AIRPORT BOARD
AGENDA
6:00 P.M., THURSDAY, FEBRUARY 18, 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 **FEBRUARY 17, 2021**

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES: Regular Monthly Meeting of January 14, 2021

IV. APPROVAL OF AGENDA

V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

VI. PRESENTATION: USDA WILDLIFE SERVICES UPDATE. JD McComas will provide an update on wildlife management at Juneau International Airport for 2020.

VII. UNFINISHED BUSINESS

A. **Terminal Tour (Attachment #1).** At the January 14, 2021, Airport Board meeting, staff was asked to provide a virtual tour of the new terminal construction. Staff looked at doing a video tour, but due to the phase of construction and with little definition and lighting, a video was difficult to envision the spaces. Instead staff is providing several photos of the new construction as an interim update until a good video can be done; hopefully for the March meeting.

B. **Baggage Conveyor Repair.** In August 2020, the Board approved the repair of the corner baggage conveyor (section T-04) that goes into the Transportation Security Administration (TSA) screening area at a cost of $22,000. At the January 14, 2021, Airport Board meeting, staff reported that more issues continue to develop with the entire conveyor system (multiple integrated sections). The entire system is 30-35 years old. Most recently, the Program Logic Control (PLC) has experienced cascading program failures. Staff contacted RMC Engineering to run a diagnostic on the PLC. The PLC requires replacement and programming the system at an estimated cost of $30,000. It is expected that additional repairs/replacements on other bag conveyor sections will be required over the next few years and this has been added into the FY21/22 budgets (and thereafter). The baggage conveyor system is heavily used every day and wear/tear is expected. Staff will need to take this initial step to replace the PLC immediately at a cost not to exceed $30,000. This procurement will have to go out for bid. This cost is also reflected as an increase to the FY21 budget, discussed below.

Board Motion: *"Approve the replacement and reprogramming of the Airport baggage conveyor Program Logic Control at a cost not to exceed $30,000."*

VIII. NEW BUSINESS

A. **Budget: Airport Historical Budget Review and FY21/22 Budget Updates (Attachments #2, #3, #4 and #5).** The Airport Finance Committee met on February 9, 2021, to review the history of allocations, historical data of the financial model and resulting allocations between the 121 and 135/GA user groups. This was a follow up from the May 2020 Board meeting to look at any inequities in the model and Airport Fund Balance. Staff went back to review actual expense/revenues from 2012-2020 and entered the actual land lease revenue data based on user groups in the model. There was a mix of credits with both the 121 and 135/GA user groups with the 135/GA showing the bulk of 'credit' during this time period only. This makes up part of the Airport Fund Balance. Staff stated that the land leases were only one part of the allocations in the model. The reallocation of land lease only was a very simplistic breakdown of the 'old' model. The historical review did not include items such as three-month operating reserve, contributions for capital projects ($800,000 for north terminal match), any repairs that used fund balance and does not reflect full governmental accounting; it is not a complete financial picture. It is only a snapshot for this period of time (2012-2020); nothing prior to 2012. Staff believes that all allocations (not just the changes to land leases in the model) should be revisited while we work on a new model. The timing is perfect for this. This historical snapshot was presented to the Finance Committee as informational only. Follow up financial meetings will be scheduled to review allocations as well as the new model.

The Finance Committee also reviewed the FY20 Actuals, FY21 Projected and FY22 Revised budgets (Attachments #2, and #3 for the summaries, Attachments #4 and #5 for the details). The budgets were looked at independently of the new model development since that model will take a little more time (with the Finance Committee) and the model was not needed to balance rates and fees at this time (due to reduced revenues from COVID and use of CARES Act funds to cover expenses).

FY20 Actuals were originally (March 2020) predicted to have a $290,200 deficit before the impacts of COVID. The Airport drew down $724,664 of the ($21.7M) CARES Act grant to balance FY20 budget without the use of Airport Fund Balance (AFB). FY20 ended at $7,466,591 expenses/revenues.

FY21/FY22 budgets were adopted as deficit budgets during the budget development (March 2020). FY21 anticipated using $522,800 of AFB to balance, while FY22 proposed increasing approximately $703K in rates and fees, as well as a small amount of AFB to balance. It was unknown how COVID would truly impact both budgets at that time and a review would be required. The Finance Committee reviewed the updated expenses and the projected revenues shortages.

FY21 Projected Expenses anticipate an increase of $520,600, in part, due to: PFAS contract at $196,900, repairs of airfield systems (heat pumps, sewer) and terminal bag belt conveyors at $130,600 and contractual services (DBE contract service, Financial model, carryover of FY20 paint contract) at $204,600 and in other areas some decreases are seen, such as Personnel due to vacancies. FY21 Projected anticipate ($2,320,900) less revenue than originally approved due to lost revenue in almost every category from COVID impacts (rents, landing fees, fuel flowage fees, security/user fees, and misc./ other). Note that this revenue does not reflect commercial aviation rent/tie downs abatement that the Board approved (approximately $1.1M) that is tracked separately from lost revenue. FY21 Projected Expenses are anticipated at $8,096,700, and FY21 Projected Revenues are anticipated at $5,053,100 for a budget difference of ($3,043,600) of required CARES Act contribution, in addition to the $1.1M for rent abatement.

FY22 Revised Expenses anticipate an increase of $108,800, in part, due to: repairs to terminal bag belt conveyors, contractual services (DBE contract service), while other contractual services (ARFF) and Personnel will see decreases. FY22 Revised Revenues anticipate ($1,988,300) less revenues due to continued loss of revenue in almost every category due to continuing COVID impacts (rents, landing fees, fuel flowage fees, security/user fees, and misc./other). Note that this revenue does not reflect proposed continuation of commercial aviation rent/tie downs abatement (approximately $1.1M) for FY22 that is tracked separately from lost revenue. FY22 Revised Expenses are anticipated at $7,941,600, and FY22 Revised Revenues are anticipated at $6,103,600 for a difference of ($1,838,000) of required CARES Act contribution, in addition to the proposed $1.1M for rent abatement, if approved.

The Finance Committee approved several recommendations for the budget: cancel the previously Board-approved rates and fees increases for FY22, continue the rent abatement for commercial aviation tenants/support operations for FY22 using CARES Act funds, and approve the budgets as presented using CARES Act funds to cover the expenses not covered by rates and fees revenues. The following are the motions for those recommendations:

1) **Board Motion (Rates & Fees):** *"Cancel previously approved Rates & Fees increases scheduled for the FY22 budget."*

2) **Board Motion (Rent Abatement):** *"Approve to accept applications from commercial aviation tenants/subtenants consisting of Part 121 air carriers, Part 135 air carriers and commercial aviation support operators (Fixed Base Operators, fuel farm, maintenance facilities, etc.) for rent abatement of fixed rate land lease, terminal lease and aircraft parking/tie downs at the Juneau International Airport for an additional one-year period from July 1, 2021 through June 30, 2022; and re-assess thereafter for additional abatement period."*

3) **Board Motion (Budgets):** *"Approve the FY21 Projected and FY22 Revised budgets, as shown in Attachments #2, #3, #4 and #5, using CARES Act funds for*

Expenses not covered by Airport Revenues, and forward to the Assembly for adoption."

The final Airport budgets presented to the Assembly will include the bonds in/out (grants). Since the bonds are part of the airport financials but not included in the operational budget for determining rates/fees, staff has separated these out and left them out of the base operational budget as presented.

The Finance Committee also concurred with staff recommendation that a review of the 20-year old allocations should go hand-in-hand with the development of the new airport financial model. A meeting to review the new model, as well as the allocations, will be held in the near future. Staff also recognizes that while the CARES Act grant is currently helping to pay for operational expenses (due to insufficient revenues), CARES Act funds will only be available until April 2024, and the Airport may need to take serious consideration to cutting expenses, and resulting decreased services will be required if a rebound of revenues is not seen by FY23/24.

B. **CARES ACT Funds Summary.** The Finance Committee also reviewed the CARES Act funds used/proposed to use to-date. In April 2020, the JNU Airport received $21,736,343 in Federal CARES Act funds to help offset expenses due to lost revenues from COVID impact on travel. The funding may be used over the four-year grant period and is drawn from the grant with supporting expenses. The grant amount was determined by the Federal Aviation Administration based on each airport's financials on record (from federal Airport Improvement Program grant applications), established formulas and that no grant may be more than four times that airport's operational expenses. The grant may also be used for airport bonds/interest during this time.

A sample breakdown of CARES Act fund was presented as follows:

$14M	Airport revenue supplement/COVID expenses
$3.1M	CBJ GO bond debt on Terminal *(reimburse debt service on/ after April 14, 2020)*
$3.0M	Cares Act relief for tenants
$1.6M	Airport maintenance/small projects (i.e. pothole repairs, etc.)

In addition to using CARES Act funds for operational expenses, the Airport Board approved the use of CARES Act funds for tenant rent relief as well as the Airports General Obligation (GO) Bond debt service for the terminal reconstruction.

Staff proposes the use of Federal CARES Act funds to cover the projected deficits for FY21 and FY22 budgets; and for the tenant rent relief for FY22.

