

MINUTES of
AIRPORT BOARD MEETING
May 14, 2019
Alaska Room, 6:00 p.m.

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

II. **ROLL CALL:**

Members Present:

Dennis Bedford	Jerry Godkin	Chris Peloso
Al Clough	Dennis Harris	Angela Rodell
David Epstein		

Staff/CBJ Present:

Patty Wahto, Airport Mgr.	Scott Rinkenberger, Airport Supt.
Marc Cheatham, Deputy Airport Mgr.	Rob Edwardson, CBJ Assembly

Public Present:

Kathleen Samalon, General Aviation	Megan Taylor, BRH/Public
Mike Wilson, Coastal Helicopters	Joe Sprague, Wings Airways

III. **APPROVAL OF MINUTES:** *Angela Rodell moved approval of the minutes of the April 9, 2019, Board meeting. The motion passed by unanimous consent.*

IV. **APPROVAL OF AGENDA:** *Dennis Harris moved to approve the agenda as presented. The motion passed by unanimous consent.*

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

VI. **UNFINISHED BUSINESS:**

A. **Art Works in Public Places/One-percent for Art Panel** (Attachment #1): Airport Manager Patty Wahto reported the proposals (35) were reviewed over several days. The panel members included Dennis Harris, Patty Wahto, Lauralye Miko, Rachelle Bonnett and Glen Ojard. The result was a mixture of art, instead of one large art piece. The panel elected unanimously to choose four different artists in four different areas. The selection was "Herring Catch" by Rachael Juzeler, \$42,800; "Formline Design Wall Mural" by Alison Marks, \$20,000; "Wooden Carving" by Robert Mills, \$35,000; and "Southeast Scenery Etched Glass" by Crystal Worl, \$50,000. She thanked everyone involved, including Catherine Fritz, Cynthia Johnson and Kris Ritter for their preparation before meetings. The Board needs to concur with the panel's choice and then forward the approval to the Assembly as an announcement as it is driven by the Art Panel itself. Chair Epstein thanked Mr. Harris and Ms. Fritz for their participation in this endeavor. *Dennis Harris moved that the Board concur with the Art Panel recommendation, outlined in the memo (Attachment #1), and advise the Assembly of the selection for the Terminal Reconstruction 1% for Art. The motion passed by unanimous consent.*

B. Terminal Reconstruction Leadership in Energy and Environmental Design (LEED) Juneau Commission on Sustainability (JCOS) Letter (Attachment #2). Ms. Wahto said that several meetings have been held with the JCOS and they finalized a letter to the City Manager, who then forwards a recommendation to the Assembly on LEED. This is happening as the Airport has requested an exception to the LEED ordinance, which is allowed within the ordinance, but it is JCOS that drives it. JCOS did not recommend a waiver for the exception based strictly on what the ordinance said, which gives JCOS a very narrow window to look at the prerequisites. They looked at the prerequisites leading to LEED and they found it was not economically infeasible. They could not grant it, but did request that the City Assembly give over \$135,000 toward the prerequisites. This has been sent to the City Manager and meetings have been and will be held to discuss it before going before the Assembly Finance Committee. The Airport is looking to have some sort of resolution before sending it to the Assembly. Ms. Wahto said the Airport staff believes that a lot of renewable energy sort of items are being done that do not get LEED points, but are certainly recognizable through energy. Even if an exception is granted, the Airport will still be looking at doing some other things.

Board Member Angela Rodell said that JCOS had noted that the \$1M cost could be cut in half by not pursuing certain LEED points. She appreciated the effort to reach middle ground as some points are not attainable in the City & Borough of Juneau and its limitation. She asked staff to ask the Assembly to recognize that this project is very tight on its budget and it will require contribution of Airport Fund Balance in order to make it work. A lot of work has been done to reduce the footprint and keep the cost as feasible as possible. She hoped that the City would recognize the position the Airport is in and if this is truly a priority for the City and Assembly, that they will work with the Airport to find a source of funds to pay for a good portion of the LEED certification process. She said that if the Airport is walking into this knowing the Airport will not get two of the points from the beginning and the Airport does not achieve LEED certification, what are the repercussions and how does the Airport move forward from that.

