

AIRPORT BOARD
AGENDA
6:00 P.M., THURSDAY, MARCH 11, 2021
ZOOM WEBINAR: <https://juneau.zoom.us/j/96699462037>
Or Telephone: 669 900 6833 Webinar ID: 966 9946 2037

**TO TESTIFY: CONTACT PAM CHAPIN, 586-0962
BY 3:00 P.M. ON MARCH 10, 2021**

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: Regular Monthly Meeting of February 18, 2021
- IV. APPROVAL OF AGENDA
- V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS
- VI. UNFINISHED BUSINESS
 - A. **Alaska Department of Environmental Conservation (ADEC) Storm Water Pollution Prevention Plan (SWPPP) Multi-Sector General Permit (MSGP) Inspection Final Determination.** The Airport received ADEC's final determination stemming from their March 2020 inspection. The Airport was found to be in violation of several missing reports and annual inspections/year-end reports not timely filed. The letter of violation was closed out by ADEC on June 30, 2020, however the determination of the severity of the violations was not determined until this past fall. On November 19, 2020, ADEC issued their draft Compliance Order by Consent (COBC) for fines of \$31,450.35 – which is an offer to settle any found regulatory violations without formal litigation. The Airport in coordination with CBJ Law Department submitted a response. A meeting with ADEC regarding the responses and the request for reduced fines was held February 10, 2021. ADEC reviewed notes and consideration, and a final notice was received on February 23, 2021. Fine schedule and weighted violation criteria is established by the Environmental Protection Agency and passed along by ADEC.

The Airport requested consideration of the 'ability to pay' in light of current funding and revenue reductions. Since the Airport is part of the City and Borough of Juneau, all City financials had to be considered which resulted in 'no exception' to the payment. However, the Airport was approved for reduction (approximately 10%) if the fine is paid timely. This fine was reduced to \$28,533.74 if paid timely. This will close out the fine and further litigation; and the Airport will follow the requirements in the final COBC. *This is informational only. The Airport will pay the \$28,533.74 fine timely to close out.*

VII. NEW BUSINESS

A. Federal Aviation Administration (FAA) Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Grants. On March 3, 2021, the Juneau Airport received two additional Airport Coronavirus Response Grant Program (ACRGP) Grant Offers as part of the CRRSAA signed into Law in December 2020.

ACRGP Grant amounts are determined through the FAA formula similar to the April 2020 CARES Act grant. Funds provided under this ACRGP Grant Agreement must only be used for purposes directly related to the airport, and as prescribed in each grant. A grant of \$3,323,788 may be used for such purposes as the reimbursement of Juneau International Airport's operational and maintenance expenses or debt service payments. The second grant for \$98,347 is to be used specifically for the rent credit or reduction of minimum annual guarantee that the Airport has granted for airport concessions. The total of the two grants is \$3,422,135, and will be available for four years from grant award. *This is informational only.*

B. Airfield Lighting Regulator Upgrades (Taxiway (TWY) Project Ineligible Cost). The design of the new Airfield Lighting Regulator Vault (ALRV) and new lighting control system was based on the use of eight "in-use" 30KW regulators and one "spare" 30KW regulator. All of these regulators currently utilize the ACE2 control systems. Regulators were originally procured through a previous FAA Airport Improvement Project (AIP) project approximately 8-9 years ago, so essentially, the FAA already paid for these regulators and they are still 'new'.

There have been a series of regulator failures that led the Airport to investigate why new regulators were failing and the concern over continued failure when the regulators would be relocated to the new ALRV housing unit on the west side. With the introduction of energy saving LED runway and taxiway lights over the last few years, much less demand is put on the regulators. This becomes a problem with under-loading. Additionally, while consulting with the lighting support contractor (ADB/Safegate), the Airport found out that the existing ACE2 control system in the regulators is being phased-out and would soon no longer be supported by ADB/Safegate. The Airport would have to upgrade the regulators to the ACE3 to work with our new lighting control and switching equipment system. This would have had to be done even if the Airport was not working on the Taxiway (TWY) project, however, the new controls/switching equipment will not work as they are only compatible with the ACE3 controls.

The Airport received a proposal from SECON (via ADB) to retrofit our current regulators with ACE3 upgrades. This will essentially make them new regulators again. The Airport requested eligibility of the ACE3 upgrades from the FAA, or if new regulators (with ACE3) would be eligible under TWY project. The FAA responded that since they had already paid for new regulators through a previous AIP capital project, and they are still considered 'new'; neither new regulators nor ACE3 upgrades would be eligible for federal funding. This would be considered 'maintenance' and up to the Airport to pay for.