Based on approval of budget motions, above, the breakdown of CARES Act funds used and proposed is:

CARES Act Use	
21,736,343	Grant award
(727,145)	FY20 Operational Expenses
(1,150,553)	FY21 Tenant Rent Relief
(602,375)	FY21 Airport GO Bond debt service
(662,625)	FY22 Airport GO Bond debt service
18,593,645	Balance
	Proposed Use
(1,150,553)	FY22 Tenant Rent Relief (est)
(3,043,600)	FY21 Operational Expenses (est)
(1,838,000)	FY22 Operational Expenses (est)
12,561,492	*Proposed/estimated balance FY22 end*

CARES Act grant funds must be fully expended by April 2024, or the balance must be returned to the FAA.

C. **Passenger Enplanement Tracking.** The Airport, through TSA Screening throughput, has been tracking large carrier (Part 121) passengers processed (enplanements) through the screening checkpoint. *This does not reflect the numbers of travelers on the small (Part 135) operators.* The passenger numbers in April, May, June, and throughput the summer were following projections due to COVID, with travel down as much as 95% in April and continuing to rebound through the summer months and early fall to roughly 40-50% decreases (from previous year). The trend this fall and winter has continued another downward trend with limited travel and restrictions in travel. The expectation of a rebound may be slower than originally projected with repeated spikes in COVID, and now with summer 2021 cruise ship travel restrictions, and that ripple down effect on aviation travel. There may be some increases in independent travel, but projections for summer are still unknown and likely to be lower than anticipated. Staff has captured the most recent (three-month) passenger decreases for the large carriers (Part 121) and presents them here. Official 2020 enplanement numbers will not be available until early fall 2021.

Decreases in Large Carrier Travel (enplanements)							
8-Feb	-57.12%	15-Jan	-65.10%	22-Dec	-44.36%	28-Nov	-68.08%
7-Feb	-60.73%	14-Jan	-58.35%	21-Dec	-60.61%	27-Nov	-50.94%
6-Feb	-50.29%	13-Jan	-61.45%	20-Dec	-51.53%	26-Nov	-72.97%
5-Feb	-66.06%	12-Jan	-47.07%	19-Dec	-50.95%	25-Nov	-53.96%
4-Feb	-76.33%	11-Jan	-57.17%	18-Dec	-56.47%	24-Nov	-54.57%
3-Feb	-67.62%	10-Jan	-59.94%	17-Dec	-53.46%	23-Nov	-50.08%
2-Feb	-58.47%	9-Jan	-46.03%	16-Dec	-40.89%	22-Nov	-60.08%
1-Feb	-54.79%	8-Jan	-50.17%	15-Dec	-54.45%	21-Nov	-64.80%
31-Jan	-48.28%	7-Jan	-53.87%	14-Dec	-59.09%	20-Nov	-58.78%
30-Jan	-53.39%	6-Jan	-57.28%	13-Dec	-54.59%	19-Nov	-56.52%
29-Jan	-63.04%	5-Jan	-40.03%	12-Dec	-63.08%	18-Nov	-57.70%
28-Jan	-65.48%	4-Jan	-40.57%	11-Dec	-62.34%	17-Nov	-56.93%
27-Jan	-49.91%	3-Jan	-44.06%	10-Dec	-70.67%	16-Nov	-56.88%
26-Jan	-57.79%	2-Jan	-34.31%	9-Dec	-64.87%	15-Nov	-64.86%
25-Jan	-58.17%	1-Jan	-69.64%	8-Dec	-63.47%	14-Nov	-49.72%
24-Jan	-68.81%	31-Dec	-61.60%	7-Dec	-69.94%	13-Nov	-65.87%
23-Jan	-42.18%	30-Dec	-19.49%	6-Dec	-70.46%	12-Nov	-62.45%
22-Jan	-71.26%	29-Dec	-52.32%	5-Dec	-42.41%	11-Nov	-46.12%
21-Jan	-64.18%	28-Dec	-55.56%	4-Dec	-64.14%	10-Nov	-57.04%
20-Jan	-49.57%	27-Dec	-56.98%	3-Dec	-56.93%	9-Nov	-58.64%
19-Jan	-61.08%	26-Dec	-53.19%	2-Dec	-56.89%	8-Nov	-61.65%
18-Jan	-59.29%	25-Dec	-91.48%	1-Dec	-67.45%	7-Nov	-66.04%
17-Jan	-58.09%	24-Dec	-59.09%	30-Nov	-53.29%	6-Nov	-68.89%
16-Jan	-49.66%	23-Dec	26.81%	29-Nov	-56.56%	5-Nov	-66.96%

D. **Airport Manager's Report**:

1. Airport Fund Balance (AFB) and Capital Revolving Account Balance (Attachment #6). 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 also shows the debt service for the Terminal (both GO Bond and Revenue Bond) and the funds that will cover those bonds. The March reports will reflect the updated/revised FY21/22 budget amounts based on Airport Finance Committee/Airport Board approvals this month. While the spreadsheet continues to show the use of Airport Fund Balance for FY21/FY22 budgets, this will change to the use of CARES Act funds upon drawdown. CIP Revolving includes the use of funds to forward fund the CIP projects for the Float Pond ($40K) and the Property Acquisition ($50K), until federal grants are awarded. These amounts have been reduced from the $675K on the balance sheet. These transfers are set to go before the CBJ Assembly at the February 11, 2021 Assembly meeting.

2. Financial Model Update. Staff continues to work with Frasca to fine-tune the new financial model. The structure is mostly complete, so current work consists of responding to questions from the contractor, to ensure they fully understand our accounting and allocations, and can program the model accordingly. The budget will be submitted outside of the model development since no rates/fees changes are

planned at least through FY22. This will also allow the Airport time to work the model. Meetings TBD.

3. Power Outage. The power outage on February 8, 2021, impacted a large portion of Juneau including the Airport. The new Airport terminal generator did not activate as it should have and left the terminal in the dark. Quirks with programming are being looked at, but the generator eventually started. It appeared to be a fuel level device that prohibits starting when too full. The outage also took down a section of the bag conveyor belt, one of the new exit lane doors and some issues with perimeter gates. Staff is continuing to look at all the system shortfalls in case of another power outage.

4. 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 the State may be found on the **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/. Any recent changes in travel declarations and testing requirements can be found at this site.
- *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.
- *Mask Mandate at Airports.* A new 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.
- *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.
- *Alaska Department of Environmental Conservation Storm Water Pollution Prevention Plan (SWPPP) Multi-Sector General Permit (MSGP) Inspection.* Starting March 9, 2020, the JNU Airport and several tenants underwent SWPPP MSGP inspections. JNU 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 Alaska Department of Environmental Conservation (ADEC) on June 30, 2020. On November 19, 2020, ADEC issued their draft Compliance Order by Consent for fines in excess of $31K – 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 DEC regarding the responses and the request for reduced fines was held February 10, 2021. DEC will review notes and consideration, and a final notice of fines will be sent within the next few weeks by DEC. The Board will be notified of the next steps. Fine schedule and weighted violation criteria is established by the Environmental Protection Agency.

- *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.
- *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.
- *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. Updates on progress are still required by the FAA. FAA still requires periodic updates.
- *Disadvantaged Business Enterprise (DBE)/Airport Concession Disadvantaged Business Enterprise (ACDBE) Consultant.* The Airport is currently soliciting 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. The Proposal for this service are due by February 25, 2021.
- *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.
- *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.

- *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.
- *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 since last month.
- *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.
- *Polyfluoroalkyl Substances (PFAS) Testing and Monitoring.* Cox Environmental has developed the next phase of PFAS Plan, and ADEC has concurred with the sampling plan for the next round of work. Alaska Department of Natural Resources (ADNR)/Division of Mining has granted the permit for drilling in the Mendenhall Refuge, however ADNR was required to submit the application to other agencies for review. A permit is also required from Alaska Department of Fish & Game (ADFG) Habitat Section who has oversight of the Mendenhall Wetlands State Game Refuge. That permit has an estimated 2 week turnaround. Corps of Engineers (ACOE) permit is already in place. All necessary permits will be in place within the next few weeks (ACOE, ADNR and ADFG). The plan also requires contacting landowners in the area. Private Groundwater Well survey letters will be sent to property owners within the 1/2-mile radius, or calling property owners if their contact information is available. Cox Environmental anticipates a few weeks to finalize the well survey. One well has been identified at this time. With the current weather conditions and final permits and survey to complete, well drilling is now expected to begin in late March or April.
- *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. No change since last month.
- *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 week.
- *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.

5. Airport Project Manager Report (Attachment #7)

IX. CORRESPONDENCE: Email from Jeff Martin regarding walkway between main terminal and north terminal annex (Attachment #8).

X. COMMITTEE REPORTS

A. **Finance Committee**: See Budget discussion, Section VIII. A. above. Additional meetings TBD.

B. **Operations Committee**:

XI. ASSEMBLY LIAISON

XII. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

XIII. BOARD MEMBER COMMENTS

XIV. ANNOUNCEMENTS

XV. TIME AND PLACE OF NEXT MEETING:

A. Airport Board, 6:00 p.m., March 11, 2021, via ZOOM

XVI. EXECUTIVE SESSION

XVII. ADJOURN

ATTACHMENT #1

JNU Terminal Reconstruction Progress Photos — February 8, 2021

Terminal reconstructed building viewed from Shell Simmons Drive.
(Air & water barrier installed over Z-girts with rigid insulation.)

