

MINUTES of
AIRPORT BOARD MEETING
July 7, 2016
Alaska Room, 6:00 p.m.

I. **CALL TO ORDER:** Chair Joe Heueisen called the meeting to order at 6:02 p.m.

II. **ROLL CALL:**

Members Present:

David Epstein	Angela Rodell	Ron Swanson
Joe Heueisen		

Members Absent:

Dennis Harris	Mal Menzies	Martin Myers
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Staff/CBJ Present:

Patty Wahto, Airport Manager	Ken Nichols, Airport Engineer
Marc Cheatham, Deputy Airport Mgr.	Catherine Fritz, Airport Architect
Scott Rinkenberger, Airport M&O Sup't	Keith Walker, Fire Department

Public Present:

Tom Williams, Ward Air	Mike Wilson, Coastal Helicopters
Bob Jacobsen, Wings Airways	Kent Craford, Alaska Seaplanes

III. **APPROVAL OF MINUTES:** *Ron Swanson moved, David Epstein seconded, approval of the minutes of the June 14, 2016 meeting as presented. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** *Airport Manager Patty Wahto asked everyone to make sure they had Attachment #4, the addendum to the agenda. David Epstein moved, Ron Swanson seconded, to approve the agenda as presented. The motion passed by unanimous consent.*

V. **PUBLIC COMMENTS:** None.

VI. **UNFINISHED BUSINESS:** None.

VII. **NEW BUSINESS:**

A. **Wings Airways Request for 30-Year Lease on 'Wings/Seaport' Hangar** (Attachment #1): This hangar is located at 8421 Livingston Way (Block P, Lot 4B). It is similar to what was done with the TEMSCO request where there is not a good definition in the current Leasing Policy, which review of the Leasing Policy is not finished yet. When it was passed for TEMSCO, it was put before the Board as a one-time event until the Leasing Policy could be updated. Some of the comments are still being reviewed/ worked on. This fits the leasing policy but due to the way things were done in the past, it

does not follow the trend. Bob Jacobsen, Wings Airways, said they are working with Wells Fargo to try to purchase the building back. He said that institutions require a longer lease than what is required for the term of the loan, which would be a 20-year loan. There is only approximately 10 years remaining on the lease. If this were delayed, it will put them at a disadvantage when they are trying to finalize their transaction. Mrs. Wahto said the Leasing Policy review is 90% complete. There were a few comments that need to be reviewed and discussed. She said this will be addressed in an Operations Committee meeting. Board Member Angela Rodell said the Leasing Policy revision needs to be pushed along. She thought the potential damage to the Airport may be running the risk of losing a long-term tenant. She thought the precedent had been set. *David Epstein moved, Angela Rodell seconded, that the Board approve Wings Airways request for a new 30-year lease based on the purchase of the Wings/Seaport hangar located at 8421 Livingston Way, Block P, Lot 4B. The motion passed by unanimous consent.*

B. Aircraft Rescue and Fire Fighting (ARFF) Grant Appropriation: The motion has been updated in Attachment #4. It is part of the grant appropriation for the Federal Aviation Administration (FAA). By moving forward with the grant appropriation, this will go forward to the FAA and will then move forward very quickly through the Assembly. It has to be approved by the Board before moving to the Assembly. Introduction of the appropriation is hoped for next Monday. *Angela Rodell moved, David Epstein seconded, to appropriate a Federal Aviation Administration Airport Improvement Program grant in the amount of \$2,200,312.50 and local match up to the amount of \$50,000 from the Airport Fund Balance Account, to the Airport Rescue and Fire Fighting Building Modification Capital Improvement Project, and forward to the Assembly for final appropriation process. The motion passed by unanimous consent.*

C. Aircraft Rescue and Fire Fighting Building Modification Bid (Attachment #4): The bids opened today at 2:00 p.m. The results show Dawson Construction as the apparent low bidder at \$1.810 million, which is well under the construction estimate. All three bids were very close and under the estimate. The Airport would like to move forward with this bid and the motion was amended downward, pending the close of the bid protest period, which is close of business tomorrow and acceptance of final grant documentation and appropriation of bids. *David Epstein moved, Ron Swanson seconded, approval of contract award to Dawson Construction, LLC, in the amount of \$1,810,000 for E16-146 JNU Aircraft Rescue and Fire Fighting Building Modification, pending completion of the protest period, acceptance of final contract documentation and appropriation of Airport Improvement Program grant, and forward to the Assembly for final bid acceptance. The motion passed by unanimous consent.*

D. Airport Manager's Report:

1. Airport Rescue and Fire Fighting (ARFF) Truck Storage during Construction. The Streets Department has given the Fire Department/Airport permission to use the old Valley Streets building to store the new ARFF truck during ARFF building

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reconstruction. The Airport will still meet the ARFF Index C with our trucks and the new truck will be minutes away for quick access (once the City has taken full possession of it). Board Member Ron Swanson and Board Chair Heueisen were both interested in riding in the new truck. Keith Walker suggested they contact Chief Ed Quinto to set up a time.

