

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

I. **CALL TO ORDER:** Chair Jerry Godkin called the meeting to order at 6:02 p.m.

II. **ROLL CALL:**

Members Present:

David Epstein

Joe Heueisen*

Mal Menzies

Jerry Godkin

Butch Laughlin

Steve Zimmerman

*via phone

Member Absent:

Ron Swanson

Staff/CBJ Present:

Jeannie Johnson, Airport Manager

Ken Nichols, Airport Engineer

Patty deLaBruere, Deputy Airport Manager

Marc Cheatham, Spec. Projects Officer

Catherine Fritz, Airport Architect

Keith Walker, CCF/R

Public Present:

Irene Gallion, DOWL/LEPC

Ella Rogers, Glacier Restaurant

III. **APPROVAL OF MINUTES:**

A. *Steve Zimmerman moved, David Epstein seconded, the adoption of the February 13, 2013, regular monthly meeting minutes. The motion passed by unanimous consent.*

B. *David Epstein moved, Steve Zimmerman seconded, the adoption of the February 20, 2013, special 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:** None.

VI. **UNFINISHED BUSINESS:** None.

VII. **NEW BUSINESS:**

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

1. **Irene Gallion's Birthday:** Airport Manager Jeannie Johnson wished Irene Gallion a happy birthday.

2. **Effects of Sequestration:** No effects have been seen on Juneau International Airport. The only thing that has occurred is the \$2 million Air Traffic Organization grant had to go to Washington, D.C. (instead of being handled by the Airports Division in Anchorage). Any Airport Improvement Program (AIP) grants will need

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to go through Washington, D.C. This will effect the completion date of the Runway Safety Area (RSA) and the threshold shift date (which was a date set by the Federal Aviation Administration (FAA)).

3. Next Steps for Concessions Planning Process: Ms. Johnson and Catherine Fritz attended a concessions conference and met with a lot of different concessionaires. They also traveled to Medford, Oregon, which is the birthplace of the food and beverage on the secure and non-secure sides. They are a very innovative airport. The cooking is done on the secure side and then they have taken a short lazy Susan revolving door, with sections. Hot food comes from the kitchen in the secure side, is spun around to the non-secure side, somebody picks it up and serves it. If someone does not pick it up and tries to bring it back to the secure side, there is a hole and the food drops into a garbage can.

An impromptu meeting was held with Matt Shaw of Alaska Airlines and it appears that starting next month, passenger and user information will be gathered. Once that is received and sorted out, staff will be able to sit down and see what can be done.

4. Update on Coffee Machine in Departure Lounge: Ms. Johnson said the machine is now in Chicago and is expected before April 15. It is planned to have it up and running by the first part of May. A meeting was held earlier in the day with Heritage to discuss supplies, maintenance and service. Heritage coffee will be served in the capital city's airport. In the beginning, this machine will be monitored often to ensure everyone can get their coffee on the secure side. This will enable staff to keep an eye on spills, too. This machine will take credit cards only.

5. Goldbelt Security: Deputy Airport Manager Patty deLaBruere said the Airport is headed toward the use of Juneau Police Department (JPD) officers at the airport because of regulations that are coming down the pike. The Airport was looking at a January 1, 2014, or a little later to begin. As it turns out, Goldbelt, through their corporation, has elected to end their contract when the contract ends on September 30th, which is earlier than what we'd like or would be ready for with JPD officers. In the meantime, staff is working with Chief Browning and the City Manager to ramp up and look at an October 1 start date for JPD, which will more than likely include overtime charges because they do not have the officers available yet. JPD will hire additional officers. Ms. Johnson said JPD will need to recruit five new officers and that increase needs to be approved by the Assembly, along with their increase to the budget. The coverage options are being reviewed with the City Manager and JPD. Security costs are split 50/50 between the airfield and the terminal and whatever is not covered under the terminal, it comes to an 85/15 split. A small portion is being collected (about \$20 per hour) for the time Goldbelt is at the checkpoint only from a TSA grant. The Airport does not know how long this grant will be available. This grant used to cover at \$36 per hour and now it is down to \$20, and a cut of the hours

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covered has occurred. Chair Godkin was concerned that an end date for overtime charges be established, otherwise it may be open-ended. Ms. Johnson said the Chief was confident it would take one year to get those five personnel up and trained and ready to go, which would mean the window is January to February.

6. Airport Engineer Report (Attachment #1): Airport Engineer Ken Nichols noted the written report attached to the agenda. The RSA project got off to an early start because of good weather. Things are moving along, with some work completed. The Secon work will continue throughout the Summer. FAA has contractors on the 26 end installing nav aids and will do a site walk tomorrow for changes to the 08 end to accommodate the shift there. When asked about coordination with DOT regarding Yandukin/Shell Simmons repaving, Mr. Nichols reported he had received a copy of the plans and met the inspector on the project. The Airport will be invited to the preconstruction meeting so that there will be a good idea of what their schedule will be. The project is currently planned to be night paving.