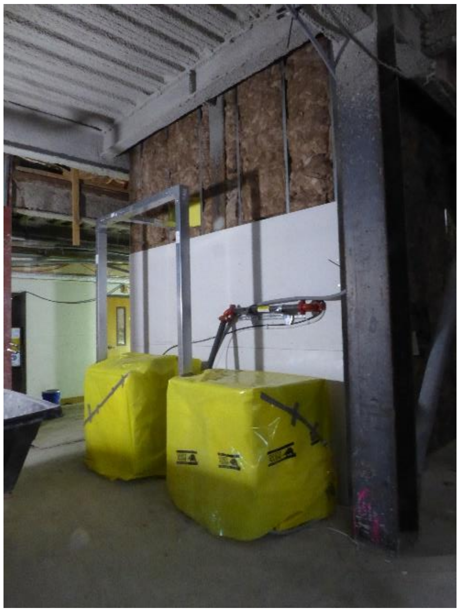
View from north vestibule area looking into regional air carrier seating space.
(Stair tower to left — 2nd floor balcony to right.)

ATTACHMENT #1

Stair tower with escalator installed.

Escalator installed adjacent main stairway.

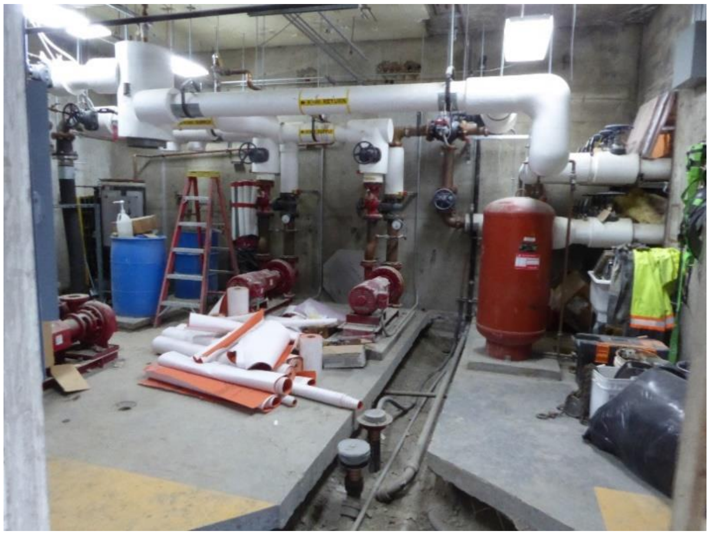
1st floor elevator entrances.



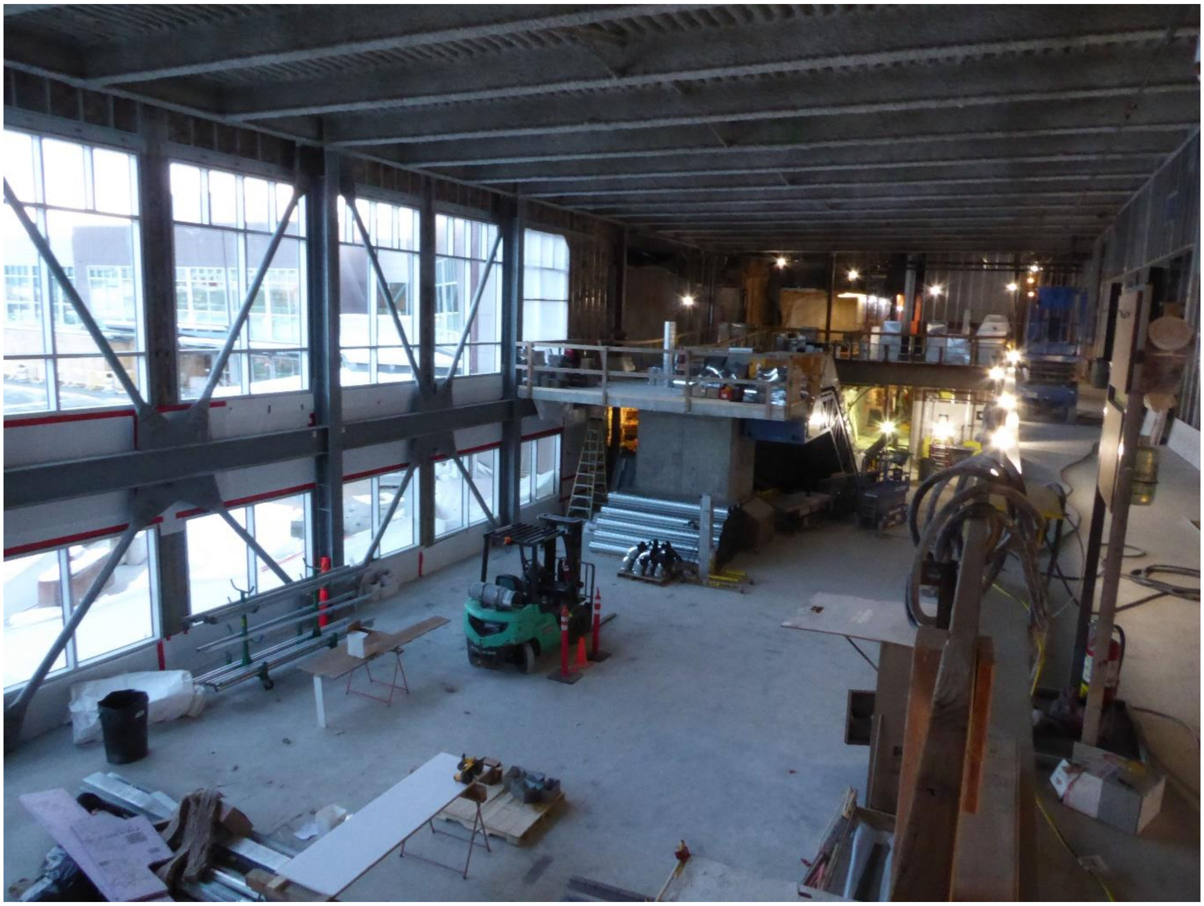
Elevator machinery on 1st floor. (Protected with plastic wrap.)

2nd floor elevator entrances.

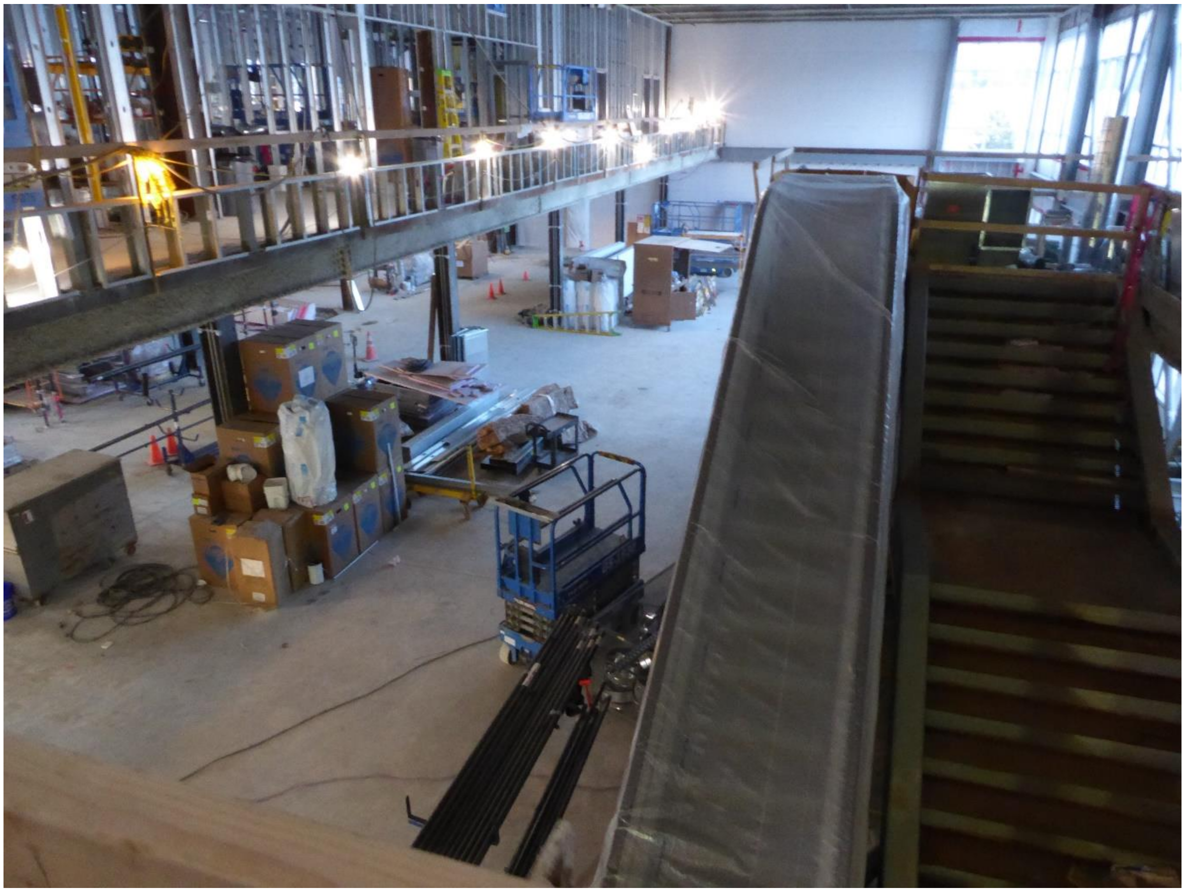
Escalator & ramp viewed from west seating area.



