

MINUTES of  
AIRPORT BOARD MEETING  
April 9, 2008  
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:

Gordon Evans	Butch Laughlin	Ron Swanson
Eric Forrer	Bill Peters	Steve Zimmerman
Jerry Godkin		

Staff/CBJ Present:

Dave Palmer, Airport Manager	John Coleman, Airport Business Mgr.
Patricia deLaBruere, Dep. Airport Mgr.	Catherine Fritz, Airport Architect
Jerry Mahle, Airport M&O Super't	Paul Wescott, Airport Engineer

Public Present:

Connie DePute, General Aviation	Pete Carlson, AOPA/AAA
Tom Williams, Ward Air	Ella Rogers, Glacier Restaurant
Greg Skinner, Juneau Empire	

III. **APPROVAL OF MINUTES:** *Bill Peters moved, Steve Zimmerman seconded, the adoption of the March 12, 2008, Regular Monthly Meeting minutes. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** *Gordon Evans moved, Steve Zimmerman seconded, to approve the agenda. The motion passed by unanimous consent.*

V. **PUBLIC COMMENTS:** None

VIII. **UNFINISHED BUSINESS:**

A. **FY 08 Supplemental Budget Request:** Deputy Airport Manager Patricia deLaBruere said that based on the budget approved at the regular Board meeting in March, the Airport will need a supplemental budget request of \$81,800, which includes a \$43,700 transfer from retained earnings. *Gordon Evans moved, Bill Peters seconded, Board approval of \$81,800 in supplemental spending request. As part of this request, a transfer of \$43,700 in retained earnings is required. The motion passed by unanimous consent.*

Ms. deLaBruere also noted that the presentation of the Airport's budget to the Assembly will occur on April 24, 2008. Chair Swanson said that Board attendance and support of this meeting would be good.

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IX. **NEW BUSINESS:**

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

1. A request for passenger fee proceeds has been forwarded to the Mayor and City Manager (Attachment #1). There is support from Merrill Sanford regarding the concept. The request was directly tied into the number of cruise ship passengers versus the total number of passengers that go through the terminal. Chair Swanson said the Airport's Assembly Liaison David Stone (and Chair of the Assembly Finance Committee) said he would support it if the Airport had the numbers.

2. Included in the proposed regulations to set the rates and charges adopted by the Board is a provision to allow the Airport Manager to institute parking decals or letters of authorization for vehicle parking 'inside the fence'. The regulation also will allow a \$12.00 per day parking fee to be imposed on those vehicles parking without permits. The regulation reads, "**Airfield Parking.** No vehicle or equipment may be parked or stored on the airfield without a current Airport-issued decal or approval by the Airport Manager. Any vehicle or equipment in violation of this may be charged a daily parking fee of \$12 per day." However, this item may not be approved by the Law Department and, therefore, may not be included in the final proposed regulation.

3. The 'clock' has been started on the review period for the permits required for the runway safety area project. Some agency proposed conditions related to mitigation are under discussion. The Coastal Management review has been held up at the State level since July. The clock started on April 4, 2008, and the process is moving ahead. Two issues are the development permits for the State and the other is related to the refuge. The State was going to transfer ownership of the refuge lands that are needed to the City.

A mitigation plan was negotiated as part of the EIS. When that payment is made, it will be considered compensatory mitigation. Once the check is written, the City's obligation is satisfied. The SEAL Trust will implement the mitigation by purchasing land. Of that \$5.2 million, a little more than \$1 million was to go to the State to mitigate the impact on the refuge. The refuge land is the border of the Airport out to Mendenhall River on the west. The east side includes 520 feet wide by 280 feet. The State is proposing new provisions for mitigation that are not acceptable. A meeting has been scheduled with the City Attorney, the Mayor, and the City Manager to review how to prepare comments.

4. New hangar construction at Block "O" (east side) is underway. Block "I" (west side) groups are formed and working on design and permits.

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5. The former JPD impound lot has been listed with a realtor in an effort to locate a suitable tenant. Some conditions make this property unique in that permanent structures cannot be built and it has to be compatible with the neighborhood.

6. An update to the terminal renovation and snow removal equipment facility projects is attached (Attachment #2). Airport Architect Catherine Fritz reported that five bids were received for the first phase of the terminal work. The low bid was North Pacific Erectors (NPE) at \$1,825,330, which is approximately 11% above the estimate. The money is available and staff plans to move forward. The highest bid was \$2.549 million to the NPE bid. *Gordon Evans moved, Bill Peters seconded, to recommend that the Assembly award the low bid. The Board recognizes that it is over the estimate and that budget is available. The motion passed by unanimous consent.*

7. An update on the Airport Engineer's projects is attached (Attachment #3).

X. **ASSEMBLY LIAISON COMMENTS:** None

XI. **PUBLIC COMMENTS:** Tom Williams, Ward Air, said that TIA, a local title insurance company, will not do title insurance needed for platting, filing and use of units. This has been done because of problems with the home owner association-type agreements. Ms. deLaBruere stated that the bank usually requires the lease to be recorded and then works with the person financing the hangar.

XII. **BOARD MEMBER COMMENTS:**

A. Ron Swanson said he and Dave Palmer met with Deputy Commissioner of Aviation for the Alaska Department of Transportation and Public Facilities earlier in the week. He did not think the State would be providing any ARFF money. They felt the AIP match money would go up for the next five years and that is the way the State prefers to support Juneau International Airport.

B. Jerry Godkin, as the Finance Committee Chair, thanked the staff for the many hours put into the budget. They helped him through his first year as Chair.

C. Ron Swanson thanked staff for the minutes of the last meeting.

XIII. **ANNOUNCEMENTS:** None.

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- XIV. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on May 14, 2008, at 7:00 p.m. in the Aurora Room.
- XV. **ADJOURN:** *Bill Peters moved, Steve Zimmerman seconded, to adjourn the meeting. The meeting adjourned by unanimous consent at 7:41 p.m.*