

MINUTES of  
AIRPORT BOARD MEETING  
August 14, 2013  
Alaska Room, 6:00 p.m.

I. **CALL TO ORDER:** Chair Jerry Godkin called the meeting to order at 6:04 p.m.

II. **ROLL CALL:**

Members Present:

David Epstein  
Jerry Godkin  
Joe Heueisen

Robert Mackey  
Mal Menzies

Martin Myers  
Ron Swanson

Staff/CBJ Present:

Patty deLaBruere, Airport Manager  
Marc Cheatham, Deputy Airport Mgr.  
Kevin Lyons, Airport M&O Sup't.  
Catherine Fritz, Airport Architect  
Cynthia Walker, Eng./Arch. Assistant

Merrill Sanford, CBJ Mayor  
Mary Becker, CBJ Assembly  
Jerry Nankervis, CBJ Assembly  
Keith Walker, CCF/R

Public Present:

Vince Speziale, Republic Parking Sys.  
Corey Baxter, IUOE 302  
Rodney Hesson, IBEW 1547  
Tom Brice, Juneau Bldg. Trades  
Kim Mungle, Public  
Craig Dahl, Glacier Valley Rotary  
Chris Letterman, Gl. Valley Rotary  
David Sanden, 64 Thunderbird LLC  
Jordan Hall, USKH  
Brooke Walker, Aero Services  
Ella Rogers, Glacier Restaurant  
Richard Cole, Wings of Alaska  
Tom Williams, Ward Air

Nicole Nelson, Girl Scout Gold Award  
Liza Diebels Paramore, Girl Scout G.A.  
Diane Lohrey, Girl Scout Gold Award  
Cathy Munoz, Girl Scout Gold Award  
Melanie Coleman, Girl Scout Gold Award  
Anne Kurland, Girl Scout Gold Award  
Emilyanne Lohrey, Girl Scout Gold Award  
Joyce Niven, Girl Scout Gold Award  
Steven Niven, Girl Scout Gold Award  
Nancy Lehnhart, Girl Scout Gold Award  
Heather Ridgeway, Juneau School Dist.  
Shari Paul, Girl Scout Board Member

III. **APPROVAL OF MINUTES:** *David Epstein moved, Ron Swanson seconded, the adoption of the July 10, 2013, regular monthly meeting minutes. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** Airport Manager Patty deLaBruere asked to remove Item VIII., Item A., regarding the PLA for the Snow Removal Equipment Building. *David Epstein moved, duly seconded, to approve the agenda as revised. The motion passed by unanimous consent.*

V. **PUBLIC COMMENTS:** David Sanden, owner of 64 Thunderbird LLC, said he recently purchased the holdings of ESS, the Airport's current food and beverage and bar

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management. He said the time is getting short and everyone is in unknown territory. The plan of demolishing the kitchen in January and creating a new footprint creates some excellent potential and some potential major liabilities. He said he is here to work with the Airport. He admired and respected the process that the Airport has been through to get here to date. He said he knew it was completely out of line to suggest this item be pulled for about a week, but there is a lot at stake for him and his company, for the Airport and the public, as well. He said he was sure they would be talking in the future.

- VI. **SPECIAL RECOGNITION:** Ms. deLaBruere said the Mayor is in attendance to present a special recognition award for Nicole Nelson for her achievement of the Girl Scout's Gold Award. Mayor Merrill Sanford said he was there to recognize a local girl in the Scouting program – Nicole Nelson. He read a letter prepared for Ms. Nelson, which said she has done a couple of things at the Airport to make the Airport a little better and neater. He told her that in achieving the Girl Scout's Gold Award, she joined a select group of young women as only 5% of scouts who embark on the trail to the Gold Award ultimately attain this rank. By any measure, this is and will remain a great milestone in her life. As a Scout, she pledged her reputation and her honor on doing her best. She fulfilled that promise. Through energetic fund raising and creative vision, her "Fuel the Spark for Art" project has launched a program for long-term art exhibits at the Juneau International Airport. The program provides young student artists throughout the community an opportunity to experience the thrill of seeing their artwork on display elegantly showcased in a busy public venue. The artwork adds beauty and color to an important public facility and will be appreciated by the many passengers, workers and visitors who pass through the airport terminal. She also generously provided funds to support the Music on the Fly program, helping facilitate the installation of a piano at the airport. Both art and music have been enhanced because of her efforts. She can take pride in her accomplishment, knowing that she has contributed significantly to her community, not only through her "Fuel the Spark for Art" project, but for the numerous activities and community services she has been involved in. Mayor Sanford thanked her for her service to her community. He congratulated her and wished her success and happiness at the University of Idaho and beyond.

