

MINUTES of
AIRPORT BOARD MEETING
June 11, 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		*via phone

Staff/CBJ Present:

Patty Wahto, Airport Manager	Ken Nichols, Airport Engineer
Marc Cheatham, Deputy Airport Mgr.	Scott Rinkenberger, Airport Sup't
Catherine Fritz, Airport Architect	Teresa Bowen, CBJ Law

Public Present:

Kent Craford, Alaska Seaplanes	Angela Smith, PDC Engineers
Megan Taylor, BRH/Public	Melissa Osborn, DOWL
Wes Holden, DOWL	Joe Sprague, Wings Airways
Rob Breffeilh, Hangar Owner	

III. **APPROVAL OF MINUTES:** *Angela Rodell moved approval of the minutes of the May 14, 2019, Board meeting. The motion passed by unanimous consent.*

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

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

VI. **UNFINISHED BUSINESS:**

A. **Terminal Reconstruction Leadership in Energy and Environmental Design (LEED) Exception** (Attachment #1). Airport Manager Patty Wahto said this is based on the exception the Board approved last fall. There have been a lot of updates and meetings with JCOS (Juneau Commission on Sustainability) on this matter. After several meetings with JCOS, they could not support an exception while working under the parameters the ordinance allowed. The next step was to talk to the City Manager and after doing so, the City Manager, as seen in Attachment #1, did support the exception based on the fact the Airport was already proposing renewable energy and sustainability in their design, as well as some future things that could be done with electric vehicles and charging stations. This was passed by the Assembly on June 3. Chair Epstein congratulated Patty and everyone that helped to get that across the goal line.

B. Airport Terminal Reconstruction Project Funding and Bonding (Attachment #2). An Airport Board Finance Committee meeting was held on May 29, 2019. City Finance Directors Bob Bartholomew and Jeff Rogers were in attendance and presented what the funding and bonding pictures looked like for this project. After some discussion, there was a portion of the LEED left factored in, which left about \$1.6M shortfall. Now that Item A was passed by the Assembly and removing a little more than \$500K off, there is still a gap of \$1.1M. As discussed at the Finance Committee meeting, the Airport proposed taking half and saying the airport will take \$800K as local match for the project and hoping that the Assembly Finance Committee meeting will pass the \$300K gap in the form of sales tax. The June 3rd Assembly meeting pulled the \$300K portion from the Assembly meeting for introduction and it will be a stand-alone item discussed at tomorrow's Assembly Finance Committee meeting. The Board is currently focusing on the \$800K of Airport Fund Balance.

Finance Committee Chair Angela Rodell said quite a bit of discussion was held on the various components as this is a complicated item from a federal funding standpoint and from a municipal bond market standpoint. There are a lot of different pieces. She commended Catherine Fritz for helping to parcel out what could be funded from what sources because it was a good start. She also noted for the record that there was a movement by the Assembly to move \$300K out of the Airport Fund Balance that is different than the \$300K in sales tax contribution for the local match. They are two different sources and sums of money. She believed that the \$800K is the right amount of funds today as determined by the Finance Committee. *Angela Rodell moved the Board approve the use of \$800,000 of Airport Fund Balance as local match for the Terminal Reconstruction Project, and forward to this to the Assembly for appropriation.* When asked about previous sales tax money approved by the voters, Ms. Wahto said Phase 1 used some sales tax money. There is some residual from that. The other item that was voted on was the \$6.9M of the GO (general obligation) bond, which is another funding source. *The motion passed by unanimous consent.*

VII. NEW BUSINESS:

A. Airport Manager's Report:

1. Runway (RWY) 26 Approach Tree Removal: About every 1 to 1.5 years the airlines (Delta and Alaska) are required to look at obstruction approaches. This year, Alaska Airlines came through and looked at the trees on the 26 approach and wrote an e-mail that for safety and obstruction reasons, they would like to have any trees above 20 feet removed from the dredged area that is in the shape of a heart on the approach end of 26. This equates to approximately 400 trees. In review of the current permit, the USDA Wildlife Biologist went out with the Habitat and the Biologist with Alaska Department of Fish and Game (ADF&G) to look at the trees to see if there are any issues. ADF&G has written that there are no issues and it is covered in the permit. This would buy a lot of time by cutting 400 trees. This is a head's up and it will require getting costs and bringing this back to the Board.

Ms. Rodell asked if this lumber might be sold. Ms. Wahto said she did not know if there would be restrictions as it is not on Airport property. This is a dredged area, and is not Airport property, but the Airport has the permit allowing it to remove the trees on the approach. Mr. Harris suggested talking to the State to see if it would be possible for the contractor to take the timber as part of the payment. That might save the Airport money. Ms. Wahto said she would be happy to ask the question, but large heavy equipment would not be allowed in the area.

