



AIRPORT BOARD AGENDA

August 14, 2025 at 6:00 PM

Airport Alaska Room/Zoom

<https://juneau.zoom.us/j/81320381493>

Or join via audio: 1-253-215-8782 Webinar ID: 813 2038 1493

TO TESTIFY: CONTACT SHANNON VAN VALIN, 907-586-0962

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES**
4. **APPROVAL OF AGENDA**
5. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**
6. **UNFINISHED BUSINESS**

A. Airport Manager

The Airport Board, on August 7, 2025, authorized an offer of employment to Andres Delgado to serve as Airport Manager. That offer has been accepted.

Recommended motion: I move to appoint Andres Delgado to the position of Airport Manager effective August 18, 2025, pursuant to the terms and conditions of the Board's offer made August 8, 2025.

B. Approve a new position for Deputy Airport Manager.

This is a request to authorize the position of Deputy Airport Manager. The former position was eliminated in favor of the creation of the Security Manager position. This position is in recognition of both the loss of experienced personnel and the addition of duties related to Airport administration. The Airport has a need for business development, budgeting, grant writing, tenant and business enterprise recruitment and development. The position supports the Airport Manager in all aspects of Airport administration and fills the Manager's position during absences. The position provides depth of staff for compliance, purchasing, contracting, and personnel issues. The Deputy Airport Manager will relieve our Business Manager of tasks that have been assumed simply because there were no other staff here. Airport policies, rates, and regulations need to be reviewed, updated, and implemented in an overall consistent manner, a project that has not been possible while dealing with current issues as they arise.

This position is a range 22 position. The estimated cost for middle step placement is \$108,800 and \$54,400 for benefits for a total of \$163,200. Funds would come from the fund balance.

Recommended motion: Approve the expenditure from the fund balance of \$163,200 for the Deputy Airport Manager position.

C. Airport Rescue Fire Fighting Vehicle.

In July 2024, JNU was awarded an Airport Improvement Program (AIP) grant of \$1,007,116 to purchase a 1500-gallon Airport Rescue Fire Fighting (ARFF) truck to replace A3, our 2003 Oshkosh truck. The Anchorage Federal Aviation Administration (FAA) district office determined that FAA does not recognize Sourcewell, the public cooperative used for the procurement process, and will not honor the grant.

The truck was ordered last September. Rosenbauer had begun the build, and the truck will be delivered no later than March 2026. This truck is essential to maintaining our index “C” rating that allows commercial jet service here. The ARFF truck can be purchased with PFC 10 funds. The draft PFC 10 application will be updated. As PFC funds are received the fund balance will be restored.

As a temporary measure, it is necessary to approve this expenditure from fund balance and request the Assembly deappropriate the previously approved expenditure of AIP grant funds.

Because we could not use the AIP grant funds for the ARFF truck, the grant has been amended to fund a motor grader, the amphibious rescue vehicle, and minor airfield equipment. With the loss of the grant, it is required that the Assembly deappropriate the funds and authorize the expenditure from the airport’s operational reserve.

Recommended motion: Approve the request for the CBJ Assembly to deappropriate FAA Grant # 3-02-0133-101-2024 of \$1,007,116 and appropriate \$1,007,116 from the Airport’s operational reserve to purchase a 1500-gallon Rosenbauer Airport Rescue Fire Fighting vehicle.

D. Develop a sustainable finance plan.

The use of fund balance for recurring operational expenditures is not recommended nor sustainable. The use of reserve funds for personnel costs is a temporary measure. An updated financial plan is necessary. As an indication of the Board’s resolve to address this issue, the following direction is recommended:

Recommended motion: I move to direct the Airport Manager to review the Airport’s rates and charges and develop a proposal to generate sufficient revenue to fund the Airport’s operations. The Manager may, with the Board’s approval, engage an aviation financial consultant.

7. NEW BUSINESS

8. STAFF REPORTS

A. Airport Manager's Report

B. Airport Project Manager's Report- Ke Mell

C. Airport Project Manager's Report - Mike Greene

9. ASSEMBLY LIAISON

10. BOARD MEMBER COMMENTS

11. ANNOUNCEMENTS

12. NEXT MEETING DATE

13. EXECUTIVE SESSION

14. ADJOURNMENT