

AIRPORT BOARD
AGENDA
6:00 P.M., THURSDAY, JULY 16, 2020

ZOOM Webinar: <https://juneau.zoom.us/j/99666716231>
Or Telephone: Dial: 1 346 248 7799 Webinar ID: 996 6671 6231

TO TESTIFY: CONTACT JOHN COLEMAN, 586-0960
BY 3:00 P.M. ON JULY 15, 2020

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES:
 - A. Special Meeting of May 7, 2020
 - B. Special Meeting of May 27, 2020
 - C. Regular Monthly Meeting of June 11, 2020
- IV. APPROVAL OF AGENDA
- V. ELECTION OF OFFICERS
- VI. COMMITTEE ASSIGNMENTS
- VII. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS
- VIII. UNFINISHED BUSINESS
 - A. **Aqueous Film Forming Foam (AFFF) Polyfluoroalkyl Substances (PFAS) Contamination Testing Continued Site Assessment** (Attachment #1 and #2). Juneau International Airport's (JNU) PFAS Sampling and Analysis Plan (SAP) sampled for the suite of six PFAS in soil and groundwater:
 - Perfluorobutanesulfonic acid (PFBS)
 - Perfluorohexanesulfonic acid (PFHxS)
 - Perfluoroheptanoic acid (PFHpA)
 - Perfluorooctanoic acid (PFOA)
 - Perfluorooctane sulfonate (PFOS)
 - Perfluorononanoic acid (PFNA)

JNU, through a contract with Cox Environmental Services (CES), began the initial soil and groundwater sampling in the fall of 2019. Test samples revealed one soil sample location (MW-6) tested above the Migration to Groundwater Cleanup Level. Additionally, groundwater was found to be in excess of the Alaska Department of Environmental Conservation (ADEC) groundwater cleanup levels at three sites. The results indicate groundwater exceeds the ADEC cleanup level of 400 ng/L for PFOS at

MW-3 and MW-6, and PFOA at MW-4. The detected concentration of PFOS is 750 ng/L at MW-3, and 50 ng/L at MW-6; and PFOA is 410 ng/L at MW-4.

Cox Environmental submitted a report of the findings and recommendations to ADEC, as well as ADEC's acceptance letter: <https://beta.juneau.org/airport/documents-forms>. A summary of the report and recommendations is outlined in Attachment #1. CES has also prepared a lump sum budget for the plan submittal to ADEC and a plan for perimeter wells, testing and monitoring at a cost of \$196,831.60 (Attachment #2). Federal funding is not available for this project, at this time, and the work is not eligible for Federal Aviation Administration (FAA) Airport Improvement Program (AIP) funds. City & Borough of Juneau (CBJ) is already proceeding with the next phase of sampling/drilling at the Hagevig Training Center and old bus barn with Cox Environmental sometime around the end of July. Based on the contamination findings, the Airport will need to proceed forward with a site plan and additional wells, testing and monitoring; and continue coordinating with the CBJ during their next phases of testing. The next step that has to take place before drilling/testing can occur, is Task 2 of CES' budget, which is to write the Sampling & Analysis Plan Continued Site Assessment. This has to be approved by ADEC prior to additional drilling and testing. ADEC is extremely busy and short staffed so the sooner we can move forward, the faster we can get into the queue. JNU would also like to take advantage of the drillers while they are in the area. COVID closures have made it more difficult to transit with drilling equipment through Canada.

While there is no indication that special federal funding has been established for PFAS contamination sites, the airport could track this through their operations budget/expense and use current revenue streams to pay for the site, in hopes of government reimbursement at a later date. The Airport will also need to request additional spending authority from the Assembly for this project.

Board Motion: *"Approve the next phase of work for the Aqueous Film Forming Foam (AFFF) Polyfluoroalkyl Substances (PFAS) Contamination Site Testing - through the PFAS - Continued Site Assessment Activities budget with Cox Environmental Services, at a cost not-to-exceed \$196,831.60; and forward on to the Assembly for additional spending authority."*

IX. NEW BUSINESS

A. **Tenant Rent Abatement Using CARES Act** (Attachments #3 and #4). At the June 18, 2020, Airport Board Committee of the Whole (COW), the Board discussed the use of some of the JNU's CARES Act grant of \$21.7M for tenant rent relief. In May, the Airport Board discussed a sample breakdown of CARES Act fund and how that may look:

\$14M	Airport revenue supplement/COVID expenses
\$3.1M	CBJ bond debt
\$3.0M	Cares Act relief for tenants
\$1.6M	Airport maintenance/small projects (i.e. pothole repairs, etc.)

The Airport Board COW reviewed staff's category of users at JNU and reviewed the language in the *Information for Airport Sponsors Considering COVID-19 Restrictions or Accommodations* document referencing Rent Abatement for tenants.

