

MINUTES of
AIRPORT BOARD MEETING
December 13, 2016
Alaska Room, 6:00 p.m.

I. **CALL TO ORDER:** Chair Joe Heueisen called the meeting to order at 6:00 p.m.

II. **ROLL CALL:**

Members Present:

David Epstein	Joe Heueisen	Martin Myers
Jerry Godkin	Mal Menzies	Angela Rodell
Dennis Harris		

Staff/CBJ Present:

Patty Wahto, Airport Mgr.	Scott Rinkenberger, Airport M&O Sup't
Marc Cheatham, Dep. Airport Mgr.	Loren Jones, CBJ Assembly Liaison
Catherine Fritz, Airport Architect	Jerry Nankervis, CBJ Assembly
Ken Nichols, Airport Engineer	Keith Walker, Fire Department
Trinidad Contreras, CBJ Law	

Public Present:

Irene Gallion, DOWL	Mike Wilson, Coastal Helicopters
Kathy Smith, Alaska Airlines	John Yarnish, AECOM
Paul Khera, Alaska DOT/PF	

III. **APPROVAL OF MINUTES:** *David Epstein moved, Marty Myers seconded, that the Board adopt the minutes [November 8, 2016], as presented. The motion passed by unanimous consent. Jerry Godkin asked to have the words “crash truck” added after the word “of a” on page 4, Section C, line 11. No objections were made to this correction.*

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

V. **PUBLIC COMMENTS:** None.

VI. **UNFINISHED BUSINESS:**

A. **Special Presentation Airport Sustainability Master Plan AECOM and Airport Layout Plan (ALP) Approval** (Attachment #1 – higher resolution copy available at <http://www.juneau.org/airport/projects/AirportSustainability.php>). Airport Manager Patty Wahto introduced Ken Nichols, Airport Engineer, and John Yarnish, AECOM, who presented an update on the Airport Master Plan and, specifically, the Airport Layout Plan. Mr. Nichols said the Master Plan is mostly complete, with a lot of draft information. The Airport Layout Plan sheets are posted on the web, as well, and in the Board’s packets. They would like to submit the draft document to the Federal Aviation Administration (FAA) for their review. The FAA will take 60 to 90 days to make their review and get

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back to the Airport. There are two more chapters for the Master Plan to be prepared – the financial feasibility chapter and the capital improvement implementation plan, which relies on how the Airport is able to finance things for the future.

John Yarnish, AECOM, said this is a sustainability master plan, which is a 20-year look into the future of the airport, and a compilation of the projects that would be required to either respond to existing demand or should be set-aside space for future demand. Several meetings have been held with the stakeholders, the general public, technical advisory committee, the Assembly Committee of the Whole, and the Board bringing everyone up-to-date on the decisions so that input could be provided along the way. He provided the final recommendations and brought the Board up-to-date on where they stand on them.

AECOM has divided the airport into the Airfield, the Terminal Area, General Aviation Areas, and Other for the purpose of this presentation. On the Airfield, most of what was required was done in the last master plan. Now they are talking about addressing the FAA's concerns on the three taxiways (C, D and E) that do not meet current standards in terms of safety. They are currently undergoing a Runway Incursion Mitigation Plan to see how they could be changed to make the Airfield operate safer. There is stabilization on the float pond to keep it up and operational. Rehabilitation of Taxiway A is going on right now.

On the Terminal, reconstruction of the north end of the terminal, rehabilitation of the 135 Apron to keep it operational, adding a second position air cargo hard stand – loading and unloading, redevelopment of the terminal knuckle area, expansion of the 121 area – gate lobbies on the second floor. When the terminal gets pushed out, the rental cars have to go someplace else. With the small area that is available for parking, the plan would be to build a parking structure as the appropriate next step in parking. Remembering that this is a sustainability plan, they looked at improving bus connections to downtown and doing things that whenever the terminal remodel is done, they meet the modern standards of energy efficiency and sustainability issues. Another thing is to relocate the tower. When the knuckle area gets ready to be rehabilitated, they are hoping to make it coincide with the FAA's decision to relocate the Aircraft Control Tower.

