

MINUTES of
AIRPORT BOARD MEETING
March 10, 2010
Aurora Room, 7:00 p.m.

I. **CALL TO ORDER:** Chair Jerry Godkin called the meeting to order at 7:02 p.m.

II. **ROLL CALL:**

Members Present:

Laurie Berg	David Epstein (via	Scott Watts
Tamara Cook	phone)	Steve Zimmerman
Jerry Godkin	Butch Laughlin	

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 Super't	Merrill Sanford, CBJ Assembly
John Coleman, Airport Business Mgr.	Keith Walker, CCF/R

Public Present:

Larry DePute, General Aviation	Kathy Smith, Alaska Airlines
Mike Wilson, Coastal Helicopters	Bob Breffeilh, Hangar Owner
Pete Carlson, AOPA/AK Airmen	Tom Williams, Ward Air
Chris Andree, Alaska Airlines	

III. **APPROVAL OF MINUTES:** *Steve Zimmerman moved, Butch Laughlin seconded, the approval of the February 10, 2010, Regular Monthly Meeting minutes. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** Airport Manager Jeannie Johnson requested removal of the Executive Session, Item VIII, section from the agenda. Steve Zimmerman moved, duly seconded, to approve the agenda as amended. The motion passed by unanimous consent.

V. **PUBLIC COMMENTS:** Mike Wilson requested a five-year renewal for Coastal Helicopters' current area of operations (Attachment #7). Airport staff has offered a two-year renewal. He would like a response to his request by the next monthly Board meeting. Board Chair Jerry Godkin referred this item to the Operations Committee.

VIII. **UNFINISHED BUSINESS:** None.

IX. **NEW BUSINESS:**

A. **Finance Committee** (Minutes - Attachments #1, #2 and #6): Deputy Airport Manager Patty deLaBruere said the Finance Committee held three meetings, with the final meeting on March 9. Overall, the Airport is looking at decreased expenses and revenues as compared to FY 09 and 10. Attachment #6 is a summary of the budget. Four RFPs will

AIRPORT BOARD MEETING

March 10, 2010

Page 2

be out by the end of the current fiscal year. There were two items for Board approval: the budget as presented and the Rates and Fees Regulation changes. The budget shows the FY11 budget with \$36 over and FY12 proposed just under \$100,000 shortfall. The Committee proposes to come back next year to look at the expenses and revenues and reassess the budget at that time. There are three small proposed changes to the Rates and Fees Regulation. Some changes are just housekeeping to bring the Airport onto an even playing field, such as the non-aviation rates will be 25% above the highest airfield land lease rate. The Finance Committee recommended Airport Board approval of the proposed FY11 and FY 12 budgets, as presented, and to forward onto the Assembly for final approval.

Ms. deLaBruere said the changes to the Rates and Fees Regulation include page 5, section (2), the non-aviation land lease rates, is replaced by "Non-aviation land lease rates shall be set through competitive bid or other process, but shall not be less than the highest Airfield land lease rate plus 25%." Next on page 5, section (f), a proposed rate change for the rental cars, which is a \$10 increase for each space. The next change is on page 8, (1) is an increase that the Airport has and is basically revenue neutral. The Airport is being charged more money for processing fingerprints and the security threat assessments. There will be no increases to fuel flowage fees or landing fees. The regulation will include a 21-day public process period, before it comes back to the Board for final approval and then sent to the Assembly. *Steve Zimmerman moved, Scott Watts seconded, approval of the proposed FY11 and FY12 budgets as presented and that they then be forwarded onto the Assembly for final approval. The motion passed by unanimous consent.*

Ms. deLaBruere read the changes to the Rates and Fees Regulation (Attachment #6)

"Replace 07CBJAC 10.020(e)(2) Non-aviation Land Lease Rates in its entirety with *"Non-aviation land lease rates shall be set through competitive bid or other process, but shall not be less than the highest Airfield land lease rate plus 25%."*

