

AIRPORT BOARD
AGENDA
6:00 P.M., TUESDAY, JANUARY 12, 2016
ALASKA ROOM

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: Regular Monthly Meeting of December 8, 2015
- IV. APPROVAL OF AGENDA
- V. PUBLIC COMMENTS
- VI. SPECIAL PRESENTATIONS:
 - A. **Transportation Security Administration** - Brian Cahill, Federal Security Director, Alaska and David von Damm, Deputy Federal Security Director, Alaska
 - B. **USDA Wildlife Services** – Tyler Adams, Wildlife Biologist will present an update of the Airport Wildlife Management program

- VII. UNFINISHED BUSINESS
 - A. **State of Alaska Department of Transportation (ADOT) Airport Improvement Program (AIP) Match Update.** Since receiving the letter from ADOT in October 2015, the Airport has been working with ADOT to reconsider the funding match for the Federal Fiscal Year (FFY) 2016. After sending our justification and through discussions with the State, Deputy Commissioner John Binder said the State concurs with funding \$734,395 (of the requested \$827,310) of AIP match for FFY16 as outlined below:

SREF Ph1-a (but not geothermal loop*)	\$578,874
RSA Phase 2	\$93,750
ARFF bldg. mod	<u>\$61,771</u>
Total	\$734,395

The State also stated that JNU should plan for no further funding beyond FFY16 unless there are significant changes/improvements to the State budget. We greatly appreciate the State reconsideration for 2016 match.

- VIII. NEW BUSINESS
 - A. **De-Appropriation:** The Federal Aviation Administration (FAA) reduced the Airport Rescue and Fire Fighting (ARFF) Building grant amount after it was introduced for appropriation – they required the Project Formulation & Environmental to precede the Design work, which will be awarded at a later date. Staff must de-appropriate the excess FAA and State funds to the correct amount of the awards.

Board Motion: *Approve the de-appropriation of \$165,625 from AIP, and \$5,521 from State grant budget lines in the ARFF Building Project Formulation and Environmental capital improvement project.*”

B. Appropriation. Alaska Airlines has reimbursed the Airport for paving the air cargo hardstand, which was done under SECON Supplemental Agreement #2. The Airport must appropriate the funds to the Part 121 Ramp capital improvement project (CIP).

Board Motion: *“Approve the appropriation of \$47,707.69 to the Part 121 Ramp CIP, to reimburse the air cargo hardstand paving costs.”*

C. TEMSCO Request for Twenty-year Lease Term (Attachment #1). In November 2015, the Board approved the commercial use of a general aviation executive hangar for TEMSCO Helicopters to store helicopters. When the assignment of lease was drafted, TEMSCO had several questions including the current remaining term of the lease. The limited time remaining on the lease would not equate to the purchase price of the hangar. TEMSCO and current leaseholder Jeannie Johnson request that the current lease be terminated and concurrently a new 20-year lease [http://www.juneau.org/airport/documents/LeaseFormBlockO_000.pdf] executed with TEMSCO. In their attached letter to the Board, TEMSCO points out that their request is in-line with the current leasing policy [<http://www.juneau.org/airport/documents/LeasingPolicy.pdf>], whereby the term of a lease is based on *investment*, and will be *‘long enough to allow the leaseholder a reasonable return on capital investment’*. Past practice for renewals were ten years because no further investment/improvements needed consideration and typical assignments were strictly taking over the lease as-is. Additionally, determination of lease term was based on lease ‘improvements’, not ‘investment’. However, the Leasing Policy specifically states the lease term is based on ‘investment’ which is not defined in the Leasing Policy. The Leasing Policy will need to be revisited/updated at a future date. The request from TEMSCO is different from the Airport’s past practices and may set the new standard for lease terms or, at least, define it.

Staff does not want to unnecessarily hold up the process with the sale or decision on this hangar. Board consideration for this request:

1. Approve the TEMSCO (JOHNSON) lease term request to terminate the current lease and concurrently sign a new lease to TEMSCO for a 20-year term, as either
 - a. a one-time event until the Leasing Policy can be updated; **OR**
 - b. as the new standard upon request during an assignment/sale of hangar; **OR**
2. Postpone the request for a new 20-year lease term until such time that the Leasing Policy can be updated; **OR**
3. Deny the request for the new 20-year lease term based on past practice. If the Leasing Policy defines ‘investment’ at a later date, allow a provision in the TEMSCO lease assignment to request the longer term at such time that it is specifically defined by the Leasing Policy.

Items 2 or 3 could potentially halt the sale of the hangar. As this is a policy decision, staff has no recommendation.

D. Airport Manager's Report:

1. FAA Certification Inspection. January 4-6, 2016, airport staff and Fire Department (ARFF) underwent a comprehensive annual certification review with FAA Inspector Matt Stearns. Inspector Stearns was very pleased with the Airport compliance in all areas. There are couple manual updates and one airfield ramp sign to correct. All-in-all, he complimented the professionalism of the Fire Department and Airfield, with a special recognition to Scott Rinkenberger.
 2. Airport Engineer Report (Attachment #2)
 3. Airport Architect Report (Attachments #3, #4, #5)
- IX. CORRESPONDENCE: Dana Ritter Letter of Commendation (Attachment #6)
- X. COMMITTEE REPORTS
- A. **Finance Committee:** Upcoming biennial budget meetings TBD
 - B. **Operations Committee:**
- XI. ASSEMBLY LIAISON
- XII. PUBLIC COMMENTS
- XIII. BOARD MEMBER COMMENTS
- XIV. ANNOUNCEMENTS
- XV. TIME AND PLACE OF NEXT MEETING:
- A. Airport Board, 6:00 p.m., February 9, 2016, Alaska Room
- XVI. EXECUTIVE SESSION
- XVII. ADJOURN