Ms. Wahto said staff has asked these questions. It may not be known for years down the line ... what will happen if the 40 points are not achieved. The worksheet done by McCool Carlson Green and their certified LEED person tried to maximize how many points the Airport could possibly get and it is right on the threshold. So if two points are removed (equating to \$.5M for recycling and shipping to Seattle), what are the chances of getting 100% of 40 points, which is the base minimum to get the certification? What if something else falls through? Some of the items are already being done. Some are very small, but you may throw \$2,000 to \$3,000 at the project only to say should their really be a white roof instead of the black one because that is what makes sense down south. This should not have to be done to gather a point. There are items that don't have a lot of cost, but the question is, why would the Airport do it? Ms. Wahto said she has worked with the City Manager and she believes he understands the Airport's position after reading through some of the memos. Staff hopes to give this information and point out the facts from the sheet to the Assembly, but may also come up with some other ideas

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that would not get LEED, but certainly put the Airport on board for additional renewable resources. The current cost of the LEED information received to date is approximately \$38,000. She reminded the Board that anything LEED associated is not reimbursable by the Federal Aviation Administration (FAA).

Board Member Dennis Harris said that people know he cares about the environment, doing things right, and know that he likes the idea of saving energy and saving money, which is supposedly the reason for LEED. After reviewing the attachments in the record and after thinking about the issues, he thought the Assembly made a grave error by adopting LEED certification. He thought there could be a City program with much simpler standards and it would make much better sense. Unfortunately, the Airport apparently has to live with what the Assembly has adopted. Sometimes organizations are created for a good cause and are very beneficial. He said having looked at the LEED certification, the time involved, the fact that you could build a school like Harborview School (which is very energy efficient), and have to wait years before you might get energy certification. It was his opinion that the LEED organization exists as a bureaucracy to create a program that they can charge for. It is time consuming and very difficult to achieve. He thought this was overkill that is shooting itself in the foot. He said he would be happy to go to the Assembly and tell them what he thought of the LEED certification.

Assembly Liaison Rob Edwardson pointed out that it is the Manager that grants exceptions, not the Assembly. The Manager does it with the consent of the Assembly. Also, the Manager is not necessarily compelled to follow the recommendation of JCOS.

C. Snow Removal Equipment Acquisition - Plow Truck Bid Award. There is a bid out for three Plow Trucks. The bids were opened on April 26, 2019, with Oshkosh being the low bid. Oshkosh came in a little under \$1.4M for three of the vehicles. The estimate was \$1.95M, so they came in considerably lower. This means that \$1.4M remains in the grant for appropriation of snow removal equipment. Staff will look at other items on the list for replacement. The money in the grant was appropriated in September 2017. This is just an FYI of what the Airport is getting for the money.

VII. NEW BUSINESS:

A. Supplemental Agreement for Apron Paving (Attachment #3). The area located between the large aircraft parking and Coastal Helicopters currently has RAP (reclaimed asphalt paving). Staff has tried several measures to reduce FOD (foreign object debris) in the area. It is used as a snow load area, which settles into the RAP and continues to produce FOD. This can either have a safety factor for humans with the blowing debris or it can be engine ingestion by either the helicopter picking it up or blowing it toward the jet. The Airport will not pave the whole area because a portion of that area would presumably be eligible when the ramps are redone in about five years. About half the area (roughly 16,000 square feet) will be paved by the Airport and one-half will be paved by Coastal Helicopters as it is their leased area. The RSA (Runway Safety Area) Phase

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IIC has \$400,000 in contingency funds and staff is looking to use \$84,750 to pave that portion that falls under the Airport. The quote is included. It went before the Assembly last night with City Manager approval with the knowledge that it would not go forward unless the Board approved it. This is not an appropriation of funds, it is just approval for the supplemental agreement to have this area paved. *Angela Rodell moved to concur with a Supplemental Agreement to the RSA Phase IIC rebid project (BE18-213), in an amount not-to-exceed \$84,750, for the partial paving of the apron east of the terminal, funding provided by previously appropriated contingency funds from the Runway Safety Area Phase IIC local funds. The motion passed by unanimous consent.*