Pump room.

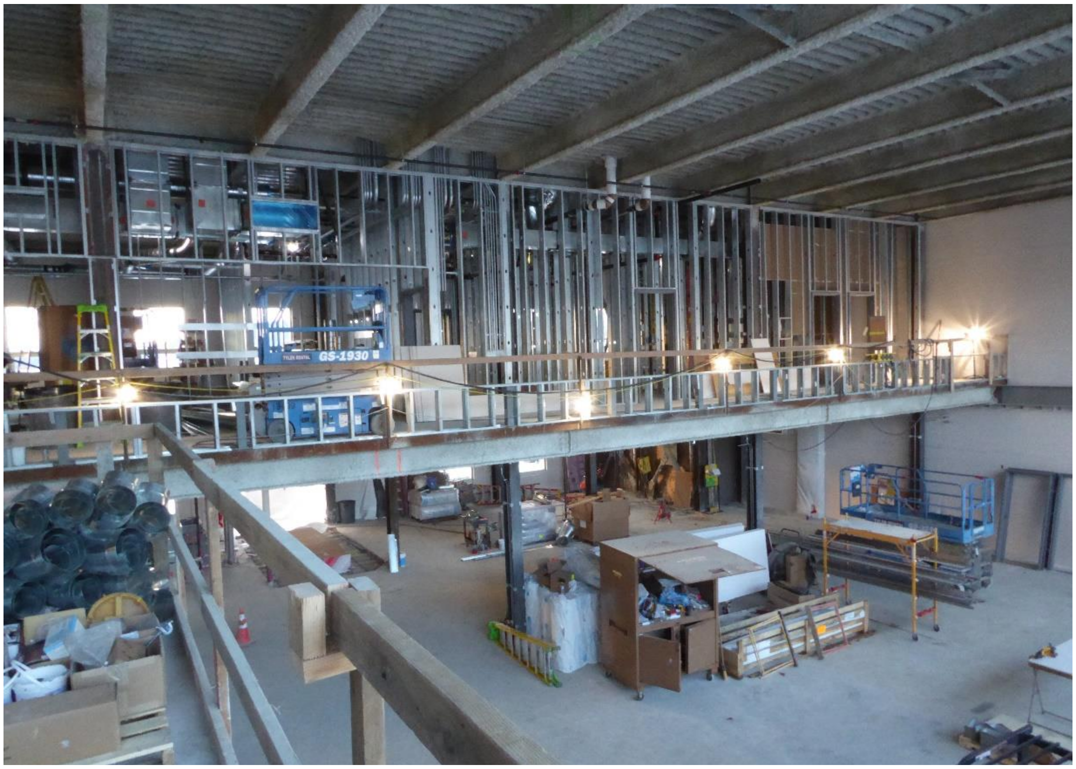


Regional air carrier seating area viewed from 2nd floor balcony.



Escalator and stair viewed from 2nd floor landing.
(Escalator protected in plastic wrap.)

ATTACHMENT #1

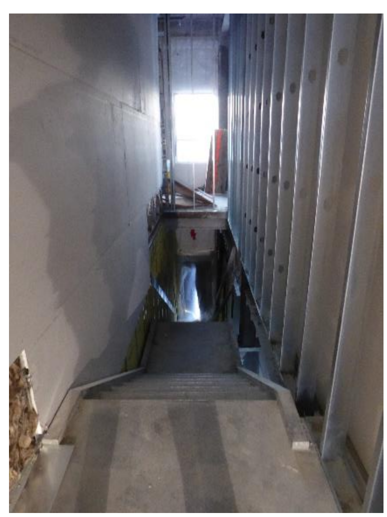


View toward airport admin suite & regional air carrier ticketing from stair tower balcony.

Penthouse electrical panels.

Air handler in penthouse.

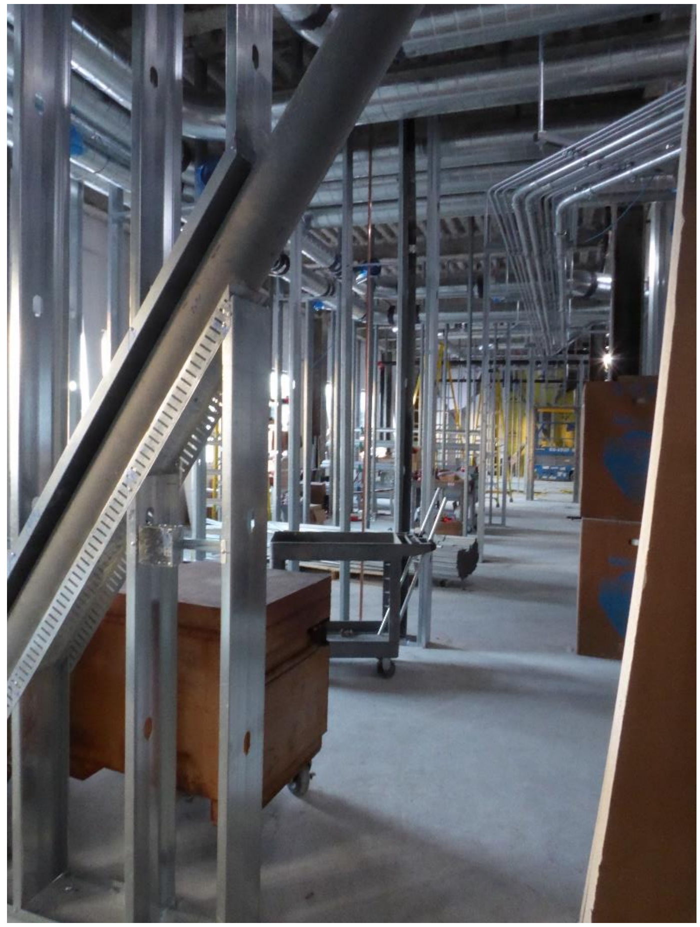
Heat pumps along west wall in penthouse.



Exit stair from 2nd floor balcony to airfield.

ATTACHMENT #1

View into airport admin reception office from balcony.



View from airport admin work room up hallway toward projects office.

West elevation with Gate 1 located adjacent metal framed wing wall.

ATTACHMENT #2

EXPENSES

2/9/2021

Account Description	FY2018 Actuals	FY2019 Actuals	FY2020 Actuals	FY2021 (Approved) Amended	FY2022 Approved	FY2021 Projected Actuals	FY2022 Revised
SALARIES	2,770,157	2,901,340	3,010,043	3,141,200	3,255,000	2,822,000	2,988,200
TRAVEL/TRAIN	12,091	28,547	8,225	45,800	47,900	44,300	49,000
COMMOD/SERVICES	4,450,448	4,370,655	4,448,322	4,709,800	4,795,600	5,230,400	4,904,400
TOTAL	**7,232,696**	**7,300,542**	**7,466,591**	**7,896,800**	**8,098,500**	**8,096,700**	**7,941,600**

REVENUES

2/9/2021

Account Description	FY2018 Actuals	FY2019 Actuals	FY2020 Actuals	FY2021 (Approved) Amended	FY2022 Approved	FY2021 Projected Actuals	FY2022 Revised
RENTS	3,103,692	3,259,303	2,890,118	3,081,800	3,149,300	2,428,600	2,763,800
LANDING FEES	2,270,987	2,214,128	2,150,531	2,371,400	2,635,900	1,584,300	1,908,300
FUEL FLOWAGE FEES	943,821	1,034,417	791,143	1,039,100	1,248,800	517,900	776,900
SECURITY SCREEN FEES	482,442	471,505	355,687	500,000	685,300	188,600	330,000
FEDERAL REIMBURSE	313,893	297,481	313,533	258,200	249,100	258,200	249,100
INTEREST INCOME	25,842	136,453	142,159	56,000	56,000	52,500	52,500
MISC.	55,546	95,032	108,788	67,500	67,500	23,000	23,000
CARES ACT	0	0	727,145	0	0	0	0
TOTAL	**7,196,223**	**7,508,318**	**7,479,102**	**7,374,000**	**8,091,900**	**5,053,100**	**6,103,600**

