

MINUTES of
AIRPORT BOARD MEETING
February 18, 2021
6:00 p.m. via ZOOM

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

II. **ROLL CALL:**

Members Present:

Dennis Bedford
Al Clough

Jodi Garza
Jerry Godkin

Jerry Kvasnikoff
Chris Peloso

Member Absent:

Angela Rodell

Staff/CBJ Present:

Patty Wahto, Airport Mgr.

Di Cathcart, CBJ Deputy Clerk

Scott Rinkenberger, Dep. Airport Mgr.

Greg Smith, CBJ Assembly Liaison

John Coleman, Airport Business Mgr.

Teresa Bowen, CBJ Law

Mark Fuelle, CCF/R

Public:

Luke Canady, Public

Kent Craford, Alaska Seaplanes

JD McComas, APHIS Wildlife

Mike Wilson, Coastal Helicopters

III. **APPROVAL OF MINUTES:** *Dennis Bedford moved approval of the minutes of the January 14, 2021, Board meeting. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** *The agenda was approved as submitted.*

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

VI. **PRESENTATION: USDA WILDLIFE SERVICES UPDATE:** JD McComas, APHIS Wildlife Service, reported that in 2020 overall less birds were seen in total, but more crows and mallards were seen. Less eagles and ravens were seen. Anti-perching devices have kept the eagles from perching on the approach lights. A new wire grid was installed on the approach lights just east of the Mendenhall River, which seems to be working well. Recently there was a bird strike of snow buntings, which is a very small bird. It caused Alaska Airlines to turn around and deplane. The plane was down for a couple of days because of the birds plugged up one of the sensors. A Wildlife Hazard Management Plan review was done to discuss prevention ideas. Birds like snow buntings have a perfect habitat at the airport in the wintertime. The Airport would have to pave every square inch. They will be actively hazed whenever they are seen and a NOTAM will be issued.

Mr. McComas said they will be installing signs to discourage feeding birds around the airport. There is at least one individual coming back and feeding birds on Maplesden on the

way into TEMSCO. He spoke to this person last week and it was not a pleasant conversation. He believed there is a City ordinance against feeding wildlife, as well as Maplesden is private and not a public road. This is one person continuously doing it, but now others are doing it, too. TEMSCO has been calling whenever this is seen.

Deputy Airport Manager noted that the person feeding birds on airport property may need to be trespassed from the airport. Mr. McComas said one of the personnel confronted another person feeding birds. While he was writing his notes, the same individual proceeded to throw food on the ground in front of the truck. Sirens were hit to send the birds off and the person also left. It would be good to get more authority because speaking to him does not faze him.

One major change that is occurring is switching the database to RGIS, so over time, they will be able to identify patterns of use from different times of year, from different types of habitat and species. Once data is accumulated on the RGIS, a map of airport hot spots can be developed for times of year and species. This will help them with management planning to dissuade birds from hanging around the airport. Two deer were taken last year as they were hanging out on the runway and actively crossing the runway. They were donated to a local native group.

Mr. McComas said a concerned citizen called from Douglas who said it appeared that the City employee gotten out of the truck, went into the marsh and shot a goose. What actually happened was in November or December, geese were coming in in large numbers into the slough just outside of the south-side safety area. Hazing was occurring but not working, but when shooting at the goose, it was clipped. It flew out to the marsh so it was not left to suffer. Every now and then lethal means are necessary to reinforce non-lethal means. Three geese were legally taken in 2020 and only two geese in 2019.

VII. **UNFINISHED BUSINESS:**

A. **Terminal Tour (Attachment #1).** A terminal tour was promised at last month's Board meeting. It is currently difficult to see a video with the way lighting is set up. A video tour will be done in March or April as some of the structures are built. Instead, Kris Ritter took pictures that are included in the packet.

