

AIRPORT BOARD
AGENDA
6:00 P.M., WEDNESDAY, JULY 8, 2015
ALASKA ROOM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

A. Regular Monthly Meeting of June 10, 2015

B. Special Meeting of June 23, 2015

IV. APPROVAL OF AGENDA

V. PUBLIC COMMENTS

VI. UNFINISHED BUSINESS

A. **Clean Up Violation of Jordan Creek Greenbelt** (Attachment # 1): At the August 13, 2014, Airport Board meeting, staff briefed the Board on the limbing/clean-up needed along the Jordan Creek corridor paralleling Yandukin Drive. This was supported by a July 23, 2014, letter from Chief Johnson and Lt. Sell, Juneau Police Department (JPD), regarding the safety in that area and the need for better visibility in the dense undergrowth. Staff was to begin the clean-up coordination, but the work with Community Development Department (CDD)/Planning Commission was suspended with the resignation of our Superintendent (in October) and the start of winter operations. A few weeks ago, a complaint about the sharp branches over the trail as well as people living/camping in the area, an abundance of trash, dumped household items, etc., resurrected the problems in the area. Our new Superintendent had worked with Fish and Game, but not CDD/Planning Commission to coordinate the clean-up. The Airport immediately called CDD and self-disclosed some of the limbing that had already taken place. The attached letter is a result of that disclosure. The Airport will formulate a response, but the bottom line is that this area is a problem. JPD has recently requested extra patrols of the area to prohibit activity (camping, dumping). Further discussion at the meeting.

B. **Capital Improvement Project (CIP) Review.** The Airport went before the Assembly Committee of the Whole to request assistance in local match funding for three major CIP projects. The request to put a General Obligation bond before the voters was denied. In light of this, the Airport will need to re-organize the CIP schedule and re-think how the project matches can be funded. It is also a good time to fully educate the public on how the Airport operates; including the day-to-day operations and the capital projects. This would go a long way with understanding what/why the Airport requests financial CIP help. Staff requests a CIP meeting with the Board (or a Finance Subcommittee) to review the CIP and create public awareness of Airport Operations/Capital Projects.

VII. NEW BUSINESS

A. Economic Impact Study of Juneau International Airport Proposal (Attachment #2): The Airport Board had requested an update to the Airport Economic Study while we were updating the Airport Master Plan. The last comprehensive study was performed by McDowell Group in 2000 and the State performed a general economic study (Northern Economics) in 2011. The timing of an update study would work well with the Master Plan update. The attached proposal is to perform the Economic Study with the Master Plan consultant's (URS) subcontractor (Sheinberg and Assoc.). Staff requests approval to use operating funds for an Airport Economic Impact Report; a Supplemental Agreement with URS would be the most efficient method, since they are already compiling similar data for the Master Plan Study. The Airport would still need to vet this supplemental agreement process through the City.

Board Motion: *“Approve the use of FY 2016 Airport Operating funds in the amount of \$8,500 for an updated Airport Economic Study through a supplemental agreement with URS.”*

B. Appropriate Aircraft Rescue/Fire Fighting (ARFF) Truck Grant and Match: Staff has applied for an FAA Airport Improvement Program (AIP) FFY15 grant in the amount \$850,000 for the purchase of a 3,000 gallon Airport Rescue Fire Fighting truck to meet the Part 139 ARFF Index C requirements. Staff requests approval to appropriate this grant and Alaska Department of Transportation (ADOT) matching funds of \$28,333. Local match funds of \$28,334 provided by CBJ FY16 CIP area wide sales tax (through Resolution 2713(d) dated May 18, 2015).

