

AIRPORT BOARD
AGENDA
6:00 P.M., TUESDAY, SEPTEMBER 10, 2019
AIRPORT GLACIER FIRE DEPARTMENT TRAINING ROOM
1700 Crest Avenue, Juneau Valley

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES:
 - A. Special Meeting of July 18, 2019
 - B. Regular Monthly Meeting of August 13, 2019
- IV. APPROVAL OF AGENDA
- V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS
- VI. ELECTION OF OFFICERS
- VII. USDA WILDLIFE BIOLOGIST INTRODUCTION. The Airport would like to welcome our new Wildlife Biologist JD McComas. JD was born and raised in West Virginia. He is an Army veteran with a BS from West Virginia University in Wildlife and Fisheries Resources. Since graduating in 2009, he spent the majority of his time with Wildlife Services in the Wildlife Disease Program and the Feral Swine Program respectively. He has also worked for Idaho Fish and Game, the U.S. Forest Service, and University of Nevada Reno performing duties in both wildlife and fisheries management. As a wildlife biologist, he has accumulated a wide set of skills and knowledge pertaining to wildlife management. He spends his spare time on the water or in the woods and look forward to exploring all that Southeast Alaska has to offer.
- VIII. UNFINISHED BUSINESS
- IX. NEW BUSINESS
 - A. **Taxiway A, E and D-1 Project Grant and Match Funding.** The Taxiway (TW) A, E and D-1 project was originally estimated at \$20,500,000 (construction and contract administration). The Airport went out for public bid on this project and SECON was the lone bidder at \$21,801,430, which was \$4,053,499 over the construction estimate of \$17,747,921. The Federal Aviation Administration (FAA) requires a process to determine if a single bid is acceptable and reasonable prior to grant award. Additionally, since this was over the estimate, the FAA had to determine if additional FAA funding would be available in FFY19. CBJ Engineering and the project design consultant performed the independent cost analysis and determined the bid was reasonable. FAA was able to find the additional FFY19 funding for this project as well.

Total project cost is now \$27,096,430, of which 93.75% is funded through an FAA grant of \$25,402,903, and local match of \$1,693,527. The Airport Board approved, and CBJ Assembly previously appropriated local match funds of \$1,281,250 (through Airport Passenger Facility Charges (PFCs)). The remaining \$412,277 local match will be temporarily funded with a transfer of Airport Revolving (Capital) funds and reimbursed later from a pending amendment to PFC9 collections.

Staff has applied for an AIP construction grant in the amount \$25,402,903, and we should have the award in hand by the date of this meeting. Required match for this project will be \$1,693,527 of which \$1,281,250 has previously been appropriated from Passenger Facility Charges (PFC9). Staff will file a PFC amendment for the additional \$412,277 of match. In the meantime, this amount will need to be forward-funded from Airport Revolving Capital Improvement Projects (CIP) Account until the amendment can be requested, approved by FAA, and appropriated.

Board Motion: *“Approve the appropriation of an FAA Airport Improvement Program grant award in the amount \$25,402.93 to the Taxiway A, E and D-1 CIP, and the amendment of PFC9 funding for this project in the amount \$412,277. Additionally, approve a temporary transfer of \$412,277 from Airport Revolving CIP Account, to be reimbursed from the PFC9 amendment, upon collection and appropriation.”*

B. Taxiway A, E and D-1 Bid Award. The Airport received only one bid for the Taxiway A, E and D-1 project in the amount of \$21,801,430. SECON’s bid was \$4,053,499 over engineer’s estimate of \$17,747,931. As detailed above, a process was conducted to review costs and reasonableness of the bid prior to FAA grant award. Staff recommends awarding the bid.

Board Motion: *“Concur with the bid award of \$21,801,430 to SECON.”*

C. Airport Manager’s Report:

1. Aqueous Film Forming Foam (AFFF) Polyfluoroalkyl Substances (PFAS) Update. State of Alaska Department of Environmental Conservation (ADEC) has responded to JNU’S letter regarding contamination. The contract has been executed with Cox Environmental and they have forwarded a plan to the Department of Environmental Conservation (DEC). ADEC has approved the plan. We are hoping to use some existing monitoring wells for some of the tests (upstream parameters), other wells site testing will begin once the plan is approved by DEC.