B. **Baggage Conveyor Repair.** In August 2020, the Board approved a repair to a section of the conveyor belt that goes into the Transportation Security Administration (TSA) security screening at a cost of \$22,000. More issues have developed on this 35-year old system. It has a lot of wear and tear and power failures are a problem. Diagnostics were run on the Program Logic Controls (PLC) (the brains that integrate the whole system) and it was found that this is not working correctly and could not just be reprogrammed. The estimate for this brain piece is \$30,000 and this would have to go out for bid. Staff is looking for approval to replace the PLC at a cost not to exceed \$30,000. This was added to the FY21 budget. All of the pieces are individual, but they all have to program together.

Board Member Dennis Bedford asked if this purchase would be limited to replacing the one piece. Will it be compatible with components that might be replaced in the future? Ms. Wahto said this would give staff the ability to order this piece, but maybe this is something to be brought to the Finance Committee to do the whole system with a new PLC. Mr. Bedford said he has read advertisements that show newer, better, more efficient drive systems for these. Ms. Wahto said there are many gears, motors, and brains. This is something to be looked at before the order button is hit. Board Member Al Clough was also concerned if a 2020 PLC off the shelf would integrate with a 1980's or 1990 version of a bag belt.

Board Member Jodi Garza asked about an approximate cost for a new bag belt as opposed to piecing it together. Ms. Wahto said she did not have the cost, but expected it would be several hundred thousand dollars. It is not a huge system, but is certainly complex with all of the turns, etc. Chair Godkin was concerned about spending \$30,000 and then spend \$300K to \$400K for a brand new one and have this sitting on the shelf. Is it worth the money spent? He thought this was something that needed to be looked at, but would rely on management. Ms. Wahto said this certainly falls under the CARES Act bill. *Chris Peloso moved to approve the replacement and reprogramming of the Airport baggage conveyor Program Logic Control at a cost not to exceed \$30,000.* Mr. Clough did not object to spending the money but thought that due diligence should be done before spending the money. He thought there was more work that needs to be done. *The motion failed on a count of four to two (Peloso/Godkin).*

VIII. NEW BUSINESS:

A. **Budget: Airport Historical Budget Review and FY21/22 Budget Updates**

(Attachments #2, #3, #4 and #5). The Finance Committee met on February 9 and the first item was a historical budget review based on questions between allocations of the 121 and the 135/GA user groups that came up during the FY21/22 budget presentation. This goes back to last May when the Board asked staff to look at the inequities going back. Staff went back to 2012 through 2020 and presented the information to the Finance Committee. In looking at the actual expenses and revenues from 2021 and 2022 and putting those into a model going back in time and extracting that from the City's accounting database and putting it back in, staff found that there was a mix for a while of the 121 and 135 and then toward the end, it showed that the bulk of a credit (which was only a snapshot of the actual operations revenues) for the 135/GA users, which would make up a part of the Airport Fund Balance (AFB). It does not make up the entire amount as there are a lot of things off to the side. There were things that were taken out of the AFB (i.e., \$800K recently to assist with the Terminal Construction, does not account for the 3-month operating reserves, or anything that showed up prior to 2012).

The line was drawn at 2012 because prior to that, the accounting changed and it was a little more difficult to grab that accounting since that system is not in use. This was a very simplistic breakdown of expenses and revenues and those actuals. It did not take in

anything else, like anything that was removed from the AFB nor government accounting system. It was a simplistic view of how AFB could be looked at. It was presented as informational only. Part of this will come up when looking at the allocations at future Finance Committee meetings. This was agreed to be done soon, but needs to be done hand-in-hand with the new model as it is developed.

Ms. Garza asked about the attachment from the Finance Committee that was not included in the Board packet. She thought it was important to talk about or mention the cumulative totals with the context that Ms. Wahto provided about the things that were not included in the capital purchases, operating reserve, etc. Ms. Wahto said the Finance Committee meeting allows more depth and that was what the discussion was to be about. This is referenced here as it is part of the packet for the Finance Committee. It was not published in the Board packet because it was a snapshot. It is only for a period of time and does not include anything that was removed from that or any of the 3-month operating reserves. She did not include the full breakdowns, but rather provided a summary.

