

MINUTES of
AIRPORT BOARD MEETING
April 1, 2016
Alaska Room, 2:00 p.m.

I. **CALL TO ORDER:** Chair Joe Heueisen called the meeting to order at 2:00 p.m.

II. **ROLL CALL:**

Members Present:

David Epstein	Joe Heueisen	Angela Rodell
Dennis Harris (2:07 p.m.)	Mal Menzies	Ron Swanson

Staff/CBJ Present:

Patty deLaBruere, Airport Manager	Scott Rinkenberger, Airport M&O Sup't
Marc Cheatham, Deputy Airport Mgr.	Keith Walker, Fire Department

Public Present:

Tom Williams, Ward Air	Kent Craford, Alaska Seaplanes*
Brooke Walker, Aero Services	Mike Wilson, Coastal Helicopters
	*via phone

III. **APPROVAL OF AGENDA:** *Angela Rodell moved, Ron Swanson seconded, approval of the agenda. The motion passed by unanimous consent.*

IV. **PUBLIC COMMENTS:** None.

V. **UNFINISHED BUSINESS:**

A. Snow Removal Equipment Facility (SREF) Shop Roof Repair /FY 16 Budget Projected (Attachments #1, #2 and #3): Airport Manager Patty Wahto said she appreciated everyone meeting on such a short notice. All items were approved by the Finance Committee. This will roll them forward to get the process started with the final budget, as well as the regulation process. Funding sources for the snow removal equipment facility (SREF) roof (from maintenance and operations budget or transfer it to the capital improvement program (CIP) for the SREF) were discussed at the March 8 and March 24 meetings. The Finance Committee elected to switch that over, credit back the reserve account and fund it out of the CIP, non-FAA funds. *Angela Rodell moved, Ron Swanson seconded, to approve the use of \$300,000 of non-FAA Snow Removal Equipment Facility Capital Improvement Project funds for the Shop Roof Repair, and reinstate the Airport Fund Balance for Fiscal Year 16 by \$300,000. The motion passed by unanimous consent.*

B. Airport Rates and Fees Regulation Update (Attachment #4): Mrs. Wahto said this is being done first as it affects how the Airport does the budget. Attachment #4 is a markup of the items that were agreed upon in two separate Finance meetings, as well as the Security Fee increase for the airlines from \$1.08 to \$1.43 that was approved at the last Board meeting. The items that were increased were the fuel flowage fee for General

AIRPORT BOARD MEETING

April 1, 2016

Page 2

Aviation and 135 up from \$.17 to \$.22, as well as the corresponding non-signatory fees; and the landing fees increased from \$2.38 to \$2.45, and the corresponding non-signatory rate up to \$3.06. Once this is approved, it goes out for a 21-day public comment period, comes back before the Board and then goes down to the Assembly for one Assembly meeting action. *David Epstein moved, Angela Rodell seconded, to approve the proposed changes to the Airport Rates and Fees Regulation 07 CBJAC 10.020, as outlined in Attachment #4, and commence with the 21-day public comment period before bringing back to the Board and subsequently the Assembly for final approval and adoption. The motion was approved by unanimous consent.*

C. FY 16 Projected, and FY 17 / FY 18 Proposed Budgets (Attachments #1, #2 and #3): Mrs. Wahto said the bottom line is what will be approved. The bottom line includes the increased fees that are proposed through the Regulation as well as applying the \$137,600 of Airport Reserve/Fund Balance to balance FY 17. FY 17 will balance and a deficit will be carried into FY 18. The reversal of the \$300,000 for the roof repair actually puts FY 16 back in the black by \$275,000. Ms. Rodell said part of the reason for using the fund balance was because they knew that there was an increase in the pension costs, which was due to the accounting changes that were made. She said a bill has been introduced that would increase the costs even further, so there is a potential that the Airport Reserve/Fund Balance will not have the excess if those bills are successful. She still thought it was appropriate to do this, but she wanted it noted that there is a possibility that there may be substantially more increases in the pension costs than thought when the Finance Committee met just a couple of weeks ago. Mrs. Wahto said she is aware of that. She believed that Bob Bartholomew, the Finance Director, wasn't going to change or impact their budget the way it is being presented next Wednesday night. They would do adjustments if they had to the next fiscal year. *Angela Rodell moved, Ron Swanson seconded, to approve the Fiscal Year 17 and Fiscal Year 18 Proposed Budgets as outlined in Attachments #1, #2 and #3, which include the increases to the rates and fees outlined in Attachment #4, and correspondingly approve the use of Airport Reserve/Fund Balance in the amount of \$137,600 to balance Fiscal Year 17 and forward the budgets to the City Assembly. The motion passed by unanimous consent.*

VI. **PUBLIC COMMENTS:** None.

VII. **BOARD MEMBER COMMENTS:** None.

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

A. Airport Board Operations Committee, 9:00 a.m., April 11, 2016, Alaska Room

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

IX. **ADJOURN:** *The meeting adjourned by unanimous consent at 2:08 p.m.*