7. Airport Architect Report (Attachment #2): Airport Architect Catherine Fritz reported there was an incredible amount of information at the concessions conference, followed with the Medford Airport tour where they are doing innovative things. It helped staff try to get their heads around the very big ideas and the realities of being able to implement them here. Travelers, in general, have pretty high expectations of what is out there in the world, but at the same time it is important to be grounded and not run off on flings that will not be realistic for Juneau. There is a unique situation with the tremendous amount of square footage and opportunity basically on the wrong side – the non-secure side. This is the community side and community face, which is also very important to serve and nurture. She felt this could be done with Alaska Airlines and the consultant they have hired. This will also identify customers that are not being served well and find out what can be done to rope them in. This will be an exciting three to six months and then the architecture can shape around what is needed to make some money.

Ms. Fritz said she is still working hard on the punch list and close out for both of the big projects. Virtually every pane of glass was damaged by the welders during construction. The contractor had hired the welders directly, so SRC took the hit on it and they replaced them. The windows have been replaced and are now being cleaned and prepared for final inspection.

The Forest Service banner exhibit has been moved as there were problems with the rod system it was hanging on. The art program is still being refined. Positive things are being heard that people like what they are seeing. There is a lot of interest in the building itself – not only what will be done on the new piece, but what has been done. A complicated piece is coming up with a project using just the \$7 million available for construction as a lot of things need to be done.

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Assurances are being sought from the FAA that the funding the Airport needs to build the Snow Removal Equipment Facility (SREF) will be forthcoming. It is hoped to see the Legislature break through with the last bit of money that is needed. The documents are done. She is making sure the paperwork is ready for bidding this Fall. The infrastructure of water, sewer and road have been installed and the site is ready for the contractor to mobilize.

Board Member Joe Heueisen asked if TEMSCO would now connect to the sewer system, which would be another source of income for the Airport. Ms. Johnson said this could be a possibility if TEMSCO began to have problems with their septic system. She doesn't think they will volunteer and said it was a great thought. Ms. Fritz said it would not be an easy connection as the City has a forced main on the City site. Chair Godkin said it would be good to think about mandating tenants to connect to the sewer system under regulations. Ms. Fritz said that should be looked at when the Master Plan is updated. Ms. Johnson said that water and sewer rates at the Airport would need to be reviewed soon as they have not changed in a very, very long time. The Airport is way under market on their charges.

When asked if some of the frontage land would be available for lease, Ms. Fritz said the reconfiguration of the SREF site left frontage area that can be leased. The road was taken all the way to Maplesden to open that area up for leasing.

8. Washington, D.C. Trip for Airport Manager: Ms. Johnson said she would be heading to Washington, D.C., on Monday. She will meet with Christa Fornarotto, the Associate Administrator for FAA Airports. She is a friend who has told the Alaskan Region to give Juneau Airport the money for the SREF. She is going to stop by and thank her for the support. Ms. Johnson will meet with Lisa Murkowski, Kip Knudson with the State Governor's Office, Don Young, and attending Mark Begich's constituent tea. The purpose of these meetings is to keep the SREF money on the front burner and to pick up any information available. There is also an airports conference, which will include a lot of airports. She will try to shake loose the \$2 million grant by working with the Congressional delegation.

VIII. **CORRESPONDENCE:** None.

IX. **COMMITTEE REPORTS:**

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

B. **Finance Committee:** Committee Chair Joe Heueisen reported a preliminary meeting was held. The first formal meeting will held on March 28 at 9:00 a.m.

C. **Operations Committee:** None.

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X. **ASSEMBLY LIAISON COMMENTS:** None.

XI. **PUBLIC COMMENTS:** None.

XII. **BOARD MEMBER COMMENTS:** Butch Laughlin said he was excited for the way Ken Nichols did his report. He held the Board up to reading the material and then questions can be asked. He thought that was the way the reports should be. He thanked Mr. Nichols.

Mr. Laughlin has been asked about the Superintendent position as people have told him they have applied, but not heard back about their application. He asked if it was the Airport's responsibility to respond to an application. Ms. Johnson said the personnel rule says that as long as the job is open, all applications will be held until a candidate is hired. Then a response is sent to everyone.

XIII. **ANNOUNCEMENTS:** None.

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

A. The Airport Board Finance Committee will meet on Thursday, March 28, 2013, at 9:00 a.m. in the Alaska Room.

B. The next regular Airport Board meeting will be held on April 10, 2013, at 7:00 p.m. in the Alaska Room.

XV. **EXECUTIVE SESSION:** None.

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