

AIRPORT BOARD

AGENDA

6:00 P.M., THURSDAY, MARCH 10, 2022

ZOOM WEBINAR:

<https://juneau.zoom.us/j/86737506604?pwd=VFARDHJOdWNuSFVzb3laZlhSbzhvUT09>

Or Dial: 253 215 8782, Meeting ID: 867 3750 6604

**TO TESTIFY: CONTACT PAM CHAPIN, 907-586-0962
BY 3:00 P.M. ON MARCH 9, 2022**

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES: Regular Monthly Meeting of February 10, 2022

IV. APPROVAL OF AGENDA

V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

VI. UNFINISHED BUSINESS

A. **Hangar Flooding.** The Airport Board's Operations Committee held a meeting on February 24, 2022, to discuss the reported hangar and airfield flooding that was occurring in the M, N and O Block hangars. Contributing factors for the flooding included the flat terrain (no slope for runoff), lack of gutters/downspouts on the hangars, the portion of trench drain and paving previously that does not drain away from hangars, and this year's extraordinary amounts of rain and snowmelt on top of frozen ground and ice clogged drains/culverts. The Committee identified some potential mitigation for this flooding issue. Those recommendations included identifying grade or elevation data from around the hangar buildings, determining elevation and grade specifications for future hangar construction and directives to Airfield Maintenance regarding prevention of blocking culverts and drains during snow removal operations. Additionally, a recommendation was made for hangar owners to install gutters to divert water from the face and backs of the hangars. Once grades are established, further recommendations will be looked at.

VII. NEW BUSINESS

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

1. Deputy Airport Manager Retirement. Scott Rinkenberger, Deputy Airport Manager, has announced that he will be retiring on July 1, 2022. Scott began working for the Airport in April 2015, and transitioned to the Deputy in November 2020. The Airport wishes Scott and his wife, Megan, the best in their new adventure.

2. Airport Fund Balance (AFB) and Capital Revolving Account Balance (CRAB) (Attachment #1). The Airport Fund Balance reflects what is reported to/adopted by the Assembly, and align with the City & Borough of Juneau's (CBJ) Comprehensive

Annual Financial Reports (CAFR). The report also reflects updated/revised FY21/22 budget amounts based on the February 18, 2021, Airport Board meeting, including the proposed use of CARES Act funds to cover the projected operational budget deficits. This will be updated pending adoption of the FY23/24 budgets. The CRAB reflects the approved use of the additional \$108K for funding the Float Pond Phase 2 Design work until the grant is awarded after bidding.

3. CARES/CRRSAA/ARPA Fund Balance. The breakdown of CARES Act/CRRSAA funds used and proposed is detailed below. This has been updated based on budget FY22 Projected, and FY23/24 Proposed budgets as of the February 10, 2022, Airport Board meeting. The estimated amount for parking lot construction (full repave, drainage, and lighting) is \$5M, for planning purposes.

| CARES/CRRSAA/ARG Act Use | | 2/2/2022 |
|---|---|----------|
| 30,590,133 | Grant awards* | |
| (727,145) | FY20 Operational Expenses | |
| (3,427,111) | FY21 Operational Exp incl tenant relief; yearend | |
| (602,375) | FY21 Airport GO Bond debt service | |
| (662,625) | FY22 Airport GO Bond debt service | |
| (203,028) | TWY Regulator Upgrade (appropriated) | |
| (1,610,000) | Bag Belt Replace - Est; + \$50K design (10/21) | |
| (600,000) | Parking Lot Design (max) - Estimate | |
| (92,885) | Bagwell Gas Detect/Alarm - est; + \$42,885 design | |
| (115,000) | SREB Circulation Pump Upgrade | |
| (175,000) | Sand/Chem bldg Back-up Boiler system | |
| (50,000) | Forklift vehicle | |
| 22,324,964 | Balance | |
| | <i>Proposed Use</i> | |
| (1,200,000) | FY22 Tenant Rent Relief (est) | |
| (2,084,900) | FY22 Operational Expenses (est) | |
| (1,200,000) | FY23 Tenant Rent Relief (est) | |
| (1,491,800) | FY23 Operational Expenses (est) | |
| (1,377,700) | FY24 Operational Expenses (est) | |
| | GO bond debt service FY23/24 TBD | |
| | Parking Lot Construction - TBD | |
| 14,970,564 | <i>Proposed/estimated balance FY22 end</i> | |
| | *\$98,347 concession relief requirement | |
| Note: Add'l Concession grant \$393,387 signed 1/3/22, not incl in total | | |

