

AIRPORT BOARD
AGENDA
6:00 P.M., THURSDAY, DECEMBER 10, 2020
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 DECEMBER 9, 2020**

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: Regular Monthly Meeting of November 12, 2020
- IV. APPROVAL OF AGENDA
- V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS
- VI. UNFINISHED BUSINESS
- VII. NEW BUSINESS
 - A. **Airport Manager's Report:**
 - 1. 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 City's Comprehensive Annual Financial Reports (CAFR). The attached spreadsheet shows what was adopted by the Board and Assembly. FY20 has now been closed out and reflects operational impacts from COVID (decreased revenues), as well as CARES Act funding covering operational expenses during COVID. 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 spreadsheets will be updated for subsequent years as actuals are reported and as CARES Act funds are applied (FY21 and FY22).
 - 2. Financial Model Update. FRASCA was the successful proposer for the Request for Proposals (RFP) for a financial firm to review and build a new budget and financial model. A contract is in place and staff held its first meeting with FRASCA on December 4, 2020. December will be a review of current financials, model allocations and cost centers, as well as discussions with City & Borough of Juneau (CBJ) Finance. Staff anticipates a draft model in January and subsequent meetings to review and train.
 - 3. Taxiway/Guard Light Outage. On Thanksgiving evening, one of the Airport's older regulators blew another capacitor. The Airport had working spares and an electrician was called in and able to repair the outage in under two hours. These

regulator outages that the Airport has experienced will be corrected once the system transitions to the new lighting vault.

4. Aircraft Incident. On December 2, 2020, approximately 4:10pm, a small aircraft was involved in an incident while taxiing to parking. There were no injuries, however, there was damage to the aircraft. The incident is under investigation. Airfield crew, as well as ARFF, responded to the scene.

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 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/>. It is anticipated that more changes in travel declarations and testing requirements will occur over the next couple of months.
- *COVID Testing at Airports*. The State of Alaska (Department of Health and Social Services) has issued a Request for Proposals (RFP) for contractor(s) to assume the State mandate protocols and testing at the four busiest airports in Alaska (ANC, FAI, JNU, and KTN). The State would pay the contractor for these services. Currently the CBJ (with Capital City Fire/Rescue) is providing the services for reimbursement by the State. Since JNU is not a State airport, an agreement would be entered between JNU and the selected contractor for items such as: space, insurance, parking, etc. It is hoped that this service is in place within the next few weeks and continue into 2021, as long as mandates and COVID measures are in place. The CBJ will work with the contractor to ensure a smooth transition.
- *Alaska Department of Environmental Conservation (ADEC) Storm Water Pollution Prevention Plan (SWPPP) Multi-sector general permit (MSGP)*. The Airport submitted its new five-year permit with a Notice of Intent (NOI) on July 28, 2020. The Airport held an annual stakeholder/user meeting on November 23, 2020, as required by the program, to go over the new plan requirements and best management practices. The Airport continues to receive forms/notices for either an NOI or No Exposure from tenants. Annual reports will be submitted by the end of December.
- *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. 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 has until December 18, 2020, to provide written comment on the report and fine assessment. This is informational only. The Airport will be working with CBJ Law Department and other departments to review our response. The Board will be notified of the next steps.

- *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 updated traffic accident statistics for 2013-2017. ADOT has narrowed down alternatives and weighting criteria for the project for the preferred alternative design. 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.
- *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.
- *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.
- *Passenger Facility Charge (PFC) cap increase.* While this is not off the table at this time, the discussions of the cap have been put on hold. We continue to discuss with our DC Lobbyist to keep it in the queue.
- *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. In working with Katie Kachel, our DC Lobbyist, Congressman Young was provided sample proposed language of 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 working on computing 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.
- *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 has 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 has been amended to reflect the additional cleaning costs. This contract, as well as the additional staff, will continue through December 2020, and possibly longer, at this time. The Airport is still waiting for the ATC contract amendment on this.

