

MINUTES of
AIRPORT BOARD MEETING
August 11, 2022
6:00 p.m. via ZOOM

I. **CALL TO ORDER:** Acting Chair Dan Spencer called the meeting to order at 6:02 p.m.

II. **ROLL CALL:**

Members Present:

Dennis Bedford

Jerry Kvasnikoff

Eve Soutiere

Jodi Garza

Chris Peloso

Dan Spencer

Member Absent:

Al Clough

Staff/CBJ Present:

Patty Wahto, Airport Manager

Wade Bryson, CBJ Assembly

Phil Adams, Deputy Airport Mgr.

Sherri Layne, CBJ Law

Ke Mell, Airport Architect

Mark Fuelle, CBJ Fire Dept.

Chris O'Brien, Airfield Maint.

Public:

Ken Nichols, DOWL/HKM

III. **APPROVAL OF MINUTES:** *Jerry Kvasnikoff moved approval of the minutes of the July 14, 2022, Board meeting. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** Airport Manager Patty Wahto asked to add Item A2 under New Business, Terminal Ramp Apron Capital Improvement Project Phase 1 Contract. *The agenda was approved by unanimous consent.*

V. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS:** None.

VI. **COMMITTEE ASSIGNMENTS:**

A. Finance Committee: Jodi Garza (Chair), Chris Peloso, Dan Spencer

B. Operations Committee: Dennis Bedford (Chair), Jerry Kvasnikoff, Eve Soutiere

VII. **UNFINISHED BUSINESS:** None.

VIII. **NEW BUSINESS:**

A. **Passenger Boarding Bridge/Jetbridge 5 Design Grant.** Ms. Wahto reported the City received an FAA (Federal Aviation Administration) grant in the amount of \$187,442. A contract has been negotiated with Jensen Yorba Wall. The budget was \$200K for design. Approval is needed for the grant only as the local match (1% sales tax) has already been appropriated. *Jodi Garza moved to approve the appropriation of*

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an FAA AIP grant award in the amount \$187,442 for Design of the Passenger Boarding Bridge/Jetbridge 5 Replacement. The motion passed by unanimous consent.

B. Terminal Ramp Apron Capital Improvement Project (CIP) Phase I Contract.

Ms. Wahto said the Airport went out for the design of the Terminal Ramp Apron. One proposal was received from DOWL. The Airport has negotiated a contract with DOWL. Local funds have been appropriated as match. Staff would like to move forward with Phase I of the contract in the amount of \$182,501. Paperwork for the grant has been submitted, which will generate a meeting hopefully next week. This would allow DOWL to get preliminary work done. *Jodi Garza moved to approve the Terminal Ramp Apron Capital Improvement Project Phase I contract with DOWL at a cost of \$182,501 to be forward funded by previously appropriated local match funds. The motion passed by unanimous consent.*

C. Airport Manager's Report:

1. Airport Fund Balance and Capital Revolving Account Balance (Attachment #1).

There has been no change on these documents. Staff continues to work with the Finance Department to get updated numbers.

2. CARES/CRRSAA/ARPA Fund Balance (Attachment #2). There has been no change on this document. A Finance Committee meeting needs to be held to review some of the information on there and see if more projects can be moved forward.

3. FY 2022 FAA Contract Tower (FCT) Competitive Grant Program projects under the Bipartisan Infrastructure Law (BIL) were announced August 4, 2022. An application for a new control tower was sent in and denied. The letter also asked that the Airport reapply. Ms. Wahto will continue to try to get a new Air Traffic Control Tower.

4. Jordan Creek Slough Slough and Culvert. The slough that is behind the hangars has sloughed off due to heavy rains. Staff is monitoring this area. Community Development has been notified. At the same time this problem was noted, a dip when entering Gate K has been noticed. When staff looked at this, it is fatigue of the culvert. Staff is looking at possibly replacing the culvert. This is a very important area as it gives access for the fire trucks onto the airfield. This failure seems to be occurring fairly rapidly. The funding for this would be CARES Act funds as this is a maintenance item.

5. LAB Hangar. Staff was informed that the sale has fallen through at this time. The Board will be informed of any further developments.

