

MINUTES of
AIRPORT BOARD MEETING
April 13, 2011
Alaska 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

David Epstein

Butch Laughlin

Tamara Cook

Jerry Godkin

Scott Watts

Member Absent:

Steve Zimmerman

Staff/CBJ Present:

Jeannie Johnson, Airport Manager

Marc Cheatham, Airport Spec. Projects

Patty deLaBruere, Deputy Airport Manager

Officer

John Coleman, Airport Business Mgr.

Tom Carson, Carson Dorn

Catherine Fritz, Airport Architect

Keith Walker, CCF/R

Public Present:

Pete Carlson, AOPA/Alaska Airmen's

William Samalon, General Aviation

Irene Gallion, DOWL HKM

Mitch Horton, TEMSCO

Steve Brock, Coastal Helicopters

Jim Vuille, Public

Mike Wilson, Coastal Helicopters

Jeremy Millsaps, Wingnut Aviation

III. **APPROVAL OF MINUTES:** *David Epstein moved, Butch Laughlin seconded, the adoption of the March 9, 2011, regular monthly meeting minutes. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** The agenda was approved by unanimous consent.

V. **PUBLIC COMMENTS:** Mitch Horton, TEMSCO Helicopters, 1650 Maplesden Way, said that the property that fronts Maplesden Way that has road access is very valuable real estate both to aircraft owners, commercial operators or future commercial operators that might be able to put aircraft hangars where they can drive and park without going through the gates system. These lots are very important. The Snow Removal Equipment Facility (SREF) should not be designed to be built in this area; the area should be used for future operators who need road access.

The other thing he discussed was issues with badging. It is very difficult. There is no real way to communicate. Although there is an e-mail address, it is hard for her to check those e-mails. He thought something that might help is a phone number to call to schedule the appointments so that people do not have to show up twice. A person currently has to show

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up once to bring the paperwork in and one time to be badged, and many times a trip is necessary to just get on the schedule. It would be nice if there was a phone number to call for scheduling.

VI. **UNFINISHED BUSINESS**: None.

VII. **NEW BUSINESS**:

A. **Marine Passenger Fee Proceeds Update:**

1. **Budget Presentation to Assembly**: Airport Manager Jeannie Johnson said the Airport has applied for \$159,100 of Marine Passenger Fees (MPF). The presentation by the City Manager, including this amount, went before the City Finance Committee one week ago. The City Manager recommended that the Airport's request remain in the budget. At the meeting, Assembly Member Karen Crane questioned the applicability of some of the things that the Airport had asked for. As a history, Ms. Johnson noted that Dave Palmer, the former Airport Manager, put together a formula of the number of cruise ship passengers that come to town. McDowell Group provided a number of how many cruise ship passengers go through the Airport. Then there was a formula developed so that the Airport could receive some of the funding. The cruise industry has come back this year saying they do not agree with the formula, nor how the \$5 MPF is being used by CBJ all together. Some of the items the cruise industry felt should not come out of MPF include crossing guards and cleaning downtown restrooms. Because the Airport is far away from the docks, the Assembly is taking a harder look at whether the Airport will get the funding or not.

At the Assembly Finance Committee meeting, Ms. Crane thought the Airport received passenger facility charges (PFC) from the float plane passenger on the pond. She wondered why MPF would be needed when the Airport is getting money from the passenger through a PFC. That misconception was corrected. The Mayor agreed to go along with the MPF for the Airport, however, he thought it was a stretch. City Attorney John Hartle felt he could defend the money going to the Airport. Ms. Johnson suggested the Board Members contact the Assembly Members about leaving this in the budget. She said next year, the Airport will apply for a specific piece of funding that looks like it benefits cruise passengers only. Certain areas that were built with the terminal expansion were built specifically for the cruise ship passengers. Chair Jerry Godkin said that this money is budgeted as a balancing item, which gives the Assembly heartburn. Butch Laughlin noted that the Airport had been left out of the mix initially and asked how the Airport could get into the mix so this did not have to be done every year. Ms. Johnson said the formula would not be opened back up.

2. **Assembly Finance Budget Update**: The Airport budget was presented by Patty deLaBruere and John Coleman to the Assembly Finance Committee earlier in the

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evening. They did an excellent job. Jerry Godkin, Laurie Berg and Marc Cheatham were also in attendance. Chair Godkin said it is hard to read the Assembly Members. He said a presence through e-mails and phone calls between now and when the Assembly approves the budget. A presence is also important when the budget is finalized.

3. Float Pond Users Informational Meeting: An information meeting will occur on April 14, 2011, at 6:00 p.m. for float plane pilots and users. Mr. Carson will unveil the opening dates. A lot has happened in the float pond this winter. The meeting will include the plans for this season, also.

4. Airport Participation in Litter Free Day: The Airport is participating in the CBJ Litter Free Day on Saturday, May 7, 2011. A committee has been formed. Tenants, Board Members and families will be invited to participate. The event will occur outside the fence. Perhaps an interior clean-up can be held in early June.

