

MINUTES of  
AIRPORT BOARD MEETING  
April 8, 2015  
Alaska Room, 6:00 p.m.

I. **CALL TO ORDER:** Chair Jerry Godkin called the meeting to order at 6:01 p.m.

II. **ROLL CALL:**

Members Present:

David Epstein	Joe Heueisen	Mal Menzies
Jerry Godkin	Robert Mackey	Martin Myers
Dennis Harris		

Staff/CBJ Present:

Patty deLaBruere, Airport Manager	Ken Nichols, Airport Engineer
Marc Cheatham, Deputy Airport Mgr.	

Public Present:

Mike Wilson, Coastal Helicopters

III. **APPROVAL OF MINUTES:** *David Epstein moved, Robert Mackey seconded, approval of the minutes as presented. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** *David Epstein moved, Joe Heueisen seconded, to approve the agenda as presented. The motion passed by unanimous consent.*

V. **PUBLIC COMMENTS:** None.

VI. **UNFINISHED BUSINESS:**

**A. Federal Aviation Administration (FAA) Reimbursement for Vehicles Purchased During Runway Safety Area (RSA) Project.** Airport Manager Patty deLaBruere said that at the October Board meeting, staff mentioned an audit of FAA grants. Five vehicles that were previously approved for RSA funding by the former FAA Engineer, were assessed and found not eligible by current FAA staff. These vehicles should have been leased or some other manner for the project. In discussing the pay back with the FAA, they said the Airport could not technically lease the vehicles, but they could be depreciated against the project. Staff is working on the depreciation method, but it will not immediately add up to the \$107,000; it is expected to do so over time. This is roughly \$60,000 in depreciation reimbursement for the RSA and then there is an additional amount that will be depreciated through the vehicle use through the Runway Rehab. At this point, staff needs approval to repay the \$107,000, plus \$2,800 for the State for the disallowed purchases. This will be credited through depreciation and depreciated through operations.

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On a related issue, Ms. deLaBruere reported that Katie Kachel, the DC Lobbyist, had asked how many FAA grants that were multi-year that went back to 2011. Several projects were listed (mostly the RSA and SREF). In a 2015 appropriations bill, there is a movement to go back to the 95% rather than the 93.75% that the FAA was covering for small and non-hub airports. A draft letter has been written that requests that those grants be increased and more paid by the FAA. There are other things staff is going after, too, but she gave Katie Kachel credit for seeing the language in the appropriations bill. Board Member Joe Heuelsen asked how much money would be involved at the 95% reimbursement level. Ms. deLaBruere said she had sent the list to Ms. Kachel and some were at 95% and some were at 93.75% depending on where they fell. If reimbursed, the money will be used to free up some of the revolving account that has been used for local match.

*Robert Mackey moved, Marty Myers seconded, that the Board approves reimbursement and de-appropriation (from the RSA CIP) of \$107,935.20 to the FAA, and \$2,840.40 to the State for disallowable vehicle purchases, and to expense and credit the depreciated value of vehicles to the Airport Maintenance and Operations Budget (in Fiscal Year 2015 and Fiscal Year 2016). The motion passed by unanimous consent.*

## VII. NEW BUSINESS:

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

1. Food/Beverage Concession Construction Expansion. The bids came in yesterday. The low bid was \$257,660. The engineer's estimate was \$247,347. While it was slightly above the engineer's estimate, it was lower than the figure Ms. Fritz gave the Board in the amount of \$266,000. This will go through the protest period, which will hopefully be done by Friday in order to move forward with the Notice to Proceed. The successful bidder was Island Contractors.
2. Assembly Finance Budget Presentation. The Airport is scheduled to present its operating budget for FY16 to the Assembly Finance Committee on Wednesday, April 15. The meeting begins at 5:30 pm in the Assembly Chambers.
3. Snow Removal Equipment Facility (SREF) Relocation Repayment (Attachment #1). At the February 11, 2015, Airport Board meeting, the Board approved the FAA's \$1.8 million determination of Airport Improvement Project (AIP) funds reimbursement for the relocation of the SREF to the northwest site. The attached letter from the FAA details the timing of the reimbursement with the Airport Layout Plan (ALP) update; either during the Master Plan submittal or the 2016 SREF grant application, whichever comes first. This is consistent with the Airport's CIP/request. Chair Godkin asked if money derived from the sale of dirt can go to offset this payback. This is revenue from that project and the offset. Airport Engineer Ken Nichols believed it could be used, but staff would need to take a look at how the revenue account is set up. Those funds could be used in the project or go to

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maintenance & operations. This is left over material and the Airport can use it as it wants. The sale was for 11,000 yards at \$2.50 per yard.

