

MINUTES of
AIRPORT BOARD MEETING
August 10, 2011
Alaska Room, 7:00 p.m.

I. **CALL TO ORDER:** Chair Jerry Godkin called the meeting to order at 7:03 p.m.

II. **ROLL CALL:**

Members Present:

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

Staff/CBJ Present:

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

Public Present:

Sarah Day, Juneau Empire	Ella Rogers, Glacier Restaurant
Jim Vuille, FAA-Retired	Nick Borchert, Wildlife Services
Irene Gallion, DOWL/LEPC	

III. **APPROVAL OF MINUTES:** Steve Zimmerman moved, Ron Swanson seconded, the approval of the regular monthly meeting minutes of July 13, 2011. The motion passed by unanimous consent.

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

V. **PUBLIC COMMENTS:** Irene Gallion, DOWL/Local Emergency Planning Committee (LEPC), said September is emergency preparedness month. The LEPC has a couple of events coming up that the Board and tenants might be interested in. The first is basic emergency preparedness training for community leaders – board members, people who own business, and people who run churches or schools. This will be training on how to care for people in an emergency event. This is free training (including breakfast and lunch) on September 17 at 8:00 a.m. at the Baranof. The second event is the Emergency Preparedness Expo, which will be at Centennial Hall on September 23, beginning at Noon to 8:00 p.m., and September 24 all day. This is free to the public and vendors.

VI. **UNFINISHED BUSINESS:** None.

¹In attendance by telephone.

VII. **NEW BUSINESS:**

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

1. Staff Member Went Above and Beyond: Airport Manager Jeannie Johnson reported that a box of chocolates showed up for one of our employees at the Airport Manager's Office the other day. Upon further investigation, one of the visitors had lost his ID in one of the dumpsters. Larry Ramirez went into the dumpster and retrieved the ID. This was really appreciated.
2. General Overview of Federal Aviation Administration (FAA) Partial Shutdown: This did not affect Juneau International Airport (JNU). The Airport had just received a couple of grants. The only slow down that occurred was some design work on the approach lighting system. It will not have an effect on the final completion date of the RSA. Work was done with American Association of Airport Executives (AAAE), Airports Council International - North America (ACI-NA), Congressional delegation and the DC lobbyist to help get the situation resolved. Other airports were a lot worse off than JNU.
3. Coordinating Float Plane Operators and AIC's Dredging Schedule: The dredge has had problems. The original issue was that AIC needed to dredge along the exterior side of commercial float plane operators prior to the end of their season. The operators agreed that their float planes could be moved across the pond to tie up for evenings beginning September 16. This may not be necessary now as this dredging may occur later. Ms. Johnson thanked the operators.
4. Airport Engineer Report (Attachment #1): Airport Engineer Tom Carson reported that AIC dredged two shifts during July. They were delivering embankment through the Jordan Creek culverts to the northeast development area. AIC was shut down during July 1 through 8 for a combination of repairs and the July 4th holiday. AIC finished excavating and hauling from the east finger. During July, 46,850 cubic yards were dredged and 8,500 yards were trucked. Excavating and trucking from the pond is basically over. The pond remained at 15'8.5" to 15'11".

The loading platforms were installed. Some culverts were installed crossing the north float plane road at the far east end, but will have to be redone because there was some settling. AIC is working on the float plane access road. Paving is planned during the month of August. Storm drain work was completed at the west end. More progress was made on the ground loop horizontal piping field – both upper and lower layers are down and they are now placing the manifolds. As of July 27, AIC began work in the east runway slough and is 50% complete. The goal for this slough is when the tide goes out, the water will go out. The material that is coming out of the slough is going to the northeast development area. Little Diggers has a few minor things to do before they will be done. Alaska

Concrete's work is done. Contact was made this week with the contractor for the approach lighting and MALSR (Medium Intensity Approach Lighting System with Runway Alignment Indicator Lights) design and the contractor is trying to catch up from being furloughed for three weeks. At the end of July, AIC earned \$25.5 million, which is 89% of the base contract of \$28.6 million and 83% of the contract with 19 change orders. Thirty-three days have been added to the contract.