Airport Architect Catherine Fritz said the specific case that Ms. Nelson worked on is located in the area where people exit the secured area. The rotating exhibits will occur throughout the year and will be coordinated by the Juneau Arts & Humanities Council, as well. The piano is located downstairs in the area between bag claim and check in where the Music on the Fly artists have been performing. This program will continue into the Fall and Winter.

Chair Godkin noted Cathy Munoz was in attendance and thanked her for her efforts for the \$3 million that she pushed for the Airport. He thanked her on behalf of the Board for her efforts for the Airport.

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### VII. **INTRODUCTIONS:**

A. Chair Godkin welcomed Robert Mackey. He said it was a pleasure to have him on the Board.

B. Ms. deLaBruere introduced and welcomed Kevin Lyons, the new Airport Maintenance & Operations Superintendent. He came from Travers City, Michigan and began working last week. He has been a great help and great asset. Chair Godkin said he interviewed well and thanked him for coming such a long way.

### VIII. **UNFINISHED BUSINESS:**

A. **Republic Parking Request for Contract Extension to Amortize Proposed New Equipment** (Attachment #1): Ms. deLaBruere said at the July 10, 2013, Airport Board meeting, a letter (dated July 1, 2013) from Republic Parking was presented which requested a contract extension based on improvements of a new ticketing system (PARCS system). She felt this was a sizeable investment and would be a great help for the Airport. She asked the Board to extend the contract to allow amortization of the cost of the new ticketing system and equipment. Republic Parking representative Vince Speziale said Republic Parking System (RPS) has been at the Airport since 2010. He took over the region in December. A lot of changes have been made, hopefully for the better. The manager and staff have changed and they are trying to become customer-service oriented. There are some great ideas for better signage.

One of the things they cannot control is the age of the equipment. The federal APD is ten-plus years and beyond its life. The biggest issue they have is parts are no longer available. When something goes down, it has to be sent to Florida for repairs. He noted that RPS has a system that is being installed across the country and is currently installed in Fairbanks. If the system can survive Fairbanks weather, it should be good for Juneau. This will provide a nice stand-alone system that people can use 24-hours a day. This system can be updated. The current system is exempt from the current credit card laws, but at some point the RPS system will have to be in compliance. This will provide an intercom at each of the entry lanes, as well as on the credit card paying lane. An upgrade to this can enable this machine to go directly to a cell phone. The new system will allow the use of a hand-held unit to track the inventory of cars. RPS is currently writing down every license plate every night. The system will then be able to tell how many days a car has been in the lot if a ticket is lost.

Board Member Ron Swanson said he had a problem earlier when trying to exit the parking area before normal work hours as the person in the lead did not have a credit card. He asked if there would be some way to accept cash. Mr. Speziale said that in his experience, the bill payer almost becomes more of a hassle due to wet/crumpled bills, the change jamming up, etc. He said it can be done, but it is more of a hassle. Ms. deLaBruere said a system that accepted coins was once stationed in the bag claim area. She said it did not work for long as it jammed up and did not work very well. It was used by a minimal number of people. Mr. Swanson complimented RPS on the politeness and

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user-friendliness of the people that RPS has hired to run the booths. He said they are also pleasant and nice. He was concerned the people may go away. Mr. Speziale said the people would not go away as the Airport is too busy to lose the customer-service element. Board Member Joe Heueisen said that Juneau has a lot of freeze/thaw during the winter. He asked what Plan B would be if the system did not perform well in Juneau and did not compare to Fairbanks. Mr. Speziale stated that there is a one-year full warranty so if there was an issue, the system will be replaced for nothing. From a contingency standpoint, RPS would go to a manual system. He was sure that Data Park would make sure this was not an issue. He said there are other manufacturers, but they believe Data Park is the best system.