5. Terminal Grand Opening Celebration: A community appreciation Grand Opening will happen on Sunday, May 15, 2011, from approximately 2:00 p.m. to 4:00 p.m. It is flight-schedule dependent. The Mayor will be attending. Hopefully, the departure lounge will be open so people can take a look at that area.

6. Jerry Mahle: Mr. Mahle is out on medical leave. He is currently in Anchorage undergoing tests.

7. Senate CIP List Includes \$1 Million for JIA: The Senate CIP list includes \$1 million for Juneau International Airport from Senator Egan. Work is currently ongoing with Cathy Munoz and Beth Kertulla so that it will stay in when it goes to the House.

8. Food and Beverage for Departure Lounge: ESS was given the opportunity for food and beverage in the departure lounge, which they have declined. An RFP will be developed to see who might go into this area.

9. Badging: Ms. Johnson appreciated Mitch Horton talking about the badging problems. She met with staff two to three weeks earlier and it is understood that an enhanced system is needed. Mr. Coleman notified TEMSCO, NorthStar and Coastal that he would come to their locations to begin the badging process.

10. Airport Engineer Report (Attachment #1): Tom Carson said March was a cold month. No material was hauled or placed in March, but there was a lot of activity. The pumps kept the pond level down and the preparation work around the perimeter of the pond was finished. Pilings were placed. Two 24-foot wide concrete launch ramps were placed. A 15-foot D-1 shoulder was placed along the entire north shore of the float plane

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road. The aprons for the upper end of the gangways were cast by Hanna's outfit. They have now all been installed and are ready for the gangways. All of the gangway components have arrived, except one shipment. That shipment will leave Seattle on Friday. This shipment includes all the brackets. When it arrives, the contractor will begin installing the plastic floats.

AIC is hoping to be able to fire up the dredge next week. This must be balanced with not having the pond too high to enable some welding on loading platforms. By the end of next week, the pond should be able to be increased to 16 feet. New floats are being built by both the contractor and Airfield Maintenance crews. By the end of April, two of the 20-foot platforms should be good to go. All of the platforms should be in place by the middle of May. Once the gangways are in place and the float plane floats attached to the gangway assemblies, the horseshoe docks will have some additional pilings to be driven. This will require coordination during the first two weeks of May.

There is a huge pile of material stockpiled along the south shore of the pond. As soon as the pond is going, the dredging will begin with pumping to the northeast development area for the summer. They will also haul by truck to the east end. During the course of the winter, AIC excavated 230,000 yards of material. Mr. Carson thought the project would be done on schedule. Some policy issues will need to be settled before anyone will be able to use the new west finger parking. This work represents 70% of the contract, with \$1.8 million in change orders.

11. Airport Architect Report (Attachment #2): The major renovation pieces of the project are coming to a conclusion, following the work down in the check-in area of Alaska Airlines. Assurances have been made that this work will be done by May 14 or sooner. A lot of miscellaneous procurement of items will continue for some time. An exciting new piece was a meeting with the architect regarding the exterior of the 1984-85 piece. He is developing several different options of how to address this area. He is looking at other things like new doors in the north wing that staff would like to address this summer.

A grant application is being written for the Snow Removal Equipment Facility (SREF). A telephone meeting was held earlier in the day to insure that the VALE grant is something the Airport qualifies for. It is a very intense grant application, but if staff is successful, it could be a significant amount of money for the SREF and surmount a significant hurdle. The construction documents for the first phase of work this summer are being completed and will be ready on May 6, 2011. The bid will go out later in May.

VIII. COMMITTEE REPORTS:

A. **Wildlife Hazards Working Group:** None

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- B. **Finance Committee:** None
- C. **Operations Committee:** None

IX. **ASSEMBLY LIAISON COMMENTS:** None

X. **PUBLIC COMMENTS:** None

XI. **BOARD MEMBER COMMENTS:** David Epstein noted that he would call in for the May meeting.

XII. **ANNOUNCEMENTS:**

A. Ms. Johnson wished the Chair happy birthday tomorrow.

B. Butch Laughlin said he's on the airport every day and visits the pond daily. He has tried to encourage the operators that have gotten upset that this is a big project and we're lucky to be this far. He hoped that the things go as Mr. Carson said. He has been trying to put the fires out. Ms. Johnson said AIC understands the need to open the pond. She said that an informational e-mail will be sent to pond users on a monthly basis. Ms. Berg suggested updating the website, also. Ms. Johnson said the float pond pass system will be reinitiated.

C. Chair Godkin said that there are two Board vacancies coming up and applications are due by April 27. Scott Watts, who currently holds a tenant seat, is stepping down. He thanked those that had already applied and encouraged anyone interested to apply.

XIII. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on May 11, 2011, at 7:00 p.m. in the Alaska Room.

XIV. **ADJOURN:** *Butch Laughlin moved, David Epstein seconded, to adjourn the meeting. The meeting adjourned by unanimous consent at 7:55 p.m.*