer's Report is Attachment #2. *David Epstein moved, Laurie Berg seconded, to approve the agenda as amended. The motion passed by unanimous consent.*

V. **PUBLIC COMMENTS:**

A. Gary Miller, Retired Public Employees of Alaska (RPEA), 20135 Cohen Drive, noted that RPEA rents the Aurora Room monthly and the two hours of free parking are insufficient for the length of their meetings. He asked for free parking when the room is rented. He noted that as a CBJ facility, there is free parking is available at Centennial Hall, pool, and schools. The only CBJ facility that charges for parking is at the Airport. He

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asked the City to waive the parking fee for renting the room. Ella Rogers, Glacier Restaurant, noted that the two-hour parking for \$1 is included in the rental. Chair Jerry Godkin referred this item to the Operations Committee.

B. Malin Babcock, President of the local chapter of National Active and Retired Federal Employees (NARFE), said they meet in the Aurora Room. This issue was discussed last Saturday and it is the unanimous consensus of the members that were present that they expressed their appreciation of all of the people that arranged for the room. They were aware of the \$1 fee. They do not mind paying the fee charged for parking more than two hours.

C. Karla Allwine, National/Alamo, 2180 Fritz Cove Road, distributed a hand out (Attachment #7). She said that National/Alamo is a rental car client of the Airport. Phase I of the airport remodel results in the relocation of the rental car vendors. This has been discussed since February 2009. The Administration was approached by one of the vendors to possibly consider a change in their space and in the line up when the vendors are relocated to the remodeled area. It was suggested by the vendor that industry standard was first choice should be based on gross revenues and what they generated at the airport would gain them first choice in the relocated spot. Ms. Allwine solicited information from Portland to Fairbanks and found there is no standard for placement of vendors. Dave Palmer wrote a letter that because no method had been decided, the rental car vendors would be moved in a block with no change to the line up. In a meeting on October 20 to talk about snow removal and lighting of the rental car lot, this relocation was discussed again. Ms. Johnson was asked to reassure that there would not be any changes. Ms. Allwine stated that Ms. Johnson indicated she was not familiar with the letter that it would be honored.

A letter was sent on December 16, 2009, that stated changes were being made and the methodology of revenue would be considered. The vendors were given 48 hours within which to object. According to this letter, if any objections were received, the spaces would go to bid. A letter was written and e-mailed that night. Ms. Allwine stated she felt Space D was the most preferable because of traffic and visibility. A meeting was held on December 22 with Ms. Johnson and Mr. Coleman, at which time the Allwines requested a halt be placed on any further action until an appeal could be made on the methodology decision. She received a phone call from Ms. Johnson wherein Ms. Johnson said that she would be going forward as planned. She thought this was poor communication, poor business and poor planning. She asked why the change was made so close to the move date. Her objection was ignored and the places were awarded. The move will be made in the next few days. She requested the Board rescind the current action and repeal it back to what Dave Palmer stated in his letter. She appreciated the Board does not want to micro-

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manage, but there was no good reason the change was made. Chair Godkin referred this issue to the Operations Committee to hear from all sides.

### VI. **EMPLOYEE RECOGNITION:**

A. Ms. Johnson said that Lamar Riddle, commonly known as Lumpy, is the Field Maintenance Supervisor and has been with the Airport for 20 years. He is a very mild-mannered man who directs the snow removal operations and does an excellent job.

B. Ms. Johnson said that Walter Sinclair, a Building Maintenance employee, has worked for five years in the department. In addition, he worked at the airport for six years before that as a security officer. He does an excellent job for the Airport.

### VII. **UNFINISHED BUSINESS:**

A. **CBJ Capital Improvement Priorities** (Attachments #5 and #6): Airport Manager Johnson said the documents were revised from those handed out at the Committee of the Whole meeting. Staff has reviewed and revised the plan from Board and public recommendations. The Master Plan has been moved up to 2012 as the last one was approved in 1999. Item #3 is linked to Item #9, which is a North Wing Terminal project. Tenants need an opportunity for input as it will affect their rates. Another item that staff discussed was looking at a parking garage because parking garages make a lot of money for airports and subsidize rates. The \$1 million for design of the parking North Wing and Parking Garage could come from State Cruise Ship Passenger dollars if the Assembly supports the project. There would be no PFC dollars or royalty fees. Ms. Johnson would recommend looking at the North Wing Terminal Project, with a parking garage as an and/or project. If the change was made to Item #3 to include the parking facility, Item #9 would be the construction dollars for the terminal project, which would change the amount from \$31 million to "to be determined" if the parking garage is included. *David Epstein moved, Butch Laughlin seconded, to accept the proposed FY11 through 16 Airport Capital Improvement Projects as amended in accordance with what Manager Johnson stated this evening with the inclusion of the parking garage to Items #3 and #9. The motion passed by unanimous consent.*

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

A. **Marine Passenger Fees** (Attachment #1): The FY11 request for Marine Passenger Fees has been submitted to the City Manager's Office in the amount of \$164,000. As with the FY09 (\$312,500) and FY10 (\$271,000) requests, this one is based on the number of cruise ship passengers and crew (11,985) passing through the terminal as estimated by McDowell Group, compared with total enplanements (378,741). That ratio has decreased significantly this year, due to the reduced roster of Cruise West ships in Juneau.