Mr. Speziale said the PARCS system has great reporting capabilities. RPS has a support team in Seattle, Washington, so it enables RPS to get a support group to Juneau within a couple of hours. The total cost of the system is about \$204,000, which is something RPS would like to install for the Airport. It is hoped that the lead time will be six weeks, but the eight to ten week timeframe would push the installation date into October.

Board Member Robert Mackey asked if the system would need to be replaced again in ten years. Mr. Speziale replied that he'd like to say, no, but technology is always changing. A system like this is installed at Seattle, and RPS has been able to upgrade the system to keep it current. Mr. Mackey suggested making it easier for people to leave the front of the queue when there are problems such as Mr. Heueisen noted. Board Member David Epstein said he was in favor of a pay station in the terminal as a matter of convenience. *Ron Swanson moved, Martin Myers seconded, to grant a seven year extension to the current contract with Republic Parking, through October 31, 2022, to allow for amortization of the new PARCS system equipment with a total cost to Republic of \$204,801.23 (installed). The motion passed by unanimous consent.*

**B. 100<sup>th</sup> Anniversary of Aviation in Alaska.** Ms. deLaBruere said Catherine Fritz, Cynthia Johnson and Kris Ritter have been working with the group on some displays at the Airport for the 100<sup>th</sup> Anniversary of Aviation. Ms. Fritz said that the main display pieces have been up in the interior. They are large photographic collage types that look pretty attractive. The thought was to get the display here after it is done circulating on the Committee's schedule, which was around September 30, and then provide some memorabilia in one of the triple display cases. Staff has found that the images can be loaned, which staff can print and display. This further allows staff to print them to a size that will work. This may not be enough without the memorabilia. She asked if this was something the Board wanted to pursue. It would take a significant amount of staff time to find historic memorabilia that will fit in the boxes. She hoped that Board Members or others can help gather these items. They are willing to inventory and set up the displays, but need to know if the Board want to do the memorabilia display or just keep with the boards that can be done easily and move on.

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Mr. Epstein repeated his concern about being left out of the barnstorming and the original planning for the event. He is happy to hear the Airport can reproduce the images, but he is not a pilot or with as many contacts as some Board members and does not have the time to devote to this piece. Mr. Swanson said he has some contacts, but he asked about the pictures. Ms. Fritz said this is a collage board at the size that staff determines. She assumed that they could be kept or reused somewhere else. This would certainly look better if there was interesting things in the boxes. Mr. Swanson thought he could help with getting some local interesting stuff. He suggested that a permanent use for this display board and artifacts could be in the Alaska Room. She said staff can put the time and energy into this, but they need contact information. Board Member Mal Menzies asked if the museum or Alaska Airlines have been approached. Ms. Fritz said the museum has been contacted. Mr. Mackey suggested getting a museum quality showcase for future exhibits. Mr. Heueisen suggested contacting Ketchikan has they had Ellis Airlines. All Board Members approved the use of staff to create the display.

### IX. **NEW BUSINESS:**

**A. Exclusion of Project Labor Agreement (PLA) for the Snow Removal Equipment Facility (SREF) Resolution** (Attachment #2 through #4). Removed from the agenda.