Ms. Garza urged the Board to look at Attachment #4 [Finance Committee agenda, February 9, 2021]. The disparity between the 135 and the 121 is pretty great even in its simplicity. Ms. Wahto said the snapshot for 2012 through 2020 does not include deficits as it would take months to go through the records. If you went back prior to 2012, it would not have any meaning. She agreed that people should look at this attachment. Ms. Garza said she thought it was important to see where it is at right now because the disparity is growing year over year. She felt it was important for the Finance Committee to spend time with the model looking at rates and getting it back in balance. Ms. Wahto said this will become even more evident as the allocations are discussed at future Finance Committee meetings.

Referring to Attachments #2, #3, #4 and #5, the Committee reviewed the FY20 actuals. In March of last year, a deficit was predicted of a little more than \$290K and it was planned to use AFB to fund that. The Airport drew down a little more than \$700K of \$21.7M CARES Act funds received in April to balance FY20 expenses and revenues in the amount of roughly \$7.4M.

When the FY21 and FY22 budgets were adopted, they were adopted as deficit budgets in March of 2020. FY21 anticipated the use of \$522,800 of AFB to balance. In FY22, a little more than \$700K in increased rates and fees were anticipated, and a small amount of AFB to balance. It was approved by the Board and sent to the Assembly. It was known that COVID would impact the budget, but it was not known how much. The CARES Act has come out to help with both of these.

Staff reviewed the FY21 and FY22 expenses and revenues and where the Airport would be without the CARES Act. In FY21, it was expected to have an increase of \$521K, with almost \$200K for the PFAS work. The Airport is still tracking this separately and keeping an eye out for federal funding, although if CARES Act funds are used, it will be a moot

point, or if it is eligible for some sort of insurance that the Airport carries. Regardless, it is being tracked separately and is an increase to the FY21 budget. There have also been repairs of heat pumps (which may be the result of AEL&P bump, but the expenses have to be increased regardless if the Airport is paid back). Contractual services have gone up, to include the DBE contract approved at last month's Board meeting, for a not to exceed \$55K per year for five years, as well as the \$25,000 for the finance model. All of this added up to a little more than \$525K in additional expenses for FY21. The revenues on the other hand have really taken a hit. The Airport expected about \$2.3M less in revenue based on projections in almost every category, i.e., rents, concession fees, landing fees, fuel flowage fees, security fees, etc. This \$2.3M does not include the \$1.153M that has to be tracked separately in rent abatement. Realistically, there is a little more than \$3M difference between the expenses and revenues that will need CARES Act funds for FY21.

FY22 planned some increases, i.e., contractual services and some other repair services. Some items went down, it was a give and take for a lot of things. Again, the revised revenues are not expected to rebound yet. No rate increases are proposed for FY22. The Airport is looking at almost \$2M less revenue than projected for FY22. Losses occur in every category. Another thing not mentioned is the Finance Committee proposed to continue the commercial aviation rent and tie down abatement through FY22, which would equate to \$1.1M that would add to the deficit. This would equate to about \$2.9M for CARES Act funds.

The Finance Committee approved:

- Cancelling the previously recommended rates and fees increases for FY22;

- Continue the rent abatement for commercial aviation tenants and support operations for FY22; and

- Approve the budget updates, as presented for FY21 Projected and FY22 Revised.

Chair Godkin asked about any notification of potential labor cost increases. Ms. Wahto said FY22 will include a 1% increase to begin on July 1. Chair Godkin asked if there was any end in sight for the PFAS money that the Airport is paying out. He said it seemed like an open checkbook. Ms. Wahto said the \$196K includes 15 more drill sites, permits, writing programs, and tests (which are not inexpensive). The monitoring goes on for quite a long time, maybe a year or more. All costs are outlined in the plan. The 400-page report is at DEC. The Airport is still in the testing and monitoring phase. This is being tracked separately and make sure that if environmental funding in relation to this becomes available, the Airport will have the records to show what has been done.