ATTACHMENT #3

EXPENSE/REVENUE SUMMARY 2/9/2021

	FY2018 Actuals	FY2019 Actuals	FY2020 Actuals	FY2021 (Approvied) Amended	FY2022 Approved	FY2021 Projected Actuals	FY2022 Revised
EXPENSES	**(7,232,696)**	**(7,300,542)**	**(7,466,591)**	**(7,896,800)**	**(8,098,500)**	**(8,096,700)**	**(7,941,600)**
REVENUES	**7,196,223**	**7,508,318**	**6,751,957**	**7,374,000**	**8,091,900**	**5,053,100**	**6,103,600**
DIFFERENCE	**(36,473)**	**207,776**	**(714,634)**	**(522,800)**	**(6,600)**	**(3,043,600)**	**(1,838,000)**
AIRPORT FUND BALANCE APPLIED				522,800	6,600		
CARES ACT FUNDS APPLIED			***727,145***			***3,043,600***	***1,838,000***
TOTAL OVER/(SHORT)	(36,473)	207,776	12,511	0	0	0	0

ATTACHMENT #4

EXPENSES FY21_22 UPDATE

2/9/2021

Division	Accnt Code	Account Description	FY2018 Actuals	FY2019 Actuals	FY2020 Actuals	FY2021 (Approved) Amended	FY2022 Approved	FY2021 Projected Actuals	FY2022 Revised
Admin	5110-0000	Salaries	374,840	447,879	477,668	972,400	1,002,500	587,400	786,000
Admin	5111-0000	Overtime	36	79	2,773	0	0		0
Admin	5116-0000	Accrued leave	85,487	102,663	104,747	0	0		0
Admin	5120-0000	Benefits	212,083	247,104	274,946	464,400	482,000	365,800	384,000
Admin	5130-0000	Workers compensation	9,000	20,900	16,600	12,100	12,100	15,100	15,100
Admin	5140-0000	Engineering workforce	224	294	0	(551,200)	(570,600)	(207,500)	(448,300)
		ADMIN Salaries	681,670	818,919	876,734	897,700	926,000	760,800	736,800
Admin	5150-0000	Indirect Cost Allocation - CBJ O	795	22	0				
Admin	5200-0000	Business travel	470	4,853	0				400
Admin	5202-0000	Travel and training	100	0	120	500	500		500
Admin	5310-0000	Telephone	12,600	13,415	11,470	12,000	12,000	12,000	12,000
Admin	5320-0000	Printing	1,247	229	1,537	1,000	1,000	1,400	1,000
Admin	5322-0000	Advertising	1,610		54	0	0	300	
Admin	5332-0000	Electricity	1,077	894	1,022	1,000	1,000	1,000	1,000
Admin	5335-0000	Water service	0	0		11,100	11,100	11,100	11,100
Admin	5336-0000	Wastewater service	0	0		20,200	20,200	20,200	20,200
Admin	5375-0000	General Liab, Auto & EE Pract	2,300	2,300	2,300		0		0
Admin	5380-0000	Dues and subscriptions	12,407	12,664	12,061	12,000	12,000	12,000	12,000
Admin	5390-0000	Contractual services	20,817	7,040	3,659	4,000	4,000	86,000	59,000
Admin	5394-0000	Full Cost Allocation	291,300	332,700	332,700	372,900	372,900	372,900	372,800
Admin	5397-0000	Bank card fees	0						
Admin	5480-0000	Office supplies	541	428	904	700	700	700	700
Admin	5481-0000	Postage and parcel post	538	599	389	500	500	500	500
Admin	5490-0000	Materials and commodities	367	3,339	1,376	2,000	2,000	2,000	2,000
Admin	5494-0000	Loss contingency	0	0		1,000	1,000	1,000	1,000
Admin	5496-0000	Minor equipment	0	1,850	5,431	3,800	2,600	3,800	2,600
		ADMIN Commod/services	346,170	380,332	373,023	442,700	441,500	524,900	496,800
Admin		**ADMIN TOTAL**	**1,027,840**	**1,199,251**	**1,249,757**	**1,340,400**	**1,367,500**	**1,285,700**	**1,233,600**

ATTACHMENT #4

Division	Accnt Code	Account Description	FY2018 Actuals	FY2019 Actuals	FY2020 Actuals	FY2021 (Approved) Amended	FY2022 Approved	FY2021 Projected Actuals	FY2022 Revised
Airfield	5110-0000	Salaries	726,948	730,972	729,025	1,276,800	1,311,900	965,900	1,272,400
Airfield	5111-0000	Overtime	144,169	103,024	145,479	150,000	150,000	125,000	150,000
Airfield	5116-0000	Accrued leave	84,189	82,991	91,381	0	0		0
Airfield	5120-0000	Benefits	447,721	439,564	434,124	695,700	720,600	609,800	727,000
Airfield	5130-0000	Workers compensation	18,300	42,400	33,200	24,300	24,300	26,900	26,900
Airfield	5140-0000	Engineering workforce	119	0		(597,600)	(591,500)	(384,400)	(635,900)
		AIRFIELD Salaries	1,421,446	1,398,952	1,433,208	1,549,200	1,615,300	1,343,200	1,540,400
Airfield	5200-0000	Business travel	200	2,330	708		0		0
Airfield	5202-0000	Travel and training	0	174	0	1,000	1,000	500	2,000
Airfield	5310-0000	Telephone	4,457	4,715	4,775	4,500	4,500	4,500	4,500
Airfield	5332-0000	Electricity	85,159	111,302	137,361	90,000	90,000	140,000	90,000
Airfield	5333-0000	Fuel oil & propane	15,725	13,484	14,582	14,000	14,000	9,000	14,000
Airfield	5334-0000	Refuse disposal	2,562	2,787	2,652	3,000	3,000	3,000	3,000
Airfield	5335-0000	Water service	11,851	12,916	14,849	13,000	13,000	10,000	13,000
Airfield	5336-0000	Wastewater service	54,153	75,561	79,954	75,000	75,000	65,000	75,000
Airfield	5340-0000	Repairs	74,718	12,798	0	51,300	48,500	81,000	48,500
Airfield	5341-0000	Electronic repairs	2,077	905	27		0		
Airfield	5344-0000	Maintenance - buildings	943	0	1,317	4,000	4,000	4,000	4,000
Airfield	5360-0000	Equipment rentals	21,976	28,271	25,387	20,000	20,000	20,000	20,000
Airfield	5362-0000	Fleet replacement reserve	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Airfield	5370-0000	Spec & Prop	87,900	85,700	86,650	116,300	116,300	115,000	115,000
Airfield	5375-0000	General Liab, Auto & EE Pract	2,700	6,500	6,988	6,800	6,800	6,800	6,800
Airfield	5380-0000	Dues and subscriptions			735		0		
Airfield	5390-0000	Contractual services	140,752	174,426	88,393	145,000	195,000	269,600	274,100
Airfield	5391-0000	Janitorial services		106	0				
Airfield	5392-0000	Management and consultant f	153,904	160,331	158,940	210,600	215,600	210,600	215,600
Airfield	5397-0000	Bank card fees	0						
Airfield	5480-0000	Office supplies	1,945	2,054	1,894	2,000	2,000	2,000	2,000
Airfield	5490-0000	Materials and commodities	830,682	734,535	800,582	740,900	745,900	775,000	745,900
Airfield	5492-0000	Gasoline and oil	123,644	85,319	75,164	132,800	132,800	132,800	132,800
Airfield	5496-0000	Minor equipment	24,268	5,767	7,038	6,000	6,000	6,000	6,000
Airfield	5510-0000	Vehicles and equipment		25,690	0	0			
Airfield	5690-0000	Constructions	15,086	0					
Airfield	7005-0000	Reimbursable Expense - Externa		(25)	0				
		AIRFIELD Commod/services	1,684,702	1,575,646	1,537,994	1,666,200	1,723,400	1,884,800	1,802,200
AIRFIELD		**AIRFIELD TOTAL**	**3,106,148**	**2,974,598**	**2,971,202**	**3,215,400**	**3,338,700**	**3,228,000**	**3,342,600**