The General Aviation Area is adding float docks to the float pond, preparing areas near the SREB (Snow Removal Equipment Building) for development of hangars, reconstruct Alex Holden Way and then the properties alongside it need to be more revenue producing and more appropriate to an airport and public face like Alex Holden Way. Prepare the east area and get the geo thermal loop up and running and have that area ready for future development of hangars, support facilities and fixed base operators. Finally, the ARFF (Aircraft Rescue & Fire Fighting) building is being reconstructed, extending the EVAR (emergency vehicle access road) out so that emergency and maintenance vehicles can get out into that area when needed. Other projects are construct a SREB, which is underway now; construct a sand and chemical storage building; replace snow removal equipment; and acquire wetland access vehicle. With the wetlands so close to the airport, there are

no vehicles that can go out and traverse the area. A vehicle that can go out there in an emergency is a good idea.

They have developed an Airport Layout Plan (ALP) that shows these things. The process is now to give this to the FAA. First the FAA approves the forecast, which they have approved; the second is the Airport Layout Plan. They review it to make sure it has airspace compatibility with other facilities and that they agree that it is a proper use of the land and a proper expenditure of the funds that will be requested for development. They are really making sure that things are well-thought out. Three things will change on the current ALP: the coordinates for the float pond, a note for the airport datum, and determine what the threshold siting criteria are. This is turned into the FAA, who takes between 60 and 90 days to distribute it throughout the FAA, get everyone to sign off on it and then it is the approved Layout Plan for the Juneau International Airport.

A meeting is scheduled with the financial consultant, who is part of the team, and they are looking over leases and trying to figure out how these items will be paid for over the years. If they cannot be paid for in the year that AECOM has identified them, then when would they be paid for. This is a financial feasibility and financial package. These will be associated with a passenger level getting to a certain point, then it kicks in a need for an improvement and then put together a financial feasibility plan. At that point, the Master Plan will be completed. It will be submitted to the Board, and then the Assembly for adoption, and then it will be sent to the FAA for final approval.

Airport Engineer Ken Nichols noted that the three changes will be incorporated so that an accurate as possible document is submitted to the FAA. The presentation given to the Committee of the Whole has been posted to the Airport's Project Plan website. While the FAA is reviewing the Airport Layout Plan, the other two chapters of the document will be worked on. Hopefully when the FAA approval is received, they will have a final document that can be packaged, brought back to the Board for their review and recommended to the Assembly for final adoption. *David Epstein moved, Jerry Godkin seconded, that the Board approve the Draft Airport Layout Plan as presented and forward to the Federal Aviation Administration for review. The motion passed by unanimous consent.*

B. Special Presentation Airport History. Airport Manager Patty Wahto said she and Marc Cheatham will be giving the presentation. She said there had been a lot of research that went into this project. The City asked three departments – the City Manager, the Airport and Lands – to put together a presentation given at the Juneau/Douglas City Museum. The presentation was called “*Capital City Landmarks: Stories from the Ground Up*”. The research information would be vetted twice, and then a third piece would blow all of the theories out. They found out that this could be the beginning of a very good project for somebody to continue on, get additional information and learn more about the airport. There was a lot of help on this project including Mal Menzies (who continues to bring in information), Joe Heuelsen, Kris Ritter, and Marc Cheatham. She

appreciated everyone's work on this. [The PowerPoint document is available on the web at <http://www.juneau.org/airport/documents/JuneauAirportHistory12-13-16Alt.pdf>.]

VII. **NEW BUSINESS:**

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

1. Christmas Lights Flights Fundraiser. The annual Christmas Lights Flight fundraiser will be taking place Friday, December 16 from 4:30 p.m. to 7:30 p.m. (weather permitting) at the north end of the terminal. This is a fundraiser for the Children's Tumor Foundation and Lions Sight Project.