Kent Craford, Alaska Seaplanes, said he attended the Finance Committee meeting. He really appreciated all the effort Patty put into this. He said he knew it was a lot of work to go back and calculate all of the credits and debits. He also encouraged the Board to take a look at the agenda for the Finance Committee. He said they are also concerned about the historical disparity between the 135 and 121 carrying costs, but more so about what they are

looking at for FY21 and FY22. The analysis shows that the current disparity is pretty great. He was encouraged to see that there will be further Finance Committee meeting deliberations about this, about the model and about the allocation between the 135 and 121. He encouraged the Board to support the process. He hoped the next Finance Committee meeting will be scheduled soon to keep the momentum going. He said they are looking forward to the new model.

Mr. Craford said that Jeff Rogers, the CBJ Finance Director, attended the meeting and did not participate until the very end. He first praised the Finance Committee's work and Board's work on all of this. Then Mr. Rogers had an admonition that the Finance Committee members and the Board members need to keep in mind that appropriation power resides with the Assembly. Mr. Craford said that felt strange to him. It was the second time Mr. Rogers brought this up. He asked what this is all about. Is there something that the Finance Committee or the Board is doing relative to the CARES Act money or some other financial matter that the Assembly is concerned about? Is Mr. Rogers speaking for the whole Assembly, a particular member, or a group of Assembly members? Chair Godkin said the enthusiasm of this Assembly is very active with boards and they take it very seriously what happens with their boards. He said he felt there was a lot more oversight. They appoint the board and have the power to override anything they do. He noted that the Airport Board has a joint meeting with the Assembly next week. It is a Q&A, but he said he could research it to see if there is anything to it. Mr. Craford said the comment from Mr. Rogers was not specific, but kind of passive/aggressive. He wanted to know if there was something specific that the Airport is or is not doing that the Assembly is displeased with or concerned about the direction of the Airport. It felt like it was a message that was being sent. This is the second time that this admonition has been heard. Ms. Wahto paraphrased that it is what happens with the AFB and the authority to use it. She did not know that Mr. Rogers was necessarily saying that the Airport was not doing what it should be doing, but that there are restrictions once the money comes across that things still need to be appropriated or approved if it is coming from a closed out year. The Airport cannot just bring it forward or that certain things cannot be done.

Assembly Member Greg Smith said he is not aware of any specific concern about the Airport, the Airport's actions, the Board's and staff's especially related to the budget. He said Mr. Rogers is the Finance Director. He could not say why he said those things. He will check into it. He said the Board is probably aware of the tenuous state of the City budget, especially with the recent announcement by Canada and cruise ships. He thinks that the Assembly is concerned with how to preserve the Assembly and City fund balance to continue services and do what they need to do. He thought there was maybe some concern, especially with organizations that received CARES Act money, that there may be calls upon the Assembly to help support any of the enterprise boards. He did not believe that to be the case with the Airport.

Ms. Garza said that Mr. Rogers comment was from the question she raised at the end of the meeting, which was if there was something downtown in terms of Airport Fund Balance, because the question was asked earlier during the FY2021 budget session if the Airport Fund Balance is enough, a 3-month operating reserve has been what it was based on. She said she asked him if there was some methodology that the City used to figure out what the fund balance/reserves should be. Should it be more than three months? That was his answer, basically he was there to support Patty and that the Assembly would ultimately make sure that the Airport is spending money appropriately, etc. This was the second time this response was received from Mr. Rogers.

Al Clough said per the Finance Committee's recommendation, he moved the Board cancel previously approved Rates and Fees increases scheduled for the FY22 budget. The motion passed by unanimous consent.

Mr. Clough said per the recommendation of the Finance Committee, he moved to approve to accept applications from commercial aviation tenants/subtenants consisting of Part 121 air carriers, Part 135 air carriers and commercial aviation support operators (Fixed Base Operators, fuel farm, maintenance facilities, etc.) for rent abatement of fixed rate land lease, terminal lease and aircraft parking/tie downs at the Juneau International Airport for an additional one-year period from July 1, 2021 through June 30, 2022; and re-assess thereafter for additional abatement periods. City Attorney Teresa Bowen stated that this covered a broad range of tenants and, therefore, created not conflict of interest. The motion passed by unanimous consent.

