

AIRPORT BOARD
AGENDA

6:00 P.M., THURSDAY, MAY 12, 2022

ALASKA ROOM/ZOOM WEBINAR:

<https://juneau.zoom.us/j/87915285486?pwd=REFUWnd1WDR4ZGUxSy83UHRTN2tTUT09>

or dial 877 853 5257 , Meeting ID: 879 1528 5486, Passcode: 496451

TO TESTIFY: CONTACT PAM CHAPIN, 586-0962
BY 3:00 P.M. ON MAY 11, 2022

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES: Regular Monthly Meeting of April 14, 2022

IV. APPROVAL OF AGENDA

V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

VI. UNFINISHED BUSINESS

A. **Bagwell Gas Detection/Alarm System.** Last spring the Airport Board approved the design and replacement for the bagwell gas detection system. The estimated cost at the time was \$93K for design (\$43K) and system replacement (\$50K). The design was awarded earlier this year and after full inspection, cost estimates have come in which are higher than the earlier estimates. Reasons for the increase are:

- Cost for materials, equipment and labor have all gone up considerably
- The work scope for this project is larger than the initial estimate
- This project is standalone (not part of the terminal project)

In May 2021, the project was assessed as a possible change order to the existing terminal project, using all subcontractors available. However, it could not be tied to the terminal project funding. For a relatively small project like the Bagwell gas detection and exhaust project, a separate standalone project will cost significantly more than a project that already has a contractor on-site, especially when there are many different contractors doing small amounts of work. There are 7-8 different sub-contractors on the proposed Bagwell project, that now will not be on-site able to do small tasks in a different part of the terminal. Now each contractor has to mobilize/demobilize separately for different tasks when they could have been able to send a worker already on-site over to the bagwell project. Travel costs for out-of-town specialty subs were not included in the previous estimate, but now included in the updated estimate.

Additionally, equipment and material costs have increased substantially since May 2021. This is coupled with a poor bid environment, increased labor costs and supply/shipping uncertainties. Early estimates completed prior to design, did not consider site conditions

and additional plumbing and sprinkler work; as well as minimal code ventilation and pressurization with additional fan units, ductwork and electrical. The engineer's estimate is now at \$123K (rather than \$50K). This is an update at this time. Staff will update the Board on costs when actual bids come in.

VII. NEW BUSINESS

A. Airport Manager's Report:

1. Deputy Airport Manager Position. The Airport is pleased to announce that Phil Adams has accepted the Deputy Airport Manager position. In addition to working as the JNU Airport Superintendent for the past year, Phil worked in Airport (airfield) Operations in Jackson Hole. Phil holds his Bachelor's degree in Aviation Administration, and Master's degree in Aviation Safety. He is also accredited by the American Association of Airport Executives. Phil will start his official Deputy duties in July. In the meantime, the Airport is recruiting for the Airport Superintendent position that Phil will be vacating.
2. Air North Postponing Service to JNU. Air North notified the Airport that they would be postponing scheduled service between Whitehorse and Juneau for the 2022 summer season. Air North stated that they feel it is best that they delay the routes until they can do it without all the issues they have – from lack of personnel, to the Whitehorse airport undergoing construction with gates and ramps, as well as a few other 'hitches' that would make this difficult to operate smoothly. Air North wants it to be a good experience for all, so they are delaying their service until next year. Air North apologized for this decision, but would feel worse if the operation was not seamless.
3. Delta Air Lines Resuming Year-round Service. Delta Air Lines will resume year-round service again between Juneau and Seattle. Summer service will continue to use 737-800 aircraft, and transition to A319 (required navigation performance (RNP)-equipped) aircraft in the winter season.
4. Per- and Polyfluoroalkyl Substances (PFAS) Insurance Claim. The Airport was notified by our City & Borough of Juneau (CBJ) Risk Management Department that CBJ Property Insurance would cover a portion of the City's PFAS contamination, for the cost of testing and monitoring to-date. The Airport's portion of the insurance claim payment is \$171,199.64. The total encumbered by the Airport to-date is approximately \$300K, so this is much better than expected. Thanks to Risk Management Department for pursuing various insurance coverages.
5. LAB Hangar. The Airport has sent over the Lease Action Request Form and requested a description of the potential buyer's activity/use. This is needed prior to sending a draft lease to the proposed tenant. At this time, the Airport has not received this information back from the potential buyer.

6. 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 CBJ Comprehensive Annual Financial Reports (CAFR). Once the CBJ budget is adopted, this will be updated for 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.

7. CARES/CRRSAA Fund Balance and Project List. (Attachment #2) Airport staff has updated the CARES Use Summary table to reflect the additional \$80,300 in insurance costs passed down by the City, and the additional CARES funding required to balance the budget for FY23 and FY24. Staff has also shown the \$98,347 for concession relief that is required for the CARES grant (previously just a footnote). Staff also put a \$5M placeholder in for the parking lot construction. These changes give a more realistic remaining balance of available grant money.

At the April Airport Board meeting, staff presented an updated spreadsheet of the projects and expenses for the CARES Act funds. The list shows the projects and funding already in use as well as projects for consideration. At this time, the Airport is looking at a little over \$8M still available and looks to the Board for approval on additional projects. The spreadsheet provides further detail for the table (below).

