

AIRPORT BOARD
AGENDA
6:00 P.M., TUESDAY, MARCH 8, 2016
ALASKA ROOM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES: Regular Monthly Meeting of February 9, 2016

IV. APPROVAL OF AGENDA

V. PUBLIC COMMENTS

VI. UNFINISHED BUSINESS

A. **Jetbridge 5 Repairs.** Jetbridge 5 was back in operation, however, broke down again on March 4. The Airport has been working with Airport Mechanical Services (AMS) to get the quote on the long-term solution. Ironically, the quote was received March 4 at a cost of \$22,000 (\$21,928.75). This would mean that we need to increase the previously approved motion of \$15,000 approved by the Board at the February 9, 2016 meeting. The Airport is starting the process with the City Purchasing Department (to get things rolling).

Board Motion: *Approve the increase to the costs for the long term repair of Jetbridge 5 from \$15,000 (approved at the February 9, 2016 meeting) to \$22,000.*

VII. NEW BUSINESS

A. **Transportation Security Administration (TSA) Screening Wait Times.** The TSA has advised all airports and carriers nationwide to expect much longer wait times (more than double anticipated) compared to what airports have experienced in the past. This is due to budget cuts, as well as additional training and screening requirements. TSA has asked airports and airlines to help get the information out on the streets to the public so that fewer travelers will be surprised when they see the longer lines. We are also looking at how to address the additional/longer lines in the lobby/queueing area.

B. **Airport Security Screening Fees.** While the Finance Committee continues to resolve the proposed FY 17/18 budgets, one category of the Rates and Fees Regulation was approved for an increase. The expenses in this cost center have revenue fees directly related to the services, that is, 75% of the security costs are associated with an officer at the security screening checkpoint; therefore, the security screening fees (less any TSA LEO reimbursement) pay for this share. This fee will be updated when the Rates and Fees Regulation goes through the public process, however, the air carriers (who pay these fees) would prefer that the fees go into effect prior to the busy summer season. Therefore, the rates would go in effect May 1, 2016, upon final Board approval.

Board Motion: *Approve the addition of the word ‘Signatory’ to the Airline Fee for Airport Security Screening category; and increase the Signatory Airline Fee for Airport Security Screening rate to \$1.43/per screened, enplaned passenger for air carrier passengers with an effective date of May 1, 2016.*

The Finance Committee also approved establishment of a rate for non-signatory (air carriers) security screened passenger fees at 25% higher than the signatory fee. This is a standard non-signatory practice in all of our rates and fees.

Board Motion: *Approve the establishment of the Non-signatory rate for Airline Fee for Airport Security Screening at a rate of 25% more than the published signatory rate for Airline security screened, enplaned passengers with an effective date of May 1, 2016.*

C. Snow Removal Equipment Facility (SREF) Board Participant. A briefing on the SREF design will be given during the Airport Architect Report. At one of the preliminary design meetings, it was suggested that a member of the Airport Board be part of the ‘group’ to watch the process and eventually be part of the bid packet review before it goes out for solicitation. Staff requests that a Board member be assigned to this Phase of the SREF.

D. Airport Manager’s Report:

1. Seaport Airlines, Inc. Bankruptcy. The Airport and City have been notified that Seaport Airlines has filed for Chapter 11 Bankruptcy. This impacts the hangar (known as the Wings hangar) and several CBJ entities (water/sewer, property tax). This has been turned over to our Law Department to make sure that the best interest of the Airport/City is protected.
2. Northeast Development Area. The Airport is working with a couple of commercial tenants for the lease of property and hangar construction. Guardian Flight is ready to move into construction as soon as this construction season. Aero Services put their request into their corporate office but it was ‘*a bit too late and are unable to start the project this year*’. They will hopefully be looking at 2017 for the project.
3. Marine Engineers’ Beneficial Association (MEBA) Negotiations. The CBJ has started negotiations with MEBA for the new labor union contract. MEBA is one of four unions that the City has. The Airport is a member of the MEBA negotiations team. As these are closed discussions, no updates will be provided until agreements have been reached. The negotiations are anticipated to take a few months.
4. Airport Engineer Report (Attachment #1)
5. Airport Architect Report (Attachment #2)

VIII. CORRESPONDENCE:

IX. COMMITTEE REPORTS

A. **Finance Committee:** Finance meetings were held on February 11, 2016 and February 29, 2016. The proposed FY 17/18 budgets are not yet balanced and further meetings, discussions and proposed rate changes are anticipated. Increases to the Airport Security Screening Fees was approved by the Finance Committee and included earlier in the agenda. A special Board meeting may be necessary to approve the budgets in order to get them downtown timely. Further meetings TBD.

B. **Operations Committee:** TBD. Staff continues to research Leasing Policy and Minimum Standards prior to a meeting.

X. ASSEMBLY LIAISON

XI. PUBLIC COMMENTS

XII. BOARD MEMBER COMMENTS

XIII. ANNOUNCEMENTS

XIV. TIME AND PLACE OF NEXT MEETING:

A. Airport Board, 6:00 p.m., April 12, 2016, Alaska Room

XV. EXECUTIVE SESSION

XVI. ADJOURN