

ATTACHMENT #8 to March 14, 2012 Agenda

MINUTES of
AIRPORT BOARD OPERATIONS COMMITTEE MEETING
February 15, 2012
Alaska Room, 5:30 p.m.

I. **CALL TO ORDER:** Committee Chair Butch Laughlin called the meeting to order at 5:34 p.m.

II. **ROLL CALL:**

Board Members Present:

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| Pete Carlson | Jerry Godkin | Ron Swanson |
| David Epstein | Butch Laughlin | |

Staff/CBJ Present:

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| Jeannie Johnson, Airport Manager | Keith Walker, CCF/R |
| Tom Carson, Airport Engineer | |

Public Present:

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| Martin Myers, Tenant | Robert Breffeilh, Hangar Owner |
| Ken Spencer, Tenant | Tom Williams, Ward Air |

III. **NEW BUSINESS:**

A. **Methods of Assigning Float Plane Parking Slots in the West Finger of the Seaplane Base and Qualifications of the Users** (Attachments #1 and #2): Chair Laughlin said everyone signed up and took the spaces they wanted. A lease for this area is for two pilings only. The fiberglass and the new ramp will not move from the main pond. Airport Manager Jeannie Johnson said there are two standard designs for float plane spaces – a U-shape and a straight. If Marty has a float that fits the new space, that is fine. She thought there should be some standards for the area.

Ron Swanson said the Airport should say what the float will be made out of: not common lumber and Styrofoam. He said he thought it should be treated lumber. Ms. Johnson said people can apply and bring their drawing in. She thought there needed to be standards. Anything people do on the airport should be done through staff because it is really hard to come in after someone builds it and go back out to tell them what to fix. Marty Myers said if he cannot move his ramp and dock, he will probably not want to move there. Chair Laughlin said there is no money for more ramps. Tom Carson said there are some sketches of standardized docks with standardized dimensions available. These are available for wooden floats for u-shaped docks and parallel docks. It was asked if anyone had thought about storage areas being built on the land in the new area. Chair Laughlin said he had been told to move his benches for snow removal purposes. Ms. Johnson did not think this area would be plowed.

Chair Laughlin said that when a person leases ground at the airport, there is a time limit to do what has to be done. He thought the float pond should fall into the same time line. Mr. Swanson said these are month-to-month rentals. Ms. Johnson said that is the way it is now. She said if people were to put money into an improvement, they will want to

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know that they cannot be kicked off or moved in six months. Mr. Swanson said if it is done for the finger, it should also be done for the main channel of the float pond. He thought Wings and Ward Air would like some sort of assurance that the docks would remain theirs for an unspecified length of time. Ms. Johnson thought that there were some spaces that people would not be interested in a long-term basis. Chair Laughlin thought that there should be some clause as to no subleasing and a year limit to do something with the spot. Ms. Johnson said there is not an over-abundance of float plane spaces. Mr. Carson said the Airport does have a stockpile of 6" galvanized pipe and a lot of shoreline. This allows for growth both on the shoreline and pilings. Mr. Swanson recommended that one year from the time that either the float pond spot is available. If someone signs in the middle of the summer of 2013, a year from the date they sign, the build out for the float plane dock and/or plane must be in there by 2014 or the person will lose their spot.

Tom Williams said that a person or company should have a preferential right to retain what is paid for. If the payments do not occur, then someone else can step in. Keep billing and the tenant will keep paying because they are going to use it. If the lease is lost, the City would not own the dock that the tenant built. He said that if any assurance is added to the lease, it should say the tenant will have the preferential right to retain it as long as the payments are made.

In discussing a wait list for the float pond, it was decided this was not worth the effort as there are still spaces available. If it is full, then it might be discussed in the future. If additional pilings are necessary, it would be up to the tenant (and fellow tenants) to call Trucano for installation. Ms. Johnson said this would need to be coordinated through the Airport staff because of the airspace issue. Mr. Carson said the piling is paid for. Ms. Johnson said it would be a policy call. Chair Laughlin said it would be based case by case and would be the decision of the Airport Manager.

