

MINUTES of  
AIRPORT BOARD MEETING  
March 14, 2007  
Aurora Room, 7:00 p.m.

I. **CALL TO ORDER:** Chair Ron Swanson called the meeting to order at 7:00 p.m.

II. **ROLL CALL:**

Members Present:

Pete Carlson	Eric Forrer	Ron Swanson
Gordon Evans	Joe Heueisen	

Member Absent:

Fred Gaffney	Jerry Godkin
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Staff/CBJ Present:

Dave Palmer, Airport Manager	Catherine Fritz, Airport Architect
Patricia deLaBruere, Arpt Business Mgr.	Pam Chapin, Airport Secretary
Ben Mello, Airport Planner	Jonathan Anderson, CBJ Assy. Liaison
Jerry Mahle, Airport M&O Superintendent	

Public Present:

Nathan Leigh, USKH	Connie DePute, Hangar Owner
Allan Heese, Public	

III. **APPROVAL OF MINUTES:** *Pete Carlson moved, Eric Forrer seconded, the adoption of the February 14, 2007, Regular Monthly Meeting minutes as presented. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** *Pete Carlson moved, Joe Heueisen seconded, to approve the agenda. The agenda was approved by unanimous consent.*

V. **PUBLIC COMMENTS:** Allan Heese said that the Airfield crew had done an outstanding job on snow removal.

VI. **UNFINISHED BUSINESS:**

A. **EIS Update:** The EIS is going to the printer next week. It should be available a week or two after that. There will be a 30-day comment period. Once an agreed alternative was reached, Carson Dorn has been asked to work on the permitting. A meeting has also been held with Community Development to anticipate the necessary City permits.

Although the revision of the City's Comprehensive Plan will not affect the EIS permitting, the Airport has requested a new zoning category for the airport. The Airport is currently zoned industrial. Industrial does not allow for things like restaurants, retail commercial, etc.

B. **Finance Committee Report:** Pete Carlson reported that the first meeting reviewed where the Airport stands on all the rates and fees, and when those were last increased. Some Consumer Price Indices were discussed. Different scenarios were discussed. No action was taken at this meeting. The next meeting is scheduled for March 27. Numbers will be plugged into the rates and charges model to see if charges are applied to the budgets today and the ripple effect through fuel flowage, terminal rents, land rents, and everything else. Mr. Carlson noted that AOPA land use rates

AIRPORT BOARD MEETING

March 14, 2007

Page 2

show a range from \$.06 per square foot per year to approximately \$.90 per square foot per year.

VII. **NEW BUSINESS:**

A. **Report on AAAE Airport Planning, Design and Construction Symposium:**

Chair Swanson said the symposium focused on the concept of moving people. A number of airports had results of surveys that they did on their airport. The questions included baggage handling, ticket counter lines, etc. Questions JNU might ask could include the need of concessions inside the hold area. A survey would be helpful to the cause of the terminal project. It was noted that McDowell has been surveying passengers for some time. Perhaps the Airport can tag onto that survey. It is important that the information gathered is validated and legitimate. The Board wanted to look into surveying passengers.

Airport Manager Palmer reported on a session with FAA regarding the FAA Reauthorization Bill, The Airport will continue to receive FAA AIP discretionary funding at this time, but this funding will be taken away from medium and large hub airports. The PFC may increase from \$4.50 to \$6.00 and may be used for any item (including maintenance).

B. **Airport Manager's Report** (Attachment #1)

VIII. **ASSEMBLY LIAISON COMMENTS:** None.

IX. **PUBLIC COMMENTS:** None.

X. **BOARD MEMBER COMMENTS:** Chair Swanson thanked the office staff for going above and beyond in helping with snow removal around lights on the airfield. He also thought that the Airfield crew has done an excellent job on snow removal. He thought a thank-you dinner should be held for the employees and wives in the near future. The Board agreed with this proposal.

XI. **ANNOUNCEMENTS:** Chair Swanson said he will be gone for the next Board meeting. Gordon noted he would be going south on March 20 through April 9. Pete Carlson will get together with the Airport Manager to set up the agenda.

XII. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on April 11, 2007, at 7:00 p.m. in the Aurora Room.

XIII. **ADJOURN:** *Gordon Evans moved, Pete Carlson seconded, to adjourn the meeting. The meeting adjourned by unanimous consent at 7:35 p.m.*

## ATTACHMENT #1

### JUNEAU INTERNATIONAL AIRPORT MANAGER'S REPORT

March 14, 2007

1. Snow removal continues. Seasonal staffing ended February 28. Most of the seasonal staff was unable to continue due to other obligations, but one seasonal person and the two temporaries have remained on staff. We are operating with a minimal crew, given the continuous snowfall. Patty, Ben, and John shoveled taxiway lights in the snow storm the previous week.
2. The dredging conceptual plan is being finalized. Once the record of decision is issued, we can move ahead on the construction design for the dredging, with a goal to start dredging in the Spring of '08.
3. An appraiser from Black-Smith, et al, is here this week. A discussion was held regarding a work plan piggy-back on field lease rate research with the work they are doing here. They were not very encouraging that the work they are doing will translate to lease rates on the airport. They suggested setting the rates where the Airport thought they ought to be and take the heat, because the heat will be there with or without expending money for an appraiser.
4. Working with Tom Carson of Carson Dorn Engineering, we have met with SEAL Trust regarding the mitigation plan. Ben and I also met with CDD staff to coordinate CBJ permitting in anticipation of the record of decision.
5. Rod Swope has reported he is in discussion with Alaska DOTPF that may result in an exchange of snow removal on Yandukin Drive duties. A letter was received from DOTPF, which states Yandukin Drive is the Airport's road because it is the Airport's right-of-way and it doesn't matter whether federal money was used to build it or that it is part of the National Highway Transportation System. They offered to hand more than ten other roads to the City in order for DOTPF to plow Yandukin. If Federal Highways does not do something to convince them that Yandukin is their responsibility, the Airport will try to work something out with the Street Department.
6. Hardstand refurbishment startup has been delayed by weather. A test of ground freeze depth was conducted earlier in the day. The frost level is about three feet, but the material is not wet. The work could begin immediately, but the replacement material is not available for approximately one and one-half weeks.
7. The Alaska Airlines enplanement report for February shows an increase of 8% over last February. The January enplanement increase was over 9%.
8. The Airport's wheels rolling disaster drill will occur on April 28, 2007, from 8:00 a.m. to 1:00 p.m. on the west side of the airport. The emergency vehicle access road/trail will be closed and well noticed.
9. We had a "vehicle deviation" where the last plow of a group of three snow plows entered the runway before clearance was obtained. Our certification inspector worked with both management and crew, and together developed several ideas and suggestions to heighten awareness and eliminate these incidents. The CAPSTONE program is not being used as it is not helpful. It uses a generic map that is not very helpful. CAPSTONE would not help in the vehicle deviation that occurred.
10. A new driver's test was developed and is being taken by everyone who holds driving privileges on the airfield.