B. Federal Aviation Administration Disability Compliance Mini Review Final Reports (Attachments #4 and #5). The Airport received two more reports from the Office of Civil Rights on the ADA (Americans with Disabilities Act) and Section 504 compliance and Limited English Proficiency (LEP), which went into effect a few months after the review. The one stemmed from a mini review and the LEP. The LEP letter has been replied to, which provided the plan and staff made sure everything is viable for LEP persons in the airport. The LEP plan looks at the demographics for the airport and the U.S. Census data for the people of Juneau. It looks at how many households do not speak English at all. It is gathering a lot of data and noted 4% do not speak English. Does the Airport have a way to communicate with them? It makes sure that there is a resource out there or that people know of a resource. The Airport will use Google Translate.

Staff is just about finished with some of the items in the other letter, which involved:

- making sure there is proper contract language in the concessionaire and tenant forms;
- making sure that ADA compliance is part of the emergency plan;
- making sure that the service animal relief area (SARA) post-security is in compliance, which the Airport was in compliance about June of 2018 (proper signage is now needed);
- A few other minor issues – staff is requesting a waiver for the north terminal items until it is rebuilt. She thought that the waiver would be acceptable since the north terminal will presumably be torn down this fall.

She wanted everyone to know that there is a lot going on in the compliance world with the federal and state governments. The reply is due at the end of the week.

C. Alaska Occupational Safety and Health (AKOSH) ‘Health’ Report (Attachment #6).

The second letter was received. The first inspection (June 2018) assessed fines in the amount of \$34,000, which the airport will purchase equipment in lieu of penalties. The second inspection (health) was done in November 2018. That report was received on May 8, 2019, and included two items with no penalties assessed. The two items have been corrected:

1. A piece of plywood was in front of a door that was an egress door and had to be relocated.
2. Relocatable Power Tap was mounted to a wall and they cannot be mounted to a wall.

The items were removed and the letter sent back. The Airport assumes that the items are closed out.

D. Airport Manager's Report:

1. Airport Fund Balance (AFB) and Capital Revolving Account (CIP) Balances (Attachment #7). These sheets were updated as of last night's Assembly meeting, which included several items that the Board approved: Passenger Facility Charge (PFC) appropriation to the Assembly for this year's PFCs as well as transferring money back into some of the accounts, like the \$600,000 that went back into the Terminal and then there was \$30,000 here and \$33,000 there that was put back into the Capital Revolving Account, as well as Airport Fund Balance. Those items are reflected on the sheets.

2. Jordan Creek Bridge Replacement. The Airfield crew did a great job in replacing the bridges on Jordan Creek. She thanked the Southeast Alaska Watershed Coalition, who helped get the grant for the materials and Airfield staff, who removed the old bridges and install the new bridges. They look wonderful. Another part of this is moving along with Title 49 which will allow staff to continue cleaning up the area.

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

- AKOSH citation mitigation and safety purchases of \$34,000 in-lieu of penalties were approved by AKOSH. The first purchase will be for a quad vehicle (4-wheeler) at a cost of a little over \$19,000. Two AED and Emergency Kits will be purchased to go into the new Sand Shed, which will count for the in lieu of penalties. After looking at the FOD Boss units and how much they cost, the Airport would need a few of them and they operate at a slow rate. The Airport could not afford two and, therefore, would need to go up and down the runway a number of times to clean it up. The Airport will look at getting EVACU Chairs for ADA persons that can quickly set up and be used for mobility issues. The Airport is looking at purchasing three of these units at a cost of \$8,170 delivered to Juneau. The Airport has requested the approval to substitute these chairs for the FOD Boss.
- Marine Engineers' Beneficial Association (MEBA) union negotiations began March 5, 2019 (3-year contract). Contract negotiations continue until they are settled and go before the Assembly.
- Honsinger Pond/Access (work in progress) with State Department of Transportation, Bicknell, and the City & Borough of Juneau. Bicknell has a permit that was grandfathered with that property for some of the accreted land that came with it through the State. It is not access from the Airport, but they have to give them access from the other side. The State may come to the Airport and ask for access from Maplesden, but it is in the State hands at this point.
- North Terminal Reconstruction: Gift Shop relocation. A letter was sent to the Gift Shop about the very limited space they would have due to where walls and supports had to go up. It would reduce the area to about 116 square feet, or they may not be able to operate during construction. Staff met with them and discussed a little larger area across from the Delta counter, which would be about

