

MINUTES of
AIRPORT BOARD MEETING
September 8, 2015
Alaska Room, 6:00 p.m.

I. **CALL TO ORDER:** Chair Joe Heueisen called the meeting to order at 6:01 p.m.

II. **ROLL CALL:**

Members Present:

| | | |
|----------------|---------------|----------------|
| David Epstein | Joe Heueisen | Angela Rodell* |
| Dennis Harris* | Robert Mackey | Martin Myers |
| | | *By Phone |

Member Absent:

Mal Menzies

Staff/CBJ Present:

| | |
|-------------------------------------|--------------------------------|
| Patty deLaBruere, Airport Manager | Debbie White, CBJ Assembly |
| John Coleman, Airport Business Mgr. | Keith Walker, Fire Department |
| Catherine Fritz, Airport Architect | Greg Chaney, CBJ Lands Manager |

Public Present:

| | |
|-------------------------------|----------------------------------|
| Matt Hanscom, Delta Air Lines | Mike Wilson, Coastal Helicopters |
| Dave Heimbigner, R&D Rentals | Al Clough, Tenant |
| Tom Williams, Ward Air | Jeffra Clough, Tenant |

III. **APPROVAL OF MINUTES:**

A. *David Epstein moved, Robert Mackey seconded, approval of the July 28, 2015, Committee of the Whole minutes as presented. The motion passed by unanimous consent.*

B. *David Epstein moved, Robert Mackey seconded, approval of the August 12, 2015, minutes as presented. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** *David Epstein moved, Robert Mackey seconded, to approve the agenda as presented. The motion passed by unanimous consent.*

V. **PUBLIC COMMENTS:** None.

VI. **COMMITTEE ASSIGNMENTS:**

Chair Heueisen noted the following assignments for the 2015/2016 year:

A. **Finance Committee:** Chair David Epstein, Robert Mackey, and Angela Rodell

B. **Operations Committee:** Chair Mal Menzies, Martin Myers, Dennis Harris

VII. **SPECIAL PRESENTATION:**

Airport Manager Patty deLaBruere introduced Greg Chaney with CBJ Lands Department who will present the City-wide Draft Lands Management Plan (Attachments #1 and #2).

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Mr. Chaney said the Airport portion of the Land Management Plan is rather brief but it is important. He said the last update was in 1999, with surprising little changes. There are several goals, primarily to continue the land disposal program that systematically places land in private ownership, provide direction for the best uses of CBJ land (both for development and preservation), conduct CBJ land disposals in a manner that promotes compact urban development and efficient expansion of municipal utilities and services. The Plan is mandated under City code. Once the Plan is adopted, there will be an update every two years. The primary guiding document for the Land Management Plan is the Comprehensive Plan, which was adopted in 2013 with quite a bit of airport concerns. He said that there is an index on page 11, which shows Map #15, which is specific to the airport. JIA was used as the property indicator. The map shows small numbers which are explained on page 52. The Airport should consider what property acquisitions or disposal would be a high priority for the Airport in the future. He encouraged everyone to read the plan. He said they hoped that the Board would put a subcommittee together to come up with a list of properties. A series of public hearings will be scheduled, followed by a Planning Commission hearing, a Lands subcommittee meeting, and then ultimately the Assembly will approve the plan. He appreciated any feedback. Ms. deLaBruere said some parts of Map #15 have been noted to be incorrect as compared to the Airport's Exhibit A. As the title opinion gets done, those corrections will come out. Mr. Chaney said that the area across the river has an area that is rapidly uplifting and he said with isostatic rebound, the Airport stands to gain quite a bit of property. Ms. deLaBruere said some of the property is owned by the Airport; some of it is not. There is an avigational easement to it. She said that an Operations Committee meeting could be set to go over the plan and look at possible land acquisition items the Airport would like on the CBJ list. Chair Heueisen said this would be a good idea.

VIII. UNFINISHED BUSINESS:

A. **Street Dedication - Pete Carlson Way:** A few months ago, the Airport was asked to look into dedicating a street in honor of Pete Carlson, who was a long-time Board member and aviation enthusiast. Once the name was chosen by the Board, the Airport went through Community Development and decided to name the south side of the float pond road. She said the signs are ready to be installed in the next week or two. Al Clough thanked the Board Members and staff for taking this cause up and moving so expeditiously on it. He kept it under his hat with the family until it was a done deal. He talked to Mr. Carlson's niece and told her it was going to happen, she was flabbergasted and honored. He said the family felt very humbled by this action. Mr. Carlson was a fixture on the field, the sheriff of the float pond road. Every operator was scared to death of him for speeding. He did a better job of crowd control and traffic control than anybody else has ever done in the past. He noted that the south float pond road was where Mr. Carlson walked his black lab "Lady" for years. It is a nice tribute to Mr. Carlson. Pictures of the signs both uninstalled and installed will be sent to the family.

