

MINUTES of
AIRPORT BOARD MEETING
April 27, 2016
Alaska Room, 8:00 p.m.

I. **CALL TO ORDER:** Acting Chair David Epstein called the meeting to order at 8:00 a.m.

II. **ROLL CALL:**

Members Present:

David Epstein	Martin Myers	Ron Swanson
Dennis Harris (by phone)		

Members Absent:

Joe Heuelsen	Mal Menzies	Angela Rodell
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Staff/CBJ Present:

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

III. **UNFINISHED BUSINESS:**

A. **Airport Rates & Fees Regulation Update** (Attachment #1): Mrs. Wahto said Attachment #1 is the draft Rates & Fees Regulation. On April 1, the Board worked with the budget and began the first stage of the Rates and Fees Regulation update. After that approval, the 21-day public comment period opened and then comes back before the Board. There were a couple of grammatical changes made by the CBJ Attorney, which included Landing Fees and Fuel Flowage Fees rewording of “with an effective date of July 1, 2016” to “effective July 1 2016”; and under the Security Screening Fee adding “retroactive to May 1, 2016”; and they added the date when the notice period began for public comment on page 10, Section 3, which was April 5, 2016. There were no other comments received. Once the Board approves the regulation, it will go forward to the Assembly for their May 2 meeting. *Ron Swanson moved, Dennis Harris seconded, to forward the proposed Airport Rates and Fees Regulation (Attachment #1) to the Assembly for consideration and adoption at their May 2, 2016, meeting, for an effective date of July 1, 2016, with the exception of the Airline Fee for Passenger Security Screening which would become effective May 1, 2016. The motion passed by unanimous consent.*

B. **FY 16 Projected Budget** (Attachments #2, #3 and #4): Mrs. Wahto said this is an update to the FY 16 Budget. The budget was passed by the Board on April 1st and moved forward. During the Assembly Finance Committee presentation, the Fire Department was asked to double-check the rates and fees had been increased for the Index C change. It was known that they had been put in for FY 17 and FY 18, and it was assumed that there had been increases starting May 1. When the Fire Department spoke with their administrative person, the numbers had not been increased for the May 1 increase to the Aircraft Rescue Fire Fighting budget. Therefore, the budget for FY 16 needed to be

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increased. It does not change any rates and fees. It changes the bottom line and the requirement to go to the Assembly for a supplemental. Attachment #4 shows FY 16 expenses at \$6,278,800, which includes the additional \$74,600 increase. When that is compared to the FY 16 updated expense, it is a \$53,100 increase more than the Airport has spending authority. The next one to look at is the bottom comparison for FY 16 projected revenues which shows enough revenues, so nothing further needs to be done to balance the budget. *Marty Myers moved, Ron Swanson seconded, to approve the bottom line Expense increase of \$74,600 for FY16, and request for supplemental spending authority for the amount of \$53,100 for FY16 as outlined in Attachments #2 and #4. The motion passed by unanimous consent.*

C. **TIME AND PLACE OF NEXT MEETING:** Airport Board, 6:00 p.m., May 10, 2016, Alaska Room

IV. **ADJOURN:** *Dennis Harris moved to adjourn the meeting. The motion passed by unanimous consent and adjourned at 8:09 a.m.*