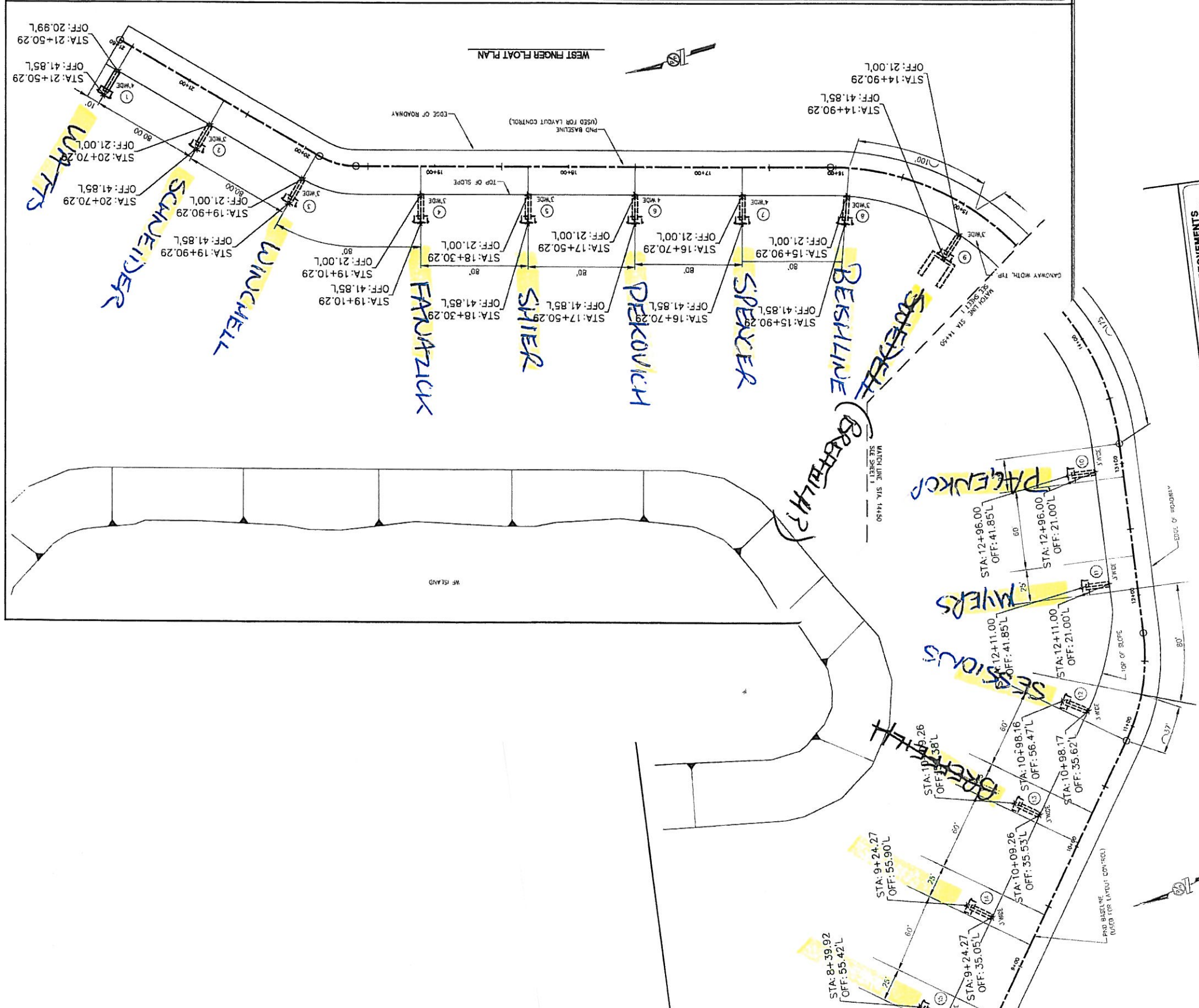
Mr. Swanson suggested that Mr. Carson bring the specifications for the docks to the Board meeting. He said he would support someone going to the Airport Manager if the specification did not work. He also said it would be nice to have a picnic and camping area near the float pond. Ms. Johnson said there is a group that keeps up that area in Fairbanks. She suggested that maybe there is a group or organization in town that would be willing to do this.