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B. Snow Removal Equipment Facility (SREF) Update: The SREF Special Committee met on August 26 to look at a revised scope of the building that could be funded with the projected FAA dollars and the local funds already in place. Some space was decreased, while some space was deferred until a later phase of the SREF. The idea was to get as much of the facility that is 100% (or close to it) FAA eligible and defer the spaces that were not eligible (or very low eligibility participation). Staff came up with an FAA participation of an 84/16 split instead of the 73/27 split using the FAA methodology. In doing so, it raised the FAA's portion of participation, lowered the Airport's and would allow the Airport to work within the budget it had. This is very recent information so nothing is final. Staff is still working with the FAA on this project. It is a matter of looking at the AC's for eligibility. Staff will continue working with the FAA and possibly the subcommittee. Tom Williams, Ward Air, thanked staff for their efforts that they have done on trying to make this work within the budget. He suggested an open hangar instead of individual bays. Airport Architect Catherine Fritz said the bays are open with no walls. There is only one wall required by code between the maintenance area and the parking lot area.

C. Runway Rehabilitation Grant (AIP '60) Amendment: Ms. deLaBruere said this is an amendment to the Runway Rehab grant, which is a clean-up to the original part of the construction. This will be an open grant as the Airport has combined the Runway 9/27 conversion into it, too. The FAA allowed a repaint of the runway and were surprised that had not been included in the original bid specifications, as well as installing lights for a total of \$562,327.86; with FAA participation of 93.75% or \$527,182.37, State Department of Transportation (ADOT) match of \$17,572.74 and local match of \$17,572.75 funded by the Airport Operating Reserve (to be reimbursed by a future Passenger Facility Charge (PFC)). *Martin Myers moved, Robert Mackey seconded, to approve the appropriation of additional funds to the Airport CIP A50-079 (Runway 8/26 Rehabilitation) from: FAA AIP grant amendment in the amount of \$527,182.37, ADOT match in the amount of \$17,572.74, and local match in the amount of \$17,572.75 from the Airport Operating Reserves (to be reimbursed with a future PFC application). The motion passed by unanimous consent.*

D. Jordan Creek Greenbelt Update (letter from ADFG, Attachment #3): The letter from CBJ Community Development (CDD) had requested the Airport get some scientific information and data on what effect the limbing of the trees had done prior to going forward with a variance. Nothing was found. They said go forth and continue limbing, but they would like to work with the Airport to make sure it is done without affecting the stream. This still has to go back before CDD, but just before this meeting, Ms. deLaBruere received an e-mail from Rob Steedle (acting Director for CDD) saying they want to move forward with this, have some meetings and apply for the variance. Instead of going backwards and doing a mitigation plan for what had happened, he wanted to move forward.

E. AECOM (formerly URS) Master Plan Airport Forecast of Aviation Demand

(Attachment #4): Ms. deLaBruere reported that AECOM has given the Forecast of Aviation Demand. She noted there were two people in attendance that were in some of the meetings and had questions about the percentages that were for the on-demand air service versus the 121, which increase about 1%. They will comment on the 3% unconstrained increase, which means that the plan and the way that things are figured do not figure in the permits that are set at a specific level for going onto the glaciers, etc. It allows unconstrained numbers, but in fact, it doesn't right now.

Tom Williams, Ward Air, said they are a strictly on-demand air carrier. He said Attachment 4, Page 3.3 said that. He did not believe that the comments that he raised in the meeting were addressed. He stated that over the 20-year life, they show a 30% increase in the air carriers. They also show a 17.8% increase in the commuter, which he thought was a lot more realistic. However, the on-demand shows a 60% rise. He said certainly, if the consultants wanted to guarantee that sort of rise, they would be happy with it. But they believe the numbers for on-demand are over-inflated. He thought it would be better to have a more reasonable projection.

Mike Wilson, Coastal Helicopters, agreed that the projections are way out of whack. He noted the reported enplanements in 2000 for the Airport were 393,905 and in 2013 they were 359,291. He did not think the consultants understood the way Juneau operates and the constraints that there are for growth. He said he would like to see 1% or 3% growth per year, but he did not think it would happen. He thinks the Airport is doing great and it's getting better, and he would like it to continue to improve. He said the Airport needs to focus on how to use the money to improve and not just talk about growth and taking things away from people.