**B. Law Department Assessment of Airport Land Leases:** Airport Manager Patty deLaBruere said the current land leases for renewal and new leases have been held up because the City Attorney determined that according to code, Airport leases were required to be approved by the Board, even though the Airport Manager can negotiate leases. In reviewing this, staff determined that there are several areas with the leasing policy, Airport code and a few other areas that need to be revisited and updated. Until these updates are made, City Attorney Jane Sebens drafted some language that would get the Airport going on current leases. This language will cover the Airport for any leases that fall within the Leasing Policy and the mainstream of what is approved in the Master Plan until things are straightened out. Staff would have to come before the Airport Board for approval for anything out of the ordinary. Anything that has been signed before this is considered complete. From here on, it needs to be done properly. The code and Leasing Policy will be updated. *David Epstein moved, Ron Swanson seconded, that the Board authorize the Airport Manager to negotiate and execute leases for real property surveyed and identified on the Juneau International Airport Layout Plan that are consistent with the current Airport Master Plan (dated 1998), that follow the current Airport Leasing Policy to the extent it is not inconsistent with CBJ Code, that use the lease form approved in 2008, and incorporate the applicable lease rates set out in Airport Rates and Fees Regulation Title 07 CBJAC, Chapter 10. The motion passed by unanimous consent.*

**C. Glacier Valley Rotary Use and Charges for Alaska Room** (Attachments #5 through #7, Attachment #12): Glacier Valley Rotary (GVR) requested the use of the Alaska Room for their weekly meetings and to be given special consideration on the rates. At that time, they rented the Aurora Room, which was free if meals were

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included. This matter (and letter) were taken up at the September 14, 2011, Airport Board meeting. Since no agreements and no rates had been established yet, the Board ordered staff and the Finance Committee to come up with “*a preliminary plan*” for the Alaska Room (see September 14, 2011, meeting minutes; pages 1-3 only).

At the October 12, 2011, Airport Board meeting, the Board was presented the recommendation from the Finance Committee. The Board approved “*the interim plan*” which was “*Rotary specific*” for the rate and use. It was hoped that the Airport would have a permanent plan by February 2012, or be at least started (see October 12, 2011, meeting minutes; pages 1-3 only).

A permanent plan for use and rental of the rental room (specifically, Alaska Room) was not established until July 2013. The Airport contacted Glacier Restaurant regarding the agreement and charges for the room because of their coordination with Glacier Valley Rotary meals and collection of meals, etc. It was at this time that the Airport discovered that the restaurant was not collecting for the room rental as it was not their room. At this time, the Airport contacted Glacier Valley Rotary regarding the interim room fees. There has been a changeover in GVR Presidents and Bill Peters knew nothing about the outstanding room rentals dating back to October 2011.

Craig Dahl, Past President of Glacier Valley Rotary, and Chris Letterman, Past President, noted they were both there in 2011 discussing this item. GVR is requesting the Airport forgive the past-due weekly rents. No agreement was entered as legal was working on the contracts. Directors and officers have changed every year. Until this came up within the past month, the club was not paying any attention to the fee. Mr. Dahl noted GVR has met at the Airport since 1963 off and on. The room is a great room, but the nature of the club is such that they felt the \$50 per week was about top for the budget as they are non-profit and all contributions. GVR is asking the Board to waive the past fees. They are willing to enter into an agreement to start paying July 2013.

Mr. Epstein said the letter (Attachment #12) dated August 9 stated “we were not aware of the final outcome” in the second paragraph. That meant to him that GVR was not aware of the final outcome of the deliberations that took place in 2011. He had a hard time understanding that because the club initiated the discussion with the Board. They were engaged in the process that the Board went through with the Finance Committee as four GVR members were present at that meeting when a recommendation was made and then the Airport Board approved that on October 11, 2011. Mr. Letterman was present at that meeting. It was hard for him to connect the dots that the Rotary Club was not aware of that arrangement. It was his understanding that \$75 would be exchanging hands every time Rotary met in the room. No one from Airport staff followed up to make sure the money was collected. If he was a member of Rotary or owned a business in town and had someone providing a service, he would know how much it would cost. When he never got a bill from that provider, he would have a choice ... to stand idly by and let

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them continue to provide the service or he would pick up the phone and say, we had an agreement that I was going to pay "x" dollars and no bill has been received. He didn't think there was any fraud or deceit going on, but everyone walked out of the October 2011 meeting understanding that this was the interim arrangement until a concessions deal was in place. He appreciated GVR wanted two years of \$75 forgiven, but as a member of the Board, the Airport is an enterprise fund and responsible for generating revenue to keep the Airport sufficient. GVR was provided a service because they met at the Airport. There is a lot of money at stake that he was not sure he wanted to forgive. He asked Mr. Dahl's explanation of the letter.