ATTACHMENT #4

Division	Accnt Code	Account Description	FY2018 Actuals	FY2019 Actuals	FY2020 Actuals	FY2021 (Approved) Amended	FY2022 Approved	FY2021 Projected Actuals	FY2022 Revised
Landside	5332-0000	Electricity	1,266	1,436	1,838	1,500	1,500	1,500	1,500
Landside	5350-0000	Landscape Division Charges	25,000	25,800	31,358	25,800	25,800	25,800	25,800
LANDSIDE		**LANDSIDE TOTAL**	**26,266**	**27,236**	**33,195**	**27,300**	**27,300**	**27,300**	**27,300**
Security	5310-0000	Telephone	1,951	1,213	1,150	1,300	1,300	1,300	1,300
Security	5320-0000	Printing		1,252	0				
Security	5370-0000	Spec & Prop	14,700	14,300	14,606	19,400	19,400	19,200	19,200
Security	5390-0000	Contractual services	699,529	730,856	762,750	806,500	818,800	787,000	818,800
Security	5392-0000	Management and consultant f	14,000	16,000	10,000	6,000	6,000	6,000	6,000
Security	5480-0000	Office supplies	0						
Security	5489-0000	Uniform and tool allowance		0		6,500	6,500	2,600	6,500
Security	5490-0000	Materials and commodities	6,681	4,002	3,715	6,000	6,000	6,000	6,000
Security	5496-0000	Minor equipment		3,595	0				
SECURITY		**SECURITY TOTAL**	**736,862**	**771,218**	**792,221**	**845,700**	**858,000**	**822,100**	**857,800**
ARFF	5202-0000	Travel and training	11,321	20,503	7,397	43,800	45,900	43,800	45,400
ARFF	5205-0000	Contractual training	0						
ARFF	5310-0000	Telephone	1,705	1,693	1,762	1,900	1,900	1,900	1,900
ARFF	5332-0000	Electricity	7,509	8,328	9,748	8,400	8,400	8,400	8,400
ARFF	5333-0000	Fuel oil & propane	19,121	15,699	14,885	16,000	16,000	12,000	16,000
ARFF	5334-0000	Refuse disposal	2,216	2,223	2,250	2,700	2,700	2,700	2,700
ARFF	5335-0000	Water service	492	887	459	700	700	500	700
ARFF	5336-0000	Wastewater service	1,830	2,017	1,735	1,700	2,100	1,400	2,100
ARFF	5340-0000	Repairs	3,946	4,155	6,395	3,800	3,800	7,000	13,800
ARFF	5344-0000	Maintenance - buildings	1,554	303	0	1,000	1,000	1,000	1,000
ARFF	5345-0000	Building Maint Division Charge	10,028	15,500	15,500	23,000	23,000	23,000	28,200
ARFF	5380-0000	Dues and subscriptions	0	235	207	200	200	200	200
ARFF	5390-0000	Contractual services	944,300	945,947	995,587	1,037,800	1,080,200	1,045,000	1,042,000
ARFF	5488-0000	Uniforms and safety equipmer	1,799	0		3,000	3,000	3,000	3,000
ARFF	5490-0000	Materials and commodities	5,743	2,629	2,832	2,000	2,000	2,000	2,000
ARFF	5492-0000	Gasoline and oil	7,378	3,997	4,128	7,800	7,800	7,800	7,800
ARFF	5493-0000	Chemicals	17,454	(8,066)	(1,519)	5,000	5,000	5,000	5,000
ARFF	5496-0000	Minor equipment	10,245	12,021	47,551	30,100	30,100	30,100	30,100
ARFF		**ARFF TOTAL**	**1,046,642**	**1,028,070**	**1,108,917**	**1,188,900**	**1,233,800**	**1,194,800**	**1,210,300**

ATTACHMENT #4

Division	Accnt Code	Account Description	FY2018 Actuals	FY2019 Actuals	FY2020 Actuals	FY2021 (Approved) Amended	FY2022 Approved	FY2021 Projected Actuals	FY2022 Revised
Terminal	5110-0000	Salaries	348,282	341,530	361,460	437,800	448,300	410,600	443,300
Terminal	5111-0000	Overtime	14,111	23,297	12,375	15,000	15,000	15,000	15,000
Terminal	5116-0000	Accrued leave	61,433	60,178	67,935	0	0		0
Terminal	5120-0000	Benefits	230,815	229,664	235,931	257,700	267,200	296,700	275,100
Terminal	5130-0000	Workers compensation	12,400	28,800	22,400	16,300	16,300	10,700	10,700
Terminal	5140-0000	Engineering workforce		0		(32,500)	(33,100)	(15,000)	(33,100)
		TERMINAL Salaries	667,041	683,469	700,101	694,300	713,700	718,000	711,000
Terminal	5202-0000	Travel and training	0	688	0	500	500		700
Terminal	5310-0000	Telephone	2,534	2,693	3,176	3,000	3,000	4,000	3,000
Terminal	5332-0000	Electricity	170,223	197,910	217,383	175,000	175,000	175,000	175,000
Terminal	5333-0000	Fuel oil & propane	91,547	77,156	55,411	50,000	20,000	50,000	20,000
Terminal	5334-0000	Refuse disposal	14,815	14,655	13,096	14,000	14,000	12,000	14,000
Terminal	5335-0000	Water service	4,593	4,771	3,896	5,000	5,000	2,500	5,000
Terminal	5336-0000	Wastewater service	17,005	17,935	14,675	18,000	18,000	10,000	18,000
Terminal	5340-0000	Repairs	29,566	13,969	13,679	40,500	40,500	92,300	40,500
Terminal	5344-0000	Maintenance - buildings		0		5,000	8,500	5,000	8,500
Terminal	5370-0000	Spec & Prop	27,866	42,001	43,619	58,200	58,200	57,500	57,500
Terminal	5390-0000	Contractual services	62,384	54,258	80,460	95,100	95,100	95,100	95,100
Terminal	5490-0000	Materials and commodities	195,278	189,664	162,402	105,800	106,000	105,800	106,000
Terminal	5494-0000	Loss contingency	4,109	1,000	1,000	1,000	1,000	1,000	1,000
Terminal	5496-0000	Minor equipment	1,979	0	2,400	13,700	14,700	13,700	14,700
		TERMINAL Commod/services	621,899	616,700	611,198	584,800	559,500	623,900	559,000
TERMINAL		**TERMINAL TOTAL**	**1,288,939**	**1,300,170**	**1,311,298**	**1,279,100**	**1,273,200**	**1,341,900**	**1,270,000**
PFAS	5110-0000	Salaries				0			0
PFAS	5120-0000	Benefits				0			0
PFAS	5390-0000	Contractual services						196,900	
PFAS		**PFAS TOTAL**	**0**	**0**	**0**	**0**	**0**	**196,900**	**0**
AIRPORT		**AIRPORT TOTAL**	**7,232,696**	**7,300,542**	**7,466,591**	**7,896,800**	**8,098,500**	**8,096,700**	**7,941,600**

ATTACHMENT #5

FY21_22 REVENUES

2/9/2021

Division	Account Code	Account Description	FY2018 Actuals	FY2019 Actuals	FY2020 Actuals	FY2021 (Approved) Amended	FY2022 Approved	FY2021 Projected Actuals	FY2022 Revised
Admin	4030-5420	Federal-COVID revenues			-724,664		0	0	
Admin	4720-0000	Bad debts		12,353	10,222	0	0	0	0
Admin	4799-0000	Miscellaneous revenue		-24	0			0	0
Admin	4800-0000	Interest income in Lawson	-25,842	-136,453	-142,159	-56,000	-56,000	-52,500	-52,500
Admin	4800-0402	AR interest and fines	-5,701	-1,500	-3,659	-1,500	-1,500	-1,500	-1,500
Admin	4870-0000	Proceeds from disposal of ass	-30	-25,869	-3,767	-5,000	-5,000	0	0
Admin	4890-0000	Loss on disposal of assets			0			0	0
Admin	4950-0219	CARES Relief			-2,481		0	0	0
Admin	4013-0000	State shared revenues	-52,002	-43,929	-72,648	-44,000	-44,000	0	0
Admin	4300-0036	Fingerprinting Fees	-17,310	-22,075	-18,220	-12,000	-12,000	-12,000	-12,000
Admin	4300-0037	Badging Fees	-57,535	-57,193	-52,402	-55,000	-55,000	-50,000	-50,000
Admin	4300-0038	Taxi, Bus Access Fees	-32,970	-40,999	-42,284	-41,000	-49,400	-28,700	-34,800
Admin	4340-0007	Water Services	-17,197	-19,181	-17,545	-19,000	-19,000	-19,000	-19,000
Admin	4340-0008	Sewer Services	-36,835	-42,149	-37,704	-42,000	-42,000	-42,000	-42,000
Admin	4700-0000	Cash over/short			-10		0	0	0
Admin	4720-0000	Bad debts	4,016	-13,746	-10,031		0	0	0
Admin	4799-0000	Miscellaneous revenue	-3,293	-2,431	-17,986	-2,500	-2,500	-7,500	-7,500
Admin	4799-0011	Self-Reports Clearing	40,560		0	0		0	0
Airfield	4300-0029	Fuel Flowage Air Carrier	-576,021	-678,568	-496,860	-692,000	-901,700	-340,000	-510,000
Airfield	4300-0031	Air carrier Landing Fees	-2,219,439	-2,159,352	-2,078,185	-2,298,200	-2,542,100	-1,512,000	-1,836,000
Airfield	4300-0032	Commercial Aircraft Parking	-90,305	-118,978	-94,468	-73,300	-91,300	-73,300	-91,300
Airfield	4300-0033	Transient Fees		-100	0			0	0
Airfield	4300-0043	Small Aircraft Parking	-36,797	-30,733	-29,343	-38,400	-41,300	-38,400	-41,300
Airfield	4300-0044	Fuel Flowage GA and Taxi	-199,627	-241,212	-195,745	-247,100	-247,100	-120,600	-180,900
Airfield	4300-0045	Fuel Flowage Non-Signatory	-168,173	-114,637	-98,538	-100,000	-100,000	-57,300	-86,000
Airfield	4300-0046	Landing Fees Non-Signatory	-51,548	-54,775	-72,346	-73,200	-93,800	-72,300	-72,300
Airfield	4300-0048	Air Carrier Security Fee	-482,442	-471,505	-355,687	-500,000	-685,300	-188,600	-330,000
Airfield	4549-0001	Fuel Sales	-34,626	-9,074	-4,428	-4,000	-4,000	-4,000	-4,000
Airfield	4550-0000	Facility rental revenue	-10,000	0				0	0
Airfield	4550-0010	FAA-CWO Lease	-12,000	-12,000	-12,000	-12,000	-12,000	-12,000	-12,000