4. CARES Project List - Non-Federally Eligible (Attachment #2). Attached is the list of highest priority projects not eligible for Federal Aviation Administration (FAA) Airport Improvement Program (AIP) funding, but eligible for CARES funding. There will not be enough CARES funding to do all the projects on the list, but the Board will be able to select those projects it would like to move forward while this special funding is available.

5. Summer Flight Schedules. Air Carrier flight schedules look to be resuming to normal operations. Alaska Airlines is on track for their usual number of summer flight schedules. Delta Air Lines' first flight into Juneau for the season is scheduled June 6; first flight out is June 7. Air North is planning to resume scheduled service between Juneau to Whitehorse around the middle of June.
6. Hot Topics. The following is a list of on-going topics that staff is working on in addition to the regular Project Report:
- **UPDATE** - *Title 49 (Jordan Creek) Variance Request*. Title 49 Variance and Permit Applications, along with supporting documentation, have been prepared and are ready for submission to CBJ Community Development Department. Staff is awaiting the Airport's application and permit request to be placed on the next/earliest Planning Commission meeting agenda for consideration for the variance to Title 49 and the protection of streams and waterways. Two separate variance and permit applicants will be submitted to allow limbing and immediate trimming of vegetation along Jordan Creek area on Airport property for aviation safety, security and law enforcement. Separate applicants address two different areas of concern: 1) inside the fence is a haven for wildlife to bed down including deer and birds, requiring additional patrol and mitigation; and 2) outside the fence between Yandukin and the new Glory Hall, which sees a lot of camps for many of our unsheltered population, as well as criminal/drug activity.
 - **UPDATE** - *COVID Update*: The most recent information may be found on the **CBJ website**: <https://juneau.org/covid-19/covid-19-travel> for local requirements; and **Alaska Travel Portal** at: www.alaska.covidsecureapp.com. CBJ has determined the COVID Risk level at Level 1-Minimal with masking in public areas recommended. This does not apply to airports and aircraft.
 - *Mask Mandate at Airports*. A federal mandate is in place which requires everyone to wear masks on airplanes, at airports, as well as on other forms of public transportation. **This mandate is set to expire March 18, 2022 unless the mandate is extended.** Failure to abide by the facemask mandate may result in fines, removal from facilities and/or stricter punishment, including being banned from flying.
 - *COVID-19 Testing and Vaccines at Airports*. Capstone Clinic will continue to administer vaccines at the airport in their current location. The contract to provide State COVID-19 testing at airports terminated on January 31, 2022. Capstone Clinic has opened a new private testing site in the Mendenhall Mall. This is not associated with the Juneau Airport or Department of Health and Social Services.
 - **NO CHANGE** - *DNR Land Conveyance/Easement*. During the Airport Runway Safety Area (RSA) Project, the ends of the runway shifted and required additional land (safety area) at each end of the runway. Additionally, the installation of the Runway 8/26 approach lighting (MALSF/MALS) requires easement into State

wetlands. Two tracts of land at each end are still in the process of finalizing survey work and conveyance to the Airport. Staff is working on this with State of Alaska Department of Natural Resources (DNR) to close out this portion of the project. The Airport is also considering the conveyance of the third tract of land (west end) that currently is easement only. The Airport is waiting to hear from DNR on the cost (mitigation ratio) needed for this additional 8.34 acres. Paralleling this work, the Airport is looking at acquiring accretion rights in the wetland for future rebound land.

- **NO CHANGE** – *Polyfluoroalkyl Substances (PFAS) Testing and Monitoring*. Cox Environmental Services has completed a draft report for Alaska Department of Environmental Conservation (ADEC) with proposed next steps in the monitoring phase of this project. The report filed with ADEC recommends quarterly testing of groundwater, survey the test wells to determine flow direction, and coordinate with Army National Guard (ANG) for the testing of their drill sites (six) on airport property. ADEC is still reviewing the report but the Airport will wait until the results of the ANG testing to plan further delineation. The ANG work is anticipated by the end of January or early February with their final draft to ADEC thereafter. ADEC comment on the Airport plan should be received by then as well. A round of groundwater monitoring is planned for this winter and then proposed additional delineation of soil and groundwater dependent on the ANG work in the spring or summer of 2022.