Add to 07CBJAC 10.020(o)(1).*"..., General Aviation AOA badges,..."*

Replace 07CBJAC 10.020(o)(1)(A) with *"Initial Issuance (\$15) & Deposit (\$50) \$65"*

Replace 07CBJAC 10.020(o)(1)(B) with *"Renewal (Annual) \$15)"*

Replace 07CBJAC 10.020(f)(1) with: *"\$60 per space, per month or any fraction thereof."*

Steve Zimmerman moved, Laurie Berg seconded, approval of the three increases that were outlined by Ms. deLaBruere and are also contained in Attachment #6, which was passed out as an addendum to the agenda. The motion passed by unanimous consent.

Finance Committee Chair Laurie Berg thanked everyone that attended the committee meetings and thanked Patty, Jeannie and John for all of their work. Chair Jerry Godkin also thanked everyone that attended the meetings. Airport Manager Jeannie Johnson thanked

the committee and staff, in particular. She was grateful to have people here that know so much and do such great jobs.

B. Airport Manager's Report:

1. Change to Float Pond Access Procedures During RSA Construction:

Because of the amount of traffic that has been going down to the float pond and safety issues with the equipment working in the area, notices were sent to all tenants on the airport and posted on the gates. People who have a lease on the float pond will be issued a blue permit which will get them through the checkpoint down to the float pond during construction.

2. Letters from Community Development/Fire Suppression Systems:

A letter sent from Community Development was sent to the owners of the new hangars on the west side, which has to do with a sprinkler system that CDD and the Fire Department missed in their review. They did not talk to the Airport Manager about it, but just sent a letter. This has created a very open line of communication between the Airport and CDD. A meeting was held with the City Manager, Deputy City Manager, Fire Chief, CDD and Debbie Purves about this. They are working it out. If there has not been a solution by the April meeting, this will be put on the agenda as an informational item and have the Fire Chief and Community Development attend the meeting so that they can give a presentation. The letter from CDD said that the hangar owners need to sprinkler or they would take away their certificate of occupancy. These hangars were considered commercial by CDD although Ms. Johnson has had communications with the hangar owners to the contrary. She noted that there is no water available to some of the buildings.

3. Funding and Meeting with Senator Murkowski:

Ms. Johnson and Ms. Fritz gave Senator Lisa Murkowski a tour of the new terminal. Senator Murkowski was delayed by fog and, therefore, there was about 2.5 hours discussion regarding funding issues. One item noted was the shortfall in the snow removal equipment facility. She immediately sent a message to her transportation staff to contact the airport for follow-up on this funding. She is up to speed on the Runway 26 MALSRs and how much money is needed.

4. Airport Architect Report (Attachment #3):

Airport Architect Catherine Fritz reported that the project is very busy. A lot of trades are working. Another major milestone of pushing the building out to the street and opening the big areas up to the public is expected about April 15. McGraw has inserted some of the Phase III work – the new bag claim device – into Phase II so that they can be accomplished before the tour season begins. Baggage screening will change the week of March 15, with a total installation of three weeks. The ice melt system is working well. She noted that only 6 of 26 heat pumps are installed and operational.

AIRPORT BOARD MEETING

March 10, 2010

Page 4

5. Airport Engineer Report (Attachment #4): Tom Carson, Carson Dorn, said that there has been activity on the west and northeast ends of the airport during this last month. The RSA is being expanded on the west end by building a new rip rap perimeter around the extension area. In order to facilitate that work, the dike trail is closed six days per week and open on Sundays, with a planned opening at the end of March. When the trail is reopened, it will be on top of the new rock wall. Unusable and unsuitable material is being used on the new Duck Creek alignment. A lot of trees and brush were removed on the west end. The northeast quad, near TEMSCO, will be filled in preparation for the snow removal equipment facility and a horizontal ground source loop field will be installed. The suitable material from the northeast quad will be used at the new ASOS site, to be relocated in June. The road to TEMSCO is being straightened. Dredging will begin in May. The Dispute Resolution Board (DRB) is in place. The participants are Pat Kemp who is retired from Alaska DOT Engineering, George Davidson who is an engineer, and Bud Simpson who has experience with contract law. This DRB will be paid. It is required that the DRB keep up to speed on the contract quarterly and compensation has been limited at no more than \$900 per month, which cost is split by the owner and the contractor. If an issue exists, then additional expenses may be authorized at a rate of \$150 per hour.

