MINUTES of
AIRPORT BOARD MEETING
September 8, 2022
6:00 p.m. via ZOOM

A. **CALL TO ORDER**: Acting Chair Dan Spencer called the meeting to order at 6:02 p.m.

B. **ROLL CALL**:

Members Present:

Al Clough	Jerry Kvasnikoff	Eve Soutiere
Dennis Bedford	Chris Peloso	Dan Spencer

Member Absent:
Jodi Garza

Staff/CBJ Present:

Patty Wahto, Airport Manager	Ke Mell, Airport Architect
Phil Adams, Deputy Airport Mgr.	Chris O'Brien, Airfield Maint.
Andres Delgado, Airport Superintendent	Wade Bryson, CBJ Assembly
John Coleman, Airport Business Mgr.	Sherri Layne, CBJ Law

Public:
Brian Benjamin, Tenant

C. **APPROVAL OF MINUTES**:

1. *Chris Peloso moved approval of the minutes of the August 11, 2022, Board meeting. The motion passed by unanimous consent.*
2. *Dan Spencer moved approval of the minutes of the August 18, 2022, special Board meeting. The motion passed by unanimous consent.*

D. **APPROVAL OF AGENDA**: *Dan Spencer moved to approve the agenda as presented. The motion passed by unanimous consent.*

E. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**: None.

F. **UNFINISHED BUSINESS**:

3. Hangar Flooding Update: Airport Manager Patty Wahto said the Airport Board Operations Committee met on August 16 to discuss the flooding in hangars on the east end. There was a lot of discussion on things that could be done, but what it came down to according to the Committee was did this come down to a liability for the City for this for them not being at proper grade and the flooding. Sherri Layne, CBJ Law Department, said if the Airport didn't follow industry standards or did something to direct that water towards the hangars, the City would be potentially liable for the flooding. Normally with wind/rain flooding, it is the common enemy. As long as the Airport is following industry standards when doing paving, grading, then it is normally

not the City's liability. Ms. Wahto said Brian Benjamin was not able to attend, he drafted comments to be put into the packet. Some of the concerns were based on how does he do this? If he can't raise his floor one inch, can he put his plane somewhere else? Chair Dennis Bedford said due to the legal opinion, there is nothing the Airport can do as far as spending public funds. Ms. Wahto said the paving went up to the hangars as part of a project as Mike Greene was unaware of the setback. They thought this would help with any future problems, especially when they installed the French drain. Does the five-feet in front of the hangars get pulled out and d-1 installed, which creates issues getting into the hangars. Ms. Wahto said that this year's flooding was everywhere, not just into hangars. The other part is future language in leases to insure that future hangars are built up to grade. This will be brought back to the Board at a future date. Board Member Chris Peloso asked if the hangar owners take actions, won't that move it back to Airport property? Ms. Wahto said before anything can be done on Airport property, a tenant has to fill out a request for tenant improvements for that very reason.

G. **NEW BUSINESS**:

4. Airport Manager's Report:

a. Airport Fund Balance and Capital Revolving Account Balance (Attachment #2). The Comprehensive Annual Financial Plan has been updated, which comes out of the City's Comprehensive Annual Financial Report (CAFR). Fiscal Year 2022 has not been closed out, so the bottom-line numbers will change. There has been no change to the Fund Balance.

b. CARES/CRRSAA/ARPA Fund Balance (Attachment #3). A couple of items have been updated. Both the attachment and the table in the agenda have been updated with an actual amount for the Fork Lift and the $75K for the Terminal Lighting has been removed. The Federal Aviation Administration (FAA) said that this item was an eligible project. Staff is expecting a couple changes to projects which will be touched upon by Airport Architect Ke Mell.

c. Hot Topics. The following is a list of on-going topics that staff is working on in addition to the regular Project Reports:

- *United Parcel Service (UPS) Bins Overflowing.* Andres Delgado and Phil Adams are working with UPS to try to get some larger bins. People are dropping off packages during non-business hours and people come out of the woodwork to "shop" anything that does not fit in the bins. UPS is working on this, in addition to being open extra hours.
- *Title 49 Variance Request.* Staff continues to work with the Community Development Department (CDD). There will be one more change to the letter, but it reflects everything CDD needs to move forward and schedule this before the Planning Commission. Something should be known by the next Board

meeting. This has been ongoing for approximately ten years. It started as a Title 49 change, which never saw the light of day.

