

MINUTES of
AIRPORT BOARD MEETING
February 13, 2013
Alaska Room, 6:00 p.m.

I. **CALL TO ORDER:** Chair Jerry Godkin called the meeting to order at 6:04 p.m.

II. **ROLL CALL:**

Members Present:

David Epstein	Butch Laughlin	Ron Swanson
Jerry Godkin	Mal Menzies	Steve Zimmerman*
Joe Heuseisen		*via phone

Staff/CBJ Present:

Jeannie Johnson, Airport Manager	Marc Cheatham, Airport Special Projects Officer
Patty deLaBruere, Deputy Airport Manager	
Catherine Fritz, Airport Architect	Keith Walker, CCF/R
Ken Nichols, Airport Engineer	

Public Present:

Keith Karpstein, Alaska DOT&PF	Ella Rogers, Glacier Restaurant
Dan Noziska, Alaska DOT&PF	

III. **APPROVAL OF MINUTES:** *Steve Zimmerman moved, David Epstein seconded, the adoption of the January 9, 2013, regular monthly meeting minutes. The motion passed by unanimous consent.*

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

V. **PUBLIC COMMENTS:** None.

VI. **UNFINISHED BUSINESS:** None.

VII. **SPECIAL PRESENTATION:** Airport Manager Jeannie Johnson said there is a presentation by two people from DOT – Keith and Dan -- about a road project this summer on Yandukin. The Airport is grateful that they will be doing the project. Keith Karpstein said he is the Engineering Manager for DOT, and introduced Dan Noziska as the Construction Project Manager and the main go-to guy. Mr. Karpstein reported that DOT will be doing pavement rehabilitation on two roads:

A. The Shell Simmons Drive project will begin at Glacier Highway and continue all the way toward the terminal and will end approximately near the north end of the terminal building.

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B. Yandukin Drive will be rehabilitated and is a fairly lengthy stretch, which covers all of Yandukin Drive from Shell Simmons all the way to the Egan Drive on-ramp.

Any pedestrian ramps that are not up to code will be updated. A new improvement that will be done is a new sidewalk that will go from the rental car access and continue easterly toward Yandukin Drive and end at the Ward Air entrance. From there on, there is an eight foot shoulder, so that seemed like a good stopping point for the sidewalk. The project is funded by FHWA. Construction is anticipated this season with Secon as the contractor.

The pre-construction meeting has not been held with Secon, but will be done sometime in March. It is expected to be a 35- to 40-day project, with a deadline on the contract of September 15. Board Member Ron Swanson was concerned with the project deadline, which may allow the contractor to have the roads tied up. He said this is a busy time of the year. It was noted there is a limited paving season, which is mid-May to mid-September.

Board Member Mal Menzies asked the cost of the project. The contract award amount of the project is \$1.9 million, which excludes construction/ engineering fees by DOT (typically 15%). It was also noted that Secon will be doing another project on Glacier Highway from Egan all the way to Back Loop Road. The specifications for the airport project show the work being done from 6:00 p.m. to 7:00 a.m. to try to minimize impacts to businesses and airport operations. That can be adjusted. Mr. Menzies asked if the Airport had any input on the hours of operation. Mr. Karpstein acknowledged that the Airport could have input. It was noted this is an overlay project, but in the failing joints, there will be full-depth pavement removal, patch and then an overlay to try to minimize any cracks coming up through the finished surface.

VIII. NEW BUSINESS:

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

1. New Coffee Machine: The Purchasing Department has approved the purchase of the new coffee machine and it has been ordered. It takes 60 days to get to the Airport. The area will be ready when it arrives.

2. Alaska Airlines Seattle Meeting: Ms. Johnson traveled to Seattle and met with Alaska Airlines on January 23. She met with Kathy Smith (Properties for Alaska Airlines), Karen Gruen (Director of Corporate Real Estate), Matt Shaw (Regional Manager Corporate Real Estate), Ben Minicucci (Chief Operating Officer), and Brad Tilden (Chief Executive Officer). It was a terrific meeting and very productive.