X. COMMITTEE REPORTS

A. Finance Committee: None.

B. Operations Committee (Attachment #5): Tom Carson reported that the Operations meeting was held on February 18. Dredging will remove 800,000 yards out of the float pond through the course of the summer. There will be a dredge in the pond and material will be hauled up and down the float plane pond road with large trucks. Docks will be moved and new pilings will be installed. Two weeks after the meeting, people are getting more concerned and staff will try to address those concerns so that the impact is lessened. Two shifts a day at 10 hours each will be operating in the pond. The first area will be in the west finger. During dredging, the pond will be closed from 10:00 p.m. to 6:00 a.m. daily.

In discussing the EVAR changes mandated by David Wahto, Tom Carson replied that the existing EVAR is to have a 20' driving lane all the way out to the kiosk. There are areas where that is easily achievable and some areas that will take some work to get that width. Some trees were removed. Surveying is being conducted to see where the improvements may be made above the Corps of Engineers jurisdiction of 20.8' elevation. Ms. Johnson said this is a 20' driving lane at a 20' height. Correspondence from the Fire Department states they will not drive the large fire vehicle (A-1) down the EVAR because it has been damaged. A few trees were removed to make it safe. She spoke with Laurie Ferguson Craig to get the group together to help brush the EVAR. There also needs to be a turn

AIRPORT BOARD MEETING

March 10, 2010

Page 5

around for the vehicle, which will probably be at the current kiosk. This will be further discussed. Tom Williams noted they will meet with the Manager and Engineer tomorrow. Ward Air is not happy with the overall existing float pond plan.

- XI. **ASSEMBLY LIAISON COMMENTS:** Assembly Liaison Merrill Sanford said that the pond dredging is not the first time it has been done. It has been done in a couple of different ways. There has to be a way to work out the problems and make it safe. In relationship to the budget, the Airport did a very good job. He said the budget deficit for the next two years is \$8.8 million. The past year has seen \$4.7 million savings in not filling jobs and doing cuts. A new tobacco tax went into effect this year and they will take \$1 million for each year for a total of \$2 million to make up more the deficit. And then \$2.1 million was taken from the rain day account to make up the rest of the deficit. The Assembly is working on the CIP budget. The CBJ Public Works Committee reviewed it and basically passed it. It was supposed to go before the Planning Commission to review the different codes for the City and then get back to the Assembly. He brought a copy of the CIP list with him if anyone was interested.
- XII. **PUBLIC COMMENTS:** None.
- XIII. **BOARD MEMBER COMMENTS:** None.
- XIV. **ANNOUNCEMENTS:** Airport Manager Jeannie Johnson said that an Operations Committee meeting needs to be held on March 31 or April 1. This meeting will be for Mike Wilson's request and another opportunity for the float plane operators to discuss the next iteration of the float pond dredging plan.
- Ms. Berg asked if the Board should send well wishes to the person from the restaurant. Ms. Johnson said staff had sent something to her, but she thought it would be nice if the Board did something.
- Steve Zimmerman asked if anything would be done for Ted Anderson. Ms. Johnson replied that she was planning a potluck. If the Board wished to do something, that would be good. Mr. Zimmerman said he would participate.
- XV. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on April 14, 2010, at 7:00 p.m. in the Aurora Room.
- XVI. **ADJOURN:** *Butch Laughlin moved, Steve Zimmerman seconded, to adjourn the meeting. The meeting adjourned by unanimous consent at 8:35 p.m.*