

AIRPORT BOARD
AGENDA
6:00 P.M., TUESDAY, OCTOBER 11, 2016
ALASKA ROOM

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: Regular Monthly Meeting of September 6, 2016
- IV. APPROVAL OF AGENDA
- V. PUBLIC COMMENTS
- VI. INTRODUCTION: Trinidad Contreras, CBJ Law Department
- VII. SPECIAL PRESENTATION: USDA Wildlife Service. Trees and Eagles on 26 Approach
 - Progress of Wildlife Management Program
 - GIS map will show current known locations where eagles are typically found
 - Plans to further decrease perch availability within Airport property
 - How much the trees currently cost the Airport
 - How often eagles are dispersed in those locations
 - Cost of pyrotechnics
 - Conclusion
 - A situation where everyone wins
 - Less stress on the eagle population
 - Allows the Airport's finances to be spent in other areas
 - Reduces the chance of an airstrike
- VIII. UNFINISHED BUSINESS
 - A. **Passenger Facility Charge (PFC) #7 Amendment:** Passenger Facility Charge (PFC) #7 collections were complete in 2008. Since then, the funds have accrued interest of approximately \$309,000. Two projects remain to be completed with the funds: 1) Part 121 Ramp (CIP A50-068), which included the air cargo hardstand, and 2) Purchase Land/Airport Expansion Project (A50-071).

Bids were received on the Air Cargo Hardstand project in August 2016 and all bids were rejected due to lack of sufficient funding. Staff recommends amendment of PFC #7 to use \$309,000 of accumulated interest as additional funding for the Part 121 Ramp Project. The funds will be used to fund the Air Cargo Hardstand, as well as an additional concrete slab at Gate 5 to support the wheels of the jetbridge, which are causing significant rutting of the asphalt in the travel way. Both project elements are within the project description of the Part 121 Ramp Project.

A formal process is required to modify the PFC to use the accumulated interest and to appropriate funds to the Part 121 Ramp Project. The recommended motion will initiate the formal modification process, which includes airline consultation and public notice before final approval by the Federal Aviation Administration (FAA). The Board will be asked for a recommendation for appropriation of the funds after approval of the modification by the FAA.

Board Motion: *“Approve the modification to Passenger Facility Charge #7 to use \$309,000 of accumulated interest in the PFC #7 account for the Part 121 Ramp Project (A50-068)”.*

IX. NEW BUSINESS

A. CIP Transfer – Runway Safety Area (RSA): At the June 9, 2010 meeting, the Airport Board approved the transfer of \$500,000 from the Airport Capital Reserve Account to the RSA CIP to temporarily provide local match prior to receiving dirt royalties. \$11,400 has since been returned. Staff requests approval to replace the remaining \$488,600 now that all royalties have been appropriated.

Motion: “Transfer \$488,600 from the Runway Safety Area Capital Improvement Project back to the Airport Capital Reserve Account.”

B. Forst Request to Allow Commercial Aviation Storage in a General Aviation Hangar (Attachment #1): Land lease tenant Richard Forst has requested a change to the ‘Authorized Use’ of his hangar located at Block O, Lot 8 from private to commercial storage use. Mr. Forst plans to sublease the hangar to Delta Air Lines for the storage of their ground service equipment for the winter. The new Leasing Policy still requires the Airport to receive approval from the Board for this type of lease change.

Board Motion: “Approve the authorized use of Richard Forst, Block O, Lot 8 hangar for the purpose of storing commercial aviation equipment.”

C. Airport Manager’s Report:

1. Passenger Facility Charge (PFC) #8 Extension. The original PFC #8 application had a collection end date of March 1, 2017. After review of funds collected, the collection period will need to be extended to March 1, 2018. There are no changes to the amount collected or projects, but the estimated collection time required was too short. A notification to air carriers and the FAA is sufficient for this extension.

2. Wings Airways Hangar Acquisition. On September 13, 2016, Wings Airways purchased the former ‘Wings of Alaska’ hangar that had been assumed by the bank. Wings Airways has already started clean-up of the area and some updates.

3. Katie Kachel, CBJ DC Lobbyist. Congratulations to Katie and family. The Kachel’s announced the birth of their 3rd child, a son, born September 27. Katie will be on family leave for a couple months, but will still be working from home, as able.

4. Mark Lykins' Retirement. After almost 20 years of service with the CBJ Airport, Mark is retiring. Mark is one of the Senior Equipment Operators and also filled in as Acting Superintendent at various times. We will miss Mark's tremendous experience on the airfield, as well as being a great community member. Mark and Leigh are moving to their property in Montana to be close to children/grandchildren.
 5. Snow Removal Equipment Facility (SREF) Ground Breaking Ceremony. On October 6, 2016, an official ground breaking ceremony was held to acknowledge the kick-off of the SREF building construction. This has been in the planning process for over 25 years.
 6. Airport Engineer Report (Attachment #2)
 7. Airport Architect Report (Attachment #3)
- X. CORRESPONDENCE:
- A. **Helen Clough E-mail regarding Late Airport Billing** (Attachment #4)
 - B. **Richard Monkman E-Mail regarding Slow Internet (Free Wi Fi)** (Attachment #5)
- XI. COMMITTEE REPORTS
- A. **Finance Committee**
 - B. **Operations Committee**
- XII. ASSEMBLY LIAISON
- XIII. PUBLIC COMMENTS
- XIV. BOARD MEMBER COMMENTS
- XV. ANNOUNCEMENTS
- XVI. TIME AND PLACE OF NEXT MEETING:
- A. Airport Board, 6:00 p.m., November 8, 2016, Alaska Room
- XVII. EXECUTIVE SESSION: **Board Motion:** *"Move that the Airport Board enter into executive session to discuss a financial matter of the Airport, pursuant to AS 44.62.310(c)(1) (a,) matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the Airport."*
- XVIII. ADJOURN