TWY project contractor, SECON, received the quote from Airside Solutions to complete the ACE3 upgrades to the existing regulators at a cost of \$118,814 for all regulator upgrades. In order to avoid delays and possible claim, and continuity with switching the whole lighting system over, this work will go through SECON's contract, rather than contracted out separately. The funding for this would need to come out of the Airport's operating budget, with CARES Act funds allowable for 'maintenance', as suggested by the FAA. There were no local contingency funds for ineligible costs for this project. All grant match funds were Passenger Facility Charge (PFC) fees which have federal constraints; not for ineligible costs such as these upgrades.

Board Motion: *"Approve the ACE3 upgrades to the airfield lighting system regulators for the Taxiway Project, as a cost not to exceed \$118,814, funds covered by the Airports FY21 Operations Budget/CARES Act funds."*

C. Hangar Flooding/Issues. The Airport received a complaint regarding flooding along the Block M hangars. During an inspection of the area, the asphalt outside the hangar doors was found to have heaved (possibly frost) due to the recent cold temperatures. Some areas were approximately two inches higher than the concrete hangar floors. It is possible that this asphalt heaving situation caused rain and snow-melt water to drain toward (not away) from the hangar doors.

Additionally, during these inspections it was noted that some hangars and hangar doors were in various states of disrepair; many had torn, frayed or missing seals/flaps on the bottom of most hangar doors which adds to water infiltrating hangars. It was also noted that this block of hangars (and a few others) do not have any eaves/gutters above hangar doors to catch or divert rainwater, and the general appearance of the hangars (damaged doors, siding) is in poor condition; requiring maintenance and cleaning by the hangar owners.

Staff suggests that the flooding complaint as well as addressing a minimum standards for hangar owners be discussed at a special Airport Board Operations Committee.

D. Airport Manager's Report:

1. Airport Maintenance & Operations Superintendent Position. Staff is pleased to announce that Phillip Adams has accepted the Airport Superintendent position at Juneau International Airport (JNU). This position was vacated by Scott Rinkenberger when he accepted the Deputy Airport Manager position. Mr. Adams will be moving from Jackson Hole (Airport), Wyoming where he was the supervisor for airfield operations. Mr. Adams' start date will be April 5, 2021.
2. Eagle Rescue. On March 1, 2021, the Airport was notified of an eagle in the trees just off the Emergency Vehicle Access Road (EVAR/dike trail) that appeared to be tangled in the limbs and in distress. Scott Rinkenberger, Airfield crew, CCFR (with ladder truck) and John 'JD' McComas (USDA Wildlife Services-Airport) coordinated the rescue effort and the eagle was immediately turned over to the Juneau Raptor

Center for care and observation. Despite all efforts, the eagle had to be euthanized due to other injuries and lack of nutrition.

3. Airport Fund Balance (AFB) and Capital Revolving Account Balance

(Attachment #1). The Airport Fund Balance was updated to more accurately reflect what is reported to/adopted by the Assembly, and align with the City's Comprehensive Annual Financial Reports (CAFR). The spreadsheet shows the debt service for the Terminal (both GO Bond and Revenue Bond) and the funds that will cover those bonds. 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.

4. Financial Model Update. FRASCA has a working model completed, and is working on historical reconciliation and usability improvements. Staff will continue working with FRASCA to complete those items, and then approve the Phase 1 payment of \$17,500. Phase 2 (\$7,500) will consist of continuing phone support through December 2022. Once staff has worked through reconciliation and usability, this will be a good time for a Finance Committee meeting to review allocations.

5. 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:

- *COVID Updates*. The most recent information may be found on the **CBJ website**: <https://juneau.org/covid-19/covid-19-travel> for local requirements; and **Alaska Travel Portal at**: www.alaska.covidsecureapp.com. Additionally, more information may be found at: <https://covid19.alaska.gov/travelers/> and FAQs: <https://covid19.alaska.gov/faq/>. There have been a lot of updates and allowances (i.e.: vaccines allowances) that travelers and residents should continue to check for changes.
- *COVID Testing at Airports*. The State of Alaska (Department of Health and Social Services) awarded a contract to Capstone Clinic to take over the State mandate protocols and testing at the four busiest airports in Alaska (ANC, FAI, JNU, and KTN). The State pays the contractor for these services. The transition from Capital City Fire/Rescue to Capstone occurred February 1, 2021. JNU has also entered into an agreement with Capstone for terminal/space use (rent, parking, etc.). It is a six month contract with the ability to extend up to a year at this time. No change.
- *Mask Mandate at Airports*. A federal mandate is in place which requires everyone to wear masks on airplanes, at airports, as well as on other forms of public transportation. While this mandate has been in place at a local level, it is now required at the federal level. Failure to abide by the face mask mandate may result in fines, removal from facilities and/or stricter punishment. No changes.
- *Bag Conveyor Update*. The Board has been advised on the continued breakdown on the 35 year old bag conveyor system. The Board's direction at the February meeting was to look at a whole system replacement rather than parts and pieces that may not be upgradeable later. Staff is currently working on a scope for solicitation of replacing the aged bag conveyor system that has been experiencing

wear/tear and down time. Staff hopes to have the solicitation out for bid within the next couple months.

- *Alaska Department of Environmental Conservation (ADEC) Storm Water Pollution Prevention Plan (SWPPP) Multi-sector general permit (MSGP)*. The Airport is currently working under a new five-year permit since July 28, 2020. The Airport continues to receive forms/notices for either an NOI or No Exposure from tenants. The 2020 Annual report was submitted in December, and routine monthly and quarterly reports, assessments and lab analyses are ongoing requirements of the permit. A 'best practices' meeting with tenants operating under our SWPPP will occur again in June.
- *Egan/Yandukin Intersection Improvements Project*. Alaska Department of Transportation (ADOT) has been holding public open houses and community outreach in the planning of the intersection. ADOT has narrowed down design alternatives for the project. Please visit ADOT website on this project at <http://dot.alaska.gov/eganyandukin>. Also any comments or concerns may be emailed to eganyandukin@alaska.gov. The Airport is registered as one of the stakeholder panelists due to adjacent property and impact to traffic to/from the Airport. The Airport (along with comments from FAA) submitted comments to ADOT regarding the complexity and costs of two of the three alternatives that both proposed to use airport property. The third alternative did not impinge on airport property. No changes.
- *Federal Aviation Administration (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 which was noted as a non-compliant through-the-fence operator. While this is a compliance matter, property acquisition is eligible for federal funding. The process has started for procuring a property acquisition specialist including \$50,000 of forward-funding approved by the Board. No further updates.
- *FAA Disabilities Compliance and Title VI Review*. Staff has completed the plan and self-evaluation programs for the final part of the 2017 FAA compliance audit for Americans with Disabilities Act (ADA) and Title VI review and it has been signed off by the CBJ. The final plan and compliance update were forwarded to the FAA for review, however, some of the outstanding items will not be in compliance until the terminal remodel is complete. FAA still requires periodic updates. No changes.
- *Disadvantaged Business Enterprise (DBE)/Airport Concession Disadvantaged Business Enterprise (ACDBE) Consultant*. The Airport solicited for a consultant to review, develop, implement and report on the federally required DBE/ACDBE programs. The Board approved the use of \$55,000/annually for five years for this program formerly done by staff. Proposals were received on February 25, 2021, and undergoing evaluation prior to award.
- *Passenger Facility Charge (PFC) cap increase*. JNU continues to discuss the increase of PFC with our DC Lobbyist to keep it in the queue. Many large airports are also backing this increase due to capital projects relying primarily on PFCs. No change.