Mr. Dahl replied he could not speak for Mr. Peters, but from his view of what occurred, he thought that the four that had attended had the history of the club, unfortunately they were no longer active board members or participating on the day-to-day operation of the club. The recollection was that the agreement was in Legal and from his perspective, the next step would have been for the City to forward the contract to the club, at which point the club would have entered the agreement. This is a volunteer non-profit organization. If the contract had been mailed to the club address, the board would have addressed it and entered into it. There was a disconnect within the club at that point. Mr. Dahl said GVR meets in the room consistently every week. They pay between \$25,000 and \$28,000 per year for meals and parking.

Mr. Swanson said the Airport should have been on this way before now and he spoke in favor of starting this anew and give GVR a contract. He was concerned with making a special deal with Rotary. He suggested making a special rate for community service organizations and charities that will include anybody that wants to use the room to have a function. He was in favor of dropping the past due fees. Ella Rogers, Glacier Restaurant, said the concession fees for food has been paid, which is the \$25 each week and that has been paid all along. Ms. deLaBruere said that the \$75 use fee was \$25 for concession fees and \$50 room fee.

Mr. Epstein said the \$50 + \$25 was a special rate to get Rotary in and start using the room. The Board did accommodate Rotary's request. Mr. Mackey said as a former Rotarian, he recognizes the good work that the Rotary Club does. He also recognized and appreciated that there are two parties in this. He asked Rotary if they had discussed what they could or would be willing to make up in what was past due in order to bridge the discussion of how to move forward from today. Mr. Dahl said neither he nor Mr. Letterman are at the meeting with the authority to negotiate another amount nor was he a part of the discussion in the past two weeks. He thought the board has talked about if the cost is higher, then they would probably look for another location.

Mr. Mackey said that there is a precedent here for a public policy organization. Whatever is done here, the Board will have to answer to people coming to the Board in the future. He also recognized the shared responsibility and breakdown in

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communication. He wondered if there was a way to recover some of the costs, be it an increase on the fees for a short-term or if there could be a lump sum to make it up. He was also concerned that this sets a precedent that the Board may be hit with in the future. He wanted the Board to be able to set a precedent where it is not a total loss.

Mr. Dahl said when this path began two years ago, the Airport was trying to bring this into align with Centennial Hall. Looking at the rate sheet, Centennial Hall has a non-profit rate, which does not appear to be on the schedule. He said if it was necessary to make some other demand of the club, they would address it and work with Ms. deLaBruere. Ms. deLaBruere estimated the past due amount would be approximately \$3,200. Mr. Heueisen said that the Finance Committee will be meeting on August 20, 2013, and this could be discussed at that meeting. Chair Godkin assigned this to the Finance Committee. Mr. Dahl said they will begin paying the \$50 effective July 2013. Chair Godkin said he agreed with Mr. Epstein and Mr. Swanson. Where the ball got dropped is not the point, but that it went a long time and a mistake was made. Somehow that bridge will be crossed. That amount of money will not break the bank, but the tenants want the Board to be prudent in how the money is spent and generate money to offset their expenses. It is a big balancing act for the Board.

### **D. New Grants:**

1. Runway Rehabilitation Grant (Design): Staff submitted a grant application in the amount \$1,875,000 for design of the runway rehabilitation. Matching funds from Airport and ADOT are \$62,500 each. *Joe Heueisen moved, David Epstein seconded, to appropriate an AIP Runway Rehabilitation Design grant in the amount \$1,875,000, and Airport and ADOT matching funds in the amount \$62,500 each. The motion passed by unanimous consent.*

2. Master Plan Grant: Staff submitted a grant application in the amount \$703,125 for a new Airport Master Plan. Matching funds from Airport (\$23,438) and ADOT (\$23,437). *Ron Swanson moved, Joe Heueisen seconded, to appropriate an AIP Airport Master Plan grant in the amount \$703,125, and Airport match of \$23,438, and ADOT match of \$23,437. The motion passed by unanimous consent.*