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

1. Certification Inspection Results (Attachment #8): David Waho's letter and e-mail recommendations were distributed. The one item that the airport is not in compliance with is the Emergency Vehicle Access Road (EVAR). It has not been maintained up to standards for an ARFF road. He gave the Airport until April to correct the situation. Mr. Mahle is checking with the Fire Department for their requirements. Ms. Johnson recommended a joint meeting of the Operations Committee and the Wildlife Hazard Working Group to discuss the correction. She urged the Board to keep in mind that this is not a recommendation, but a compliance issue. Chair Godkin said the Operations Committee will need to meet to discuss the parking issue, the rental car placement and float plane operations in one meeting. The wildlife hazard/EVAR will be handled in a second meeting.
2. Receipt of \$1,000,000 Earmark for Runway 26 MALSR: Ms. Johnson worked with the City's delegation and John Roots. Lisa Murkowski requested \$5 million earmark for the MALSR project and the Airport got \$1 million. This allows the FAA to start the design on the project. This will be done during the dirt work phase of the Runway 26 Safety Area extension.
3. Badging Office/Hours Changing: The Airport has a half-time badging person who works from 8:00 a.m. to Noon. When she goes home, John or Pam constantly go downstairs to issue badges and they cannot get their work done. The tenants will be notified. Christine Millay will be doing all the badging between 8:00 a.m. and 12:00 p.m. or they can call John Coleman for special arrangements.
4. Report on Visit with Washington, D.C., Lobbyist John Roots: Ms. Johnson and Chair Godkin met with the CBJ Washington, D.C., Lobbyist Mr. Roots and Katie Manley earlier in the day. The FAA projects were reviewed. They were thanked for the help with the Runway 26 MALSRs. Discussions were held about Urea vs. E-36, which is a different deicer. Environmentally, E-36 is being pushed on the FAA, but airports are not in favor of it. The cost for one runway pass of Urea costs \$3,000 and one pass of E-36 will be about \$30,000. Ms. Manley suggested that little projects are made ready to go so that they are stimulus-ready. Rod Swope suggested the Airport apply for Highway earmarks for those, too. A tour was given of the new terminal. Chair Godkin said that John Roots had positive comments to say about the Washington delegation – Senator Murkowski and Senator Begich. They discussed what the loss of Senator Stevens had meant to Alaska. He noted that earmarks are still available, but not popular.
5. Float Pond Operations Public Meeting: This meeting will be scheduled in the future.

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6. Runway Condition Reporting: Deputy Airport Manager Patty deLaBruere said that she had a teleconference with Alaska Airlines on the test program for runway condition reporting. They gave very high marks to Juneau on not only the runway conditions but also the accuracy of the reports.

7. Legislative Reception: The legislative reception is scheduled for Wednesday, January 20, from 5:00 p.m. to 6:30 p.m. in the Centennial Hall. This is a very nice reception for everyone in Juneau to attend. If any member of the Board would like to attend, Ms. Johnson will make sure a name tag will be available.

8. Architect Report (Attachment #4): Airport Architect Catherine Fritz reported that the new building passed all building and fire inspections earlier in the day. The design team, engineers and architect will all be at the airport tomorrow to walk through and get a detailed punch list of Phase I work. The building is expected to be open to the public on Friday. The ice melt system is charged, but the valves have not been turned on to operate. This will also happen tomorrow. Everyone is working very hard. The plumbers have worked 24 hour shifts to get the piping working completed. This area will still look like a construction area. The baggage area will be concrete floors. The tile and carpet all have to be done.

A phone call was received from John Lovett of the FAA regarding the Snow Removal Equipment Building scope of which the FAA feels they can approve. This will allow the Airport to resume design. It is hoped that FAA approval will be received by the end of the month, with a design by the end of Summer.

9. Engineer Report (Attachment #2): Airport Engineer Tom Carson reported that AIC will be returning at the end of February. Miller Construction continued to haul until the roads went bad. AIC is reorganizing upper management for the project, with three new leads. A meeting was held regarding relocating the ASOS. It looks good that this move will be done before the area is filled.

The permit has been submitted for taking the eagle nest. Juneau International Airport has submitted the first application. Everyone is being very careful. Steve Zimmerman requested copies of the permit application and amendment be sent to the Board.

There will be a lot of activity on the pond this summer and a lot of things need to be decided prior to dredging.

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- IX. **ASSEMBLY LIAISON COMMENTS:** Assembly Member Merrill Sanford said that two ordinances have been approved in the last month – one for \$400,000 from the State and one for \$160,000. Marine Passenger Fees continue to be under much closer scrutiny. He suggested the Airport keep asking for what the Airport thinks it should have. Airport Manager Johnson asked Mr. Sanford to remind the Assembly that the Airport is not in the general government piece of the Marine Passenger Fees portion.
- X. **PUBLIC COMMENTS:** None.
- XI. **BOARD MEMBER COMMENTS:**
- A. Jerry Godkin will not be in town for the February Board meeting.
- B. Laurie Berg said that a Finance Committee meeting needs to be set up.
- XII. **ANNOUNCEMENTS:** None.
- XIII. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on February 10, 2010, at 7:00 p.m. in the Aurora Room.
- XIV. **ADJOURN:** *Butch Laughlin moved, Steve Zimmerman seconded, to adjourn the meeting. The meeting adjourned by unanimous consent at 8:39 p.m.*