

AIRPORT BOARD  
AGENDA  
6:00 P.M., THURSDAY, DECEMBER 10, 2020  
ZOOM WEBINAR: <https://juneau.zoom.us/j/96699462037>  
Or Telephone: 669 900 6833 Webinar ID: 966 9946 2037

**TO TESTIFY: CONTACT PAM CHAPIN, 586-0962  
BY 3:00 P.M. ON DECEMBER 9, 2020**

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: Regular Monthly Meeting of November 12, 2020
- IV. APPROVAL OF AGENDA
- V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS
- VI. UNFINISHED BUSINESS
- VII. NEW BUSINESS
  - A. **Airport Manager's Report:**
    - 1. Airport Fund Balance (AFB) and Capital Revolving Account Balance (Attachment #1). The Airport Fund Balance was updated to more accurately reflect what is reported to/adopted by the Assembly, and align with City's Comprehensive Annual Financial Reports (CAFR). The attached spreadsheet shows what was adopted by the Board and Assembly. FY20 has now been closed out and reflects operational impacts from COVID (decreased revenues), as well as CARES Act funding covering operational expenses during COVID. The spreadsheet also shows the debt service for the Terminal (both GO Bond and Revenue Bond) and the funds that will cover those bonds. The spreadsheets will be updated for subsequent years as actuals are reported and as CARES Act funds are applied (FY21 and FY22).
    - 2. Financial Model Update. FRASCA was the successful proposer for the Request for Proposals (RFP) for a financial firm to review and build a new budget and financial model. A contract is in place and staff held its first meeting with FRASCA on December 4, 2020. December will be a review of current financials, model allocations and cost centers, as well as discussions with City & Borough of Juneau (CBJ) Finance. Staff anticipates a draft model in January and subsequent meetings to review and train.
    - 3. Taxiway/Guard Light Outage. On Thanksgiving evening, one of the Airport's older regulators blew another capacitor. The Airport had working spares and an electrician was called in and able to repair the outage in under two hours. These

regulator outages that the Airport has experienced will be corrected once the system transitions to the new lighting vault.

4. Aircraft Incident. On December 2, 2020, approximately 4:10pm, a small aircraft was involved in an incident while taxiing to parking. There were no injuries, however, there was damage to the aircraft. The incident is under investigation. Airfield crew, as well as ARFF, responded to the scene.

5. 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:

- *COVID Updates*. The most recent information the State may be found on the **Alaska Travel Portal at: [www.alaska.covidsecureapp.com](http://www.alaska.covidsecureapp.com)**. Additionally, more information may be found at: <https://covid19.alaska.gov/travelers/> and FAQs: <https://covid19.alaska.gov/faq/>. It is anticipated that more changes in travel declarations and testing requirements will occur over the next couple of months.
- *COVID Testing at Airports*. The State of Alaska (Department of Health and Social Services) has issued a Request for Proposals (RFP) for contractor(s) to assume the State mandate protocols and testing at the four busiest airports in Alaska (ANC, FAI, JNU, and KTN). The State would pay the contractor for these services. Currently the CBJ (with Capital City Fire/Rescue) is providing the services for reimbursement by the State. Since JNU is not a State airport, an agreement would be entered between JNU and the selected contractor for items such as: space, insurance, parking, etc. It is hoped that this service is in place within the next few weeks and continue into 2021, as long as mandates and COVID measures are in place. The CBJ will work with the contractor to ensure a smooth transition.
- *Alaska Department of Environmental Conservation (ADEC) Storm Water Pollution Prevention Plan (SWPPP) Multi-sector general permit (MSGP)*. The Airport submitted its new five-year permit with a Notice of Intent (NOI) on July 28, 2020. The Airport held an annual stakeholder/user meeting on November 23, 2020, as required by the program, to go over the new plan requirements and best management practices. The Airport continues to receive forms/notices for either an NOI or No Exposure from tenants. Annual reports will be submitted by the end of December.
- *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 underwent SWPPP MSGP inspections. JNU was found to be in violation of several missing reports and annual inspections/year-end reports. The letter of violation was closed out by Alaska Department of Environmental Conservation (ADEC) on June 30, 2020. On November 19, 2020, ADEC issued their draft Compliance Order by Consent for fines in excess of \$31K – which is an offer to settle any found regulatory violations without formal litigation. The Airport has until December 18, 2020, to provide written comment on the report and fine assessment. This is informational only. The Airport will be working with CBJ Law Department and other departments to review our response. The Board will be notified of the next steps.