Chair Heueisen said he, too, had questioned the numbers. Ms. deLaBruere said that some of the questions were asked at the last TAC meeting. She said the figures Mr. Wilson stated were correct, but the numbers are now beginning to come back up. The 2014 numbers are higher for total enplanements. The numbers have rebounded, but a lot of that is in the 121 passenger flow. She said the 135 operators have been fairly steady. She said that in order to move forward, the Board has to pass it, adopt it and send to the FAA to approve within the Master Plan as part of the whole timing. If the Board does not accept the numbers for any part of it, they can request they look at it again or another percentage can be accepted and ask that it be looked at. The consultant would like to move forward with these numbers before October. Ms. deLaBruere said this could be discussed in the Operations Committee meeting.

Angela Rodell asked if the potential of recession was incorporated in the growth numbers. Ms. deLaBruere said these are long-term forecast. They are taken from the national level and actually skewed down a little bit for the area knowing that Juneau is kind of a tapped market for a lot of stuff. While there is rebound, they do expect some

growth. She couldn't say they had the word recession in their minds for what is looked at for the next couple of years. Ms. Rodell said consideration needs to be given to that as it is too optimistic in the near term. She thought there is potential in the long-term, but not in the next couple of years. Dennis Harris said that he offered the opposite opinion as a lot of the growth is tourism growth, which is not dependent on any kind of local/state level recession. He said the number of travelers will increase each year; tourism is increasing and that is a substantial part of the traffic, especially in the summer. Mr. Mackey said the State is heading into a long-term contraction because it is a resource state and prices are dropping. With the capacity the State is losing every year to pump more oil, this will be a contraction with a recession right now.

Ms. deLaBruere said this is the Airport's document. While they may gather the numbers, we may have the knowledge to say this it is not correct. She thought it would be worthwhile to have an Operations Committee meeting within the next couple of weeks. Once that is done, another meeting of the Board will need to be held to pass this so that it can go back to the FAA for approval. Chair Heuelsen said an Operations Committee will be held to try to answer these things.

IX. **NEW BUSINESS:**

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

1. **Employee Changes.** Christine Millay, from the badging office, resigned. Her last day was September 3. We are actively recruiting for the position and may go to a second position next spring. This will be further discussed with the budget talks. Ms. deLaBruere said it is starting to slide down a little bit at this time. This will be addressed again when the ramp up begins in the spring. Mr. Mackey wondered if this could be made into a full-time position and have the person doing other tasks during the slow period.

Our Airfield crew is recruiting for one full-time and one seasonal equipment operator at this time due to retirements earlier this year. The Airfield may be facing additional retirements within the next year or sooner. There are applicants for the Equipment Operator II position. However, a lot of people could possibly work as an Operator I. An Operator I could be hired and shifted to an Operator II based on the time they have operated equipment. The Airport may hire people on as an Equipment Operator I and then move them up in time – basically a flex position.

Ms. deLaBruere said that staff continues to work with the engineering group to get the RFPs on the street for the architect and the engineer. She said the contracts will need to be extended for both the architect and engineer until the RFPs can be put out on the streets. She noted that Mr. Nichols has a residence in both Idaho and Juneau. He performs some work from Idaho.

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2. City Labor Union Contract Negotiations: The City's labor union contracts come up for negotiation. She said the Airport did not have union employees when the last contract was negotiated, but then it affected all of the guys when they signed up afterwards. That contract kind of bit the Airport with how the sixth and seventh day rules that go for overtime that doubled the overtime costs. She did not know how they will be negotiated, but she thought the Airport will be involved in the contract negotiations as this affects how people are paid.

3. Airport Engineer Report (Attachment #5): Ms. deLaBruere said the Airport's Sustainable Master Plan Technical Advisory Committee met. The Board will be briefed on October 13, and another public meeting on October 14. The Airport has been keeping in touch with the Assembly members and they have garnered some interest in this project. The consultant will brief the Assembly Committee of the Whole on October 26.

Grant closeouts are finally being done for the Runway Safety Area Expansion Phase IIA. Two are done and two more will be done.

The \$562,000 grant amendment will close out the bulk of the runway rehabilitation construction project. There is still work to be done on the Runway 9/27 conversion. The project will continue for another year and a half.

The work has been completed on the air cargo pavement repair. It opened the end of last week. Once there is a full accounting of that bill, it will be forwarded to Alaska Airlines, which will reimburse the operations fund. The air cargo hard stand design will design the final resting place for the air cargo stand, with construction next year.