The revenue from Airport concessions offsets the rates of the tenants. Alaska Airlines pays 85% of the operation and maintenance budget of the Airport. They are very interested in doing anything they can do to help enhance that revenue stream, but keeping in mind that they don't want to appear they are overstepping their bounds or telling the Airport what to do. The Airport is working on a concessions

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redevelopment program and Alaska Airlines is interested in assisting the Airport in some ways with the program. Whoever the Airport chooses to be concessionaires, we want them to make money and be successful and something that the public likes. Alaska Airlines is interested in enhancing revenues, not choosing vendors. They will begin immediately by helping collect demographic data on what the passengers and community want.

On February 21 from 5:00 to 7:00 p.m., a community meeting will be held. Some community leaders have been invited. The tenants have been invited, including Alaska Airlines. Alaska Airlines has a person to gather the information. This will be informal.

Matt Shaw will be the project manager. He will be in Juneau a week from Thursday. Matt will meet with Patty about budget. The deadline for knowing where the Airport is going is December 31, 2013, because that is when ESS will no longer be in the airport. ESS may rebid but will not go into the space it currently occupies. Board Member Joe Heueisen was concerned about the past problems with water and sewer. He asked if it would be rectified. Ms. Johnson said that will have to be done.

The first phase of concession development is unknown. Mr. Heueisen was concerned about not having a restaurant available. Ms. Johnson noted Byron Mallott is on Alaska Airlines Board and has been complaining about the lack of food in the departure lounge at Juneau International Airport. He has complained so loudly that he got Alaska Airlines attention.

Discussions were held about the Q400's and the 737 800's, but Alaska Airlines does not have any information. Juneau makes the most sense of anywhere in the state to be a hub for the Q400's. The reality is that Juneau is the more difficult location in the state to fly into. The Q400's need to be equipped with the navigational equipment and the pilots trained. Alaska Airlines has not started that or figured it out. She reiterated to their Chief Operating Officer, who did not realize that if more 800's were brought in that it might trigger a need for bigger fire trucks. He has people under him looking out for that kind of thing, but he knows now.

A discussion was held about fresh fish and Mr. Eriksen's concerns. Ms. Johnson thought there are probably two sides to the story but Alaska Airlines is very concerned about him. They told Ms. Johnson that he is their very best customer in Southeast Alaska. She also spoke to the head of cargo for Alaska Airlines and was assured that Betsy would call Mr. Eriksen. Apparently she has not made the call. Ms. Johnson spoke to Mr. Shaw yesterday and told him there was a Board meeting tonight and that the Board will be very interested in how that follow-up went. Although it is not the Airport's issue, the economic viability of the community is the Airport's issue. She was sure Mr. Shaw would follow through.

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The budget was discussed and the fact that the ability to get numbers from the new City accounting system would make the budget late. They were okay with that.

3. Assembly Action on Airport Change to Smoking Ordinance: The Assembly approved the change to the smoking ordinance so that the Airport will be able to put signage along the front curb of the airport and not have any smoking along the front curb of the airport. She found it interesting that there was no public testimony. Jerry Nankervis objected because he felt it was a slippery slope, because if you regulate where people can smoke, what is next. Mr. Swanson said Ms. Johnson did a good job of not making fun of some of the questions she received during the meeting. Mr. Heuelsen asked when it would take effect. Ms. Johnson said that when the signs are printed, it will be in effect.

4. TSA Approves JNU Waiver for Pedestrians Through Gate: Ms. Johnson said that thanks to Patty and her really hard work, Juneau received the waiver from TSA so that pedestrians can now walk through the gates.

5. Budget Process Delayed: The budget process has been delayed, but the first meeting is currently being scheduled.

6. New Airport Engineer Ken Nichols: Ms. Johnson welcomed Ken Nichols as the new Airport Engineer. He is coming up to speed at a lightening pace. He just spent the last two days in incident command training and he was already missed. Mr. Nichols said he is really glad to be here. He thanked the Board for allowing him to come to the last meeting and get a feel for how the Board operates and the community itself. He's getting settled in with assignments from Ms. Johnson. He said it is a great opportunity to be here and working on all of the issues before the Airport.