### **E. Airport Manager's Report:**

1. Airport Engineer Report (Attachment #8): Airport Manager Patty deLaBruere said Mr. Nichols is out of town at a conference. She noted that a few items are winding down. The EVAR will be closed next Monday from 6:00 a.m. through Wednesday. The public service announcement has been sent. This will be done to remove the temporary road that was built to get the light systems out into the river. While this closure is in effect, some tree cutting along the fence line will be done. The new lighting control system is up and a few people have been trained. The new vault is set up. She thought the system was pretty user friendly.

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During August and September, the Runway 8 threshold bar is continuing in the replacement of the light cans that were a little high on the sides. She said this needs to be finished now, not two months from now. The bugs are being worked out. Secon has admitted that there was a problem with how some of the light cans went in, but now the FAA is changing some of the specifications of the design. They can fix what is in the specification and was not done properly, but the FAA cannot come in and change the specifications. The FAA cannot change things and tell the contractor differently that they have to re-pour and do a \$.5 million project because of the changes they want.

The Airport needs to go back to get further direction as far as permits go, but when the Airport went through the Record of Decision and the EIS on the east end, there were some trees on an island that were discussed that had to come down in order to do the approaches on the 26 end with the threshold shift. Now with lower minimums, it is most of the trees on those islands. She said staff wants to make sure people are aware but also that they are doing everything in coordination with the permits that involved a public process. This is a safety item and an access for approaches. They want to make sure that people are aware that the trees on the island are probably going to have to go to make this work for safety reasons. This is the approach that will be used when the weather is most inclement. Chair Godkin said that the trees will also be a safety hazard for next year when the taxiway is used as the runway during construction. He asked if the trees are removed, he hoped it included stump removal. Ms. deLaBruere said she was not sure of the answer. This information is only to let people know about the project.

The Yandukin/Shell Simmons rehabilitation has been painted and looks really good. The contractor has done a great job.

2. Airport Architect Report (Attachment #9): Airport Architect Catherine Fritz reported staff concentrated on wrapping up the surveys and getting the solicitation document out for a new concession to begin at the beginning of 2014. The survey findings will be finalized soon, will be in next month's packet, and will be posted on the web. The focus people really want to have is to have some food and beverage in the secure area – something besides vending machines. There was also interest on the overall food and beverage offerings, even on the non-secure side. With that information, a letter of interest process is going out. The letter of interest is a two-step process so that someone can learn more, be involved and get a chance to state their idea or proposal in an interview format. The advertisement has begun. This is for anyone who wants to be considered by the Airport to do food service that includes: grab and go items; hot beverage service – coffee, tea, espresso drinks, and similar; a full liquor service bar; catering for airport meeting rooms and aircraft on the field. These were the boxes to be checked to show the things a person would be interested in talking to the Airport more about. Everyone who puts one of these

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together with their contact information, etc., will be invited to a live interview. At the interview, the person will have to give a little bit more information, a proposal of what they have in mind in a combination of written and oral form. This is the piece that is actually scored and the Airport would then enter into negotiations with the top scoring group, person or persons.

The Airport may enter into negotiations with more than one person. If someone is interested in only the bar and someone else is interested in the coffee and the food, the Airport may end up with two vendors. The preference would be with one vendor. By giving a very minimal amount of information, the Airport can begin a conversation. The initial letters are due on August 29. This is being e-mailed to people who have expressed an interest. Additionally, the consultant Alaska Airlines hired will be phoning each person who has previously contacted us to make sure they are aware of the deadlines, process and what needs to be turned in to encourage them to take the next steps. Hopefully there will be multiple people to talk to and then staff will be able to come up with some of the modifications to the architecture to figure out what they need to operate and the Airport will have something new going by the first of the year.

