

MINUTES of
AIRPORT BOARD MEETING
July 13, 2011
Alaska Room, 7:00 p.m.

I. **CALL TO ORDER:** Chair Jerry Godkin called the meeting to order at 7:04 p.m.

II. **ROLL CALL:**

Members Present:

Pete Carlson	Jerry Godkin	Ron Swanson
David Epstein	Butch Laughlin ¹	Steve Zimmerman

Member Absent:

Tamara Cook

Staff/CBJ Present:

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

Public Present:

Nick Borchert, Wildlife Services	Irene Gallion, DOWL
Jim Vuille, Retired FAA	Jeremy Milsaps, Wingnut Aviation
Ella Rogers, ESS	

III. **APPROVAL OF MINUTES:** Steve Zimmerman noted a correction on Page 6, Line 11, should read "Commissioner" not "Commission." *Steve Zimmerman moved, David Epstein seconded, the adoption of the June 8, 2011, regular monthly meeting minutes as amended. 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:** None

VI. **ELECTION OF OFFICERS:**

- A. Ron Swanson moved, Steve Zimmerman seconded, Jerry Godkin for Chair.
- B. Steve Zimmerman moved, Ron Swanson seconded, Butch Laughlin for Vice Chair.
- C. David Epstein nominated, Ron Swanson seconded, David Epstein for Secretary.

¹Arrived at 8:12 p.m.

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Pete Carlson moved nominations be closed. The nominations were closed. Steve Zimmerman moved, Ron Swanson seconded, that the three people nominated be elected. The motion passed by unanimous consent.

VII. **COMMITTEE ASSIGNMENTS:** Chair Godkin appointed the following people to the named committees:

- A. Finance Committee: Pete Carlson (Chair), Tam Cook, and Steve Zimmerman
- B. Operations Committee: Butch Laughlin (Chair), Ron Swanson and David Epstein
- C. Wildlife Hazards Working Group: Steve Zimmerman

VIII. **UNFINISHED BUSINESS:** None.

IX. **NEW BUSINESS:**

A. **Proposed Budget Increase for USDA Wildlife Biologist Contract:** Our current level for a Biologist for 40 hours/week, all year is \$93,000 (this is already in our budget). This past Winter/Spring, USDA Wildlife Services agreed to perform their own in-house wildlife dispersal testing seven days/week (the Airport currently contracts for five days per week). Preliminary statistics show that 30% of the total dispersals were occurring on the weekends. USDA Wildlife Services also tested dispersal efforts for the evening hours, while still light out (during jet traffic hours) which also had an effect. More important, there has been an overall decline of wildlife activity since their testing. While there could be other factors contributing to the decline in activity, the additional two days/week dispersal efforts certainly have had an effect. Juneau International Airport is serious about safety and our wildlife hazard program and we would like to be proactive in our wildlife dispersal and monitoring efforts. We asked USDA Wildlife Services for various quotes for these services. Options are:

1. Add an additional 16 hours/week, year-round (seven days/week coverage) with a Wildlife Specialist for \$17,000 more (Total of \$110,000).
2. Option 1 above, **plus** an additional Wildlife Specialist to cover the additional daylight hours during air carrier operations (6:00 a.m. to 10:00 p.m.) daily from April 1 to November 1. This would be an additional \$47,000 (Total \$140,000).

The Airport believes that Option 1, weekend coverage, would be a budget-wise decision, but still be proactive on the part of safety. Choosing this option would increase our FY12 budget by \$17,000 which we could reassess next budget cycle. We can also discuss the second, extended, coverage option at that time (January 2012). Upon Board approval, USDA Wildlife Services could amend their contract and implement either option immediately.

Nick Borchert, Wildlife Services, said there are two management methods – habitat management and direct control methods. Habitat management makes modifications to

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what is attracting the wildlife to the airport – cutting grass, dragging gravel, etc., which only covers certain species and/or certain times of the year. The other half of the management comes with direct control – scarecrows, pyrotechnics, paint ball gun, vehicle, dogs, etc. Juneau International Airport is covered on three sides by the Mendenhall Wetlands. Regardless of what is done on site, there will be some form of attractant to the general area of the airport. The need for direct control is greater here than some of the other airports. By increasing the man hours that Wildlife Services covers the airport (not doubling or during times already being patrolled by Airfield Maintenance), this will have a person on site to be proactive and reducing hazards to aircraft movements. Direct control prevents and chases wildlife away before they become accustomed to being on the airport. With 24 hours a day, Wildlife Services is only available 8 hours, which leaves two-thirds of the day for wildlife to come in to forage, roost, nest, etc. With direct control five days a week, there are two days they are unharassed for the full 24 hours. By increasing to seven days a week, staff is not allowing the wildlife to become comfortable that many more hours. If it is increased in the evenings, it would help during daylight hours. This will force the wildlife to become comfortable somewhere other than the airport.

In 2009, there was 29,000 animals dispersed from the airport. In 2010, though the efforts increased by 300 to 400, the numbers of birds decreased to 17,500. The increase in effort is leading to an overall decrease in wildlife, which is directly related to hitting them harder and more often. The coverage of the area has also increased by being able to get to the south pond and the ability to go beyond the edge of the runway on the southeast side. There was an average of eight strikes three years ago, down to three strikes two years ago and now one.