- *Runway 26 MALSR* approach lighting discussions with FAA. Staff continues to work with our DC Lobbyist to look for federal funding to complete the system. Sample language was provided to Congressman Young to incorporate into the FAA reauthorization bill that would add MALSR (Medium Intensity Approach Lighting System with Runway Alignment Indicator Lights) equipment to the list of allowable lighting equipment, and allow the transfer of this to the FAA. This means that Airport Improvement Program (AIP) funding could be used as an additional source for this type of lighting. No further update.
- *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, the Airport is adjusting projects up on the CIP list. Additionally, PFC (PFC9) collections may be abbreviated due to less match required. Staff is continuing to monitor the amount needed for the terminal project (match and bond interest), as well as other projects listed in the PFC9 application; and look at when the PFC10 application process would need to start. This is complicated by the impacts of COVID and the rate of collections. No change.
- *Transportation Security Administration (TSA) passenger screening checkpoint equipment* has been put on hold due to construction requirements for the larger equipment. A new date for equipment has not yet been determined.
- *TSA has cancelled janitorial contracts at airports nationwide.* TSA will pay for utilities associated with equipment use, but the contract requires airports to continue with janitorial - without compensation. This issue has been forwarded to our Washington, D.C. Lobbyist for Congressional weigh-in. No change.
- *Air Traffic Control Tower (ATCT) COVID Cleaning.* FAA ATCT requested a special Level 2 Cleaning (federal level of cleaning) for their leased facilities in the terminal. The Airport hired two additional staff to help with this (and TSA) cleaning and their contract was amended to reflect the additional cleaning costs. This contract, as well as the additional staff, ended in January 2021. ATC is still requesting the special cleaning services, however, there is no contract in place to support the additional services at this time.
- *Polyfluoroalkyl Substances (PFAS) Testing and Monitoring.* Cox Environmental is working on the next phase of PFAS Plan, as approved by ADEC. Corps of Engineers (ACOE) permit is already in place, and Alaska Department of Natural Resources (ADNR)/Division of Mining has granted the permit for drilling in the Mendenhall Refuge. Cox anticipates the permit from Alaska Department of Fish & Game (ADFG) Habitat Section this week. Cox is finalizing the landowners list for wells in the area and the report should be done in April. One well has been identified at this time. Cox is also coordinating with the drillers for the additional well drilling this spring.
- *Honsinger Pond/Access* (work in progress): Bicknell is still working with State Department of Transportation for legal access to their Honsinger Pond property, and working with the CBJ on development. The Planning Commission granted their request for final plat approval for a 15-lot subdivision on August 25, 2020. Staff continues to request covenants be placed on the property for Land Use Compliance near Airports. No changes since last month.

- *Terminal Reconstruction:*
 - o Wayfinding and signage for the public during construction continues to change as needed with the project. This includes clear signage/directions for passengers transiting between the main terminal and north annex.
 - o The exterior walls of the new construction have been constructed which now protect most of the construction from the elements.
 - o More insulation was added to the area between the construction wall and the main terminal. Temperatures were dropping from even the slightest leaks, but the additional insulation has now helped the temps in the main terminal.
 - o *Elevator contingency protocol.* To keep the old elevator in use until the new ones are installed. The freight elevator has been demolished.
- *Taxiway A, E and D-1 Construction.* SECON has met the amended (and expedited) work schedule for paving and electrical in movement area for this construction year. They will continue their work on the lighting vault and lighting control cutover this winter into next spring.
- *CBJ Title 49 (Jordan Creek Greenbelt)* allowance to limb/clean-up adjacent to the creek is still in review. The implementation of the changes has been delayed due to committee meeting cancellations and full agendas. Reminder: Southeast Alaska Watershed Coalition (SAWC) has requested support for an Alaska Clean Water Action grant to implement storm water management best practices in the Jordan Creek urban watershed. One area is located on Airport property in a current settling pond. SAWC project scope is to *'maintain and cleanout the forebay settling pond on the proposed wet biofiltration swale in the Jordan Creek Greenbelt on Juneau International Airport property near the intersection of Jordan Avenue and Teal St. Maintenance needs of this settling pond will be similar to the cleanout needed for the currently undersized storm water retention basin that is located here.'* SAWC received the grant last month.
- *Tenant insurance reminders* continue to be sent out. Several certificates have lapsed in our records. This is an ongoing measure.
- *Maintenance Programs Refinement (roofs, heat pump equipment, baggage systems, etc.).* Staff continues to look at a tracking system for all building component preventative maintenance programs. There are several companies that offer similar cloud based systems. At this time, staff is collecting current basic system, and needs, and will plan to talk to each of the companies to see what they offer and how much per year or per user of the system. Staff continues to look at maintenance contracts for specialized systems similar to what we do with airfield lighting and controls.

6. Airport Project Manager Report (Attachment #2)

VIII. CORRESPONDENCE:

IX. COMMITTEE REPORTS

A. **Finance Committee:** TBD

B. **Operations Committee:** TBD

- X. ASSEMBLY LIAISON
- XI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS
- XII. BOARD MEMBER COMMENTS
- XIII. ANNOUNCEMENTS
- XIV. TIME AND PLACE OF NEXT MEETING:
 - A. Airport Board, 6:00 p.m., April 8, 2021, via ZOOM
 - B. Assembly Finance Committee, Airport Budget Presentation, 5:30 p.m., April 21, 2021 (estimated following a special Assembly meeting at 5:00 p.m.) via ZOOM.
- XV. EXECUTIVE SESSION
- XVI. ADJOURN