ATTACHMENT #5

Airfield	4550-0011	Airfield Ground Leases	-637,338	-649,343	-666,511	-674,700	-674,700	-674,700	-674,700
Airfield	4799-0000	Miscellaneous revenue	-1,230	-1,673	0	-2,000	-2,000	-1,500	-1,500
Security	4037-0001	TSA LEO Reimb	-138,250	-127,750	-128,100	-127,700	-127,700	-127,700	-127,700
Terminal	4300-0000	User fees	0	0				0	0
Terminal	4300-0030	Jetway Use	-45,750	-42,800	-81,000	-81,000	-94,800	-81,000	-81,000
Terminal	4300-0039	FAA Tower/Equip Rm	-80,692	-80,692	-90,482	-80,700	-80,700	-80,700	-80,700
Terminal	4300-0040	Advertising Display	-64,300	-51,145	-88,571	-70,000	-70,000	-45,000	-55,000
Terminal	4300-0041	Customs Fees	-268	-320	-452	-500	-500	-200	-200
Terminal	4420-0000	Fee revenues	-449,316	-451,490	-380,506	-450,000	-450,000	-180,600	-316,000
Terminal	4420-0002	Vending revenue	-26,751	-30,559	-28,399	-30,000	-30,000	-19,800	-26,000
Terminal	4450-0001	Minor Violations	-3,010	-8,260	-6,335	-8,000	-8,000	-8,000	-8,000
Terminal	4550-0000	Facility rental revenue	-4,895	-6,050	0			0	0
Terminal	4550-0001	Federal Terminal Lease	-82,951	-77,040	-82,951	-37,800	-28,700	-37,800	-28,700
Terminal	4550-0003	Parking Lot Lease	-461,021	-459,886	-257,240	-460,000	-460,000	-184,000	-322,000
Terminal	4550-0004	Air Carrier Terminal Lease	-615,486	-697,659	-655,194	-645,200	-645,200	-645,200	-645,200
Terminal	4550-0005	Rental Car Storage	-109,800	-109,800	-109,800	-109,800	-124,400	-109,800	-109,800
Terminal	4550-0006	Other Terminal Leases	-213,448	-215,660	-145,354	-97,800	-97,800	-97,800	-97,800
Terminal	4550-0007	Rest., Bar, Flight Kitchen	-85,021	-123,832	-111,355	-120,000	-120,000	-68,000	-86,600
Terminal	4550-0008	Gift Shop	-40,962	-40,912	-27,692	-14,100	-14,100	-14,100	-14,100
Terminal	4550-0009	Staff Parking Fees	-50,388	-48,440	-46,077	-48,000	-57,800	-45,000	-45,000
Terminal	4799-0000	Miscellaneous revenue	-230	-878	-146	-500	-500	-500	-500
		AIRPORT TOTAL	**-7,196,223**	**-7,508,318**	**-7,479,102**	**-7,374,000**	**-8,091,900**	**-5,053,100**	**-6,103,600**

Date	CIP Revolving Balance*	Reimbursed Amount (+)	Forward Fund Amount (-) anticipate reimbursement	Encumbered Amount (-) permanent/**no** reimbursement	Description
	$819,246	-	-	-	BUDGET
Aug-18		$23,438	($23,438)		PFC9 reimburse Master Plan match (portion)
Feb-16		$3,000	($3,000)		SREF Geothermal remaining encumbrance
Jan-14		$39,063	($39,063)		RWY Rehab match (portion) anticipate 2019 reimbur
Apr-15		$32,849	($32,849)		RWY Rehab match (portion) anticipate 2019 reimbur
Jul-18		$310,000	($310,000)		Sand/Chem/Fuel Design.
Nov-18		$21,988	($21,988)		Sand/Chem/Fuel Construct match antic 2019 reimb (org $106,250)
Apr-19			($585,000)	**	*NO LONGER REQ.Termnl Recon -less Float Pond ($40k) / Property Acq ($50k)*
Jan-21			*($50,000)*		Property Acquisition Frwd Fund Specialist
Jan-21			($40,000)		Float Pond Frwd Fund Design
	$144,246				AVAILABLE BUDGET

*Represents all three Capital Accounts: Airport Revolving Captial Reservce Acct (ARCRA), Airport Construction Contingency Reserve, Project Design

***Terminal bonds have been sold; all funding is in place; temp forward funded $675K to be credited once Controller's completes transfer back to acct*

Available Fund Balance Summary

Airport Fund

Last Update: 12/3/20

	FY19 Actuals	FY20 Actuals	FY21 Budget	FY22 Budget
Revenues:	7,172,764	6,602,372	7,272,500	7,990,400
Expenditures:	(7,298,990)	(7,466,591)	(7,896,800)	(8,098,500)
Transfers (to)/from Capital Projects:	1,819,200	(800,000)		
CARES Reimb (operations):	-	724,664		
PFC (Debt):		285,007		
Debt Service (Rev):	-	(285,007)	(2,451,700)	(2,722,300)
Debt Service (GO):	-		(602,300)	(662,600)
CARES Reimb (debt):	-		602,300	662,600
*Other Financing Sources (Uses):	60,126	151,133	2,553,200	2,823,800
Increase (decrease) in Fund Bal (FB):	**1,753,100**	**(788,422)**	**(522,800)**	**(6,600)**
Beginning Available FB	2,735,100	4,488,200	3,699,778	3,176,978
Ending Avail FB, including Reserve:	**4,488,200**	**3,699,778**	**3,176,978**	**3,170,378**
Less 3 Mo. Operating Reserve	(1,818,325)	(1,866,600)	(1,974,200)	(2,024,600)
Ending Available Fund Balance	**2,669,875**	**1,833,178**	**1,202,778**	**1,145,778**

*Other Financing sources (uses) include: capital expenditures, transfer of Sales tax to Airport fund, and transfers between Airport operations and CIP projects, other changes in restrictions of fund balance.

MEMORANDUM

TO: Patty Wahto, Airport Manager DATE: February 11, 2021

FROM: Mike Greene, JNU Airport Project Manager

RE: Projects Office Monthly Report

Project specific summaries of project status and activity are presented below.

Terminal Reconstruction: In January, Dawson Construction continued work on closing in the building exterior. The large aluminum window wall framing and glazing has been installed, the smaller window assemblies have been installed and work continued on the installation of the exterior concrete block wainscoting. Dawson Construction continues to operate temporary heaters within the building to facilitate interior construction activities and prevent the infiltration of cold air into the adjacent occupied terminal spaces. The application of the spray-on fireproofing over the structural steel has been completed. The new escalator and the two new elevators have been installed. The carpenters continued work on the installation of the interior metal wall framing, hollow metal door frames and the installation of gypsum wallboard within the north penthouse and the second floor level. The HVAC (heating ventilation air conditioning) crew continued work on the installation of ductwork on all floor levels, and on the installation of the heat pumps and air-handling equipment within the new north mechanical penthouse. The plumbers continued work on rough-in within the new restrooms on the first and second floor levels, the installation of the new hot and cold water lines and the installation of the new heating lines. The electricians continued work on the installation of primary conduit runs, secondary conduit runs and have started work on the installation of junction boxes within the wall framing on the second floor level. See ATTACHMENT #1 for current project photos.

The Contractor's current project schedule is still showing that the Phase 1 areas will be ready for beneficial occupancy on May 12, 2021, however, Dawson Construction has officially gone on record that they may move back the completion date into June due to additional time needed for Change Order (additional) work or perceived delays over the course of the Phase 1 project.

> **Look Ahead to Upcoming Activity.** The Contractor's schedule for February calls for the start of work on the installation of the exterior metal panel siding, continuing work on the installation of the interior metal wall framing and gypsum wallboard, the continuation of work on the installation of the HVAC components and ductwork, and the continuation of the plumbing and electrical rough-in work. Electrical will start work on pulling in the primary power conductors and will perform the first cut-over to energize the new electrical panels. ACS will also continue their work on extending the phone and internet communication utility cabling up into the new north penthouse.

ATTACHMENT #7

Sand/Chemical Building & Fueling Station: The second of two compressors within the large Ground Source Heat Pump #1 (GSHP-1) failed in January, rendering GSHP-1 inoperable and leaving JNU (Juneau International Airport) with no heat source in this building. JNU has contacted Daikin directly and has confirmed that Daikin will replace both of the failed compressors under internal warranty. JNU continues to work with Daikin, Meridian Controls, and the project design team to determine whether the heat pump itself is defective, or whether the compressor failures are the result of outside influences. JNU has put Dawson Construction on notice that if it is determined that the heat pump is defective, JNU will file a warranty deficiency under the project one-year construction warranty. In the meantime, JNU has contracted with Harri Plumbing who has set up a temporary fuel fired boiler that has been piped directly into the building's radiant heating system. This boiler is now currently heating the water-glycol medium that is being circulated through the facilities radiant floor slabs. JNU has also contracted with Perma Refrigeration to remove the compressors from the original GSHP-1 heat pump (which failed because of bad internal piping and was retained for spare parts) and install these compressors in the second heat pump.