2. USDA Wildlife Biologist Tyler Adams has been offered a position at Hill Air Force Base in Utah and today is his last day. The Airport will greatly miss him as he had some of the best innovative ideas for wildlife dispersal. No replacement has been chosen, but they have eight or nine applicants at this time. It is hoped to have someone in place by the beginning of fall. Dennis Harris asked the Chair to write a letter to Mr. Adams to thank him for all of the wonderful work he did at the airport and wishing him the best in his new position.

3. Part-time Engineer Ken Nichols has been offered a position with DOWL to oversee their aviation market. His last day with the Airport will be June 28. Until then he will get staff set up on a lot of the projects. She thanked him for years of help, even when he was working at another airport. He will be missed. Ken Nichols noted his heartfelt appreciation for all of the things that the Board has helped the Airport to do over the years he has spent here. There have been some pretty substantial and difficult projects. A very good Capital Improvement Program (CIP) has been built together. The Airport has a lot of good things in the future, including the Terminal and Taxiway Projects. Hopefully he will see the Board in his new consulting role. Chair Epstein thanked Mr. Nichols for everything he did.

4. Jordan Creek Trail Clean-up. The trail has been widened and looks good. The Airport still cannot cut within 25 feet of the corridor. There have been positive comments received on the work. This is a start. Checking in with Community Development, no work on Title 49 will be seen until the end of the year. Staff will keep pressing this issue.

5. Alaska Occupational Safety and Health (AKOSH) 'Safety' Equipment Update. After looking at the FOD Boss, the single unit was within the Airport's price range, but the double was not and it moves at a much slower speed than earlier thought. Staff has requested a switch of three emergency stair evacuation chairs. The price is right and will use up the rest of the in-lieu fines that were assessed. Nothing has been heard back from AKOSH to date.

6. Airport Fund Balance (AFB) and Capital Revolving Account (CIP) Balances (Attachment #3). The Airport Fund Balance includes the proposed \$800,000, which brings the total down. The AFB will come before the Board at a later date to discuss how the City figures the fund balance through the City financial system. The City will discuss this to reflect how they figure it and make it universal throughout the

City to reflect a true balance with assets and liabilities. That number will change. The Airport has not overspent anything in their eyes, but they want to make sure they have a whole picture when it is presented to the Board.

7. Hot Topics:

- The new deadline for Airport Board application is now July 22, 2019, with proposed interview dates on August 1. When asked if the Board would be short three members during this time, City Attorney Teresa Bowen replied that the sitting members continue sitting on the Board until the positions are filled.
- The Federal Aviation Administration (FAA) Compliance Land Use/Financial Letter – the Airport has not received a response back from the FAA on the information that was put in. This is in limbo at this time. A lease has been sent to the U.S. Fish & Wildlife, but has not been signed.
- The Law Enforcement Office (LEO) Reimbursable funding is through the House, but on hold in the Senate.
- There have been a few inquiries about the foam being used for firefighting. The contract for testing has been initiated, but no date has been established. No surprises are anticipated. The Airport is responsible for the Airport and the City itself is taking on the Fire Training Center.
- Marine Engineers' Beneficial Association (MEBA) negotiations are still under way. More meetings will occur next week.
- Terminal Reconstruction
 - o The Airport Board will meet at the Glacier Fire Training Room beginning with the August 2019 meetings. Any Finance or Operations Committee meetings will need to be at the Fire Training Room or possibly one of the Library meeting rooms.
- The Assembly Finance Committee will meet on June 12, 2019, to take up the bonding issues and the \$300,000 as discussed earlier. The meeting will be in the Assembly Chambers.
- Taxiway A, E and D-1 Construction held a meeting this morning with stakeholders at the 95% design review. Some members from the consulting group are in attendance. Angela Smith, PDC Engineers, prime consultant for the Alpha, Echo, Delta-1 project, said the third and final design stakeholder meeting was held today to capture the 95% design, but it is more at 99%. They are trying to accelerate the schedule to get it on the street faster to try to get as much construction as possible. The plan is to get it on the street at the beginning of July. The primary thing that is out there is additional coordination with the helicopter operators and deconflicting any interactions that happen with their summer activities and the contractor and making sure that both can operate safely during construction. As there is going to be a late start, it was initially thought it would be a two-construction season, but it is looking like it will be a three-construction season project. The key is getting the project bid and awarded so that the building addition to the Snow Removal Equipment Building (SREB) is done to accept all of the airfield lighting

equipment that is in the existing facility over at the northeast development area. That is the critical piece to get that building substantially complete so that when Taxiway Alpha starts to be rehabilitated, the controls will be transferred from that side of the airport to this side.