On October 1, 2018, ADEC issued proposed regulatory cleanup levels for six PFAS in soil and groundwater for public comment. The comment period closed November 13, 2018. At this time, the proposed amendments are on hold by the department. In April 9, 2019, ADEC published a revised Technical Memorandum on Action Levels for PFAS that supersedes the 2018 action levels memorandum and aligns the action levels with United States Environmental Protection Agency’s (USEPA) Lifetime Health Advisory (LHA) levels for Perfluorooctane sulfonate (PFOS) and Perfluorooctanoic acid (PFOA).

According to the April 9, 2019, revised Technical Memorandum, in order to align State actions to the recently announced USEPA plans, ADEC will use the USEPA LHA (PFOS+PFOA above 0.07 µg/L) as the Action Level. Any new testing for PFAS will be for PFOS and PFOA only.

JNU's PFAS Sampling and Analysis Plan (SAP) written by Cox Environmental Services will sample soil and groundwater to be analyzed by a contract laboratory. Samples will be analyzed for the following PFAS:

- Perfluorobutanesulfonic acid (PFBS)
- Perfluorohexanesulfonic acid (PFHxS)
- Perfluoroheptanoic acid (PFHpA)
- Perfluorooctanoic acid (PFOA)
- Perfluorooctane sulfonate (PFOS)
- Perfluorononanoic acid (PFNA)

Current administration only requires PFOS and PFOA. JNU has proposed testing the suite of six PFAS during the sampling so we are ready if requirements change over time.

2. Airport Fund Balance (AFB) and Capital Revolving Account (CIP) Balance (Attachment #1). Attached are the monthly AFB and CIP balances. The CIP Revolving Account reflects the proposed transfer back of \$350,000 (of the \$675,000 forwarded funds) from Terminal Reconstruction (April 2019) since those funds are not yet needed. It is anticipated that the Revenue Bonds will be sold and available prior to using those funds. The new transfer of \$350,000 plus \$62,277 (\$412,277 total) of CIP Revolving Account funds is proposed to forward fund the additional local match for the Taxiway project until the amendment, collection and appropriation of additional PFC9 funds, see New Business Item A, above.

Also, as mentioned at the July 9, 2019, Airport Board meeting, CBJ Finance Director Jeff Rogers plans to come before the Airport Board to discuss how the CBJ figures fund balance throughout the City financial system. Fund balance should reflect a balance that includes assets and liabilities, so the fund balance we have been presenting will probably change (a little lower) but still reflects a healthy fund balance.

3. Tenant Use Issues. The Airport will be sending a notice to a couple of airport leaseholders (private hangars/tie downs) that are in default of their leases for unauthorized uses (i.e., storage of non-aviation items, boats, RVs, motorcycles, and miscellaneous items). Staff will also begin contacting Tie Down tenants regarding the removal of non-airworthy aircraft from tie downs. Some of the state of disrepair of these aircraft make them a hazard to other aircraft or people in the area. Per the Tie Down Agreement, the process includes an opportunity for the tenant to provide evidence that the aircraft is airworthy, or is in the timely process of making it airworthy. If we need to take it further than that notification, we will follow the

prescribed steps from CBJ Law Department. Staff would like to discuss this at the next Operations Committee meeting.



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:
- FAA Compliance Land Use/Financial Letter (January 2019). The Airport heard back from the FAA and they would like some follow-up reports and updates. Staff will continue to work on the compliance items and bring items back to the Board for updates or action as necessary.