Mr. Clough said consistent with the Finance Committee, he moved to approve the FY21 Projected and FY22 Revised budgets, as shown in Attachments #2, #3, #4 and #5, using CARES Act funds for Expenses not covered by Airport Revenues, and forward to the Assembly for adoption. The motion passed by unanimous consent.

Ms. Wahto said she wanted to make sure that when people look at what comes out in the City financials, that they understood it will look a little bit different. The bonds go in and go out. The Board approved the expenses and revenues. When it comes before the Assembly, the Finance Department will add in and subtract the bonds, so it is a net zero. She said there will be additional Finance Committee meetings soon to look at the allocations, new model and recognize that the CARES Act fund will not go on forever – it lasts until April 2024. If some type of rebound is not seen in 2023 or 2024, something will need to be done. Along with rate increases, it may be reduction in services.

B. CARES ACT Funds Summary. CARES Act funds of \$21.7M were received in April of 2020. In May 2020, there was a sample breakdown that has been used as the model in how to divvy up the CARES Act.

\$14M Airport revenue supplement/COVID expenses

\$3.1M CBJ GO bond debt on Terminal (*reimburse debt service on/ after April 14, 2020*)

\$3.0M Cares Act relief for tenants
\$1.6M Airport maintenance/small projects (i.e. pothole repairs, etc.)

The next chart shows what has been spent to date.

CARES Act Use				
21,736,343	Grant award			
(727,145)	FY20 Operational Expenses			
(1,150,553)	FY21 Tenant Rent Relief			
(602,375)	FY21 Airport GO Bond debt service			
(662,625)	FY22 Airport GO Bond debt service			
18,593,645	Balance			
	<i>Proposed Use</i>			
(1,150,553)	FY22 Tenant Rent Relief (est)			
(3,043,600)	FY21 Operational Expenses (est)			
(1,838,000)	FY22 Operational Expenses (est)			
12,561,492	<i>Proposed/estimated balance FY22 end</i>			

The Coronavirus Response Grant is part of the CSSRA, a bill that was signed December 27. It included additional money for airports and allows for more airport operation assistance. This will be \$3.4M, with some restrictions. This money has a four-year timeframe, as well, which would take the Airport through 2025 for this money. Mr. Bedford said he would like staff to look at additional programs for how COVID 19 plays out. Mr. Clough said he was glad that Ms. Wahto noted that the expense side would also be looked at and perhaps make some very difficult decisions. Hopefully, this won't happen, but the Airport needs to be prepared. Chair Godkin said it is easy to manage with the pot of money to balance budgets. This does have the feeling of kicking the can down the road. Someday, whether or not this group of Board Members or Airport Manager or whoever, the can is being kicked down the road. Some hard decisions will need to be made. He thought it should be proactive.

C. Passenger Enplanement Tracking. Ms. Wahto said the Airport is given daily reports on a daily basis. In April 2020, the Airport was down as much as 95% in operations. The Airport was only down about 40% to 50% in the summer months. Now, there is another downward cycle. The Airport is averaging decreased passengers by 50% to 65%. She wanted the Board to take a look at the numbers. She will keep the Board informed as major changes occur. This will be affected by the lack of a cruise ship season.

D. Airport Manager's Report:

1. Airport Fund Balance (AFB) and Capital (CIP) Revolving Account Balance (Attachment #6). The Assembly passed the \$40K and \$50K float pond and property acquisition from the CIP revolving account that the Board approved at the last meeting. There has been no change to the AFB or CIP Accounts at this time.

2. Financial Model Update. John Coleman has been working with Frasca to fine-tune the model. There have been a lot of questions to make sure they completely understand all of the accounting and allocations before finalizing and putting everything through to the test for the last few years. She knew that was a question that came up in the Finance Committee meeting. This will actually go back a couple of years (2017 or 2018) and implement past budgets. The budget is being presented without the model as there is no rates and fees charges going into effect. Staff will continue working on this. There will be more Finance Committee meetings regarding allocations and making sure the Airport is where it wants to be with allocations, from both the expense and revenue sides.