- Staff Training Programs – Both Airfield and Terminal staff participated in and became certified with Fall Protection Training, which was also a component of one of the AKOSH reports. It finished out the first inspection from a year ago. She thanked the crew for moving forward and getting that done by the May 31 deadline.

8. Airport Engineer Report (Attachment #4): Ms. Wahto said the Runway Safety Area (RSA) IIC project has seen a lot of paving going on. The northeast development area is fully paved and awaiting markings (on a dry day). There are a few other items yet to done – trench drains along some of the hangars and then the paving up to the trench drains. This project should be done by the end of July. There was a claim for work that was taken out of the contract (placement of top soil as it will be part of a future project). The material is still needed, but not being placed. They are working on that to completion. There was some damage to some exterior lights. Secon had replaced one of the lights and boxes; staff is still working with them on the other one.

The Float Pond Improvements Project is almost complete. The six-inch force main that passes through the vault should be here soon and then some testing is yet to be done. This should be done by the middle of July.

Taxiway A Rehabilitation, Taxiway D-1 Relocation and Taxiway E Realignment was discussed above. The other discussion on this was when the Safety Risk Management (SRM) review would be done and whether it would be one or two SRM meetings.

The crew has been doing patches in the worst areas in the parking lots. This is a larger issue that will have to be tackled at some point in time.

9. Airport Architect Report (Attachment #5): Airport Architect Catherine Fritz reported the Sand/Chemical Building is going very smoothly. She spoke with the Superintendent and he is very optimistic that they will meet or beat their September 15, 2019, substantial completion date. They are getting concrete either Thursday or Friday if everything goes well. A lot of the prefabrication work Dawson did offsite made a huge difference in getting the exterior put together in a fast manner. They are working on the roof as they can as it is weather-dependent work. It is going very well. There have been a few change orders that have been approved by the FAA. There are a few more to put in front of the FAA. Staff is communicating with the FAA on almost a weekly basis on a variety of issues related to the project. Al Clough asked if Ms. Fritz had seen the building and noted that the blue membrane appears to have some damage because of the storm. Ms. Fritz said they will make sure this is addressed.

There will be a big review of the Terminal Reconstruction Project on Thursday and Friday for the completion of design/development. All aspects, including phasing and various things that have to happen, will be reviewed. One of the things that needs to be done sooner than later is the new electrical service on the east end. The documents were forwarded to CBJ Contracts Office today. Staff is optimistic that the bid will be out late this week to early next week. AEL&P (Alaska Electric Light & Power) has a contract with the Airport to do their work. They will extend service from an existing transformer to the non-secure side of the fence on the corner and then the electrical contractor will take it from there. There will be a new electrical use utility yard next to the tower on the airfield side. When the building is demolished, this electrical service will ensure that everyone has power and is operating correctly. Much of the current service comes through the north end of the building and that has to be demolished. It will also allow the FAA equipment that needs to be relocated in the Tower to be done without interruption. They will have an independent schedule of getting their equipment moved and settled before the demolition is started so the Tower will not be affected during the demolition.

Ms. Rodell asked staff to get an education campaign going for the terminal as with all of the activity between the runways and the terminal, people will be very curious about what is going on out here. Ms. Fritz said that once the design/development completion is done this week, the cost estimate for this phase of the project will not be ready until the end of the month. If everything is done well and everything is as expected, there will be a reconciled scope and budget as of about July 1, so that the consultant can be told to proceed on construction documents. Assuming that can be done and the two week delay can be caught up, the project will be ready to be bid by the middle of October. Bidding and award will take the rest of October and all of November. She expected the contractor will get a notice to proceed sometime in early December. A suggested sequence and any critical items that have to be done will be laid out, but a lot of it will be up to the contractor in terms of how they choose to do the work. It is expected that abatement of hazardous materials will be one of the first things. Staff is working with tenants, Airport Administration and anyone who is affected by construction, to try to get them into the temporary spaces totally moved and settled during the month of October. By the end of October, everyone will be ready to go. They will be in the bidding period, with final tweaks of stuff, but they are telling people to be ready for construction in November.