- *Polyfluoroalkyl Substances (PFAS) Testing and Monitoring.* Following Board and Assembly approval of the funding, Cox Environmental has developed the next phase of PFAS Plan, and ADEC has approved the sampling plan for the next round of work. Cox is waiting for access approval from Alaska Department of Natural Resources/Division of Mining, Land & Water for the additional drilling/test sites and monitoring before the work can proceed. 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. This should begin in the next few weeks.
- *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. Staff continues to request covenants be placed on the property for Land Use Compliance near Airports.
- *Terminal Reconstruction:*
 - o Wayfinding and signage for the public during construction continues to change as needed with the project.
 - o The first cold temperatures were experienced with the construction. Additional weather barriers and insulation were installed and well as adjustments with the terminal heat pump systems.
 - 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 stormwater retention basin that is located here.'* SAWC hopes to hear more about the grant in February 2021.

- *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 is also looking at maintenance contracts for specialized systems (heat pumps) similar to what we do with airfield lighting and controls. Staff has contracted with Daikin for the heat pump systems routine maintenance.

6. Airport Project Manager Report (Attachment #2)

7. Airport Architect Report (Attachment #3)

VIII. CORRESPONDENCE:

IX. COMMITTEE REPORTS

A. **Finance Committee:**

B. **Operations Committee:**

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., January 14, 2021, via ZOOM

XV. EXECUTIVE SESSION

XVI. ADJOURN

AIRPORT CAPITAL REVOLVING ACCOUNTS (combined)

ATTACHMENT #1

Date	CIP Revolving Balance*	Reimbursed Amount (+)	Forward Fund Amount (-) anticipate reimbursement	Encumbered Amount (-) permanent/ <u>no</u> 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			(\$675,000)	**	<i>NO LONGER NEEDED Terminal Recon Prep/construct desgin forwar fund</i>
Oct-19					
	\$144,246				AVAILABLE BUDGET

*Represents all 3 Capital Accounts: Airport Revolving Captial Reservice Acct (ARCRA), Airport Construction Contingency Reserve, Project Design

**Terminal bonds have bee sold; all funding is in place; temp forward funded \$675K tol 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):	<u>1,753,100</u>	<u>(788,422)</u>	<u>(522,800)</u>	<u>(6,600)</u>
Beginning Available FB	<u>2,735,100</u>	<u>4,488,200</u>	<u>3,699,778</u>	<u>3,176,978</u>
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	<u>2,669,875</u>	<u>1,833,178</u>	<u>1,202,778</u>	<u>1,145,778</u>

*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.

ATTACHMENT #2



MEMORANDUM

TO: Patty Wahto, Airport Manager

FROM: Mike Greene, JNU Airport Project Manager

RE: Engineering Projects Monthly Report

DATE: December 4, 2020

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

Runway Safety Area (RSA) Expansion Phase IIC: The project has been determined to be Substantially Complete, and both JNU (Juneau International Airport) 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.

Float Pond Improvements: 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 work needed for the second project phase, which is intended to raise the roadbed, introduce a drainage ditch, armor a portion of the southern pond bank with rock and reconstruct the float plane dock headwalls, remains unfunded. This portion of the project remains on hold pending the identification of a funding source.

Taxiway (TWY) A Rehabilitation, Taxiway D-1 Relocation and Taxiway E Realignment:

The project Contractor (SECON) has completed work on the installation of the last of the new duct bank communication manholes and duct bank conduit. This completes the connectivity path between the new ALRV and the terminal building / Air Traffic Control Tower, as well as the connectivity path between the new Airfield Lighting Regulator Vault (ALRV) and FAA Flight Service Center. SECON has also completed work on the last of the infield grading work. All of the temporary barricades have been removed and returned to JNU inventory and SECON has shut down their operations for the winter.

SECON-Alaska Commercial Contractors continue work on the construction of the new ALRV. Crews are currently working on the installation of the exterior metal siding system, and the rough-in for the fire suppression, HVAC and electrical systems.

Work that also remains to be completed will include: the relocation of the airfield lighting regulators, 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

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and lighting control system. The current schedule for the cut-over and commissioning of the new ALRV has not been changed from that which was originally scheduled with the FAA.



Figure 1-1: Exterior metal siding work underway on the new ALRV addition to the SREB.

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).

Sand Shed Demolition: Southeast Earthmovers (SEEMs) continues work on the demolition of the old Sand Storage hangar. With the exception of the large steel columns that remain along the shared wall with the Loken / Channel Flying hangar, all of the primary and secondary structural

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steel members have now been removed. SEEMs is currently working on the removal of the interior wall assemblies that have been attached to east side of the shared wall.