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6. Bag Claim Floor Tile. Staff has received a price of \$176,226 to complete the tiling on the first floor, which is currently carpeted. This would make the area continuously tiled. A supplemental agreement will be needed by the Assembly as it is going through the Terminal project. This is part of the Terminal Project local match.
7. Block M Hangar Flooding/Topo Map. An Operations Committee meeting has been scheduled for August 16 at 2:00 p.m. to discuss this area. A map was done by DOWL and shows that the area is pretty flat. Another tenant has come from the west side to note hangar flooding.
8. United Parcel Service (UPS) Package Bin Theft. UPS has been experiencing theft. Because they are open for limited hours, people are shoving their packages or dropping them near the drop boxes outside their door. This has pulled a lot of people over there that have taken and opened packages. Staff is working with UPS to come up with something to prevent this in the future.
9. Airport Triennial Wheels-rolling Emergency Exercise. This drill took place on July 23. There were just under 100 volunteers. The debrief was held yesterday with a lot of good comments. Ms. Wahto thanked Phil Adams for his work on this drill. He did an excellent job.
10. Hot Topics. The following is a list of on-going topics that staff is working on in addition to the regular Project Reports:
 - *Title 49 (Jordan Creek) Variance Request*. In talking with Community Development, they thought the Airport could have had a little stronger presentation within the variance request. They asked for several items, with one remaining. Until then, it has been pulled from the Planning Commission agenda. The Board will be apprised when that goes before the Planning Commission.
11. Airport Project Managers Reports (Attachments #3 and #4): Ms. Wahto reported the Terminal Reconstruction Project continues with the punch list items, including a few more items that have been added (i.e., the tile in the baggage claim area). The roof inspection has been rescheduled after some work has been done. The glass for the upper floor center section has not been received.

The Terminal Fire Alarm Project has one more final testing, to be done at night.

The Sand/Chemical building roof has some leaks. The roof has not been accepted. Carlisle will not warranty a roof that is not to their satisfaction.

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The Float Pond Improvement Project Phase II was bid with a closing date of August 17. A special Board meeting will be held on August 18 for the float pond design and grant. The grant corresponds with the Federal fiscal year.

A few items are being wrapped up on the Taxiway Project. A meeting will be held with the Contractor Secon and a few of the sub-contractors to go over some open items to be able to close out the project.

The Snow Removal Equipment Building (SREB) Wash Bay Protection is awaiting the proposal from Dawson.

The Airport has given a notice to proceed to AEL&P (Alaska Electric Light & Power) for two projects that will extend power to the float plane pond and power to the northwest development area. Respec will be contacting the tenants to tie in with this as the power is taken down the float pond road.

Ke Mell, Airport Architect, reported the Bagwell Mechanical Repair preconstruction meeting is scheduled for August 15.

The Sand Chemical Backup Electric Boiler contract modification for \$16K has been sent to Morris Engineering for their signature. Because of the lead time for the electric boiler, it will not be installed this fall. The Airport will have rent a boiler from Harri Plumbing.

The Airport expects a proposal early next week from DOWL for the Parking Lot Repairs for their Phase II work.

Ms. Mell met with TSA (Transportation Security Administration) regarding the Outgoing Baggage Belt Repair and Replacement. The TSA Planning Team will evaluate the peak bag belt usage to determine if the existing system needs to be upgraded. There is a fairly tight timeframe on this because there is a long lead time for the equipment.

IX. **CORRESPONDENCE:** None.

X. **COMMITTEE REPORTS:**

A. **Finance Committee:** None.

B. **Operations Committee:** Chair Bedford reminded everyone that there would be a meeting on August 16.

XI. **ASSEMBLY LIAISON COMMENTS:** None.

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XII. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS:** None.

XIII. **BOARD MEMBER COMMENTS:** None.

XIV. **ANNOUNCEMENTS:** None.

XV. **TIME AND PLACE OF NEXT MEETING:**

A. The Operations Committee will meet on August 16, 2022, at 2:00 p.m. in the Alaska Room and via Zoom.

B. The next regular Airport Board meeting will be held on September 8, 2022, at 6:00 p.m. in the Alaska Room and via Zoom.

XVI. **EXECUTIVE SESSION:** None.

XVII. **ADJOURN:** *Jodi Garza moved to adjourn. The motion passed by unanimous consent and the meeting adjourned by unanimous consent at 6:37 p.m.*