

AIRPORT BOARD
AGENDA
6:00 P.M., WEDNESDAY, FEBRUARY 11, 2015
ALASKA ROOM

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: Regular Monthly Meeting of January 14, 2015
- IV. APPROVAL OF AGENDA
- V. SPECIAL INTRODUCTION: Graham Leach, Regional Manager for Republic Parking will be in attendance. Mr. Leach is assuming the duties of Vince Speziale. We wish Mr. Speziale best wishes in his promotion and warmly welcome Mr. Leach to Juneau (he was weathered out on his first attempt to visit Juneau).
- VI. PUBLIC COMMENTS
- VII. UNFINISHED BUSINESS
 - A. **Snow Removal Equipment Facility (SREF) Relocation** (Attachment #1): The Airport received the final determination letter (Attachment #1-AA) from the Federal Aviation Administration (FAA) for relocating the SREF to the Northwest quadrant of the airfield. The FAA approves the relocation, but requires repayment for some of the work, fill and permitting (including geothermal field) that were placed during the Runway Safety Area project. The attached memo details the background of this relocation request, the analysis and funding summary (Attachment #1-AA). Staff programmed in \$1 million of the repayment into the Capital Improvement Program (CIP), but the relocation would still require \$844,000 (plus \$48,541 State of Alaska matching funds) in reimbursement costs. This is nominal in the whole scheme of this project. The long-term revenue benefits to the Airport (maintenance and operations budget) from leasing out prime access property far outweigh the repayment, as well as allow airport growth. If the Board approves the relocation and associated repayment costs, as outlined in Attachment #1, the Board must approve several motions in order for this to move forward. Additionally, the FAA letter requires a definitive answer on this matter by February 27, 2015.

Board Motion:

1. *“Accept the FAA’s January 26, 2015 determination that \$1,844,577 AIP grant funds be repaid to the FAA along with the associated \$48,541 match that would be repaid to State of Alaska, for the associated relocation costs of the Snow Removal Equipment Facility (SREF) to the NW quadrant;” and*

2. *“Approve the NE and NW revised site plans as presented in Attachments #1-A and 1-B (from Attachment #1 memo) that allow for relocation of SREF to NW quadrant and an updated development plan for the remaining areas in both the NE and NW quadrants;” and*
3. *“Approve a modification of the CIP to the project, “Construct SREF Building” that adds \$893,118 to this project line item total.”*

VIII. NEW BUSINESS

A. Aircraft Rescue and Fire Fighting (ARFF) Building Accommodation (Attachment #2): The attached memo from Airport Architect Catherine Fritz outlines the need to design the building for the FY 15 (anticipated) acquisition of a new (longer) ARFF truck. There are design funds available for this work in the Airport’s revolving CIP design account.

Board Motion: *“Approve the use and forward funding of \$100,000 from the Airport’s revolving CIP design account for design of the ARFF building addition until such time that the FAA grant is awarded, at which time the revolving CIP design account will be reimbursed.”*

B. Airport Finance Meeting: FY 15 and FY 16 Budgets/Capital Improvement Program (CIP). (Addendum at meeting) The Airport is schedule to have a Finance Committee Meeting on Tuesday, February 10, 2015. The Airport intends to finalize its FY 15 Projected and FY 16 Updated Budgets at this meeting and bring those results to the Airport Board for approval. The Airport does not anticipate any rate increases for the upcoming budget. A Finance packet will be presented to the Board at the Airport Board meeting which will reflect the decisions forwarded by the Airport Board Finance Committee. A part of that meeting will include proposed funding for Alex Holden Way repairs. Motions for budget approval will be presented in the addendum.

As a part of the budget update, the Capital Improvement Program schedule was updated to reflect Alex Holden Way and other funding issues or items previously approved by the Airport Board or adjusted (funding years) by staff.

C. Airport Manager’s Report:

1. The Request for Proposals (RFP) for Project Management Services (Architect and Engineer) has been canceled from the solicitation process. The Airport will work with CBJ Engineering, Purchasing and/or Human Resources on the process in the near future, whether as an employee or a different RFP. Staff will keep the Board updated. Until then Catherine Fritz and Ken Nichols will continue with their current contracts.
2. Delta Air Lines Year-round Service: As the Airport was notified late last month, Delta will begin year-round service beginning in mid-May. They will use B737-800 aircraft in the summer (including this year’s summer runway construction) and transition to Delta Connection (SkyWest) using CRJ-900 in September and continue through the Winter/Spring months.

3. Assembly-Airport Board Combined Retreat. The Assembly and Airport Board have scheduled a combined retreat in the Alaska Room at the Airport on February 19, 2015, at 6:00 p.m. The retreat is planned to keep the Assembly informed on Airport projects, budget and general updates.
 4. Airport Engineer Report (Attachment #3)
 5. Airport Architect Report (Attachment #4)
- IX. CORRESPONDENCE:
 - X. COMMITTEE REPORTS
 - A. **Finance Committee**
 - B. **Operations Committee**
 - XI. ASSEMBLY LIAISON
 - XII. PUBLIC COMMENTS
 - XIII. BOARD MEMBER COMMENTS
 - XIV. ANNOUNCEMENTS
 - XV. TIME AND PLACE OF NEXT MEETING:
 - A. Airport Board, 6:00 p.m., March 11, 2015, Alaska Room
 - XVI. EXECUTIVE SESSION:
 - XVII. ADJOURN