The north end will pretty much operate as they do today for what the public will see – they will come in through the north end of the building and that portion of the building will be sitting as a separate terminal. It will be physically disconnected from the rest of the terminal. If people need to go from the large air carriers, they will need to go outside to catch a regional small air carrier flight. This will take about 15 months (until the spring of 2021). It is hoped to have everyone move into their spaces in the spring of 2021 and then the contract will continue (because the construction contract will include all of the phases) and it will demolish the remaining

old north end piece, the old escalator, elevator and stairway that currently go up. The main entry of the terminal will be closed for several months. That area will be under construction as the structural ties are being made between the two buildings and all of the finishes are completed, which will probably take up to six months. She is telling everyone it will take two years. The partitions and things done in the Alaska Room will be demolished, new carpet installed, walls painted and get the Board back into the room. The project should be wrapped up by January 2022.

Ms. Fritz said the temporary plans are being put into place. Following design/development, staff will sit down with tenants to show them the spaces they are planning for them. They will answer their questions and see if they have concerns or problems and discuss the temporary quarters. A building permit application has been made for all of the temporary facilities. It is under review right now. At this point, there haven't been any huge concerns that they have not been able to be addressed.

VIII. **CORRESPONDENCE:** None.

IX. **COMMITTEE REPORTS:**

A. **Finance Committee:** Committee Chair Angela Rodell had no further report.

B. **Operations Committee:** Committee Chair Al Clough said he had nothing to report.

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

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

XII. **BOARD MEMBER COMMENTS:**

A. Al Clough said the pond weed is back and there is quite a bit of it growing around their docks. Airport Superintendent Scott Rinkenberger said that prior to the end of last summer, a much smaller aquatic mower was acquired. It can be used off of the safety boat. He said they are in the process of getting it set up. Their counterparts in Anchorage steered him away from using chemical herbicide because of the gelatinous sludge that it creates. He said there is not enough to use the big weed harvester yet.

Mr. Clough noted Jordan Creek does look very good. It is huge to get that going. He is 100% happy with the trees being dealt with. He was surprised that the certification examination has not mentioned that penetrating airspace. It would eventually. He said the simplest and easiest thing will be to pay someone to cut them down, leave them and be done with it.

Mr. Clough would like to have an Operations field trip sometime once the taxiway rehab project is about ready to go to bid. This would be to bring everyone up to speed first hand on where the project is, and this is what the moving parts are. It doesn't have to happen in the next week or two, but before fall (maybe in August).

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B. Dennis Harris said if there is a meeting, he hoped it would be in the evening, because daytime meetings in the summer are impossible for him. He also expressed appreciation for the work on the other side of the parking lot. He asked if more trees would be cut along Yandukin Drive towards the hotel, because he said he could already tell that it looks better and safer. If he was a pedestrian headed for Nugget Mall, he would feel comfortable now. Mr. Rinkenberger said there are plans to work on the remainder of the Jordan Creek greenbelt, but they are going to work with Community Development in regard to insuring they are outside of the protected stream setback.

Mr. Harris said he had talked to the Chairman of the Planning Commission about this topic and expressed his concern about the fact that they were moving in such a slow pace. He indicated that they have more to do than they would like to do and they do not want to pull it out of their major code rewrite and the process for that is indeed very slow. He said the Planning Commission Chairman apologized for them taking so long. If anyone talks to Ben Haight, give him a nudge.

C. Angela Rodell commended the Assembly for waiving the LEED requirements and recognizing the spirit with which the Airport is trying to become a sustainable entity and trying to recognize the changes that are happening, but it doesn't need to be done through a formal certification process. She really appreciated both the City Manager and the Assembly's actions on that front. It allows the Airport to be much more economic and efficient on the financing plan. She strongly encouraged the Assembly to move the \$300,000 in sales tax. The Airport has requested contributions from every single part of this community and it would be very helpful to get the Airport over the hump.

XIII. **ANNOUNCEMENTS:** None.

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

A. The Assembly Finance Committee will meet on June 12, 2019, at 5:30 p.m. in the Assembly Chambers.

B. The next regular Airport Board meeting will be held on July 9, 2019, at 6:00 p.m. in the Alaska Room.

XV. **EXECUTIVE SESSION:** Airport Manager Annual Evaluation: *Angela Rodell moved that the Airport Board go into executive session to discuss the subject that may tend to prejudice the reputation and character of the Airport Manager, provided that the Airport Manager may request a public discuss if she so chooses. The motion passed by unanimous consent. The Board went into executive session at 7:05 p.m.*

The Board came out of executive session at 8:02 p.m.

XVI. **ADJOURN:** *Dennis Harris moved to adjourn. The meeting adjourned by unanimous consent at 8:03 p.m.*