JNU also continues to work with Dawson Construction to finalize the close-out of this project and to finalize a number of Warranty Deficiencies that have been encountered. These deficiencies include roof leaks, heating problems, vertical lift door issues and floor slope-drainage issues.

> **Look Ahead to Upcoming Activity:** JNU will continue to coordinate directly with Daikin to verify the compressor replacement schedule. JNU will also coordinate directly with Perma Refrigeration to monitor the status of the compressor replacements and subsequent operation. Once it is determined that GSHP-1 is once again operational, the temporary heat plant will be disconnected.
> JNU will also continue to coordinate with the Dawson Construction to make sure that all of the punch list items are completed, to make sure that all of the warranty issues have been corrected, and continue work on the project close-out. The Airport Improvement Program grant for this project cannot be closed until the old Sand Shed Demolition project is complete.

Sand Shed Demolition: Southeast Earthmovers (SEEMs) has started work on the installation of the large exterior insulated wall panels over the new structural steel frame and girts. Crew has been working in sections, removing the old siding only when they can immediately install the new siding panels to infill the resulting opening in the exterior hangar wall. The siding installation work has been suspended because of the recent cold weather and high winds. SEEMs will resume work as soon as it is safe for them to lift the siding panels into place.

Southeast Earthmovers has not yet started work on the roofing revisions associated with the old gutter assembly and roofing interconnection between the two hangars. SEEM's continues to work with their roofer to develop a repair plan.

Southeast Earthmovers and JNU continue to coordinate directly with Aral and Craig Loken, and with Mike Wilson with Coastal Helicopters, on project status, project scheduling and site access. The project is currently running approximately 60 days behind schedule, and the Loken's have agreed to grant an extension of the access agreement to allow SEEM's to complete all work.

ECI Alaska and PND, the designers of record for the project, continue to provide assistance to JNU in the form of submittal – shop drawing review.

Photo 01: Southeast Earthmovers installing insulated metal panel siding over the new columns, beams and horizontal girts at the southwest corner of the Loken Hangar.

<u>Float Pond Improvements</u>: JNU continues to work with PND Engineers on finalizing the project as-built record documents and the final engineer's report for the first phase of this project. The design effort associated with the second phase of this project, which is intended to raise a portion of the roadbed, introduce a drainage ditch, armor a portion of the southern pond bank with rock and reconstruct the float plane dock headwalls, has not yet begun.

<u>Runway Safety Area (RSA) Expansion Phase IIC</u>: No change since last report. The project has been determined to be Substantially Complete, and both JNU and DOWL continue to work with the Contractor (SECON) on finalizing the project close-out documentation. Final payment has not yet been made to SECON. DOWL continues to finalize the project as-built record documents and the final engineer's report based on JNU review comments.

<u>Taxiway (TWY) A Rehabilitation, Taxiway D-1 Relocation and Taxiway E Realignment</u>: The project Contractor SECON, along with their subcontractors (Alaska Commercial Contractors, Ever Electric, and Behrends Mechanical) continue to work on the construction of the new Airfield Lighting Regulator Vault (ALRV) addition to the SREB. Crews have completed work on the installation of the exterior metal siding system, and continue work on the rough-in for the electrical distribution system, HVAC and fire suppression system. Crew has installed the Air Source Heat Pump (ASHP-1) up on the SREB mechanical mezzanine, and the supply and return piping which extends over to the new ALRV.

Photo 02: Return air ductwork being installed in the northwest corner of the new ALRV. The new regulator support rack is shown in the center of the photo.

The current project schedule calls for the ALRV to be substantially complete on May 4, 2021 and the work that will commence at that time will include: the relocation of the airfield lighting regulators to the new ALRV, the relocation of the Runway Lighting Intensity Monitor (RLIM) and its communication cabinet within the new ALRV, the installation of the Airfield Lighting Controls and Monitoring System (ALCMS) within the new ALRV and the cut-over and commissioning of the new ALRV and lighting control system.

The work continues to be completed per the approved construction documents. All construction work is proceeding in conformance with SECON's Safety Plan Compliance Document (SPCD) and supplemental Safety Plan which introduced a comprehensive infection control plan. This supplemental Safety Plan is mandatory for all SECON employees, subcontractors and materials suppliers that will be on site.

Construction Administration & Inspection (CA&I) services continue to be provided by DOWL, who is serving as the Project Engineer and continues to coordinate directly with JNU, SECON, Air Traffic Control (ATC), the project Airfield Safety Officer and airfield users.

As the Engineers of Record, PDC Engineers continues to provide Limited Construction Administration (CA) services, coordinating with JNU and with DOWL to insure that all work completed by the construction Contractor complies with the requirements outlined within the project construction documents. PDC Engineers continues to coordinate with JNU, DOWL, and SECON on responding to questions raised by the Contractor and to review materials submittals for items that had previously been scheduled to be installed in Phase 2 (Summer 2021).

Polyfluoroalkyl Substances (PFAS) Site Assessment: Please refer to the Manager's Report.

Lavatory Waste Dump Site: No change since last report. JNU has updated the project construction cost estimate ($94K), and the overall project budget ($128K) based on a budgetary fee estimate ($19K) provided by PDC Engineers to complete the design work and the associated bidding and construction documents. This project remains on hold pending the identification of a funding source for the design component.

Parking Lot Repairs: No change since last report. There have been no advancements in the revisions as proposed by Republic Parking for the short term parking lot, and Republic has not yet submitted a proposed plan for these revisions for review by JNU. The Republic Parking proposal is not expected to address other needed repairs in the public pay parking lot. These repairs include: numerous potholes, deteriorated asphalt paving, damaged concrete curbing and settlement of the sub-base and base course materials that are creating areas of ponding.

The cold-patch work placed in the potholes that had formed in the public parking lots last year continue to deteriorate. Many areas within these paved parking areas are exhibiting "alligatoring" which is indicative of subbase settlement and a precursor to the failure of the asphalt paving. In addition to asphalt paving repairs, the short-term, long-term and staff areas of the large parking lot are in need of general repairs. These repairs include the removal and replacement of large portions of the concrete curbs and gutters, upgrades to the storm water collection and drainage system, upgrades to the exterior lighting and the installation of new signage and striping. JNU has general parking lot repairs on its Capital Improvement Plan but there is no money currently allocated to address any of these repairs.

Ramp Lighting Upgrades: JNU has received the 100% set of construction documents from Haight & Associates and is currently working on completing a final review before submitting this project to CBJ Engineering for release for competitive bid. This project is currently scheduled to be completed this spring.

Haight & Associates provided confirmation from the manufacturer that the proposed high efficiency LED flood light fixtures meet the Federal Aviation Administration's (FAA) Buy American requirements.

The costs associated with this work have been determined by the FAA to be Airport Improvement Program (AIP) eligible and allowable for AIP participation. The grant has already been received and appropriated (including Airport match funds).

ATTACHMENT #8

From: Patty Wahto
Sent: Thursday, February 04, 2021 11:32 AM
To: Mila Cosgrove <Mila.Cosgrove@juneau.org>; 'rookie' <alaskarookie@gmail.com>; Borough Assembly <BoroughAssembly@juneau.org>
Subject: RE: unsafe conditions

Mr. Martin,
Upon receiving your email, our staff reassessed the construction access signs that were on both sides of the main terminal and the north annex terminal. It appeared that the signs directing passengers to use the crosswalk (toward the taxi area), then cross back were not clear in the main terminal, and had been moved in the north annex. Those signs were replaced Tuesday morning and are much clearer, and provide the safe route during construction. With that said, part of the 'direct access' sidewalk that had been blocked by construction is open again, however it is not full width. We plan to leave the crosswalk signage up since the contractor will periodically expand/contract its operations depending upon the phase. Safety is paramount with all our projects, and a plan was formulated with passenger transiting in mind. I apologize that safe route was not readily depicted when you had to transit between the two ends, but appreciate you bringing this to our attention so that it could be corrected immediately.
Please let us know if you have any further concerns with this. This major reconstruction phase of the terminal project should be complete by late spring-early summer and transition should be a non-issue.

Regards,
Patty Wahto
Airport Manager
Juneau International Airport
(907) 789-7821

EMAIL: Patty.Wahto@jnuairport.com

From: rookie <alaskarookie@gmail.com>
Sent: Tuesday, February 2, 2021 8:04 AM
To: Borough Assembly <BoroughAssembly@juneau.org>
Subject: unsafe conditions

Good Morning,

I was at the airport this morning and was greeted by an unbelievable event. The traveling public that either parks remotely and walks to the terminal or travels between seaplanes and main terminal are now Required to walk in the traffic lane to navigate between the two points of entrance. It seems to me that this is an unacceptable risk to our traveling public. With the snow and cold weather all it takes is one slip and the risk of having someone run over in the traffic lane is significant. I would also have to assume that this does not meet the ADA requirements. I saw a traveler being pushed in a wheelchair in the middle of the street due to no sidewalk access or dedicated safety lane.

Please address this issue to ensure the safety of our traveling citizen's.

Jeff Martin
530-917-0942
789-1714