Deputy Airport Manager Patty deLaBruere said the Airport currently has a balanced budget without this addition. She felt the additional \$17,000 would be something that could be evaluated down the line. It is not a make or break item for the budget itself. She felt this was something that could be done and the budget can handle it. There may be some items that are less important than safety that might be cut. *Steve Zimmerman moved, Pete Carlson seconded, to approve the modification of the USDA Wildlife Services contract to include weekend wildlife dispersal coverage (seven days/week coverage) and increase the FY12 budget by \$17,000 to accommodate these additional services. The motion passed by unanimous consent.*

B. Airport Manager's Report:

1. Welcome to New Airport Board Members: Airport Manager Jeannie Johnson welcomed the new Airport Board members – Pete Carlson and Ron Swanson.

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2. Status of ESS Letter Received at June Meeting: This letter requested rent relief for some space that ESS believed they do not have. They felt they were paying for the space or that calculations are wrong. When looking into the lease, it was found to be very old with many amendments. She asked the Construction Office to do some CAD drawings on the square footage for ESS space. A conversation has been held with Dan Knauss with ESS. Mr. Knauss has assured Ms. Johnson that he would be down soon. No earlier written request for this relief has been located and a copy has been requested from ESS. Ms. Johnson will be meeting with Mr. Knauss on that subject and others.
3. \$1M State Funding for Snow Removal Equipment Facility (SREF): The \$1 million State appropriation was vetoed by the Governor. Ms. Johnson said she was very disappointed and worked very hard for this funding. The Assembly made the SREF the number one priority for CBJ. She would like to see the Assembly support the Airport again next year for the request of \$2.5 million. She asked the Board's and community's support to help work with the Governor to get this passed. She said that the Governor needs to hear from more people than just her.
4. Food and Beverage RFP Time Line: The Food and Beverage RFP for the departure lounge is on the street and was issued July 1. A proposal teleconference and meeting will be held on July 14. The deadline for questions on the RFP is August 3. The deadline for proposals is August 10 at 2:00 p.m. Once the responses are received, they will be forwarded to the selection panel. She guaranteed that the panel will read and make their selection as quickly as possible.
5. New Vending Concessionaire: The new concessionaire installed new machines yesterday. These machines will accept credit cards and the Airport looks for the return to increase. Ms. Johnson believed the response time will be faster when problems arise. She said she requested some healthy snacks for the machines.
6. Compliance/Clean Up of Airport: Juneau has been extremely lucky in not having a compliance inspection by the FAA. Ms. Johnson has asked Airport Special Projects Officer Marc Cheatham to be the Airport's compliance officer. She knows that people get very nervous when there is someone from the government walking around, looking at the stuff and taking pictures. This will be for exterior areas only. A letter was distributed to the tenants which introduced Mr. Cheatham and requested them to clean up. Mr. Cheatham will start going out, shaking hands and making some compliance contacts beginning at the end of the week or early next week.

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7. Visit by Jeremy Price with Senator Lisa Murkowski's Office: Ms. deLaBruere said Mr. Price is new to the appropriations portion of Senator Murkowski's office, but has been with her for a little while. Staff did an overall review of where the Airport is with the Runway Safety Area funding, and where the Airport is with the terminal (along with a quick tour), and the SREF. Staff sent him back with some sheets on the items that were discussed. Staff pointed out that the Airport is having trouble getting funding as federal funds had not been requested for a number of years because everything was tied up with the Environment Impact Study and then it all came together at once. The RSA took up most of the money and it left a big hole when everything was trying to get funded for the SREF. It was noted there are still gaps, but some creative financing has occurred between JNU and the FAA. The SREF will now be done in two phases.

Another item that was discussed was the E36. Airports will be switching over chemicals for deicing to E36, which is EPA's deicer of choice. The Airport has been against this for a number of years and the information was given to Mr. Price. E36 is not any better environmentally than urea. The delivery cost is substantial as it only comes in liquid form. Urea comes in a pelletized form and the Airport mixes it as it is needed.

Airport Architect Catherine Fritz said another item discussed was the lack of increase in PFCs over the years. It has been seven years since the last increase. An increase came close to passing except it was perceived as a federal tax. No tax increases are being allowed. The VEIL Grant program was also discussed. The Airport is hoping for a next generation grant that will go for carbon reduction, which the ground source heat pump might qualify.

8. Airport Engineer Report (Attachment #1): Tom Carson reported that the dredge operated two shifts a month with only three days down. In June, 43,000 cubic yards of material were dredged; 52,000 cubic yards were hauled. The total material is now 620,000 yards out of the 785,000 yards that the contract calls for, which is 78% of the plan quantity. The truck haul for the east finger is finished. The rest will be done by dredge. When grade is reached in the places there is work for AIC, the contract will be finished. Another item is a specified minimum depth in the pond. It was necessary to pump water into the pond 12 days in June. There have been large tides and some rain. Floats are being repaired and the connections between the user docks and the ramps is being perfected. The pond is fully functional and complaints are not being received. The loading platforms are in. When the bull rails are added, they will be useable. The D-1 surfacing along the north shoulder is done.