2. Economic Impact Study. A *draft* of the updated Economic Impact Study can be found on the Airport website. The draft in-depth report link is: http://www.juneau.org/airport/projects/documents/JNUEconomicImpact_June_29_2016Draft.pdf .

The draft summary flyer link is:

http://www.juneau.org/airport/projects/documents/11_17_FLYER_JNU_Economic_Impact_June_28_2016.pdf

These are out for review and comment at this time. Please direct any comments to Ken Nichols, Airport Engineer, by July 22, 2016.

3. Airfield Projects Update.



Frangible stop signs on roadways.



Freshly painted/marked fuel tanks.



Frangible stop signs have been installed to keep people from running stop areas. These areas include places around helicopters, intersections, etc. These stop signs

seem to be working very well and the FAA is very happy with them. Fresh paint has been installed around the fuel tanks and proper placards installed. Infield mowing and landside trimming is a continuous operation this summer. A new spill response cart has unfortunately been used quite a bit lately due to spills, with some being pretty significant.

4. Additional Board Meetings: Mrs. Wahto said there will be some meetings outside of the regular Board meetings as the Airport is expecting a lot of grant appropriations and bid awards to come up over the next month and a half. She wanted to get everyone prepared as they will occur fast and furious. The FAA may be funding the bids for the northeast and northwest aprons at the full amount.

5. Airport Engineer Report (Attachment #2): Airport Engineer Ken Nichols reported the majority of his time has been spent getting projects out to bid, setting up schedules for all of the actions that go along with grants, appropriations, bid award, and execution of contracts. The Airport will not see a lot of construction activity before late fall as it takes a long time after a bid to get the grant and appropriations. The bulk of the construction work will occur during the next summer construction season for the RSA (Runway Safety Area) 2B Project, which are the two big aprons on either end of the airfield. The Cargo Hard Stand Project is moving forward to get this work done before mid-August and done before the end of paving weather (by the first of October). The Airport will hold off on constructing the connection of the two parts of the EVAR (emergency vehicle access road) from the east finger down to the east end of the pond.

6. MALSR (Medium Intensity Approach Lighting System with Runway Alignment Indicator Lights) Project: Mrs. Wahto reported that this was a side bar on a bill and is currently hung up. This project is not specific to Juneau, but everything pointed to Juneau. It is a generic lighting for medium intensity.

7. Airport Architect Report (Attachment #3): Airport Architect Catherine Fritz reported she spent a lot of time with paperwork in June. The first bid opening today included three very viable contractors who competed for the project. The SREB (Snow Removal Equipment Building) is currently out to bid, with a pre-bid conference scheduled for July 18, with bids opening at the end of the month. Consulting contracts need to be amended to do construction administration services.

The shop roof is nearly complete, with the final inspection scheduled tomorrow. A final close out will not be done until the roofing manufacturer (Johns Manville) sends their inspector, who will not be available for two to three weeks. The contractor's final payments will not be made until that time. In the meantime, the Airfield crew has moved back into the area. This project included \$3,000 in change orders, which is a little over one percent of the contract.

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Proposals were received on the advertising contract. Clear Channel is the apparent winner of the Request for Proposals evaluation group. The Airport is waiting to hear when negotiations may begin. They have worked at the airport in the past and the Airport looks forward to beginning negotiations soon. This should be a smooth transition.

VIII. **CORRESPONDENCE**: None.

IX. **COMMITTEE REPORTS**:

A. **Finance Committee**: Committee Chair David Epstein said there will be a meeting held on July 18. Mrs. Wahto said that while the Committee is looking at the CIP, it is also tapping into the start of the next PFC application. It will still be another year before it is truly in place, but a good plan is needed. It will involve some of the projects the Airport is now doing. Even though some of the Airport Fund Balance is being used, the reimbursement will be done through a PFC.

B. **Operations Committee**: The next meeting is pending Mrs. Wahto's final review of the comments and going through the Leasing Policy. Even though it won't be complete, she felt a good discussion is necessary at the Operations Committee to see what the parties were thinking when the comments were made and what the Airport's reasons were to accept or not accept the comments.

X. **ASSEMBLY LIAISON COMMENTS**: None.

XI. **PUBLIC COMMENTS**: None.

XII. **BOARD MEMBER COMMENTS**: David Epstein said he took note of the two Airport property signs where the Airport has been having "guests". He said it was a good job. Mrs. Wahto said more guests had been in the greenbelt area which generated 410 pounds of trash from one site. Whether it is stolen items or people living there, there are costs for personnel cleaning up and the safety and she cannot push downtown fast enough because the rules have to be rewritten. She will be talking to the Assembly Liaison to see if it can be pushed from that direction. Mr. Swanson did not think signs were the answer. He felt that a Policeman going over there every day is the answer.

XIII. **ANNOUNCEMENTS**: None.

XIV. **TIME AND PLACE OF NEXT MEETING**: The next regular Airport Board meeting will be held on August 9, 2016, at 6:00 p.m. in the Alaska Room.

XV. **EXECUTIVE SESSION**: None.

XVI. **ADJOURN**: *Angela Rodell moved to adjourn. The meeting adjourned by unanimous consent at 6:29 p.m.*