4. Airport Engineer Report (Attachment #2): Mr. Nichols reported the project has been rolling along. There was good weather for the project switch over between the main runway and the temporary runway. There were a lot of last minute things that staff had the contractor do from changing signs around, change striping, adjust to pilot deviations to make things look a little more like a regular runway instead of a temporary runway. Today was a bad weather day, which blew a culvert into rolling down the temporary runway. It went a long way down the runway, from Echo to Charlie before it exited onto the main ramp. He was driving to a meeting and he was going to take a video of the rolling culvert and then he heard the Tower call and ask him to try to stop the culvert before it hit aircraft parked by Aero Services. He hit the gas to get over there and took a sideswipe to the vehicle which stopped the culvert before it ran into two parked aircraft.

The Master Plan will have another series of meetings similar to the last one with the Technical Advisory Committee the day before the Board meeting and then an open house before the public meeting the day before the Board meeting, and an update by the consultant in June.

The RSA Phase 2A project will be closed out soon, as soon as the electricians finish their remaining punch list items. Now that the runway is closed, they have easy access to do that. In the RSA Phase 1 project there was a notice of violation (discharge of sediment into Duck Creek during the relocation of Duck Creek) from DEC that was issued to CBJ and that got passed along to AIC (the contractor at the time). DEC has waited 2.5 to almost 3 years to finally come to a conclusion and assess the penalties for that. The Airport is working through options with Law to take the money that has been withheld from AIC to deal with this notice of violation and do a settlement on the penalties that are assessed (\$80,000). The Law Department is currently negotiating this with DEC. This penalty falls back on the contractor because it was their work. The Airport is a co-permittee on the permit. Mr. Nichols said that \$50,000 is currently being held from the contractor. Ms. deLaBruere said the letter was sent to both AIC and the City. Mr. Nichols said hopefully this issue can be resolved and Phases 1 and 2 of the RSA projects can be closed out soon.

The Runway Rehab Project is moving along. There is a large pile of asphalt in the staging area of the northeast development area. Recycled asphalt is also being added to different areas around the airport: a rental car lot, the fuel farm, and along Alex Holden Way. The paving on Alex Holden Way will be Secon's initial shakedown of the Airport batch plant. When that is up and running, one of the first lots will be placed on Alex Holden Way. The plan was originally to peel up the asphalt and place the new pavement at the same time. But a decision was made to hold off, which was

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actually good. The area is now being compacted well. The supplemental agreement was for just under \$65,000. This included Secon cleaning out the pipes. Some work has been done to clean out the ditch. It is planned to have Maintenance do some work inside the fence on the outlet pipe that from area goes into the infield. This is pretty much a hole in the infield. When the water comes out, it has to bubble up to get into the ditch and run into the west. The ditch needs to be cleaned out to help the water along. Some of the anticipated original costs included some staff time and contract administration, since it was run through as a contract supplemental. It is anticipated it will be under the \$105,000.

Mr. Harris commended Ralph Sanford for his aerial photographs. He hoped he would continue to give the Board the big picture. Mr. Nichols commended Mr. Sanford and his crew for all of the work they do to keep things safe and operational as the contractor is in high gear trying to meet deadlines.

5. Airport Architect Report (Attachment #3): Ms. deLaBruere said staff continues discussing the Airport Rescue and Fire Fighting (ARFF) truck and building modifications.

Staff reviewed the "Welcome to Juneau" sign outdoors and found it was too dark and would not work. It was changed to not include laminate. This will be a lot brighter with simple colors. This is moving forward. Chair Godkin hoped the sign would be installed prior to his end of term in June.

VIII. **CORRESPONDENCE**: None.

IX. **COMMITTEE REPORTS**:

A. **Finance Committee**: Committee Chair Joe Heuelsen said no meetings were held. He said he would not be attending the Assembly Finance Committee as he will be traveling.

B. **Operations Committee**: Committee Chair David Epstein said no meetings were held. He said he would not be available for the Assembly Finance Committee meeting as he would be traveling to his 40-year Duke University reunion.

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

XI. **PUBLIC COMMENTS**: None.

XII. **BOARD MEMBER COMMENTS**:

A. Marty Myer said he will be leaving town tomorrow and will not be back until May 1. He will not be able to attend the Assembly Finance Committee.

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B. Dennis Harris said he decided to try the paperless experiment. He fiddles around a little bit but it is right there. He looked at all of the documents since he came on board which is a stack that he will have to recycle. If anyone else wants to try it, he encouraged them to do so because it is easy. He knows that the documents are going to on the Airport's webserver. He will not lose them. From now on, he hopes to be paperless and hopes that others will join him.

XIII. **ANNOUNCEMENTS:** None.

XIV. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on May 13, 2015, at 6:00 p.m. in the Alaska Room.

XV. **EXECUTIVE SESSION:** None.

XVI. **ADJOURN:** *Dennis Harris moved, Robert Mackey seconded, to adjourn. The meeting adjourned by unanimous consent at 6:42 p.m.*