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- 500 square feet, which will work very well. This will be temporary through construction. A new Request for Proposals will go out after construction.
- Taxiway A, E and D-1 Construction. The design documents are at 95% review. There will be a stakeholder meeting on June 11 for people interested in how it will affect movement. The more people that can be educated, ensure they read NOTAMs and make sure they know what is going on, the better the project will go. Opening hangars on the east end will require hangar owners to contact the Tower.
 - Staff Training Programs (Safety and Health) for AKOSH. Terminal and Airfield staff are going through OSHA training, as well as fall protection training, which is an IOU for the original AKOSH letter. This will be done this month. The City is trying to train staff with a broad brush 10-hour class (paid by the City) this month to try to alleviate some of the problems. The first AKOSH inspection came after a voluntary compliance inspection in which Airport staff corrected the noted problems, or the fine could have been larger. Board Member Jerry Godkin felt training like this may help AKOSH to realize the Airport is trying to be proactive and maybe they might not be so heavy handed in the penalty phase next time. Ms. Wahto said the inspection on the old sand shed helped to get the new sand shed built sooner. However, even though staff corrected items on the list while the inspector was on location, it did not count. The fine was still received for the issue.

Board Member Dennis Harris wondered if an Airport employee might be tasked as Safety and Health Manager to try to head off the problems before they occur. Ms. Wahto replied that the Airport does have safety discussions at their monthly meetings. There are Safety Officers. The Airport has to do better and get more detailed information out to all of the employees.

4. Airport Project Manager Report (Attachment #8): Ms. Wahto said the Airport is looking to possibly open the Echo 1 area shortly and to reopen the large aircraft parking. The large ramp in the northeast area may be ready soon. The area will not be used until all markings have been done. This project is on schedule to be done by the end of July. There are a lot of other smaller projects going on at the same time. A few people have been relocated with some of the projects. When asked about interest in the frontage road, Ms. Wahto said nothing specific has been noted. At one time, Aero Services and one of the medevac companies looked at the area, but they have not come forward again. It is hoped that once they see the store frontage that it will revive some of the interest. Gate E on the west side has been replaced and is working. There is a notice of intent to claim on work reduction because some of the northeast development area was taken away that was not needed. They were going to file a claim on lack of work. They are still delivering product but it is not being put in.

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Some sliding circuits were damaged by Secon in the northwest development area. Staff is working with them to resolve the issue. It is planned to have substantial completion by the end of July.

The float pond valve and actuator have been installed, but they are waiting for the remote to test it. The project is substantially complete. It is a matter of testing and a few other punch list items. The condensation that is occurring in the vault is not infiltrating the dike itself. They find that during the winter months, condensation occurs on the lid and it will need to be wiped down.

The design documents for the Taxiway A Rehabilitation, Taxiway D-1 and Taxiway E Realignment are at 95%. The stakeholder meeting is scheduled for June 11. It is hoped to have the bid documents ready by the first part of July and have the grant by August or early September. Preliminary work is expected to begin this year, with the main construction next year.

Airfield Maintenance has done some quick short-term fixes on the parking lots. They are temporary until the parking lots can be rehabilitated. There is a lot of alligating, cracking and mini-sinkholes. Parking lots are not FAA eligible because they are money makers.

5. Airport Architect Report (Attachment #9): Ms. Wahto reported that the concrete foundations and structural steel for the Sand/Chemical Building and Fueling Station were completed in April. Things are moving along on the project. A change order is currently being developed to add a Diesel Exhaust Fluid (DEF) dispensing system at the fueling station. This is a major change to the building.

