

MINUTES of
AIRPORT BOARD MEETING
June 8, 2011
Alaska Room, 7:00 p.m.

I. **CALL TO ORDER:** Chair Jerry Godkin called the meeting to order at 7:08 p.m.

II. **ROLL CALL:**

Members Present:

Laurie Berg	Jerry Godkin	Scott Watts
David Epstein	Butch Laughlin ¹	Steve Zimmerman

Member Absent:

Tamara Cook

Staff/CBJ Present:

Jeannie Johnson, Airport Manager	Pam Chapin, Admin. Assistant
Patty deLaBruere, Deputy Airport Mgr.	Tom Carson, Carson Dorn
Catherine Fritz, Airport Architect	Merrill Sanford, CBJ Assembly
Marc Cheatham, Airport Spec. Projects Officer	Keith Walker, CCF/R

Public Present:

Pete Carlson, AOPA/Alaska Airmen's	Ella Rogers, Glacier Restaurant
Sarah Day, Juneau Empire	Jim Vuille, Public
Irene Gallion, DOWL HKM	

III. **APPROVAL OF MINUTES:** *Steve Zimmerman moved, Scott Watts seconded, the adoption of the May 11, 2011, regular monthly meeting minutes. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** *Steve Zimmerman moved, David Epstein seconded, to approve the agenda. The motion passed by unanimous consent.*

V. **PUBLIC COMMENTS:** Ella Rogers presented a letter (Attachment #4) to the Board.

VI. **UNFINISHED BUSINESS:**

A. **Main Entry Terminal Renovation** (Attachment #1): More information was requested about this project at the May 11 Airport Board meeting. At the May meeting, staff discussed using a supplemental agreement to the existing contract with McGraw's Custom Contractors to do the work. As a result of the supplemental agreement issue, Ms. Johnson and Chair Godkin met with Rorie Watt, Rod Swope and Merrill Sanford to discuss the use of a supplemental agreement. It was found from the City Manager that

¹Arrived at 7:13 p.m.

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there is not enough support to bring the issue forward to the Assembly. Ms. Johnson said Chair Godkin decided that if the political will was not there, staff would go back, regroup and look at a bid. Chair Godkin said this would be good for contractors in Juneau to have an opportunity to look at this \$1 million project. Many previous bids by the City have been coming in way under budget. It is possible that this project may also come in under the estimate.

Ms. Johnson said that she has met with Ella Rogers with ESS, along with mailing information to ESS in Anchorage. She also met with Jim and Brenda O'Donnell of Hummingbird Hollow Gift Shop as they will be impacted. The lease for the gift shop has been extended for one additional year due to construction. Their lease expires at the end of this season. The goal is to provide the Board with all the information needed to authorize staff to move forward with the proposal. Time continues to be a critical piece of the project.

Airport Architect Catherine Fritz said that the project has approximately \$4 million left at this time. It is important to complete renovation of some of the remaining 1984 areas that did not get addressed in the main push. The front entry was identified as one piece, along with lighting upgrades, and addressing the old escalator and elevator. The only part before the Board is the exterior upgrade and front entry renovation. Deficiencies were listed. The new entry will emulate the new construction area. This will provide an arrival and a departure entrance. The renovation of this entry way will mean that the coffee shop will get a little larger and the gift shop will get a little smaller.

Ms. Fritz said that part of the project the designers will provide will be a professional cost estimate, which will be developed as the drawings are developed. This will give a better idea of the construction costs. It is expected that this will cost \$1.2 million. *David Epstein moved, Scott Watts seconded, to authorize the Manager to proceed with the requests for proposals for the main entry renovation as proposed at this Board meeting. The motion was approved by unanimous consent.*

VII. **NEW BUSINESS:**

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

1. Apology to David Epstein: Ms. Johnson apologized to Mr. Epstein for the telephone mixup last month. She realized he was a long way away and it was very late.
2. Funding Update, \$1 Million State, Other Grants: The \$1 million appropriation in the capital budget is still going to the Governor. It has not gone to the Governor yet. Ms. Johnson attended the Alaska Committee meeting earlier in the day. Part of the mission of this group is to support the Airport. They will write

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a letter to the Governor supporting this project. She is also working with Clark Gruening to make certain the Governor understands how important this is and how much federal money the \$1 million will leverage. Ms. Berg noted that the budget went to the Governor today.

The Airport is waiting on a \$2 million grant. The Airport is hiring the FAA to do some lighting work with the 08 MALSR and 26 MALSR, and another funding piece for the RSA. Because of the way Congress has done 30-day authorizations, it has been very difficult for airports to get funded. The Airport submitted an expedited funding request about ten days ago. Correspondence from the FAA Airports Division indicated that the authorization should be received next week.

3. West Finger Float Pond Space Allocation Update: Ms. Johnson said that Dr. Breffeilh came before the Board and made comments about the allocation method at the last Board meeting. In the beginning of the project, it was planned that the west finger space was needed in order to move float planes into it so the contractor could do their dredging and the planes would be out of the way. As it worked, this did not happen as originally planned. Somehow a list got started and people started signing up on that list. She said there is no plan to put anyone in the west finger at least this season. She asked to have this matter referred to the Operations Committee for August or September to talk about how the Airport goes forward. Committee Chair Butch Laughlin said a meeting will be held in September before the Board meeting.