- *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. ADOT has narrowed down alternatives and weighting criteria for the project for the preferred alternative design. 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](mailto:eganyandukin@alaska.gov).
- *Federal Aviation Administration (FAA) Compliance Land Use/Financial Letter (January 2019).* Staff continues to work on the remaining compliance items and will bring items back to the Board for action as necessary. Staff continues toward acquisition of the Loken/Channel Flying property which was noted as a non-compliant through-the-fence operator.
- *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 and it has been signed off by the CBJ. The final plan and compliance update were forwarded to the FAA for review, however, some of the outstanding items will not be in compliance until the terminal remodel is complete.
- *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. We continue to discuss with our DC Lobbyist to keep it in the queue.
- *Runway 26 MALSR approach lighting discussions with FAA.* Staff continues to work with our DC Lobbyist to look for federal funding to complete the system. In working with Katie Kachel, our DC Lobbyist, Congressman Young was provided sample proposed language of the FAA reauthorization bill that would add MALSR (Medium Intensity Approach Lighting System with Runway Alignment Indicator Lights) equipment to the list of allowable lighting equipment and allow the transfer of this to the FAA. This means that Airport Improvement Program (AIP) funding could be used as an additional source for this type of lighting.
- *Capital Improvement Program (CIP) and Passenger Facility Charge (PFC) 10.* With FFY20 FAA AIP terminal grants covering the entire amount of FAA-eligible terminal construction, the Airport is adjusting projects up on the CIP list. Additionally, PFC (PFC9) collections may be abbreviated due to less match required. Staff is working on computing the amount needed for the terminal project (match and bond interest), as well as other projects listed in the PFC9 application; and look at when the PFC10 application process would need to start.
- *Transportation Security Administration (TSA) passenger screening checkpoint equipment* has been put on hold due to construction requirements for the larger equipment. A new date for equipment has not yet been determined.
- *TSA has cancelled janitorial contracts at airports nationwide.* TSA will pay for utilities associated with equipment use, but the contract requires airports to continue with janitorial - without compensation. This issue has been forwarded to our Washington, D.C. Lobbyist for Congressional weigh-in. No change since last month.
- *Air Traffic Control Tower (ATCT) COVID Cleaning.* FAA ATCT 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 contract, as well as the additional staff, will continue through December 2020, and possibly longer, at this time. The Airport is still waiting for the ATC contract amendment on this.

- *Polyfluoroalkyl Substances (PFAS) Testing and Monitoring.* Following Board and Assembly approval of the funding, Cox Environmental has developed the next phase of PFAS Plan, and ADEC has approved the sampling plan for the next round of work. Cox is waiting for access approval from Alaska Department of Natural Resources/Division of Mining, Land & Water for the additional drilling/test sites and monitoring before the work can proceed. The plan also requires contacting landowners in the area. Private Groundwater Well survey letters will be sent to property owners within the 1/2-mile radius, or calling property owners if their contact information is available. This should begin in the next few weeks.
- *Honsinger Pond/Access* (work in progress): Bicknell is still working with State Department of Transportation for legal access to their Honsinger Pond property, and working with the CBJ on development. The Planning Commission granted their request for final plat approval for a 15-lot subdivision on August 25. Staff continues to request covenants be placed on the property for Land Use Compliance near Airports.
- *Terminal Reconstruction:*
  - o Wayfinding and signage for the public during construction continues to change as needed with the project.
  - o The first cold temperatures were experienced with the construction. Additional weather barriers and insulation were installed and well as adjustments with the terminal heat pump systems.
  - o *Elevator contingency protocol.* To keep the old elevator in use until the new ones are installed. The freight elevator has been demolished.
- *Taxiway A, E and D-1 Construction.* SECON has met the amended (and expedited) work schedule for paving and electrical in movement area for this construction year. They will continue their work on the lighting vault and lighting control cutover this winter into next spring. No change since last month.
- *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. Reminder: Southeast Alaska Watershed Coalition (SAWC) has requested support for an Alaska Clean Water Action grant to implement storm water management best practices in the Jordan Creek urban watershed. One area is located on Airport property in a current settling pond. SAWC project scope is to *'maintain and cleanout the forebay settling pond on the proposed wet biofiltration swale in the Jordan Creek Greenbelt on Juneau International Airport property near the intersection of Jordan Avenue and Teal St. Maintenance needs of this settling pond will be similar to the cleanout needed for the currently undersized stormwater retention basin that is located here.'* SAWC hopes to hear more about the grant in February 2021.

- *Tenant insurance reminders* continue to be sent out. Several certificates have lapsed in our records. This is an ongoing measure.
- *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 has contracted with Daikin for the heat pump systems routine maintenance.

6. Airport Project Manager Report (Attachment #2)

7. Airport Architect Report (Attachment #3)

VIII. CORRESPONDENCE:

IX. COMMITTEE REPORTS

A. **Finance Committee:**

B. **Operations Committee:**

X. ASSEMBLY LIAISON

XI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

XII. BOARD MEMBER COMMENTS

XIII. ANNOUNCEMENTS

XIV. TIME AND PLACE OF NEXT MEETING:

A. Airport Board, 6:00 p.m., January 14, 2021, via ZOOM

XV. EXECUTIVE SESSION

XVI. ADJOURN