The Airport has a draft reimbursable agreement with the FAA for Runway 26 MALSRs. Ms. deLaBruere has been working with the DC Lobbyists to get some more information. She also received letters from Delta Air Lines and Alaska Airlines to support the additional 26 MALSR lights going in. A letter was sent to the lobbyists to combine with some Congressional support and it will be taken directly to the FAA Administrator to see if there are any year-end funds or at least keep it in the queue.

DOWL was chosen as the design consultant for the Northeast/Northwest Development area. It has three elements: the northeast apron design, the northwest apron design and the south boundary fencing. The contract is being negotiated. A grant application has been submitted.

A meeting was held with tenants involved in the multi-sector general permit as part of the Storm Water Pollution Prevention Plan (SWPPP) program. This would include anyone involved in any type of deicing or anything that is not grey water. This will

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combine their plans with the Airport's plan. Another meeting will be held on September 23 [actual meeting date is September 24]. The plan will then be submitted to DEC. EPA visited the airport last week and found some minor items. They were helping the DEC out as they were coming to the end of the current permit.

4. Airport Architect Report (Attachment #6): Airport Architect Catherine Fritz reported the Airport is negotiating a contract with the planning team and environmental assessment for the ARFF building addition/modification. A contract is expected within the next couple of weeks. The paperwork has been done, which included the FAA grant agreement and funding. This has gone to the Assembly. The Rosenbauer people will be meeting to begin going through some of the detailed specifications that the Airport has choices on. The ARFF staff will be engaged for this, including the mechanic and other people involved in the care and feeding of the new ARFF truck. It takes a while to make the decisions and then a delivery date will be set. It is expected to take nine to ten months before delivery is made.

Staff continues to work with Jacobsen/Daniels Associates (JDA) to help them settle into their spaces on the secure side and use the facilities to the maximum. The lease has been updated to attach all of the new equipment.

A good meeting was held with Transportation Security Administration (TSA). They seem to have a lot of interest in the potential lease of an area in the old kitchen. Staff is waiting to hear more from them. Meanwhile, staff continues surplus efforts. They are also beginning to identify areas of asbestos or other hazardous material areas. Staff is trying to ascertain the scope of the work. This leased area improvements will be paid for by TSA.

Mr. Harris requested an e-mail with the summary of design modifications and methodology that was sent to the FAA for the SREF changes.

X. CORRESPONDENCE: John Ahlgren, a tenant on the airport, wrote a letter (Attachment #7) to ask the Board to reconsider the Snow Removal Equipment Facility placement. He said there are tie downs between the inner taxi lane and Alpha Taxiway, which is where a lot of the tie downs were. He brings up some good points, but there are always a lot of other things that go along with it. Other things need to be considered for this area, such as deicing solution for Delta Air Lines and some ground equipment that is needed throughout the winter months. Staff will consider the letter, but she thought there was more to it. Chair Heuelsen said Ms. deLaBruere does a very good job and will leave it in her capable hands to reply.

XI. COMMITTEE REPORTS:

A. **Finance Committee:** None.

B. **Operations Committee:** None.

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- XII. **ASSEMBLY LIAISON COMMENTS:** Assembly Member Debbie White said the City Manager resigned effective December 31. She asked everyone to be patient with Mr. Steedle as he is trying to cover Community Development and quite a bit of the City Manager's position in the meantime. The Community Development Director resigned and moved to Anchorage due to further educational opportunities and his spouse is more of a big-city girl. That is a lesson that City government needs to consider, if people do not move here, she has a hard time giving them the time of day. She will be part of the decisions in that department. She again thanked the Board for changing the meetings to Tuesdays.
- XIII. **PUBLIC COMMENTS:** None.
- XIV. **BOARD MEMBER COMMENTS:**
- A. Dennis Harris said he got the memo and filled out the form for his e-mail connection. He asked what the next step was. Ms. deLaBruere said it needs to be brought into the office.
- B. Martin Myers asked about the placement of Reclaimed Asphalt Pavement ("RAP") in front of hangars. Ms. deLaBruere said she would speak to Scott Rinkenberger. As winter operations start to ramp up, some RAP can be moved over.
- C. Dennis Harris said that there are a couple of roads the City Street Department may be able to use some of the RAP.
- D. David Epstein said he will turn 62 years old at the next Board meeting.
- XV. **ANNOUNCEMENTS:** None.
- XVI. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on October 13, 2015, at 6:00 p.m. in the Alaska Room.
- XVII. **EXECUTIVE SESSION:** None.
- XVIII. **ADJOURN:** *Dennis Harris moved, Robert Mackey seconded, to adjourn. The meeting adjourned by unanimous consent at 7:20 p.m.*