Commercial

Aviation:

- 121 operators (large carriers such as Alaska Air and Delta Air Lines);
- 135 operators (small/regional operators such as Alaska Seaplanes, Coastal Helicopters, NorthStar, TEMSCO, Ward Air, Wings Airways, etc.; and Medevacs such as Airlift Northwest, Guardian and LifeMed); including those that are subleasing;
- Commercial Support Operations (Aero Services, Delta Western, maintenance facilities);
- Freight Forwarders (UPS, Fed Ex, Alaska Air Cargo, etc.)

Non-Aviation:

- Concessionaires (non-aeronautical such as REEF Parking, Rental Cars, Gift Shop, Restaurant/Bar, advertising, vending, taxis/ground transportation, etc.)

Non-Commercial

- General Aviation (private hangar tenants, tie downs, float plane tie downs, etc.)
- Government (FAA ATC, FAA AFSS, TSA, USCBP, NWS, etc.)
- Other Non-profit or Support Groups (JCVB, Travel Juneau, etc.)

The Airport Board COW approved (six to one vote) to accept applications from commercial aviation tenants/subtenants for the abatement of rent (terminal and land), and aircraft parking/tie downs, using CARES Act funds, and then forward to the Airport Board for approval. The COW approved a one-year abatement period with the idea of reassessing thereafter, and to begin with the new fiscal year of July 1, rather than retro to April 1 when some had already paid. Two additional letters were received and are attached to this agenda packet (Attachment #3).

Staff worked up a simplified draft application and requirements (Attachment #4), and sent it to the FAA for review. The FAA has given their concurrence on this application, eligible user groups and the abatement period.

Airport Board Motion: *“Approve to accept applications from commercial aviation tenants/subtenants consisting of Part 121 air carriers, Part 135 air carriers and commercial aviation support operators (FBO, fuel farm, maintenance facilities, etc.) for rent abatement of fixed rate land lease, terminal lease and aircraft parking/tie downs at the Juneau International Airport; for an initial one-year period from July 1, 2020 through June 30, 2021; and re-assess thereafter for additional abatement period.”*

B. Airport Manager's Report:

1. Deputy Airport Manager Resignation. On July 7, 2020, Marc Cheatham, Deputy Airport Manager, submitted his 30-day resignation. The Airport wishes Mr. Cheatham and his family the best. The Airport will work with HR immediately to recruit for his replacement.
2. Airport Fund Balance (AFB) and Capital Revolving Account (CIP) Balance (Attachment #5). The Airport Fund Balance was updated to reflect more accurately what is reported to/adopted by the Assembly, and align with City's Comprehensive Annual Financial Reports (CAFR). The attached spreadsheet only shows what was adopted by the Board and Assembly. The figures do not show anticipated operational impacts from COVID (such as decreased revenues), nor does it show the CARES Act funding that will cover operating expenses during COVID. However, the spreadsheet does show the debt service for the Terminal (both GO Bond and Revenue Bond) as well as the funds that will cover those bonds. The spreadsheets will be updated as actuals are reported and as CARES Act funds are applied. FY20 budget is preliminary as well, and has a trickle-down effect on the subsequent bottom line Airport Fund Balance. These bottom line numbers will change as CARES Act funds are applied to the operations budget.
3. Runway Lighting Regulator Outages. On July 1, the airport had a cascading event involving two of the airfield lighting regulators taking several of our airfield lights out of service. The capacitors were repaired immediately, but in consultation with electrical engineers the regulators were not operating at their most efficient level. This system is being redesigned now as we plan for the permanent relocation of the new lighting vault during the taxiway project.
4. Hot Topics. The following is a list of on-going topics that staff is working on in addition to the regular Architect and Engineering Project Reports:
 - *Alaska Department of Environmental Conservation Storm Water Pollution Prevention Plan (SWPPP) Multi-sector general permit (MSGP).* The Airport is in the process of updating its new five-year permit which should go into effect after July 30, 2020. The annual stakeholder meeting was held on June 11, 2020, for best management practices and status with inspections.
 - *Alaska Department of Environmental Conservation Storm Water Pollution Prevention Plan (SWPPP) Multi-sector general permit (MSGP) Inspection.* Starting March 9, 2020, the JNU Airport and several tenants have undergone SWPPP MSGP inspections. JNU was found to be in violation of several missing reports and annual inspections/year-end reports. JNU had many of the annual reports but failed to submit online timely. JNU filed these as non-compliance and uploaded all missing annual reports/inspections, as well as quarterly reports that were on-file. The letter of violation was closed out by ADEC on June 30, 2020.
 - *Egan/Yandukin Intersection Improvements Project.* Alaska Department of Transportation (ADOT) has been holding public open houses and community outreach in the planning of the intersection. ADOT has updated traffic accident

statistics for 2013-2017. On July 1, ADOT held another meeting with focus group members (JNU Airport is part of that group) to review several alternatives for the intersection. Stakeholders must provide comment by July 10 for consideration. Please visit ADOT website on this project at <http://dot.alaska.gov/eganyandukin>. Also any comments or concerns may be emailed to eganyandukin@alaska.gov.

