

AIRPORT BOARD

AGENDA

6:00 P.M., THURSDAY, AUGUST 11, 2022

ALASKA ROOM and ZOOM:

<https://juneau.zoom.us/j/82856995400?pwd=YUNLd2p1OFI3TnY3NUpKa3BRQmFidz09>

or

Dial: 833-548-0276, Meeting ID: 828 5699 5400

**TO TESTIFY: CONTACT PAM CHAPIN, 586-0962
BY 3:00 P.M. ON AUGUST 10, 2022**

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: Regular Monthly Meeting of July 14, 2022
- IV. APPROVAL OF AGENDA
- V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS
- VI. COMMITTEE ASSIGNMENTS
 - A. Finance Committee: Jodi Garza (Chair), Chris Peloso, Dan Spencer
 - B. Operations Committee: Dennis Bedford (Chair), Jerry Kvasnikoff, Eve Soutiere
- VII. UNFINISHED BUSINESS
- VIII. NEW BUSINESS
 - A. **Passenger Boarding Bridge (PBB)/Jetbridge 5 Design Grant.** A Federal Aviation Administration (FAA) Airport Improvement Program (AIP) Entitlement grant in the amount \$187,442 has been awarded to JNU for Design of the PBB/Jetbridge 5 Replacement. A contract has been negotiated with Jensen Yorba Wall.

Board Motion: *“Approve the appropriation of an FAA AIP grant award in the amount \$187,442 for Design of the Passenger Boarding Bridge/Jetbridge 5 Replacement.”*
 - B. **Airport Manager’s Report:**
 1. 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 aligns with the 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. 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. Note, while the Assembly recently

adopted the budget, this has not yet updated to reflect FY22 Projected and the FY23 /24 budgets. The Airport should have this from Finance by next month.

2. CARES/CRRSAA/ARG Fund Balance (Attachment #2). The breakdown of CARES Act/CRRSAA funds used and proposed to be used/proposed to-date is detailed below. This is an update based on June Board motions and bids. Attachment #2 shows the 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 approximately \$7M still available and looks to the Board for approval on additional projects. The spreadsheet provides further detail for the table (below). Additional Finance Committee meetings will be needed to look at projects for the remaining funds. No changes since June.

CARES/CRRSAA/ARG Act Use		7/1/2022
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	
(238,400)	Bagwell Gas Detect \$43k desgn+construct 195.4k pend	
(165,000)	SREB Circulation Pump Upgrade *May 22 bids	
(175,000)	Sand/Chem bldg Back-up Boiler TBB July 2022	
(50,000)	Forklift vehicle	
22,129,449	Balance	
	<i>Proposed Use</i>	
(98,347)	Required Concession Relief (not for other use)	
(1,200,000)	FY22 Tenant Rent Relief (est)	
(2,192,800)	FY22 Operational Expenses (est) + 107.9K int hi	
(1,200,000)	FY23 Tenant Rent Relief (est)	
(1,572,100)	FY23 Operational Expenses (est)	
(1,421,500)	FY24 Operational Expenses (est)	
(660,300)	FY23 Airport GO Bond debt service	
(657,000)	FY24 Airport GO Bond debt service	
	April 2022 Board Project Approvals	
(100,000)	Terminal Seating	
(75,000)	Terminal Lighting	
(350,000)	Terminal Ceiling	
(20,000)	Man Lift	
(35,000)	Fuel Station Access Control & Generator	
(20,000)	TSA Bag Screening Floor	
(32,000)	SREB Wash Bay Protection	
(296,400)	NWDA Electrical Upgrades	
(190,000)	Float Pond Electrical Upgrades	
(5,000,000)	Parking Lot Construction -TBD -Est (in design)	
7,009,002	<i>Proposed/estimated balance FY22 end</i>	

