

MINUTES of
AIRPORT BOARD MEETING
May 11, 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	Jerry Godkin	Scott Watts
Tamara Cook	Butch Laughlin	Steve Zimmerman

Member Absent (Due to Airport Receiving Phone Inoperable):

David Epstein

Staff/CBJ Present:

Jeannie Johnson, Airport Manager	Marc Cheatham, Special Projects Officer
Patty deLaBruere, Deputy Airport Manager	Tom Carson, Carson Dorn
Jerry Mahle, Airport M&O Super't	Merrill Sanford, Assembly Liaison
John Coleman, Airport Business Mgr.	Keith Walker, CCF/R
Catherine Fritz, Airport Architect	

Public Present:

Pete Carlson, AOPA/Alaska Airmen's	Ron Swanson, Tenant
Sarah Day, Juneau Empire	Mike Wilson, Coastal Helicopters
Rob Breffeilh, Tenant	Jim Vuille, Public
Ella Rogers, Glacier Restaurant	

III. **APPROVAL OF MINUTES:** Steve Zimmerman amended the minutes to change the name for the second for the April 13, 2011, minutes as he had not been in attendance. Butch Laughlin said he had seconded the minutes. *Steve Zimmerman moved, Butch Laughlin seconded, the adoption of the April 13, 2011, regular monthly meeting minutes as amended. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** Jerry Godkin added an item after Item 12, an executive session. Laurie Berg asked to add the status of leasing the Alaska Room under the Airport Manager's Report. *Steve Zimmerman moved, duly seconded, to approve the agenda as amended. The motion passed by unanimous consent.*

V. **PUBLIC COMMENTS:** Rob Breffeilh, a hangar owner, asked about the assignments of the new docks in the west thumb and other areas. He wondered if there had been a public notice process. He said the Airport might consider former contracts with commercial operators and other established slips, but why not put the others out to bid to make more money. Airport Manager Jeannie Johnson said there will be extra spaces on the float pond, but no extra ramps. A plan has been made for the space. She wished to do research and

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make a further report at the next Board meeting. The availability of the west finger has been noted at different meetings, but not publicly noticed. The west finger initially would have been used during construction, but was not needed.

VI. **UNFINISHED BUSINESS**: None.

VII. **NEW BUSINESS**:

A. **Airport Terminal Main Entry Renovation**: Catherine Fritz, Airport Architect, said that as discussed at the Board Retreat, \$2.5 million in remaining funds were to be used to complete other renovations in the terminal that are 1984 or newer components. It is timely to do the work as the contractor is still on site. All subcontractors are in line. All of the accounts are established with materials for vendors that have provided materials. The concept is to bring the same aesthetics as the new construction, including siding, additional insulation, windows, doors, and lighting. These exterior improvements to the terminal's main entry will result in energy savings, safety improvements, and functional upgrades.

A City mechanism to do this project is a supplemental agreement and it lets a large component/scope of work be added to an existing contract with a little bit of additional review and oversight by the Assembly. When it is more than \$250,000, it has to go to the Assembly for their review. Estimates by three separate people (from Ms. Fritz and two estimates from two different people at the Airport's architectural contractor) all came in at less than \$1 million. A supplemental agreement would be a change order to McGraw's contract, which would allow the construction to be done by the end of 2011. Although physical work on site would begin at the end of September, the work would be authorized and materials ordered in the meantime.

When asked why the Airport did not go out to bid, Ms. Fritz replied that McGraw's has been a good contractor. There is no guarantee of whom the contractor will be if this is put out to bid. You may get a better or worse contractor, with a whole new set of subcontractors that have never worked on the job. She said it would cost more money and the season would be lost with the exterior work being done in about one year. The cost increase would be seen in the costs of bidding versus a change order as there are costs of advertising and documents. There is a cost to the contractors to bid the project. There is a favored contractor at this point in a low bid situation because McGraw knows the conditions of the work.