d. Airport Project Managers Reports (Attachments #3 and #4): Airport Architect Ke Mell reported the **Snow Removal Equipment Building (SREB) Pump Replacement project** has received a price for the alternative Variable Frequency Drives (VFDs) of $17,412.64. The alternative VFDs will allow pump installation this fall. If this proposal is not accepted, the lead time originally specified will be about one year, which means that the SREB would continue to be heated by electric boiler through the winter. This will be brought before the Board in a special Airport Board meeting.

The **Sand/Chemical Backup Electric Boiler** has determined which panel to connect to draw the power. Morris Engineering is now finalizing the construction documents.

The scope of work for the **Parking Lot Project** has been received from DOWL. This takes the project through design with Phase 2 (50% construction documents) due November 16; Phase 3 (95% construction documents) due February 2, 2023; Phase 4 (100% construction documents) due March 5; Phase 5 is bids advertised by the end of March and opened in April. This project has been sandwiched in between the Apron projects and it is hoped by bundling these together in terms of timing, one contractor can come on board for three projects and make for better bids.

Ms. Mell met with representatives of an electric vehicle (EV) advocacy group in Juneau. They discussed EV parking in the parking lot. This information will be fed to DOWL for their schematic designs. Mr. Bryson said it did not make sense to have charging stations in the long-term parking. Ms. Mell said this was discussed. There are three kinds of EV charging stations – Level 1 which uses 120V and takes 10-12 hours. Level 2 uses 220 and depends on the vehicle and takes two to five hours to charge. Level 3 uses 440 and will charge in one-half hour to 90 minutes. Level 1 charging is not the route for the Airport. It has been discussed having the chargers in short-term parking. The advocacy group suggested using Level 3 charging with a small number of spaces centrally located to charge for a short period of time. The ability to collect money for EV charging has improved by leaps and bounds, and it will be possible to have people put in their credit card and pay for the electricity. This would get the Airport completely out of the loop of having to manage the overhead. The location that was suggested by the local advocates was the far end of the rental car parking lot. Chair Clough said he was glad the Airport was looking at charging for this service. Mr. Bryson suggested talking to Capital Transit as they have the higher powered charging stations to power the one City electric bus, so they might have more insight on the machine. Chair Clough suggested talking to other airports that have EV stations. The Airport's goal is to have people charge and go. It is not a place of convenience for the traveling public.

A meeting was held with Jensen Yorba Wall and RESPEC's Aviation Planners regarding **Gate 5 Passenger Boarding Bridge Replacement Project**. Discussions were held on how they anticipated the planes sitting, and configurations of the bridges. They showed drawings that looked remarkably similar. They were then shown what is currently in place. They will follow-up with questions by e-mail.

Chair Clough asked about the **Alaska Seaplanes Building** as he had heard they planned to pour concrete soon. Ms. Wahto said Ms. Mell has been working with Alaska Seaplanes regarding the placement. Ms. Mell said Corey Wall was at the meeting earlier in the day and he did not mention they were planning to pour concrete next month. They have a number of hoops to jump through. The only communications to date have been with regard to the exact size and the exact location by a few feet either way of the lease lot. Alaska Seaplanes has not submitted a tenant improvement request that should show the building as it sits on the lot and considerably more detail in what they plan to do, which the Airport will review. They will need a building permit. Chair Clough asked about the aesthetics of the building and the Airport's ability to weigh in. Ms. Wahto said that this has been a big discussion when moving forward with the lease, to make sure that the Airport has approval of what is being put up and the aesthetics. Ms. Mell said this discussion is ongoing. They are a separate entity, but the two buildings sit side by side and the Airport wants it to be harmonious.

Ms. Wahto said the work on the punch list items for the **Terminal Project** continues. There are some change orders for the acoustical tiles so that everything is the same throughout the facility. The Airport Board and Assembly both approved the additional work for the additional tile in the bag claim area to make everything the same and make it easier for Maintenance, too. Hopefully the glass (third go around) for the upstairs area will arrive and be installed in the next couple of weeks. Some other items include the Lumacor panels going up the stairs, and the Air Traffic Control heat pump that is being run and balanced and retrofitted.