3. FY 2022 FAA Contract Tower (FCT) Competitive Grant Program projects under the Bipartisan Infrastructure Law (BIL) were announced August 4, 2022. There were 20 projects at 20 airports for \$20 million in funding to rehabilitate or reconstruct airport owned towers. Juneau's project for a new Air Traffic Control Tower was not selected for FFY22. The FAA received 97 applications totaling about \$364 million in projects for the FFY22 program. JNU is encouraged to reapply for subsequent annual FCT Notice of Funding Opportunities (NOFOs). The FAA will issue annual NOFOs through 2026.
4. Jordan Creek Slough Slough and Culvert. With the recent rains (and more in the forecast) a section of the Jordan Creek slough north of the Block O hangars has sloughed. Staff has alerted Community Development Department and will maintain vigilance and repair if/when needed. Additionally, a culvert near Gate K (coming from Crest Street) appears to be failing. See Mike Greene's report. We are looking to get this area scoped.
5. LAB Hangar. The tenant has informed staff that the hangar sale has fallen through at this time. Staff will advise the Board of any developments in a sale.
6. Bag Claim Floor Tile. The Airport received a price of \$176,226 to complete the tiling on the first floor into the baggage claim area. The area currently has older brown carpeting that is continuously dirty from baggage and direct access with curbside loading. This price is within the estimate of \$170-\$200K that staff provided. This work would be funded through the Terminal Project local match (not FAA eligible), but will require supplemental spending authority by the Assembly at their August 22 meeting.
7. Block M Hangar Flooding/Topo Map. The topo map of the Block M hangars and surrounding area has been provided to staff. It shows that the area is indeed flat with no drainage. The Board has turned this over to the Operations Committee for consideration. Staff is looking to schedule this meeting now that committee assignments have been made. Additionally, a hangar owner on the west end has flooding issues.
8. United Parcel Service (UPS) Package Bin Theft. With the limited hours of operation, customers are dropping outbound (return) packages into one of two drop boxes at UPS. They fill very quickly. This allows for almost daily overflow of packages not able to fit in the bins, and subsequently theft of packages. Airfield crew found the remains of several opened packages that were stolen from the overflow and pilfered through in an adjacent area at the Airport. The Airport is discussing this with UPS for some alternate drop box ideas.
9. Triennial Airport Emergency Drill. The Airport's full scale emergency drill took place on Saturday, July 23, 2022. There were just under 100 volunteers for the event, plus all the participating agencies and staff. The Airport would like to thank all the volunteers. This would not have worked without them.

10. 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 and has been completed. With concurrence of the Airport, CDD has postponed the second variance request for outside the fence along Jordan Creek (requesting limbing and vegetation removal along Jordan Creek on Airport property) for the **Planning Commission** until additional supporting documents have been submitted (details of limbing area, JPD reports and letter, etc.). That Planning Commission consideration is **NOW DELAYED UNTIL SEPTEMBER**. The variance request highlights safety, security and law enforcement. Once all information supporting the variance is submitted, CDD staff will reschedule and a staff report will be available at <https://juneau.org/community-development/planning-commission>.

- **NO CHANGE** – *Runway 26 Medium Intensity Approach Lighting System with Runway Alignment Indicator Lights (MALSR) approach lighting*. Senator Sullivan submitted language changes for the FY23 Reauthorization Bill that would allow the transfer, ownership and maintenance of approach lighting systems to the FAA upon completion. The language would add MALSR equipment to the list of allowable lighting equipment, and allow the transfer of this to the FAA even if paid for through Airport Improvement Program (AIP) funding. This is now pending final Senate and House approval.

- **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 (Medium Intensity Approach Light Systems with Sequenced Flashing Lights)/MALS (Medium Approach Light System)) 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. Staff confirmed with DOWL surveyors that there was no change in the original survey documents and that no deviation between proposed work (in permit) and as-built exists. Therefore, the Airport moved into the conveyance process, which is currently in its final DNR review. Airport staff and DNR expect that the final review and recording will occur later this month. 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.

- **NO CHANGE** - *Alaska Department of Environmental Conservation (ADEC) Storm Water Pollution Prevention Plan (SWPPP) Multi-sector General Permit (MSGP)*. Continued testing, tenant paperwork requirements and program update.
- **NO CHANGE** - *Spill Prevention and Control Countermeasure (SPCC) Plan*. The Airport reviewed the draft SPCC plan, provided comments and should have the final draft in hand for review soon. This is an ADEC requirement.
- **NO CHANGE** – *PFAS Testing and Monitoring*. Cox Environmental continues with their quarterly testing of groundwater, survey the test wells to determine flow direction, including two private wells within the test radius. More samples were taken in June 2022.
- **NO CHANGE** – *Egan/Yandukin Intersection Improvements Project*. ADOT has narrowed down design alternatives for the project. Please visit ADOT website for the project at <http://dot.alaska.gov/eganyandukin>.
- **NO CHANGE** – *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 participates in the Technical Advisory Committee due to protection of aircraft approach corridors coming down the channel. 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 that was noted as a non-compliant through-the-fence operator.
- **NO CHANGE** – *FAA Disabilities Compliance and Title VI Review*. Staff will be following up the plan and self-evaluation programs now that the terminal has substantial completion.
- **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.
- **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 to assess 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. TBD.
- **NO CHANGE** – *Maintenance Programs* (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

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

- IX. CORRESPONDENCE:
- X. COMMITTEE REPORTS
 - A. **Finance Committee:**
 - B. **Operations Committee:** Pending meeting to be scheduled to discuss flooding issues.
- XI. ASSEMBLY LIAISON
- XII. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS
- XIII. BOARD MEMBER COMMENTS
- XIV. ANNOUNCEMENTS
- XV. TIME AND PLACE OF NEXT MEETING:
 - A. Airport Board, 6:00 p.m., September 8, 2022, Alaska Room and via ZOOM
- XVI. EXECUTIVE SESSION
- XVII. ADJOURN