Mr. Heueisen asked if adequate proposals are not received, is there any kind of a contingency with the current provider to continue on until someone of interest can be found. Ms. Fritz said ESS is being contacted. If no responses are received, there is a rule in the procurement code that will let the Airport go out and directly negotiate, which would include the existing contract. This is an interim contract, which will go for approximately two years, with an additional two years that could be added on for a total of 4.5 years. This is totally different than what the long-term restaurant and bar plans are, which will demolish the existing building, have an area that opens out to the airfield, views out with service on both secure and non-secure areas. After that building is built, the Airport would go out for an RFP with a significantly longer period of time. The Airport expects this to be a grab and go, maybe by a caterer who wants to expand their business, or maybe they have one location and want to consider the valley. If they are successful and get to know our operation well, the reality is that they will probably have a leg up when the full solicitation comes out for the long-term. The Airport can't bind someone when only a box on paper can be shown as to where the food and beverage might be.

The other project is the snow removal equipment facility (SREF). Both AEL&P and AAA Fencing are under contract to do some work in preparation for the SREF. All of the documents for the building permit application have been submitted. The job shack is being set up. Staff is working very closely with FAA, Congressional staff, etc., to get the funding in place. The Airport is ready to bid as soon as there is some assurance of funding. Ms. deLaBruere said there are changes once again. Impromptu meetings were held with both Senator Begich's office and Senator Murkowski's

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office when they came through last week. Two of the folks came through were specifically interested in the SREF funding. A letter was sent to Byron Huffman with regard to how the funds might come through whether there were any projects that would not be built or left-over funds, etc. The Congressional delegation is on our side and pushing these matters, as well. There is still an alternate plan for FY14 with discretionary funds.

X. **CORRESPONDENCE** (Attachments #10 and #11):

A. August 5, 2013, e-mail correspondence (Attachment #10) received through Juneau Arts and Humanities Council (JAHC) regarding the Airport's Music on the Fly program.

B. Chair Godkin read an e-mail (Attachment #11) from Shelly Deering, dated August 10, 2013, regarding a compliment for the Airport Manager.

XI. **COMMITTEE REPORTS:**

A. **Wildlife Hazards Working Group:** Chair Godkin asked to have this item removed from future agendas.

B. **Finance Committee:** Committee Chair Joe Heueisen said no meetings have been held to date. A Finance meeting is scheduled for 1:00 p.m., August 20, 2013, in the Alaska Room to discuss Airport Fund Balance and a discussion of the charges for Rotary.

C. **Operations Committee:** None.

XII. **ASSEMBLY LIAISON COMMENTS:** Assembly Liaison Jerry Nankervis reported that the Assembly will be holding a meeting on next Monday, at which time they will finalize the Manager's evaluation process. The Assembly is looking at the disturbing the peace ordinance, which has gone back to Law again. It is getting shorter and shorter and closer and closer to getting it to be an enforceable ordinance. The Assembly just began the Comp. review. They will be digesting it chapter by chapter over a period of time. They are also working on the economic development plan because they believe the City needs that in light of diminishing Federal and State resources.

XIII. **PUBLIC COMMENTS:** Mr. Sanden said he came into the process very late. He knew there had been a past disagreement between ESS and the former management. He thought that everyone in the room should know that there are some radically optimistic assumptions, especially when it comes to the service of liquor. Even if the Airport goes through the 30-day process, between October 1 and the middle of October, a lease is signed for just the bar footprint, the Liquor Board process still has to be done. They work on their own time and will not bend. The ABC Board meets October 2 and will probably meet in late December and then probably in February. However, the administrator can issue an interim permit. Even if the Airport went with him, the ESS liquor license transfer is optimistic to be done by January. He respects the process and he is not there to interrupt it nor cause any problems. He will work with the Airport and get his letter of interest. He

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met with Ms. deLaBruere and Ms. Fritz. The Airport is trying to incorporate to the best of their ability to serve aircraft, public, etc., whether it is off-site or on-site in whatever fashion it may come. There are a lot of unknowns.