Board Member Steve Zimmerman asked if Tom Carson was playing a role. Ms. Johnson replied that Mr. Carson is continuing to coordinate with the FAA piece of the construction. The FAA has separate contracts of work that they are doing and Mr. Carson has established a wonderful working relationship with their project manager, who sometimes speaks his own language and Tom has learned to speak that language. Ken will be working with PN&D, the construction administrator, and going out on field to make sure everything is okay for the Airport.

7. Catherine Fritz has Returned on Long-term Temporary Basis: Ms. Johnson welcomed Ms. Fritz back. When an employee retires and returns, the Airport has to operate under CBJ Personnel rules. It is not something that is done lightly. Ms. Fritz is under a 50-week assignment, which is called a long-term temporary position and was approved by the Personnel Department. They know what can and cannot be done.

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Ms. Fritz said it is great to be back. There is a lot of great and exciting work in the wings. Pieces of the projects from the last three years are being wrapped up – namely, a punch list. One item that will be tough is replacement of the glass that was damaged by the welders. It needs to be replaced and was never accepted. The glass is on its way. The contractor will be submitting a written proposal of how and when to do the work. Of course, the Airport will prefer to do the work in the evenings when the weather gets better. It is hoped to close the construction project within the next couple of months.

Another thing that is being done is gearing up for the concession work. A lot of the reports and charts are being reviewed so that there will be some data to work from. Items such as: How many passengers, when and where, and what do they do here? Who are they? What do they want? How much revenue does the Airport get from concessions? What kind of revenue? When and how is that distributed across the year? It is hoped that this will be a really good kick off meeting next week and staff will very quickly get into a plan of action that will probably take a couple phases to implement. The Airport will have to continue to serve customers through the construction process.

The coffee machine is on its way. Staff will be laying out the casework in the departure lounge so that it can be responsive to a machine or a live body. The plumbing and electrical installation will be a major step forward. The coffee machine will be located on the east end where the composite glass tile and the tables and chairs are located.

The display boxes have been empty a lot since the architectural assistant left. This was kind of her baby to take care of. The Airport is beginning to fill them. There is a model of the SLAM. The Airport is working with the Alaska Committee on a celebration of the 100th year of the Legislature. There are some other leads. The wearable art displays have been very successful.

8. Special Airport Board Meeting: Ms. Johnson apologized, but needs to have a special meeting next week for approval of approximately \$2 million worth of additional FAA funding. This is pass-through money that goes to the ATO to finish up the work that they are doing on the 08 MALSR. The financial information and grant were received late this afternoon. The reason for the special meeting is that the ATO has to have the money in order to work and there is a fairly long lead time because it has to come to the Board. It then goes to the Assembly for two meetings. Then Mr. Coleman puts in a request for a check that is hopefully picked up two days after the Assembly meeting. Next, the check is taken to FedEx and sent. It takes another 30 to 60 days to get it into the account to pay the employees. The special

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meeting will be held on Wednesday, February 20, 2013, at 6:00 p.m. in the Alaska Room.

IX. **CORRESPONDENCE:**

A. **Airplane Owners and Pilots Association Tribute to Pete Carlson**, Airport Support Network Volunteer for Southeast Alaska, Attachment #1

B. **Juneau Crimson Quartet Thanks**, Attachment #2

X. **COMMITTEE REPORTS:**

A. **Wildlife Hazards Working Group:** None.

B. **Finance Committee:** The Committee Chair said a meeting will probably be held on the 28th during the day. An e-mail will be sent to all concerned.

C. **Operations Committee:** None.

XI. **ASSEMBLY LIAISON COMMENTS:** None.

XII. **PUBLIC COMMENTS:** None.

XIII. **BOARD MEMBER COMMENTS:** Steve Zimmerman asked about a public meeting for the Runway Safety Area Phase 2B. Ms. Johnson said there is no funding for Phase 2B. She will keep him apprised when the funding is available.

XIV. **ANNOUNCEMENTS:** None.

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

A. A special Airport Board meeting will be held on February 20, 2013 at 6:00 p.m. in the Alaska Room.

B. The next regular Airport Board meeting will be held on March 13, 2013, at 6:00 p.m. in the Alaska Room.

XVI. **ADJOURN:** *Butch Laughlin moved, David Epstein seconded, to adjourn. The meeting adjourned by unanimous consent at 7:47 p.m.*