5. Airport Architect Report (Attachments #2 and #3): Airport Architect Catherine Fritz reported that July was spent dotting i's and crossing t's. Virtually all of the furniture that was planned to be purchased has been purchased. There are more furniture needs, but other priorities are being dealt with first. The artwork is complete. An interpretive sign and a plaque are still needed. The bid documents for the front entry are expected to go to Engineering for bidding by the end of the week. The bid should be on the street within a week or so. It is estimated at just more than \$1 million and it will go through the risk management process. The bid will be awarded in mid-October but construction on the site will not begin until February 5. Arrangements are being made with the Gift Shop and the coffee shop regarding impacts during construction.

A couple of good telephone meetings have been held over the past few weeks about completing the Snow Removal Equipment Facility (SREF) site infrastructure project and getting it ready to bid. It should be ready to bid this fall. There are some strategic questions about when exactly the Airport wants to bid the project. The major SREF building will be designed in two bid projects, which is at the FAA's request. The first is basically the shell of the building. The second is the in-fill of the building. If funding can be secured all at once, bidders would be told that shell plus in-fill would equal the full bid.

Clarissa Suson will be leaving for college on Friday. Jeannie Conneen will be back to work in a week.

6. Food and Beverage Concession for Departure Lounge: The Request for Proposals (RFP) for the food and beverage in the departure lounge was due earlier in the day and no proposals were received. This may allow the Airport to do some things. Purchasing will be reporting on why bids were not placed. For some, the investment is too large to amortize over two years and get a return on it. This was a two-year contract that would expire simultaneously with the restaurant. Deputy Airport Manager Patty deLaBruere said that the Airport can go out and probably negotiate with whomever the Airport chooses that they think is going to do a good job. It can be opened up a bit more and that will be discussed with Purchasing. She noted that when the lease with ESS expires, other airports have gone out as a multi part RFP which asks a bidder to bid on the whole package, one package or the other package and the Airport would get to decide on a whole slew of proposals. That is why syncing these concessions with the restaurant gives the best

of both worlds. Ms. Fritz said that two years would also let the Airport learn and understand the concession.

7. The Alaska Room rental is still being worked on.

VIII. **CORRESPONDENCE:** Ms. Johnson said she had received correspondence from ACI-NA thanking her for helping push to get the FAA back up and running.

IX. **COMMITTEE REPORTS:**

A. **Wildlife Hazards Working Group (WHWG)** (Attachment #4): Group Chair Steve Zimmerman reported that a meeting was held on July 19. Two main issues were discussed:

1. Ongoing eagle nest removal study that Fish and Wildlife is doing.
2. Update on the waterfowl hazard issue that had been discussed at the previous two meetings.

News was not available for the eagle nest study as it is being carried out by the Fish & Wildlife Service. Mr. Zimmerman said Nick Borchert reiterated that the eagle nest had been removed December 20, 2010, and that Fish & Wildlife Service subsequently started the project to tag the eagles to see where they went and how they behaved if they couldn't nest. Fish & Wildlife Service caught the female eagle and placed a tag on it. The male was caught three times, but broke free all three times. The female hung around until the 25th of April and then flew down the Taku River where it appeared she tried to nest and was probably unsuccessful. She returned to the public landfill and at last report was in Haines. The male was apparently hanging out on the approach lights and a second female had moved in with him. No new nesting pair moved into the area. The male that was captured, went to Haines and then came back. He is not nesting either.