Figure 2-1: Primary steel columns remain in place along the length of the shared wall assembly.

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.

JNU continues to coordinate directly with Aral and Craig Loken, and Mike Wilson with Coastal Helicopters, on project status, project scheduling and site access.

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

Polyfluoroalkyl Substances (PFAS) Site Assessment: The Alaska Department of Environmental Conservation (ADEC) has approved the DRAFT Expanded Sampling and Analysis Plan (SAP) as prepared by Cox Environmental for the second round of groundwater sampling activities at the Juneau International Airport.

In this SAP, Cox Environmental is proposing to build upon their previous investigations which include the initial Sampling and Analysis Plan as approved by the ADEC on August 19, 2019 and the subsequent Site Investigation Report (SIR) as approved by the ADEC on April 29, 2020.

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The scope of additional work proposed within the latest SAP includes the following:

- Installation of an additional fifteen (15) soil borings and fifteen (15) groundwater monitoring wells to continue to work towards delineating the vertical and horizontal extent of PFAS contamination in soil and groundwater.
- Eight (8) of the soil borings and groundwater wells will be placed surrounding MW-6, located southwest of the Capital City Fire Rescue ARFF Station.
- Five (5) of the soil borings and groundwater wells will be placed off-site to the south of MW-2, MW-3, and MW-4 within the Mendenhall Wetlands State Game Refuge.
- Two (2) of the soil borings and groundwater wells will be placed off-site to the west of MW-1 within the Mendenhall Wetlands State Game Refuge.
- Collection of fifteen (15) soil samples (plus field duplicates) for analysis.
- Collection of a total of twenty-three (23) groundwater samples from the eight (8) existing on-site groundwater wells, and fifteen (15) new monitoring wells (plus field duplicates) for analysis.
- Continued quarterly monitoring of all twenty-three (23) groundwater wells to establish a trend in groundwater concentrations.
- MW-2 was non-productive during sampling and appears to be affected by precipitation and/or tidal fluctuations. The well will be re-drilled and set with a 10' screen to allow for sampling during all conditions.
- Now that PFAS has been detected on-site, MW-10 and MW-4 which were installed during previous investigations will be added to the well network for sampling.
- The soil borings and monitoring wells will be drilled using Geoprobe direct-push drilling methods.

Cox Environmental continues to work on getting the necessary permitting which will allow them access into all areas where the additional sampling will be conducted. Access approvals are expected to be received within the next two weeks. Cox Environmental plans to start the drilling work in January 2021.

Lavatory Waste Dump Site: 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: 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

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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 continues to work with Haight & Associates to finalize the scope of work and estimated construction cost for the installation of new high efficiency LED lighting as needed to illuminate the 121 and 135 ramp areas. Haight & Associates, who designed the electrical component of the North Terminal Reconstruction project, is currently working on coordinating the design of the lighting controls to maximize energy efficiency and minimize the installed cost. Once the full scope of work has been finalized, Haight & Associates will complete the design and construction documents needed to bid this work. This project will be released for competitive bid as soon as the documents have been completed and approved.

Haight & Associates has confirmed that the proposed high efficiency LED flood light fixtures meet the FAA's 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 #3



MEMORANDUM

TO: Patty Wahto,
JNU Airport Manager

DATE: November 30, 2020

FROM: Catherine Fritz, AIA
JNU Airport Architect

RE: Architect's Report of November 2020 Activity with Look Ahead

Sand/Chemical Building & Fueling Station. No change from last month.

Look Ahead to Upcoming Activity: Ensure that the Contractor completes the punch list items, and continue project close-out. The Airport Improvement Program grant for this project cannot be closed until the old Sand Shed Demolition project is complete.

Terminal Reconstruction. Work during November focused on getting the new building closed in from the cold weather so that the interior can be heated while activities continue through the winter. The primary activities were roofing and exterior wall framing. The Phase 1 areas are scheduled for occupancy in mid-May 2021.

Look Ahead to Upcoming Activity. The Contractor's schedule for December calls for completing exterior framing and beginning metal panel siding installation, fireproofing the structural steel, completing the roofing, and beginning rough-in plumbing and electrical work.



Exterior framing of the west (air side) elevation.



Installing insulation and z-girts on the penthouse exterior wall.