

AIRPORT BOARD
AGENDA
6:00 P.M., TUESDAY, DECEMBER 12, 2017
ALASKA ROOM

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: Regular Monthly Meeting of November 14, 2017
- IV. APPROVAL OF AGENDA
- V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

VI. UNFINISHED BUSINESS

A. **Permanent Part-Time Engineer Position.** As briefed at the November 14, 2017, Airport Board meeting, Ken Nichols will be assuming the Airport Engineer position at Payne Field in Everett, Washington on January 8, 2018. The Board was also briefed that Mr. Nichols will continue with Juneau Airport on a part-time basis while we recruit and train a new Airport Engineer. Human Resources informed the Airport that the Airport Board has to approve creating this Permanent Part-Time (PPT) position, which is not currently in our staffing schedule.

Board Motion: *“Approve the creation of a Permanent Part-time (PPT) position for an Airport Engineer.”*

VII. NEW BUSINESS

A. **Airport Manager’s Report:**

1. Aircraft Fire in Hangar. A recent aircraft fire in a hangar was noted to have saved the hangar and other aircraft in the hangar by having a readily available fire extinguisher. Both the aircraft owner (as posted on Instagram) and the Fire Marshal stated that this fire would have been much worse without the ready fire extinguisher. Fire extinguishers were brought up during our recent joint hangar inspections with the Fire Department, Public Work (Water/Sewer audit) and Airport staff for compliance. According to the aircraft owner’s post: *“Lesson: KNOW YOUR EXTINGUISHERS. HAVE CURRENT EXTINGUISHERS. LEARN HOW TO USE THEM. This damage was less than 15 seconds of fire; imagine what 16 might have been.”* The Airport appreciates the owner sharing their valuable lesson-learned with the public.

2. Marine Engineer’s Beneficial Association (MEBA) Union Re-opener Request. In November, MEBA notified the City that it would like to exercise the economic re-opener clause. Negotiations are expected to begin after the New Year.

3. Christmas Lights - Flight Fundraiser. The annual Christmas Light Flights fundraiser will be taking place Friday, December 15, 2017, from 4:30 p.m. to 7:30

p.m. (weather permitting). This is staged out of the north end of the terminal. This has been an annual fundraiser for the Children's Tumor Foundation and the Lions Sight Project. Many Airport tenants donate their time, equipment and fuel for this event and it is sponsored by Coastal Helicopters, Petro Marine and Mendenhall Flying Lions.

4. Transportation Security Administration (TSA) Pre-Check Update. The Airport Manager's Office is currently working with TSA to test the viability of TSA Pre-Check here at the Juneau International Airport. There are many hurdles to overcome, e.g., agreements (Alaska Airlines, Delta Air Lines, and TSA), airline commitment to staff the queuing line, temporary configuration of the passenger checkpoint, etc. The testing period could be as early as March. However, the TSA Pre-Check lane would be open and available during one hour increments during peak hours three times a day (morning, afternoon, and evening). If the testing period is a success and TSA Pre-Check travelers increase to an acceptable percentage, TSA may implement a TSA Pre-Check lane full-time year-round.

5. Federal Aviation Administration (FAA) Division Director, Byron Huffman, Retirement. Long-time Alaskan Region Airports Division Director Byron Huffman will be retiring from Federal service on January 5, 2018. Mr. Huffman has been wonderful to work with over the years and we wish him the best in his retirement.

6. Tailwind LLC Selected as Airport Food/beverage Concessionaire. Tailwind LLC has been selected through a Request for Proposal (RFP) process to assume the food and beverage concession (pre- and post-security) at Juneau Airport. The Airport is working with Tailwind to finalize a contract and hope to have everything in place for a Spring start-up operation.

7. Airport Engineer Report (Attachment #1)

8. Airport Architect Report (Attachment #2)

VIII. CORRESPONDENCE:

A. Email from David Epstein on Parking Lot Exit/Payment (2nd) Booth and Reply from Toni Safford, Manager Republic Parking, Juneau (Attachment #3)

B. Letter from Jacobsen | Daniels Associates, LLC dated December 1, 2017 (Attachment #4)

IX. COMMITTEE REPORTS

A. **Finance Committee:** TBD

B. **Operations Committee:**

X. ASSEMBLY LIAISON

XI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

XII. BOARD MEMBER COMMENTS

XIII. ANNOUNCEMENTS

XIV. TIME AND PLACE OF NEXT MEETING:

A. Airport Board, 6:00 p.m., January 9, 2018, Alaska Room

XV. EXECUTIVE SESSION

XVI. ADJOURN