Attachment #4 is a summary of what was discussed at the meeting. Bob Armstrong had said that when hunting began, the geese flew off the wetlands and went to Auke Lake (when there was no ice) for the day and then back to the wetlands in the evening. The group agreed that these geese are a potential hazard because they cross the flight path of incoming and outgoing aircraft at the airport. The group felt that this issue should be brought to the Airport Board so they at least know about it. It was agreed that this probably warranted a study to determine how serious the hazard may be for aircraft. At the last meeting, the group felt that the Airport was probably precluded from doing the sort of study that was needed by two factors:

1. The wildlife hazard personnel working at the airport thought there were more critical issues that need to be studied, particularly on-site issues like the gulls that feed on the worms that crawl on the runway during certain times of the year.
2. The cost of a study.

The WHWG thought that an appropriate study would need to determine the timing of the flight movements, the flight altitudes, and the flight paths as they were related to airplane movement at the airport and how these movements by the birds would be affected by tides,

weather and human activity. Mr. Zimmerman called the Alaska Biological Resources office in Fairbanks. They have done tracking of bird movements at airports before, including Elmendorf. They told him they would use marine radar and vertical radar to track the movements both vertically and horizontally. They can track the birds up to 12 miles. This would take at least 10 days and maybe up to 20 days. The minimal estimated cost to do the work would be around \$60,000 to collect the data and analyze it. To do a full study, would cost up to \$250,000. Needless to say, the Airport does not have that money and there are no funds in Mr. Borchert's group. Mr. Zimmerman and Mr. Armstrong talked and agreed that there is little that can be done on this issue in the near term especially because of the cost of the study and the fact that Wildlife Hazard support staff at the Airport feel there may be bigger hazards to deal with.

B. **Finance Committee:** None.

C. **Operations Committee:** Committee Chair Butch Laughlin said a meeting would be held in October and will involve the float pond tenants and the west finger.

II. **ASSEMBLY LIAISON COMMENTS:** Airport Manager Jeannie Johnson said the \$2 million was appropriated by the Assembly. The City can now write a check to the FAA to continue to design the approach lighting system and buy some parts. Then there was a \$671,000 appropriation that was introduced and will be on the next Assembly agenda for public hearing.

III. **PUBLIC COMMENTS:** Ella Rogers, Glacier Restaurant, said there was a snack bar in the departure lounge right after 9/11 for about six months and it was very, very difficult to keep open because as Transportation Security Administration came and went, the snack bar attendant had to come and go. It was appreciated by the traveling public, but it was hard to maintain and money was lost on the venture. It doesn't work well at all in the winter. Ms. Johnson said that the hours of operation in the RFP allow the vendor to stay in the departure lounge after the gate is closed. She noted that not many people stay in the departure lounge and it would not make money while the departure lounge is closed.

IV. **BOARD MEMBER COMMENTS:** Board Member Ron Swanson asked about the parking and whether or not the Board Members would use a VIP card. Ms. Johnson thought the procedure is to use the Board Member's signature at the check out booth. She said she would research this and send an e-mail to the Board.

Mr. Swanson said the sand shed is a horrible looking thing. He said it should go away as soon as possible as it is ugly. He also suggested that it could get painted. Ms. Johnson said most of the community is also noticing that it really looks ugly. They are commenting and asking when we are going to paint it. She said the Airport needs community support for funding for the new sand shed. Ms. Johnson said that perhaps an art class or students might want to use the building to paint a mural on. The Airport would approve the design prior to the painting. She said she would check into it.

- V. **ANNOUNCEMENTS:** Ms. Johnson announced there would be a Day of Play on September 17, 2011, at Dimond Park. This will be for the youth of the community. The Airport will be taking some equipment over to participate in the event.
- VI. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on September 14, 2011, at 7:00 p.m. in the Alaska Room.
- VII. **EXECUTIVE SESSION:** *Steve Zimmerman moved, Ron Swanson seconded, that the Airport Board enter into an executive session to discuss the Airport Manager's annual evaluation. This is a subject that could tend to prejudice the reputation and character of the Airport Manager and, therefore, they should go into executive session.* Ms. Johnson did not want this in public session. The Board went into executive session at 7:58 p.m. The Board reconvened at 8:41 p.m.
- VIII. **ADJOURN:** *The meeting adjourned by unanimous consent at 8:42 p.m.*