4. Alaska Room Use Agreement Status: Draft agreements have been written. Several layout plans have been drawn. Draft concessionaire agreements have also been written. These are being reviewed by Ms. Johnson and then will be sent to Law. This is not only a contract piece, but also a charge piece. The Airport does not plan to undercut the private sector, but plans to be competitive. This is a high priority.

5. Status Update on Food and Beverage RFP: Ms. Johnson reported that Purchasing has not assigned this to a Buyer yet. She hoped that Purchasing would start on this within the next couple of days. Purchasing also has an RFP for a Security Contract. The Airport will need to extend the Security contract for three months because Purchasing cannot do both RFPs at once.

6. Lessee Vern Fiehler Stub Wall: A packet was sent to Board members from Vern Fiehler. The Airport has worked with Mr. Fiehler, who has removed an approximate seven inches of the stub wall foundation rather than removing the entire foundation. Ms. Johnson agreed to this as long as there is an addendum

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placed on his lease that said from now on, whoever leases the hangar will be responsible for any damage that is done to any equipment, hangars or anything if it raises its ugly head. Mr. Fiehler revealed to Ms. Johnson that he poured this over the top of some of the power lines to the hangars and all of the telephone lines to the hangars. Although he was supposed to wait, he went ahead and removed it. It has been inspected by Ms. Johnson and Charlie Ford, and neither person will sign off on it until the addendum is signed. Resolution to this three-year issue is very close.

7. Terminal Dedication/Grand Opening Wrap Up: Ms. Johnson thanked everyone that attended the grand opening. The Airport was delighted to have Dr. Soboleff. She noted that Ms. Berg was working to get a video tape of the event for the archives. Ms. Berg said she contacted KATH and they decided that she needed to contact the family for their permission. She planned to give it some time before she made the request.

8. New Safety Coordinator: Louis Corazza has been hired as a long-term temporary position for the nighttime Safety Coordinator.

9. Emergency Purchase: Deputy Airport Manager Patty deLaBruere reported that the Airport's fingerprint machine has broken down. By Federal regulation, the Airport is required to fingerprint all people going into the SIDA. A quote has been received for approximately \$10,000, which includes software, computer, and fingerprint machine. She will continue to work with Purchasing.

10. Airport Engineer Report (Attachment #2): Tom Carson said that the dredge operated most of the month and trucks hauled materials, for a total of 64,860 yards. The Airport tried to accommodate late arrivals on the pond, but this has not worked well. Ms. Johnson said the proposal is to move the dredging operation to 9:00 p.m. from the current 8:00 p.m. Ms. deLaBruere said that ATIS reported that the section was closed except for arriving traffic. A commercial operator elected to take off. The operator repeated the ATIS back; it was closed; he elected to taxi and still take off even though he was advised of the closure. Ms. Johnson said he barely cleared the EVAR and there is a complaint with FSDO.

An issue arose with dust as TEMSCO Helicopters approached. Dust palliative was placed. All stock piled material on the south side of the pond, and the material in the entrance and exit to the west finger has all been hauled to the east end and some to the west end. All rock enforcement around the pond is done. One or two float issues are yet to be finalized. By the end of May, the pond was brought up to 16 feet. The pumping of water is keeping the pond within the range of 15' 2" to 15' 6".

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The last platform has been poured and is now curing. When these are installed, all operations on the float pond will be back to normal. The mouth of Duck Creek is just about finished.

A total of 524,000 yards have been moved, which is about 67% of the total. The contractor has earned \$22,500,000, which is 79% of the base contract. When the additional \$1.9 million in change orders is added, the contract is about 70% paid. A big piece of work that is coming is the ground source heat pump for the Snow Removal Equipment Facility (SREF).

11. Airport Architect Report (Attachment #3): Airport Architect Catherine Fritz said that things are wrapping up with McGraw. Training is occurring, with operations manuals, drawings, etc. A lot of miscellaneous items are being completed, too. The public art installation has been challenged by the artist's health and logistical challenges. A meeting was held and it was agreed to reduce the overall number of birds. A good solution was found and it is expected it will be hung during the first of July.

The concept of the new layout of the SREF is being finalized. A proposal has been requested from AIC for shifting the geothermal field around 160 feet to the west. This has not been received, but in discussions, it does not seem to be a significant impact. Once the layout has been determined, the site work infrastructure bid documents will be finalized and put on the street.

The City's ADA Committee will be touring the Airport on June 9, 2011. One of the things the Airport is working on is the interior and exterior signage program.

Laurie Berg said it is important to get reliable data on the geothermal. She thought this was important for future projects around the City to find out what impact the geothermal is having on the energy footprint. Ms. Fritz said that the data is electricity and the incoming data (now that everything is stable and operating) will be there. Staff will be working on this. Chair Godkin asked where the terminal renovation project stood financially. Ms. Fritz replied that the project is approximately 95% paid out on the \$11 million contract. She will bring this report to the next meeting.

