

MINUTES of
AIRPORT BOARD MEETING
July 9, 2008
Aurora Room, 7:00 p.m.

I. **CALL TO ORDER:** Acting Chair Jerry Godkin called the meeting to order at 7:00 p.m.

II. **ROLL CALL:**

Members Present:

Gordon Evans	Butch Laughlin	Steve Zimmerman
Jerry Godkin	Scott Watts	

Members Absent:

Laurie Berg	Bill Peters
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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 Supt.	Paul Wescott, Airport Engineer
Ted Anderson, Airport Planner	

Public Present:

Ella Rogers, Glacier Restaurant	Pete Carlson, AOPA/AK Airmens
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III. **APPROVAL OF MINUTES:** *Gordon Evans moved, Butch Laughlin seconded, the adoption of the June 11, 2008, Regular Monthly Meeting minutes. Steve Zimmerman noted a change to the minutes on page 4, item D under Board Member Comments as follows, "Steve Zimmerman said that Butch Laughlin and he began on the Board in September 2007. Bill Peters began in February and two new members will begin in the next month. Thus, only two members will have been on the board for more than ten months. He suggested that the board needs to schedule a retreat as soon as possible and that past members should be invited to attend the next retreat." Discussion was held on holding a Board retreat or an orientation/informational meeting. Butch Laughlin moved, Steve Zimmerman seconded, to amend the minutes (as noted above). The minutes as amended were approved 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

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VI. **ELECTION/APPOINTMENT OF OFFICERS AND COMMITTEE ASSIGNMENTS**

A. *Gordon Evans moved, Steve Zimmerman seconded, to elect Jerry Godkin as the Board Chair for the next year and asked unanimous consent. The motion passed by unanimous consent.*

B. *Steve Zimmerman moved, Butch Laughlin seconded, to elect Gordon Evans to continue as Vice Chair for another year. The motion passed by unanimous consent.*

C. *Gordon Evans moved, Steve Zimmerman seconded, to elect Butch Laughlin as Secretary. The motion passed by unanimous consent.*

D. **Committee Assignments:** Chair Godkin appointed the following people to the following committees:

1. Finance Committee will consist of Butch Laughlin (Chair), Bill Peters and Scott Watts.

2. Operations Committee will consist of Steve Zimmerman, Laurie Berg and Gordon Evans.

VII. **UNFINISHED BUSINESS:** None.

VIII. **NEW BUSINESS:**

A. **Grant Approval:** A motion of the Board was requested to request the Assembly's adoption of Ordinance 2008-15(E). This ordinance appropriates Legislative grant funds from the Alaska Department of Commerce, Community and Economic Development for Airport and Port projects. The ordinance appropriates \$1,300,000 for the Airport Terminal Expansion Project. *Gordon Evans moved, Steve Zimmerman seconded, that the Board urges the Assembly to appropriate \$1,300,000 for the terminal expansion project. The motion passed by unanimous consent.*

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

1. Alaska Energy Authority ("AEA") grant award report was premature. The AEA, while advising our grant was successful, now reports that the grant won't be funded unless Legislative Budget and Audit funds are made available; they are seeking those funds.

2. A "Cell Phone Waiting Lot" is in service adjacent to the AIH store. This lot offers a free parking area for drivers who are waiting to pick up passengers at the terminal. Arriving passengers then use their cell phones to call when at curbside and ready for pickup.

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3. Project status reports are attached (Attachments #1 and #2). Catherine Fritz reported that the roof is done. The siding and windows on the airfield side will be started soon. The road paving has been delayed until August. Phase II will be a \$12.5 million project and it is in design. It is expected to be advertised for bid on December 18, 2008, with a bid opening of February 3, 2009.

Some conceptual design work for the sno man building will be finished on July 18, 2008. A couple of the components will be done very quickly because the money has to be spent before the end of August. The sno man building is expected to be completed by 2011.

4. A summer intern, Clarissa Suson, has been hired to work with Catherine Fritz on the architectural projects.

5. Paul Wescott reported the RSA project is in design. A 60% set of plans is expected by July 15. Work is being done on the MALSRs for Runway 8. Steve Zimmerman suggested that the Wildlife Working Group should convene a meeting to review the Runway Safety Area plans.

6. The Airport has received \$14.7 million, \$10 million, and the promise of another \$5 million in AIP grants. The Airport needs \$30 to \$35 million to bid the RSA project. It is a juggling act with the Congressional reauthorization and, therefore, the FAA does not know what they have to spend. The FAA also gets scored on spending the money that is granted.

7. The Remote Transmitter Radio site needs to be moved. Although a lease signed by the FAA stated that they would move the equipment, they refuse to do so. A reimbursable service agreement will have to be signed, which has the City pay for the FAA staff time and efforts to move the FAA facility. It will be moved behind the Flight Service Station.

8. The Airport has a hearing pending before the Administrative Law Judge on a proposed fine by the TSA for an exit lane violation. Informal hearings have been held, but to no avail. The TSA has the burden of proof.

9. The Airport is moving ahead with signing an agreement with NorthStar so that they know they will have landing spaces and can construct their visitor center. Airfield Maintenance & Operations Superintendent Jerry Mahle noted he felt that this area for helicopters was dangerous. When asked if any incursions had occurred, none were noted. It was noted that Alaska Airlines thinks they can work with the space that is left.

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10. Discussion was held on the orientation meeting. It was suggested that it be held in late September or early October and in the evening. This will be further discussed at the next meeting.

IX. **ASSEMBLY LIAISON COMMENTS:** None. Chair Godkin said he had talked with the Mayor about the Board's concern about the liaison not being present. The Mayor was going to talk to Mr. Stone and noted that the Finance Committee meeting conflicted with the Airport Board's meetings. Further contact with the Mayor will be upcoming.

X. **PUBLIC COMMENTS:** None.

XI. **BOARD MEMBER COMMENTS:**

A. Gordon Evans noted that Alaska Airlines is pouring concrete in their hangar in Seattle. The trucks were lined up and continuing to dump their loads. He asked if Qantas had any plans of serving Juneau. Deputy Airport Manager Patty deLaBruere replied that they were here for some flight tests in conjunction with Alaska Airlines. Qantas does not intend to begin service in Juneau.

B. Butch Laughlin suggested that the Chair contact Bill Peters and ask Mr. Peters to call when missing a meeting as this is protocol. Gordon Evans noted that one person was booted off the Board because of the lack of attendance. Chair Godkin said he would have a conversation with him.

XII. **ANNOUNCEMENTS:** None.

XIII. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on August 13, 2008, at 7:00 p.m. in the Aurora Room.

XIV. **ADJOURN:** *Gordon Evans moved, Butch Laughlin seconded, to adjourn the meeting. The meeting adjourned by unanimous consent at 7:57 p.m.*