The Terminal Reconstruction Project moved along in April. There is another design meeting next week with McCool Carlson Green. Staff has been working on the lease lots to the north and working with Alaska Seaplanes (who is the only one interested at this point in time) for Lots 1 and 2. They have a copy of the draft lease and staff is working out the phasing of when they are in the terminal and how they will migrate into Lots 1 and 2. It may be they set up some cargo area on Lot 2. Once the old portion is torn down, they can start building on Lot 1. Things will come speeding along in the next few months. After the July meeting, the Alaska Room will be turned into both Airport and FAA offices. It will be real cozy for about 18 months. The Reimbursable Agreement for the relocation of the equipment with the FAA is out. They can start relocating the equipment into the new communications room which is in the Tower stairwell. Preliminary work is starting. The funding is in place and the pre-terminal construction will begin.

VIII. **CORRESPONDENCE**: All correspondence items have been included in the packet.

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IX. **COMMITTEE REPORTS:**

A. **Finance Committee:** Committee Chair Angela Rodell reported the Finance Committee has not met, but she suspected there should be a meeting soon regarding the bond packages for the Terminal Reconstruction project. The Committee needs to understand what is in the package; what can be financed; and what cannot be financed and to the extent that the Committee needs to identify and set aside any Airport Fund Balance. The ordinances are scheduled to go to the Assembly at the June meetings and it will need to be before the Board at the June Board meeting.

B. **Operations Committee:** None.

X. **ASSEMBLY LIAISON COMMENTS:** Assembly Liaison Rob Edwardson reported the Assembly is in the middle of budget season. Tomorrow's Assembly Finance Committee meeting will be the pending list. He said the way the meetings go is the Manager submits a budget. As the Assembly goes through the budget week-by-week, they may add increments to certain programs or certain departments or if there is a request to increase the funding, it may be put on the pending list. He thought there have only been one or two increments this year and everything else is on the pending list. These items will be addressed item by item.

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

XII. **BOARD MEMBER COMMENTS:**

A. Al Clough said he would like to meet with Ms. Wahto to show some safety program stuff that they do at their business that may be of interest to the Airport. He noted that his new boss was in attendance at the meeting and introduced Joe Sprague as the CEO (Chief Executive Officer) of Wings Airways. Joe's aviation career started out in this building. They are very happy to have him with the company. He thanked Joe.

B. Jerry Godkin said he will be traveling to Fairbanks on the June 11th meeting, but he will make every effort to call into the June Board meeting. He will be traveling between June 11 and June 18.

C. Dennis Harris said the selection process for the art was time consuming and complicated. There were some very interesting submissions. Some caused some humor among the participants, like the gentleman that submitted a copy of the book of all of his airport and other public building glass designs and didn't submit a proposal, which was considered non-responsive. It was very interesting and productive. The group arrived at a mix of art for the space that will do the Airport proud. They selected some artists that are well known for their work. It was a good process and worked well. He hoped that notes would be kept to allow a better RFP (Request for Proposal) to solicit some things that are more in line with what they wanted. He was gratified by the number of artists that were interested and the quality of submissions.

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Mr. Harris noted that evening meetings are not much of a problem for him this time of the year, but he will not be able to make most daytime meetings. There will be a few evenings where he won't be able to attend either. Once September hits, he'll be available again.

D. Chair David Epstein said there will be some seats on the Airport Board open for applications. He appreciated it if Board Members will make it known to prospective applicants that they should consider submitting their paperwork.

- XIII. **ANNOUNCEMENTS**: Rob Edwardson said the interviews for Airport Board applicants is tentatively scheduled for June 13. This will be done on the same night as the Eaglecrest Board.
- XIV. **TIME AND PLACE OF NEXT MEETING**: The next regular Airport Board meeting will be held on June 11, 2019, at 6:00 p.m. in the Alaska Room.
- XV. **EXECUTIVE SESSION**: None. There will be an executive session next month for Patty's evaluation.
- XVI. **ADJOURN**: *Dennis Harris moved to adjourn. The meeting adjourned by unanimous consent at 7:22 p.m.*