- The Airport, through Airports Council International – North America, also went on record with the FAA to show our support/need to raise the Passenger Facility Charge (PFC) caps. No further updates are available.
- Transportation Security Administration (TSA) will be replacing their bag screening equipment. It will be a two phase replacement, with the first one this Fall, and the second piece in February. No disruption to screening is anticipated at this time. Equipment in the passenger screening checkpoint will also be replaced in the near future.
- State of Alaska Department of Environmental Conservation (ADEC) has responded to JNU'S letter regarding Aqueous Film Forming Foam (AFFF) contamination. The contract has been executed with Cox Environmental and Department of Environmental Conservation (DEC) has approved the submitted plan for testing. Some existing monitoring wells will be used for some of the tests (upstream parameters), and some new wells will be drilled for testing will begin soon. Staff will provide updates to the Board when the first test results are received.
- As updated, Alaska Occupational Safety & Health (AKOSH) citation mitigation and safety purchases of \$34,000 in-lieu of penalties were approved by AKOSH. Staff is working on the final acquisition of emergency stair evacuation devices that AKOSH has approved.
- Exit Lane System will be procured/installed later this winter. Staff is looking at the possibility of riding another government contract for procurement of this system.
- Badging system upgrades are further delayed due to technical infrastructure delays with Millennium Corporation. The Airport will postpone the upgrades until after the busy summer season.
- Honsinger Pond/Access (work in progress) with State Department of Transportation, Bicknell, and the CBJ.
- Terminal Reconstruction:
 - o Funding sources are in place for the project and awaiting final construction estimates, bids and FAA AIP grant application for FFY20.
 - o The One Percent for Art recommendations were approved at the Public Works and Facilities Committee on July 1, 2019, and by the Assembly on July 22, 2019.
 - o FAA equipment relocation: reimbursable agreement with FAA has been executed. Funding is in place and relocation of equipment should start soon.
 - o Gift Shop relocation. A lease amendment with the gift shop has been executed to temporarily relocate during construction to 582 square feet of space across from the Delta Air Lines counter. This lease extension will extend through April 2021. Staff will continue to review the gift shop concept for the new section of the terminal.
 - o The temporary relocation of space for FAA Air Traffic Control Administration, Airport Administration, Airport Project office, TSA breakroom and Tailwind food storage have been built out and are ready

for occupancy/relocation. **REMINDER: Airport Board meeting location moved to the Glacier Fire Station Training Room in August 2019.**

- o Review of leases and contracts affected by construction.
- o Reconfiguration of lobby space/check-in kiosks for Alaska Airlines.
- o FAA grant application for four years of AIP Entitlement dollars
- Taxiway A, E and D-1 Construction. The Airport will begin the two-year construction on the rehabilitation/relocate and lighting of Taxiway A, E and D-1. This will be two construction seasons (2020-2021) with the possibility of limited work this fall and ordering parts/equipment. There will be a lot of information and NOTAMs issued. This will cause a lot of congestion on the ramps and require a lot of coordination with contractor, staff, Air Traffic and air carriers.
- An FAA Safety Risk Management Review took place on August 28, 2019, for the Taxiway A construction. A final report should be issued within the next few weeks. While risks were identified, many were low probability that could be worked through with safety officers, NOTAMS and good communication.
- CBJ Title 49 (Jordan Creek Greenbelt) allowance to limb/clean-up adjacent to the creek is still in review. Staff hopes to see the adopted changes by the end of the year.
- Tenant insurance reminders continue to be sent out. Several certificates have lapsed in our records.
- Runway 26 Medium Intensity Approach Lighting System with Runway Alignment Indicator Lights (MALSR) approach lighting discussions with FAA. Staff submitted permit continuance requests to State and Corps of Engineers to keep current.
- Elevator contingency protocol.
- Maintenance programs refinement (roofs, heat pump equipment, etc.)

5. Airport Project Manager Report (Attachment #2)

6. Airport Architect Report (Attachment #3)

X. CORRESPONDENCE:

XI. COMMITTEE REPORTS

A. **Finance Committee**

B. **Operations Committee:** TBD

XII. ASSEMBLY LIAISON

XIII. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

XIV. BOARD MEMBER COMMENTS

XV. ANNOUNCEMENTS

XVI. TIME AND PLACE OF NEXT MEETING:

A. Airport Board, 6:00 p.m., October 8, 2019, Glacier Fire Department Training Room

XVII. EXECUTIVE SESSION

XVIII. ADJOURN