- **NO CHANGE** – *Oshkosh Plow Trucks*. All three of the new plow trucks are back in service AND staying in service. The new warranty period will be valid until October 1, 2022. The Airport continues to work with Oshkosh for a local service warranty, or to send an Oshkosh service representative if none are available in the local area.

- **NO CHANGE** – *Honsinger Pond/Access (work in progress)*. Bicknell has legal access to their Honsinger Pond property through Alaska Department of Transportation (ADOT). Airport staff have been brought into discussions for development of the adjacent property due to (helicopter) flight paths and FAA compliance for development near an airport. Bicknell has now applied for rezone of several parcels from Industrial to General Commercial. The Airport continues to work through FAA on land use adjacent to airports for compliance.

- **NO CHANGE** – *Alaska Department of Environmental Conservation (ADEC) Storm Water Pollution Prevention Plan (SWPPP) Multi-sector General Permit (MSGP)*. A reminder to all businesses to review ‘best practices’ that have been posted on the JNU Airport’s SWPPP webpage. Businesses need to file either Notice of Intent (NOIs) or No Exposure forms and receive letters from ADEC. To-date, the Airport has only received a handful of these. The Airport is looking into contracting out services to gather monthly/quarterly samples, assessments, as well as the administrative reporting requirements of the SWPPP program.

- **NO CHANGE** – *Egan/Yandukin Intersection Improvements Project*. ADOT has narrowed down design alternatives for the project. The Planning and Environmental Linkage (PEL) Study is also now available on line. Please visit ADOT website for the project at <http://dot.alaska.gov/eganyandukin>. Also any comments or concerns may be emailed to eganyandukin@alaska.gov. The Airport is registered as one of the stakeholder panelists due to adjacent property and impact to traffic to/from the airport. The Airport (along with comments from the FAA) previously submitted comments to ADOT regarding the complexity and costs of two of the three alternatives that both proposed to use airport property. The third alternative did not impinge on airport property.
- **NO CHANGE** – 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. While this is a compliance matter, property acquisition is eligible for federal funding. The process has started for procuring a property acquisition specialist including \$50,000 of forward-funding approved by the Board.
- **NO CHANGE** – *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. FAA still requires periodic updates.
- **NO CHANGE** – *Passenger Facility Charge (PFC) cap increase* JNU continues to discuss the increase of PFC with our DC Lobbyist and Congressional Delegation to keep it in the queue. Many large airports are also backing this increase due to capital projects relying primarily on PFCs, not impacted by COVID. The Airport has brought this up with our Congressional Delegation in the hopes of including PFC increases for non- and small-hub airports.
- **NO CHANGE** – *Runway 26 Medium Intensity Approach Lighting System with Runway Alignment Indicator Lights (MALSR) approach lighting* discussions with FAA. Staff continues to work with our DC Lobbyist (and Congressional Delegation) to look congressional language to complete the system. Sample language was provided to Congressman Young to incorporate into the FAA reauthorization bill that would add MALSR 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.

- **NO CHANGE** – *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, PFC (PFC9) collections may be abbreviated with less match required. Staff is monitoring 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 to start PFC10 application process.
- **NO CHANGE** – *TSA passenger screening checkpoint equipment*. This project has been put on hold due to construction requirements for the larger equipment. A new date for equipment has not yet been determined.
- **NO CHANGE** – *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** – *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. At this time, staff is collecting current basic system, and needs. Staff continues to look at maintenance contracts for specialized systems similar to what we do with airfield lighting and controls. Until a complete tracking system is set up, the Airport looks at continuing maintenance contracts with new systems as they come off warranties.

7. Airport Project Manager Reports (Attachment #3 and #4)

VIII. CORRESPONDENCE:

IX. COMMITTEE REPORTS

A. **Finance Committee:**

B. **Operations Committee:** A meeting was held on February 24, 2022.

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., April 14, 2022, via ZOOM

XV. EXECUTIVE SESSION

XVI. ADJOURN