VIII. CORRESPONDENCE:

A. **E-mail from Dennis Watson** (Attachment #5): Chair Godkin read this into the record.

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B. **Card from Representative Munoz:** Ms. Johnson said that this card congratulated the Airport on the \$1 million appropriation in the FY12 capital budget for the Snow Removal Facility.

C. **Invitation to Going Away Party for Jerry Nankervis:** There is a going away party for Jerry Nankervis on June 9, 2011, at 2:00 p.m. at the Juneau Police Department. Captain Nankervis is retiring.

IX. **COMMITTEE REPORTS:**

A. **Wildlife Hazards Working Group:** Committee Chair Steve Zimmerman said that at the May Board meeting, the Board asked the members of the Wildlife Hazards Working Group to bring a name of a person to replace Richard Carstensen. A list of seven potential nominees was selected. Some were not available and eventually a priority list of names was made. Contact was made with Frank Rue, who said he would accept the position. Mr. Rue has a Masters in Landscape Architecture. He has a background in large scale land use planning, with a scientific background involving course work in botany, wildlife, hydrology, geology, and geomorphology. He started out in Land Use Planning for the Alaska Department of Natural Resources approximately 30 years ago. He then moved to Director of Habitat Division at ADF&G and then promoted to become the sixth Commissioner of the Alaska Department of Fish & Game since statehood. He held this position from 1995 to 2002 and was one of the longest serving commissioners since statehood. He has great expertise in the issues that the Wildlife Hazards Working Group may need to consider in the future. *Committee Chair Zimmerman moved, Laurie Berg seconded, that the Board appoint Frank Rue to the Wildlife Hazards Working Group.* Ms. Johnson noted a concern of a lack of public process. She has no objection to Mr. Rue for this position. She advised the Board to at least have the resumes of the parties published. Some Board Members felt this appointing an advisory group member was allowed in this manner. Chair Godkin suggested that there should be some sort of process to make sure that the candidates' values are those of the Board and they are on board with where the Airport is going. He also suggested that this should be public noticed so that people interested could apply. *The motion passed by unanimous consent.*

Committee Chair Zimmerman said the quarterly meeting will probably slide a month into July instead of June. Ms. Johnson said that summer travel has made this happen.

B. **Finance Committee:** None.

C. **Operations Committee:** Committee Chair Butch Laughlin said he will meet with Ms. Johnson to decide on a date. They will e-mail the float pond users and the people on the original list to figure out the west finger parking.

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- X. **ASSEMBLY LIAISON COMMENTS:** Assembly Member Merrill Sanford said the Assembly approved an ordinance in the amount of \$37,941.00 for the Airport Snow Removal Equipment Facility project, which will go toward the first phase of ground work. Board Chair Godkin said that the Board thanked the Assembly and Assembly Finance Committee for approving the \$159,000 marine passenger fees.
- XI. **PUBLIC COMMENTS:** Ella Rogers, Glacier Restaurant, said that a conversation had been held with Ms. Johnson. She said that in a down market, to close off the entire front of the restaurant concerns them. She also noted a concern of cordoning off the area and keeping the dust out of the restaurant. This did not happen very well with the last remodel. She voiced concern that this will need to be cordoned off much tighter in able for them to continue to serve food. She encouraged the Airport to let people know the restaurant is still open when this construction is occurring.
- XII. **BOARD MEMBER COMMENTS:** Chair Godkin said that the annual Airport Manager's evaluation is due. He will e-mail the evaluation to the Board and they will need to fill out the evaluation and return it to him by mail. He will then put the comments together for discussion at an executive session at the next meeting.
- XIII. **ANNOUNCEMENTS:** None.
- XIV. **SPECIAL ORDER OF BUSINESS - DEPARTING MEMBER COMMENTS:**
- A. Scott Watts said the majority of the time has been enjoyable. He is ready for a change, but appreciated what the Airport staff has done. Everyone does a very good job.
- B. Laurie Berg said she has enjoyed being on this Board. Every time she drives to the airport, it gives her new eyes for the airport. She has enjoyed meeting different people and working in different areas of the airport. Aviation as a whole business is interesting to her. She enjoyed learning about the financial parts of the airport.

Chair Godkin thanked both members for their time and service that has been given to the community.

Ms. Johnson noted that having been on the Board, she really appreciated the time that both members have put in. It has been great to work with them both. She looked forward to seeing them in the airport in the future.

Mr. Sanford said that there are almost 300 volunteers on advisory boards and boards. The four or five enterprise boards outshine and take a load off of the Assembly's backs. He hated to think if the Assembly had the responsibility of the hospital, school district and

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others, without the volunteer board members. He personally thanked all of the Board for their work.

XV. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on July 13, 2011, at 7:00 p.m. in the Alaska Room.

XVI. **ADJOURN:** *Steve Zimmerman moved, Butch Laughlin seconded, to adjourn the meeting. The meeting adjourned by unanimous consent at 8:54 p.m.*