- B. **Proposed Rates for Float Pond Parking Slots:** Staff is working on the budget. It appears that the Airport is down some money and there will more than likely be an adjustment to the pond rates. This will come before the Finance Committee.

IV. **ADJOURN:** *The meeting adjourned by unanimous consent at 6:10 p.m.*

**ATTACHMENT #8 to March 14, 2012 Agenda
ATTACHMENT #1**

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| PROJECT TITLE WEST FINGER FLOAT LAYOUT | DATE 3/10/11 | SCALE SCALE IN FEET 0 25 50 | DESIGNER P N D ENGINEERS, INC. www.pndengineers.com Phone: 703.596.2999 Fax: 703.596.2997 10000 Woodloch Forest Jacksonville, Florida 32216 | REV. DATE DESCRIPTION |
| JUNEAU RSA IMPROVEMENTS FLOAT ACCESS IMPROVEMENTS | | | | DMN, CKB, APP. |
| SHEET TITLE WEST FINGER FLOAT LAYOUT | | | | |
| SHEET NO. 8 | | | | |



WEST FINGER FLOAT PLAN

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|--|------------------------|--|--|
| PROJECT TITLE WEST FINGER FLOAT LAYOUT | DATE 3/10/11 | SCALE SCALE IN FEET 0 25 50 | DESIGNER P N D ENGINEERS, INC. www.pndengineers.com Phone: 703.596.2999 Fax: 703.596.2997 10000 Woodloch Forest Jacksonville, Florida 32216 |
| JUNEAU RSA IMPROVEMENTS FLOAT ACCESS IMPROVEMENTS | | | |
| SHEET TITLE WEST FINGER FLOAT LAYOUT | | | |
| SHEET NO. 7 | | | |

WEST FINGER FLOAT LAYOUT

| REV. | DATE | DESCRIPTION |
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ATTACHMENT #8 to March 14, 2012 Agenda
ATTACHMENT #2

From: Airport Manager, Jeannie Johnson

To: Operations Committee, Juneau International Airport

Date: February 15, 2012

History of Space Assignment in West Finger

A discussion was held concerning the new spaces created in the West Finger of the Float Pond at a meeting held in the Aurora Room in 2009. The original purpose of the meeting was to review impacts of the project to the operators in the Float Pond. At that meeting there was interest expressed in the new spaces in the West Finger. John Coleman, the Airport Business Manager, was at the meeting and his understanding was that folks with an interest were to come and see him and sign up.

John Coleman obtained a drawing of the area and began assigning spaces as he was contacted and marking people's names on spaces.

I have asked John if he has a record of any "lists" that might have been created separately from this diagram. He doesn't.

There is no public notice requirement for Juneau International Airport to lease space at the airport. The State of Alaska has this requirement in regulation because the land of Alaska belongs to all citizens of Alaska.

Existing infrastructure in West Finger

These float slips will have 2 piling for attachment of a dock and ramp.

The area won't be ready for use until sometime the summer of 2013.

Manager's Recommendations

Due to the high demand for these slips the Operations Committee should consider the following:

Do we need some qualification?

1. Own a Float Plane within a year of signing lease
2. A complete build out of dock and ramp per Airport Specs within one year of signing lease.
3. Leases will not be assignable so users know there is a definite end to the term of use. We want to avoid the situation that happened at Lake Hood. The slips were kept in families and subleased into perpetuity.
4. Because these slips won't be available for development until 2013 should there be a charge for keeping your spot on the list, similar to our hangar waitlist?