Ms. Berg was concerned about making a decision without prior information. Ms. Johnson said that Ms. Fritz tried to bring this together during the last few days. Staff is trying to capture this season and get materials ordered. There is a process where a meeting of the Public Works & Facilities Committee will meet next Monday, with an Assembly meeting after that, and staff hoped to meet those deadlines. If the Board wishes to wait, it will

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work. Along the exterior of this facade, the sprinkler system freezes every winter and then it leaks; a cash register had to be replaced at Cup 'O Joes this year. When this freezes, the sprinkler system is shut down and staff goes on a 24-hour fire watch. This upgrade would take care of this problem in the entry way.

Chair Godkin asked if this process was used for the Public Works building at seven mile. He asked if the process had worked. Assembly Liaison Merrill Sanford agreed that it had and said it worked. Mr. Sanford said the process is new in the last three years and the City has taken advantage of it three or four times. In every one of those projects, the building was being built and either there was an add on or it was found that there was more money available half-way to three-quarters of the way through. Instead of waiting until that part of the building was completed, it was done through the supplemental agreement.

Ms. Fritz said this project would make the siding facade look like the baggage claim area. It will bring in the same aesthetic and address all of the piping, plumbing and fire suppression systems currently in the ceilings. The North Wing doors can be a stand-alone repair item or lumped with other North Wing items. Other interior work will be designed later with another \$1.5 million of remaining dollars. The reason this is before the Board is the consistency of material, subcontractors, and everyone who has worked on the new facility. Ms. Fritz said that if the current elevator needs to be replaced, it would have to go out to bid. But she was not sure of the scope of the additional interior work at this time.

Ella Rogers, Glacier Restaurant, asked if the drawings included a deck for the restaurant. Ms. Fritz said there would not be a deck. She said the deck is a double-edged sword, with a lot of maintenance and people smoking on the deck above the entrance. She said it is a nice place, but the view is also beautiful through the new windows. She thought it would function a lot better without the big columns. Ms. Rogers said that there are numerous times when the deck is full. Ms. Berg was concerned about the restaurant had not been contacted about this change. Ms. Johnson said that ESS does not lease the deck. If they would like to go into negotiations for renting a new deck, it is all about the money.

Ms. Johnson suggested that a special Airport Board meeting be called prior to the next regularly scheduled meeting so that Ms. Fritz may bring back the information requested. Ms. Johnson will provide leases. Ms. Berg asked for the historical use of the deck in their establishment.

B. Airport Manager's Report:

1. Thanks to Tenants and Staff for Helping with Litter Free Day: Ms. Johnson thanked tenants, staff, Jeannie Conneen, and Marc Cheatham. Ms. Conneen and Mr. Cheatham organized the Airport participation on Litter Free day. Ms. Conneen did all the drawings. Mr. Cheatham knocked on all the doors and asked people to

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participate then went back and delivered bags and gloves. A lot of tenants, contractors and employees participated in the cleanup. This all occurred outside of the fence.

2. Terminal Dedication, May 15th, 2PM to 4PM: The terminal dedication will be held on Sunday, May 15, from 2:00 p.m. to 4:00 p.m. About 2:15 the dignitary or dignitaries will speak. The building will be blessed by Dr. Soboloff and the ribbon will be cut. This is planned to be a short ceremony with time for the community to see their airport. There will be free parking. The departure lounge will be open from approximately 3:00 p.m. to 4:00 p.m. when there are no flights. Refreshments will be available in the Alaska Room, with music provided by the Ursa Major Strings Quartet and the Juneau String Ensemble. A continuously running slide show will run. Everyone is invited.

3. Status of RFP for Food and Beverage in Departure Lounge: At the last Airport Board meeting, staff was notified that ESS chose not to participate in doing food and beverage in the departure lounge. Staff began working on an RFP, which has gone to Purchasing. There is a quick turn around on an RFP.