Over the next week or two, he will be inventorying the ESS items to decide who owns what. ESS has had the contract since the mid-1980's. He will be working with the Airport to ascertain what they own, also. He said there are a lot of unknowns. He has currently purchased the ESS assets only. ESS is under obligation to run the contract through December 31, but that can change if Mr. Sanden's company and the Airport can come to an agreement. Mr. Sanden said he owns 64 Thunderbird, which is a limited liability corporation. He currently owns the FFF Bar and Grill in Juneau. He consults for non-profits in town – runs their charitable gaming and has done so for 20 years.

### XIV. **BOARD MEMBER COMMENTS:**

A. Joe Heueisen said the City Clerk is having a training session for Board Members. He encouraged people to attend the training. It includes a lot of things about open meetings act, conflict of interest, etc. Chair Godkin asked staff to resend that e-mail to Board Members.

B. Ron Swanson asked why the training did not occur in February. He said the ugly sign with the Governor and Mayor names needs to be replaced. Mr. Heueisen said that the Rotary clubs (both downtown and valley) approached the Board in the past and in both cases they promised they would put a sign out for the Airport. He suggested this may be a good topic of discussion at the Finance Committee.

C. Mal Menzies said he attended the Alaska Committee meeting earlier in the day. The Juneau Economic Development Council gave out their 2013 business and legislative session report. The interesting things about the report were the dissatisfaction is the downtown parking and the airport concessions. People are very happy with the airport. They would like to see better transportation in Juneau both airplane and roadway. They are not at all happy with the Airport concessions and verbally, he talked about the fancy coffee machine that never works. Ms. deLaBruere said there have been numerous problems with communications in accepting the credit card. Ms. Fritz and Mr. Dilg have put in a lot of time and efforts to work with the company. A new antenna has just been installed. This is not unique to the coffee machine, but there have also been problems with the other vending machines trying to accept data. It did work for a short time very well, but the communications have been a problem. Ms. Fritz said the problems have been numerous – the antenna was significant – but in the beginning, it was the cocoa dispenser, then the milk dispenser, but the machine has a very positive aspect. It is basically a barista (a person) in the sense that if there was a person there to push a choice, then the coffee that is served out of it is very good, so it may help with the concession aspect. The credit card portion can be removed and just be able to offer the drinks by a barista pushing the button. Then the very expensive machine (like at Cup 'O Joe's) is not necessary. It has been very frustrating.

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D. Chair Godkin asked about the taxi situation on the transportation tab on the board. Ms. deLaBruere said the company has been contacted and they said the transportation tab on the touch board was not hooked up. She will check with the Younger Agency. Chair Godkin asked if a company had to pay to be on the board. Ms. deLaBruere said they did need to pay if a company wished to show up on the transportation tab. She said if no one has purchased advertising, the transportation tab needs to be removed or a statement needs to be added that no transportation links are provided at this time. Chair Godkin said a simple plaque listing the cab companies and contact numbers might be helpful.

- XV. **ANNOUNCEMENTS:** Assembly Liaison Jerry Nankervis said he echoed Mr. Swanson's remarks about Republic Parking. He said of all the airports he has been to, this has the friendliest and consistently helpful of any that he has been at. He said he had gone hunting during the past week with his son. He hiked up the mountain and his boots fell apart. He had cell phone coverage and he called Patty and within an hour, he had boots at and on his feet on top of a mountain. That was because of Patty's assistance. He could not have done it. Patty was able to line that up and have a pilot drop some boots to him. It saved his bacon. He thanked Patty.

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

- A. Airport Finance Committee Meeting, 1:00 p.m., August 20, 2013, Alaska Room
- B. Airport Board, 6:00 p.m., September 11, 2013, Alaska Room

- XVII. **EXECUTIVE SESSION:** **Culture Survey Results:** *Ron Swanson moved to have a five to ten minute recess and then go into executive session in accordance with all the pertinent CBJ, State and Federal laws that might apply to going into executive session to discuss the culture survey results. The Board went into executive session at 8:25 p.m.*

- XVIII. **ADJOURN:** *Ron Swanson moved, Joe Heueisen seconded, to adjourn. The meeting adjourned by unanimous consent at 9:08 p.m.*