- *FAA Compliance Land Use/Financial Letter (January 2019)*. The Airport submitted follow-up reports and updates on October 7, 2019. The Airport and Fire Department finalized their Letter of Agreement (LOA) for services in-lieu of rent. This item is in compliance. Staff continues to work on the remaining compliance items and will bring items back to the Board for action as necessary. Staff continues to work on possible acquisition of the Loken/Chanel Flying property which is also tied with the old Sand Shed demolition (Snow Removal Equipment Facility Sand/Chemical grant), as well as U.S. Fish and Wildlife (USFWS) lease. FAA attorney stated that the USFWS may not require lease payments and this compliance matter may be removed from the non-compliance letter; which is still in discussion. At this time, the FAA has concluded that JNU is working toward compliance on all of these issues.
- *FAA Disabilities Compliance and Title VI Review*. Staff has completed the plan and self-evaluation programs for the final part of the 2017 FAA compliance audit for Americans with Disabilities Act (ADA) and Title VI review. This is now under review with the CBJ for integrating with the overall CBJ ADA plan. Once complete, this will close-out one of the compliance matters with FAA.
- *Passenger Facility Charge (PFC) cap increase*. While this is not off the table at this time, the discussions of the cap have been put on hold.
- *Transportation Security Administration (TSA) passenger screening checkpoint equipment* is tentatively scheduled for replacement in September/October 2020.
- *TSA will be cancelling janitorial contracts at airports nationwide*. TSA will still be required to pay for utilities associated with equipment use. This issue has been forwarded to our Lobbyist for Congressional weigh-in.
- *Air Traffic Control (ATC) COVID Cleaning*. FAA ATC tower has requested a special Level 2 Cleaning (federal level of cleaning) for their leased facilities in the terminal. The Airport hired two additional staff to help with this (and TSA) cleaning and their contract has been amended to reflect the additional cleaning costs. This is expected to continue through September 2020 at this time.
- *Alaska Occupational Safety & Health (AKOSH) citation mitigation and safety purchases of \$34,000 in-lieu of penalties* were approved by AKOSH. The final purchases and installation occurred the end of May and all documentation was submitted to AKOSH on June 5, 2020, for close out of this violation/citation. The Airport is waiting to hear back from AKOSH to accept final close-out.
- *Honsinger Pond/Access* (work in progress): Bicknell is working with State Department of Transportation for legal access to their Honsinger Pond property, and working with the City & Borough of Juneau (CBJ) on development. The Planning Commission granted their request for preliminary plat approval for a 15-lot subdivision. Staff continues to request covenants be placed on the property for Land Use Compliance near Airports. No further updates.

- *Terminal Reconstruction:*
 - o Staff has submitted the application for the FAA AIP grant for FFY20, and updated to reflect 100% match of local funds (from CARES Act). This will be a four-year use of AIP entitlement dollars. The grant has not been received.
 - o Wayfinding and signage for the public during construction continues to change as needed with the project.
- *Taxiway A, E and D-1 Construction.* The project is well underway and SECON is making excellent progress with the minimal traffic due to COVID. SECON has completed the first construction season of work and has started next season's work already. It is anticipated that most of the movement area work could be completed this year leaving minimal work for next construction season.
- *CBJ Title 49 (Jordan Creek Greenbelt)* allowance to limb/clean-up adjacent to the creek is still in review. The implementation of the changes has been delayed due to committee meeting cancellations and full agendas.
- *Tenant insurance reminders* continue to be sent out. Several certificates have lapsed in our records.
- *Runway 26 Medium Intensity Approach Lighting System with Runway Alignment Indicator Lights (MALSR)* approach lighting discussions with FAA. Staff is working with our DC Lobbyist to look for federal facilities and equipment funding.
- *Elevator contingency protocol.* To keep the old elevator in use until the new ones are installed. The freight elevator has been taken out of service.
- *Maintenance Programs Refinement (roofs, heat pump equipment, baggage systems, etc.).* Staff continues to look at a tracking system for all building component preventative maintenance programs. There are several companies that offer similar cloud based systems. At this time, staff is collecting current basic system, and needs, and will plan to talk to each of the companies to see what they offer and how much per year or per user of the system. Staff is also looking at maintenance contracts for specialized systems (heat pumps) similar to what we do with airfield lighting and controls. Staff anticipates a contract with Daikin for the heat pump systems routine maintenance.
- *Runway Safety Action Team (RSAT) meeting* has been postponed until September 3, 2020.
- *COVID Misc.* The FAA through Federal Emergency Management Administration (FEMA) will be distributing cloth masks to airports nationwide. JNU is anticipating some of these soon.

5. Airport Project Manager Report (Attachment #6)

6. Airport Architect Report (Attachment #7)

X. CORRESPONDENCE:

- XI. COMMITTEE REPORTS
 - A. **Finance Committee:**
 - B. **Operations Committee:**
- XII. ASSEMBLY LIAISON
- XIII. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS
- XIV. BOARD MEMBER COMMENTS
- XV. ANNOUNCEMENTS
- XVI. TIME AND PLACE OF NEXT MEETING:
 - A. Airport Board, 6:00 p.m., August 13, 2020, ZOOM Meeting
- XVII. EXECUTIVE SESSION
- XVIII. ADJOURN