Johnson Controls has completed the installation of the **Terminal Fire Alarm Project**. The actual tests need to be run and they will schedule the testing very soon. Then they will finish up by removing the strobes and enunciators that are residual to the old system.

Main Ramp and Remain Over Night Parking Design Project is being worked in tandem with Gate 5. A meeting was held on September 7 to discuss the project with stakeholders that will be affected by this project. DOWL is working on the survey work. A side bar that has popped up is PFAS (per- and polyfluoroalkyl substances) testing, which is awaiting the question from the State Department of Conservation (DEC) as far as the requirements: whether everything that touches a shovel at this point does not need PFAS testing. The Airport tested areas of known disposal or testing of the foam. The tests were for both ground water and soil. A couple of them were elevated, some of them did not touch the level for cleanup. These areas may require testing, which could impact a lot of the projects. The grant was received for this project.

The **Float Pond Project grant** was also received. This will go before the Assembly on Monday night, including the bid award for this project. The bids were opened on August 17th, with the special Airport Board meeting held on August 18th for approval.

The **Taxiway Rehabilitation Project** is substantially complete. The last piece of this was the training for the fire extinguisher agent in the lighting vault and that has been done.

The **Runway Visual Range (RVR) Replacement Project** has been completed by the FAA. The cutover of the old lighting vault from the east end to the west end is ready to be done. The east end system will remain as a redundant system.

The **Power to the Float Pond** is complete. They were able to test the connection for the valve to go up and down. The stub-ins are ready. RESPEC has been working with the tenants in the area to see about bringing power into their respective docks. Chair Clough asked about the paving of the pavement cuts as they are causing problems. Ms. Wahto said she did not have the answer to that.

Alaska Light & Power (AEL&P) is finishing bringing in the **Power to the Northwest Development Area** for side lighting and to the hangars.

The **Crest Street Culvert at Gate K** looked to be failing. It is indented; but through a small contract to evaluate the integrity of the culvert, the contractor saw where it was dipping, but is not to the point of needing immediate replacement. The Airport is working on the design for the replacement of this culvert. It was suggested the fuel trucks be diverted from this area as well as the Fire Trucks make smaller turns to try to save this culvert.

H. **CORRESPONDENCE**: None.

I. **COMMITTEE REPORTS**:

5. Finance Committee: None.

6. Operations Committee: None.

J. **ASSEMBLY LIAISON COMMENTS**: Assembly Member Wade Bryson said the special Assembly meeting held on August 29 moved the Airport design for the boarding bridge, the ramp improvements, the terminal construction of the acoustic tiles and the float pond improvements forward. They also had a joint meeting with CDD, and he asked them how long has streamside setbacks had to be taken to Law. It had been years. The Land Use Code used now was written in 1987 and discovered that it was broken in the 1990's because they have had to do variance, after variance, after variance.

K. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**: None.

L. **BOARD MEMBER COMMENTS**: Dan Spencer noted he would be out of town for two weeks.

M. **ANNOUNCEMENTS**: None.

N. **NEXT MEETING DATE**: The next regular Airport Board meeting will be held on October 13, 2022, at 6:00 p.m. in the Alaska Room and via Zoom.

O. **EXECUTIVE SESSION**: The Manager's evaluation will be deferred until the October Board meeting. Historically the Manager's evaluation has been done with the person in the room. Dan Spencer said in past evaluations he had been involved with the last evaluation was available for review. This evaluation is for the previous calendar year through June, with some members of the Board not present during that time. The next meeting will have an executive session. Chair Clough encouraged people to provide written notes on issues or otherwise. He asked Ms. Wahto if she would have any problem circulating her last evaluation to the Board Members prior to next month's meeting. She did not have any problem with this. The comments are usually gathered prior to the meeting, they are aggregated and then the discussion is held in executive session.

P. **ADJOURN**: *Chris Peloso moved to adjourn. The motion passed by unanimous consent and the meeting adjourned at 7:07 p.m.*