3. Power Outage. Another power outage occurred on February 8, which was the reason the Assembly meeting was delayed for a few days. It included the Airport. There were several items that took a hit at the Airport. The generator did not come on as the fuel tank was overfilled, which would not allow the generator to start. The cap was removed and it started right up. The bag belt had a section that quit but was repaired. One of the new exit lane doors went down and as luck would have it, the representative from Dormakaba was on one of the flights when the power was coming up. That was taken care of very quickly. There were also issues with some perimeter gates, but those were repaired right away.

4. Hot Topics. The following is a list of on-going topics that staff is working on in addition to the regular Architect and Engineering Project Reports:

- *COVID Updates*. The most recent information from the State may be found on the **Alaska Travel Portal** at: www.alaska.covidsecureapp.com. Additionally, more information may be found at: <https://covid19.alaska.gov/travelers/> and FAQs: <https://covid19.alaska.gov/faq/>. Ms. Wahto said the State travel mandate expired on February 14th. The Assembly passed an ordinance to keep the health mandates in place in case the State did not continue with the mandates. The City has continued those, which require quarantining, testing when traveling in-state or out-of-state. It is the same in Juneau as it was. The Juneau website is www.juneau.org/covid-19-travel to look at that ordinance. People still have to get on the State's website to sign up on the Travel Portal and Declaration.
- *COVID Testing at Airports*. The State is still handling the Capstone Clinic (who took over February 1st) who does the meeting/greeting/travel declarations and testing at the airports. The testing is now free for everyone.
- *Mask Mandate at Airports*. The City has had a mask mandate since last spring. The federal government now requires everyone to wear masks on airplanes, airports and other forms of public transportation. This takes on a whole new level. It can be reported to TSA. There are either fines, which can go up to \$1,500, or they are to be escorted off of the premises because it is a federal mandate.

- *Alaska Department of Environmental Conservation (DEC) Storm Water Pollution Prevention Plan (SWPPP) Multi-Sector General Permit (MSGP) Inspection.* Ms. Wahto and Ms. Bowen have been working with DEC. This is pending and currently in DEC's hands. There is the ability to request lower fines based on the ability to pay. There are other means of getting percentages off.
- *Disadvantaged Business Enterprise (DBE)/Airport Concession Disadvantaged Business Enterprise (ACDBE) Consultant.* This is out for procurement for a DBE/ACDBE consultant. A pre-proposal meeting was held this week, with the proposals due February 25. Hopefully some consultants will send in their proposals.
- *Air Traffic Control Tower (ATCT) COVID Cleaning.* The contract for additional cleaning ended on January 31. The additional staff separated as well.
- *Polyfluoroalkyl Substances (PFAS) Testing and Monitoring.* The Department of Natural Resources permits and the Corps of Engineers permit are in place. One additional permit is needed from Fish & Game as they have oversight of the Mendenhall Wetlands. Cox Environmental is also finishing up with the last few folks regarding wells in the area. So far one well has been found. They will test that well. As this goes forward, the 15 new wells will be drilled by late March or early April.

5. Airport Engineering Projects Report (Attachment #7): Ms. Wahto reported the Terminal Project enclosed the exterior of the building in January. The spray-on fireproofing was completed. The up-escalator and two elevators are now installed. Some of the details are now being worked on. Some of the interior wall studs have gone up. Installation of some of the Heating Ventilation Air Conditioning (HVAC) ductwork, heat pumps and air handling systems is continuing. Rough-ins for restrooms and heating lines are going in. Electricians are doing the primary and secondary conduits. Things are moving right along. Beneficial occupancy is planned for May 12; however, Dawson has gone on record saying the date may move into June due to some of the change orders that have been issued. ACS is continuing to do work on phone and internet into the new north penthouse. Some of the change orders include a fire panel that is being changed out completely. There are installations with ACS and GCI for the internet cabling. There were some change orders early on for some of the footings. There are also a number of smaller items, too.