4. Update: Mitch Horton Comments from April 8th Airport Board Meeting, Badging Methods and Location of Snow Removal Equipment Facility (SREF) on NE Development Site: Ms. Johnson said that Mr. Horton made some good comments at the last meeting about badging. Staff sat down and discussed ways to streamline the process. TEMSCO Helicopters, NorthStar Helicopters and Coastal Helicopters have a lot of people that need to be badged. Staff has come up with an internal system for scheduling. As a result of the meeting, Mr. Coleman has posted the forms and a new checklist on the web site. Ms. deLaBruere and Mr. Coleman met with Coastal, TEMSCO, NorthStar, Wings Airways and Alaska Seaplanes to see how badging could be made easier. Mr. Coleman has personally held meetings with NorthStar Trekking for 20 people, with TEMSCO for 27 people and with Coastal. This is sometimes done during work and sometimes during his day off on Saturday. Some changes have been initiated. One important piece is if someone makes an appointment, it needs to be kept or cancelled with sufficient notice so that it can be assigned to someone else.

Ms. Johnson said Mr. Horton thought the location of the Snow Removal Equipment Facility was not right, that it took up too much footage along the public access road. As a result, a meeting was held with the designers and civil engineers and although the design could not be changed, it was shifted on the site to gain more useable land. It will now be closer to the Wings hangar and rotated in a linear manner so that the long piece of the building is running north and south rather than

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taking up all that frontage. This will result in more useable, leaseable commercial space.

Ms. Fritz said possibilities of compacting the geothermal field have been reviewed. Twelve large four-inch pipes will now be shorter with the rotated building. Some modest changes will be made. Staff is confident that the shifting of the building will more or less work out as a whole. The public face will also be minimized. The designs are 75% complete, so it is not impacting construction.

5. JNU Seaplane Base (Float Pond) Opening: The pond opened last Friday. The work is not complete – docks and ramps – but the water lane was opened. Some operators were allowed to sign an agreement and operate on the pond at their own risk. Those agreements are being cancelled. She thanked all the operators and users, and particularly AIC for working very hard with Tom Carson and Ralph Sanford to make it happen.

6. Airport Engineer Report (Attachment #1): Tom Carson said the pond opened on Friday, with limited operations the week prior to this. No dredging or truck hauling occurred during the month of April. AIC did finish the entire north shore of the pond, steepening the side slopes, reinforcing the slopes with rock, building a 15-foot-wide D1 shoulder along the entire length of the pond. The pond on the southwest shore was similarly finished. All of the aprons for the gangways and the gangways were installed down to the floats. They were also busy rebuilding docks and building new docks to replace ones that had been damaged beyond repair. The two launch ramps were installed and completed. The docks were attached.

On April 15, water being pumped from the pond stopped. On April 21, water began being pumped into the pond on a 24/7 basis. At the same time limited operations began in the pond, AIC began dredging to the northeast development area. During this last week, AIC has been hauling the stockpile of material from along the south shore by truck. The pond is operational from 7:00 a.m. to 8:00 p.m. for full operations. During that time, the dredge will be operating on the south one-third of the pond. The pond closes at 8:00 p.m. and the dredge then has access to any where in the pond. The pond is NOTAM'd open on that portion of the pond that the dredge is not operating until 10:00 p.m. This is important for dredging procedures.

Staff is also coordinating the MALSR relocation on Runway 08 and a new system on Runway 26. The design is available for review during the month of May. The target for the project to be awarded is September or October. The FAA will be

building the portions outside the runway. The Airport will be incorporating the parts inside the runway and RSA as part of the Phase II project. The project is now scheduled for completion in February 2012. AIC has earned \$21 million or 74% of the base contract. There have been 19 change orders, resulting in \$1.9 million additional encumbrance or 6.7%. The change orders have transformed the pond.

7. Airport Architect Report (Attachment #2): Catherine Fritz said the Alaska Airlines two-step check-in area will be completed this evening. The Snow Removal Equipment Facility (SREF) design documents are still planned for this summer in hopes to see FAA funding. This will be designed in two pieces: the shell and the interior finish-out. This has been done at the request of the FAA as they do not know if they will be able to fund it all at one time.