CARES/CRRSAA/ARG Act Use		4/14/2022
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 desgn	
(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>	
(98,347)	Required Concession Relief (not for other use)	
(1,200,000)	FY22 Tenant Rent Relief (est)	
(2,084,900)	FY22 Operational Expenses (est)	
(1,200,000)	FY23 Tenant Rent Relief (est)	
(1,572,100)	FY23 Operational Expenses (est)	
(1,421,500)	FY24 Operational Expenses (est)	
(1,282,000)	*April 2022 Board Project Approvals*	
	GO bond debt service FY23/24 TBD	
(5,000,000)	Parking Lot Construction -TBD -Est (in design)	
8,466,117	<i>Proposed/estimated balance FY22 end</i>	
*Terminal ceiling, lighting, seating, flooring, fuel generator/access wash bay protectors, manlift Est range \$630K - \$1.3M		

8. Block M Hangar Flooding/Topo map. Staff has received a fee proposal for the topo mapping around the Block M hangars. Staff expects to execute that contract within the week and have information by June.

9. 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:

- **UPDATE** - *Title 49 (Jordan Creek) Variance Request.* Title 49 Variance and Permit Applications, along with supporting documentation, were submitted to CBJ Community Development Department (CDD) on March 15, 2022. CDD reviewed the two requests and determined that the request for tree/shrub removal inside the Airport perimeter was already part of an original variance. The Airport should be cutting/removing the trees, but grasses and ‘a berm’ were still required. The variance did not specify the berm height, so that could be modified to a more manageable height as long as it is still a recognizable berm. Airfield crew removed the trees and shrubs inside the fence and documented with photos for CDD. CDD notified staff that the limbing and vegetation along Jordan Creek on Airport property for aviation safety, security and law enforcement did not meet the requirements of a variance and they had no grounds within City code to make a recommendation to the Planning Commission in favor of a variance. However, the Airport is welcome to continue with a variance request and plead their case to the Planning Commission in-person. This will be assigned to a Planner and a date for Planning Commission will be set.

- **UPDATE** - *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. ***The annual Airport SWPPP Best Practices meeting has been scheduled for May 18, 9:30 a.m. via zoom:***
<https://juneau.zoom.us/j/89222785858?pwd=a2JlbFRNK0IxUSswK0x0czZ2NU1udz09> Dial 877 853 5257, Meeting ID: 892 2278 5858, Passcode: 227987

- **UPDATE** - *Spill Prevention and Control Countermeasure (SPCC) Plan.* The Airport reviewed the draft SPCC plan comments on April 28 and should have the final draft in hand for review by the end of May or early June. This is an ADEC requirement.

- **UPDATE** - *Mask Mandate at Airports.* The federal mask mandate requiring everyone to wear masks on airplanes, at airports, as well as on other forms of public transportation was removed by a Federal judge. The Federal government has filed an appeal, but until such time, **the mask mandate ended April 18, 2022.**

- *COVID-19 Testing and Vaccines at Airports.* Capstone Clinic continues to administer vaccines at the airport. This is currently scheduled to continue through June 15, 2022. COVID testing at the Airport was discontinued January 31, 2022.
- **NO CHANGE - COVID:** The most recent information may be found on the **CBJ website:** <https://juneau.org/covid-19> for local requirements. The Alaska Travel Portal has been shut down. The 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.
- **NO CHANGE – Alaska Department of Natural Resources (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 DNR to close out this portion of the project. Once we confirm that there was no deviation between proposed (in permit) and as-built, the Airport can move into the conveyance process. A third tract of land (west end) that is currently used for FAA approach lighting is easement only. The cost (mitigation ratio) is cost prohibitive at this time. Paralleling this work, the Airport is looking at acquiring accretion rights in the wetland for future rebound land.
- **NO CHANGE –PFAS Testing and Monitoring.** Cox Environmental Services has completed a draft report for 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 draft work is under review with ADEC and Cox Environmental at this time. A round of groundwater monitoring is planned and proposed additional delineation of soil and groundwater dependent on the ANG findings for spring/summer 2022. More sampling is anticipated this month. See above Manager’s Report for PFAS Insurance Claim money.
- **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** – *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.

- **NEW/UPDATE** – *Juneau Douglas North Crossing Project – PEL Study*. Alaska Department of Transportation (ADOT) has started the North Crossing project, for a second crossing over the channel between Juneau and Douglas. The Airport has been asked to participate in the Technical Advisory Committee meeting due to protecting aircraft approach corridors coming down the channel. The first meeting was held April 25, with more meetings including public outreach meetings for this project. ADOT will hold a public open house on this project on May 11 from 4:30 p.m. – 6:30 p.m. via zoom. Please visit the ADOT website for the project www.jdnorthcrossing.com or make comment to the project email JDNorthCrossing@dowl.com.

- **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 the late 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. Staff is working with FAA to review the language in the current bill to see if this system fits the regulatory requires outside of the contiguous states (exemption). Also following up with DC Lobbyist Katie Kachel for the FY23 language.*

- **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.*

10. Airport Project Managers Reports (Attachments #3 and #4)

11. Airfield Update (Attachment #5)

VIII. CORRESPONDENCE:

- IX. COMMITTEE REPORTS
 - A. **Finance Committee:**
 - B. **Operations Committee:** Parking Lot options, TBD, week of May 23, 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., June 9, 2022, via Alaska Room/ZOOM (hybrid)
- XV. EXECUTIVE SESSION
- XVI. ADJOURN