The Sand/Chemical/Fueling Station had two compressors fail in January, which made the ground source heat pump not work. Therefore, there was no heat. Daikin will cover the cost of the compressors, but they will also determine if the heat pump was defective to begin with. Both of these are warranty issues. Temporary heating was installed by Harri Plumbing & Heating. Some other warranty issues – roof leak, heating issues, one of the vertical doors not operating properly and then some drainage. This has to be worked on before close out, as well as the demolition of the old sand shed.

Southeast Earthmovers has been installing the large exterior panels on the Channel Flying hangar. This allows only small areas open to the weather. There has been some down time due to cold weather and winds. They continue to work with the Lokens and Mike Wilson with Coastal Helicopters. This project is roughly 60 days behind due to weather and other unforeseen conditions. This is expected to be completed by the end of March.

Closeout of the first phase of the Float Pond project continues. Some as built records are needed. The second phase of the Float Pond is the road bed and the issues with the wave action. The Airport is working to get the original design team on this. The environmental has been completed and issued with the Federal Aviation Administration (FAA), which means when the design team finishes up the bid documents, the grant application will be submitted, even if it is based on estimates.

The work continues on the Taxiway Project. Secon and the sub-contractor are working on the Airfield Lighting Regulator Vault (ALRV). They are just finishing up construction, including some air source heat pump to the Snow Removal Equipment Building that works with the system. The facility should be complete by May, but it will take time to switch the system over from the east end into the new ALRV. This has to be well orchestrated with Air Traffic and Flight Service Station and hopefully done by this summer.

The Ramp Lighting Upgrades project has 100% final documents under review before they are put out to bid. Hopefully this will get those documents out and bid soon to begin the work in late spring or early summer. This grant and matching funds were appropriated a few years ago. The biggest hold up was waiting for a product that met the Buy American specifications.

IX. **CORRESPONDENCE:** Email from Jeff Martin regarding walkway between main terminal and north terminal annex (Attachment #8).

X. **COMMITTEE REPORTS:**

A. **Finance Committee:** Committee Member Garza had nothing to report.

B. **Operations Committee:** Committee Chair Al Clough had nothing to report.

XI. **ASSEMBLY LIAISON COMMENTS:** Assembly Liaison Greg Smith reported he attended the Finance Committee meeting and it was great to get a better understanding of how complex of a budget and all of the allocations. He apologized for disrupting the Airport Board's regular second Thursday schedule time. He said some of the things the Assembly is doing is junk cars on River Road, the NCL dock public process, fireworks, finances, briefings on other department's budgets and information from the School Board. The Canadian waters closure was a big piece of news and will cause some need to run additional scenarios or do

different predictions for the budget. Members were appointed to the Systemic Racism Review Committee. Mr. Smith said to let him know if there is anything the Assembly needs to do on the feeding of birds.

- XII. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**: Scott Rinkenberger gave condolences to Ms. Garza and Mr. Craford on the untimely passing of Ken McLure, their Safety Director. Staff had the opportunity to work with him on a variety of subjects. Ms. Wahto also expressed her condolences. Mr. Craford said that Ken was a great guy. He was one of those rare, irrepressibly positive and enthusiastic person. He will be missed.
- XIII. **BOARD MEMBER COMMENTS**: Chair Godkin asked about the person who broke their leg from Dawson Construction. Mr. Rinkenberger said the leg was not fractured. It was more of a tendon/ligament snap. He was pushing something very heavy on the dock. It had all the appearances of being a fracture, but was some kind of a ligament/tendon that deformed the lower extremity. He was medevacked for surgery.
- XIV. **ANNOUNCEMENTS**: None.
- XV. **TIME AND PLACE OF NEXT MEETING**:
A. The Airport Board will meet with the Assembly Committee of the Whole on Monday, January 22, 2021, at 6:00 p.m. via ZOOM.

B. The next regular Airport Board meeting will be held on March 11, 2021, at 6:00 p.m. via ZOOM.
- XVI. **EXECUTIVE SESSION**: None.
- XVII. **ADJOURN**: *Dennis Bedford moved to adjourn. The meeting adjourned by unanimous consent at 8:07 p.m.*