Ms. Fritz said she was invited to speak about the geothermal project at the energy conference in Anchorage two weeks ago. It was well received. The opening remarks were by Senator Lisa Murkowski and then followed by Lt. Governor Mead Treadwell and both of them mentioned the Airport project with pride as examples everyone should keep in mind as we look into the future. She will also be speaking at the local chapter of the Cascadia U.S. Green Building Council on May 17 with Doug Murray, the Airport's mechanical engineer. The Coast Guard is very interested in the geothermal project as they are looking at geothermal technology for a lot of their facilities. Data will not be available until training is done during the first week of June. We are just now beginning to compare data, but it will take some engineer work to compare apples to apples and time to gather the data and putting it in a reportable form. Ms. Johnson said the Airport still has the \$1 million for the SREF on both the House and Senate bills. It is anticipated it will remain because it leverages so many federal dollars.

8. Alaska Room Leasing Status: The Airport plans to model the rental of the room after Centennial Hall documents and to use the same qualifications for caterers that Centennial Hall uses. A draft is waiting for Ms. Johnson's review. After review, it will need to go to Law for their review.

VIII. COMMITTEE REPORTS:

A. Wildlife Hazards Working Group: On April 3, Mr. Zimmerman e-mailed everyone about:

1. Reappointment of the Members of the Wildlife Hazards Working Group who wish to remain. Bob Armstrong, Jack Hodges, Eric Eriksen, and Laurie Craig all look forward to another term on the committee. When the group was originally set up, Mr. Zimmerman brought the names of the five nominees and Mr. Swanson appointed them. *Mr. Zimmerman moved, Laurie Berg seconded, to reappoint Bob*

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Armstrong, Jack Hodges, Eric Eriksen and Laurie Craig to the Wildlife Hazards Working Group. The motion passed by unanimous consent.

2. A Process for Replacing Richard Carstensen: Mr. Zimmerman asked members of the Wildlife Hazards Working Group who came up with a number of names. It was noted that Mr. Carstensen was very good at botanical things and it would be nice to get someone like him. He asked how the Board wanted him to handle the replacement process. Ms. Johnson said that there are different venues. Perhaps people that have an interest could send a resume and it could be reviewed and decided at the next meeting. The Board asked the Group to bring a name to the Board at the next meeting.

B. Finance Committee: Laurie Berg said she will probably call a Finance Committee meeting this next month prior to her leaving the Board. If anyone has anything to be taken up, please let her know. Ms. Johnson asked for enough notification to do proper preparation for the meeting.

C. Operations Committee: None

IX. ASSEMBLY LIAISON COMMENTS: Merrill Sanford, Assembly Liaison, reported that at the May 2, 2011, Assembly meeting, two ordinances were approved for the Airport. The Board recommended this on March 9. The Public Works Committee heard it on April 4 and then on May 2, it was before the Assembly. It took three months to get the issues through the process. One ordinance to appropriate \$57,996 additional funding for the Juneau International Airport Runway Safety Area Capital Improvement Project was approved. The second ordinance appropriated \$1,441,744 as additional funding for the Juneau International Airport Snow Removal Equipment Facility Capital Improvement Project was also approved.

X. PUBLIC COMMENTS: None.

XI. BOARD MEMBER COMMENTS: None.

XII. ANNOUNCEMENTS: None.

XIII. TIME AND PLACE OF NEXT MEETING: The next regular Airport Board meeting will be held on June 8, 2011, at 7:00 p.m. in the Alaska Room.

XIV. EXECUTIVE SESSION: *Steve Zimmerman moved, duly seconded, to enter into an executive session to discuss an issue regarding the Airport's contract with Alaska Interstate Construction, a matter the immediate knowledge of which would clearly have an*

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adverse effect upon the finances of the Airport. The motion passed by unanimous consent.
A brief recess was held.

The Board came out of executive session at 8:50 p.m.

XV. **ADJOURN**: *The meeting adjourned by unanimous consent at 8:53 p.m.*