Board Motion: *“Approve appropriation of FAA AIP grant in the amount \$850,000; ADOT match in the amount \$28,333, and local match of \$28,334 from the CBJ CIP 2016 (area wide sales tax) to a new CIP for the purchase of a 3,000 gallon ARFF truck.”*

C. Appropriate Aircraft Rescue/Fire Fighting (ARFF) Building Modification Design and Environmental Phase I A and B: Staff has applied for two FAA Airport Improvement Program (AIP) FFY 15 grants for Phase I (parts A and B) in the amounts of \$325,000 and \$75,000 (total \$400,000) for design and environmental review of the ARFF building modification to meet FAA Advisory Circular (AC) for the acquisition of a 3,000 gallon ARFF truck. The FAA has requested that the Airport break the design and environmental grant requests into two separate grants. Staff requests Board appropriation of these FAA AIP grant amounts. Furthermore, staff requests approval to appropriate the Alaska Department of Transportation (ADOT) matching amounts of \$10,833 and \$2,500, respectively. Local match funds will be provided by the CBJ FY 16 CIP area wide sales tax (through Resolution 2713(d) dated May 18, 2015), for the amounts of \$10,834 and \$2,500.

Board Motion: *“Approve appropriation of two FAA AIP grants in the amounts of \$325,000 and \$75,000; ADOT match grants in the amounts of \$10,833 and \$2,500, and local matches of \$10,834 and \$2,500 from the CBJ CIP 2016 (area wide sales tax) to a new CIP for ARFF building modification design and environmental.”*

D. Appropriate Revenue from the Sale of Sand, Reclaimed Asphalt Pavement (RAP), Auctioned Float Dock, and Auctioned Aircraft, to Airport Revolving Capital Reserve Account. Staff requests approval to appropriate revenue from the sale of sand (\$26,800 invoiced to Miller Construction for use on CBJ Harbor project), RAP (unknown revenue), auctioned aircraft (\$2,600), and the auctioned float dock (\$8,100) to the Capital Reserve Account, for use as local match on Capital Improvement Projects (CIP). Further, staff requests approval to transfer \$9,000 of these funds into the Master Plan CIP to account for minor overages and continuing administrative costs (mostly staff time and CBJ overhead). This work is not AIP eligible.

Board Motion: *“Approve the appropriation of revenues from the sale of sand, RAP, auctioned aircraft, and auctioned float dock, to the Airport Capital Reserve Account, and transfer \$9,000 from the Airport Capital Reserve Account to the Master Plan CIP.”*

E. Runway Safety Area (RSA) Phase II B Design Northeast (NE)/Northwest (NW) Apron and Continued Perimeter Fencing. The next phase of the RSA is to design the (filled/permitted) aprons and continue the fencing on the south side of the Airport. At this time, the FAA 2015 Reauthorization bill allows for continuing 2011 projects under a 95% federal participation. The RSA is one of these projects. Staff has applied for an FAA Airport Improvement Program (AIP) grant in the amount of \$824,624 for the design of the NE/NW aprons and continued fencing. Staff requests approval to appropriate this grant and Alaska Department of Transportation (ADOT) matching funds of \$21,700. Local match of \$21,701 to be forward funded from the Airport Operating Fund Balance Reserve to be reimbursed with a future PFC application.

Board Motion: *“Approve appropriation of FAA AIP grant in the amount \$824,62, ADOT match in the amount \$21,700, and local match of \$21,701 from the Airport Operating Fund Balance Reserve (to be reimbursed with a future PFC application), for the RSA Phase II B design of NE/NW Apron and continued perimeter fencing.”*

F. Airport Manager’s Report:

1. Airport Engineer Report (Attachment #3)
2. Airport Architect Report (Attachment #4)

VIII. CORRESPONDENCE

IX. COMMITTEE REPORTS

- A. **Finance Committee:**
- B. **Operations Committee:**

X. ASSEMBLY LIAISON

XI. PUBLIC COMMENTS

XII. BOARD MEMBER COMMENTS

XIII. ANNOUNCEMENTS

XIV. TIME AND PLACE OF NEXT MEETING:

A. Airport Board, 6:00 p.m., August 12, 2015, Alaska Room

XV. EXECUTIVE SESSION

XVI. ADJOURN