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The mouth of Duck Creek is very close to being finished. The ground loop installation began June 22. The first layer is finished, back fill was done and they are involved in the second layer. This includes 171,000 linear feet of 3/4" pipe that was placed in June. The rope has been installed in the cedar posts at the entrance of the dike trail. It is not finalized, but is a very handsome entrance to the walkway.

Mr. Carson continues to work with the FAA on the 08/26 MALSR design project. This is a blended project with Phase 2. There are many aspects to this work: relocation of the east JAWS anemometer and new power to the mid-field JAWS anemometer. This is planned to have a final design in late August, with work beginning in late October.

As of the end of June, AIC has earned \$24.2 million, 85% of the base contract. If the \$1.9 million in change orders is added in, it is approximately 80% of the contract. The project is going well.

9. Airport Architect Report (Attachment #2): Airport Architect Catherine Fritz said she is spending a lot of time at the computer, with everything from warranty items, to merging files, to making sure punch list items are complete. Staff continues to ensure the funds are being used in the best way possible to make sure that the renovation has been completed to the maximum extent possible. She presented a full-sized mock-up sign at the meeting. The signage has been done in-house. This mock-up will allow staff to go out to bid with the full interior signage program. The exterior signage will follow a similar graphic theme. A new sign has been completed for Gate 1 for the outside of the building. It has arrived and will be installed soon. Furniture is arriving tomorrow and will be installed in both the departure lounge and downstairs. This is the last big piece of furniture. The pet relief station (also known as the bark park) will be installed. Shelter options are being reviewed to get the smokers together in one area.

Staff continues to commission and learn how to operate and maintain the heat pumps. A new system is challenging. Bobby Dilg has been fantastic about diving in and learning about the heat pumps. Harri's Plumbing has been excellent about coming out for warranty issues.

The design for the main entry renovation will be ready for bid on August 15. It will be a canted out wall that will emulate the other canted out wall on the end of the building. Construction is approximately \$1 million, with a cost estimate due this week. The final drawings will be ready within a few weeks.

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The north end replacement door design is being done in-house. It will be ready for bid in late August or the first of September at the latest. This will prevent future freeze-ups.

For the SREF, Brian Hanson, with DOWL-HKM, is out this week, but next week, staff will try to hone in on some specific dates where we can have submittals of the site infrastructure project. Bid dates need to be discussed and then specific dates for Phase One of the SREF building itself. More information will be provided at the next Board meeting.

The City is approximately 98% paid out on the McGraw contract.

Ms. Johnson said the bark park is being installed as it is an ADA requirement. There must be relief spots for folks that travel with their service animals. Ms. Fritz said other ADA items have been reviewed all the way along the project. Chair Godkin suggested adding "Men" and "Women" word signs to the bathroom signage.

X. **CORRESPONDENCE:** None.

XI. **COMMITTEE REPORTS:**

A. **Wildlife Hazards Working Group:** Committee Chair Steve Zimmerman said the next meeting will be Tuesday, July 19, at 6:00 p.m. in the Alaska Room.

B. **Operations Committee:** None.

C. **Finance Committee:** None.

XII. **ASSEMBLY LIAISON COMMENTS:** Assembly Member Merrill Sanford said the Assembly introduced the \$2 million grant. It will be approved at the next meeting. An ordinance that passed was for \$4,509,000 for the RSA. He reminded staff and the Board Members that next year will be the 1% sales tax renewal of capital improvement fund dollars. He said this will be put before the voters for five years and is approximately \$8 million per year. He said this last 1% sales tax included \$10 million for the terminal renovation. He suggested applying for more of this money and get it on the ballot. The 3% sales tax is up this year. It will be on the October ballot.

XIII. **PUBLIC COMMENTS:** None.

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XIV. **BOARD MEMBER COMMENTS:**

A. Ron Swanson complimented the work done on the terminal, as well as the float pond.

B. David Epstein said he will be calling into the August Board meeting.

XV. **ANNOUNCEMENTS:** None.

XVI. **TIME AND PLACE OF NEXT MEETING:**

A. The next quarterly meeting of the Wildlife Hazards Working Group will be held on July 19, 2011, at 6:00 p.m. in the Alaska Room.

B. The next regular Airport Board meeting will be held on August 10, 2011, at 7:00 p.m. in the Alaska Room.

XVII. **EXECUTIVE SESSION: AIRPORT MANAGER'S EVALUATION:** *Steve*

Zimmerman moved the Board enter into executive session to discuss the Airport Manager's annual evaluation, a subject that could tend to prejudice the reputation and character of the Airport Manager. When asked if Ms. Johnson wished this to be discussed in a public session, she replied that she would like it to be handled in an executive session. The motion passed by unanimous consent and the Board went into an executive session at 8:45 p.m.

The Board came out of executive session at 9:40 p.m.

XVIII. **ADJOURN:** *Steve Zimmerman moved, Butch Laughlin seconded, to adjourn the meeting.*

The meeting adjourned by unanimous consent at 9:42 p.m.