2. Airport Engineer Report (Attachment #2): Airport Engineer Ken Nichols reported he is working with the consultant for the Runway Safety Area (RSA) IIB project and the environmental assessment that goes along with the EVAR (Emergency Vehicle Access Road), and the hard stand. He is meeting with the FAA on the float pond improvements and other capital improvement projects on Monday. The Runway Incursion Mitigation project is going along. The lavatory dump waste station water enclosure plan has been received and he is working on the concrete for that project. Board Member Mal Menzies requested minutes from public meetings for the capital projects be posted to the website.

3. Airport Architect Report (Attachment #3): Airport Architect Catherine Fritz reported quite a bit of construction occurred on the ARFF (Aircraft Rescue/Fire Fighting) building project in November. The SREB (Snow Removal Equipment Building) contractor was still active on the site to try to get things moving, but then the cold weather set in and they decided to shut down until January. There is still administrative work – dealing with submittals and drawings – so they will be able to begin in earnest when the weather allows in the spring. A Dispute Resolution Board (DRB) for the SREB has been partially formed. The contractor has selected his selection; the City has made their selection. The third person will be chosen by the two members selected by the City and contractor. A project orientation will happen so that when construction begins, the DRB will be in place. The ARFF project does not require a DRB.

The design documents are almost complete for the electric panels changed out in the bag well. The cost estimate will come with these documents. There will be prices and multiple options for signage at the front of the building at the January meeting. There are a few smaller maintenance/concession projects occurring. The food concession is trying new things. There are a lot of people happy about the hot food items.

VIII. **CORRESPONDENCE:** None.

IX. **COMMITTEE REPORTS:**

A. **Finance Committee:** None.

B. **Operations Committee:** None.

X. **ASSEMBLY LIAISON COMMENTS:** Assembly Member Loren Jones said he had a couple of procedural questions: He said when the minutes are approved he sees them when they are done. But people do not see the minutes until after they are approved. Most Board's put out a draft. It will be very hard for the public to see a set of minutes to decide to attend the next meeting because of the last month's minutes. He felt this should change. He said there are other meetings that the Airport Board has held with no documentation that they have taken place. The Assembly Finance Committee will meet tomorrow and get things in line. They will probably start in earnest in February. Mr. Jones said the Mayor was very appreciative of the Airport Board's work and the plan and getting the finance pieces together. He thought all of the Assembly is very appreciative of what goes on at the Airport. He said the process is oftentimes confusing to them.

XI. **PUBLIC COMMENTS:** None.

XII. **BOARD MEMBER COMMENTS:**

A. David Epstein said his wife constantly tells him of the cold water for hand washing in the restrooms. He thought it was good hygiene to have hot water in the restrooms. Mrs. Wahto said it is possible to look at something else. Ms. Fritz said this is a big challenge because the water consumption has been cut significantly by having the motion sensor. It is a big challenge to have hot water at every station when it first turns on. This can be addressed.

B. Dennis Harris said he hoped they can keep better track of the State budget when the Governor's budget comes out and during the Legislative session about them trying to take the Airport's funding away again for all the other Airports except Juneau and Kenai. Perhaps some feelers ought to be put out to the Public Works and Division of Aviation to find out their plans. This is something that needs to be defended strongly. Mrs. Wahto said when the Department updates for State and Federal funding were sent, she still kept the State funding as a request. Regardless of what is going on, the Airport is still going to fight for the State matches.

C. Marty Myers said he will not be in attendance at the January meeting because he would be in Denver. He was not sure he would be available to call in.

XIII. **ANNOUNCEMENTS:** None.

XIV. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on January 10, 2017, at 6:00 p.m. in the Alaska Room.

XV. **EXECUTIVE SESSION:** None.

XVI. **ADJOURN:** *The meeting adjourned by unanimous consent at 7:07 p.m.*