

AIRPORT BOARD  
AGENDA  
6:00 P.M., TUESDAY, JUNE 11, 2019  
ALASKA ROOM

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: Regular Monthly Meeting of May 14, 2019
- IV. APPROVAL OF AGENDA
- V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS
- VI. UNFINISHED BUSINESS
  - A. **Terminal Reconstruction Leadership in Energy and Environmental Design (LEED) Exception** (Attachment #1). After several meetings with the Juneau Commission on Sustainability (JCOS), JCOS did not recommend a waiver (exception) to the City & Borough of Juneau's (CBJ) LEED requirements for the terminal reconstruction projects. JCOS determined that the prerequisites for LEED were not economically infeasible for the project.

Staff discussed the project and JCOS letter with the City Manager. The City Manager acknowledged the proposed alternative sustainability measures already in project design and some future consideration for electric vehicles/charging station. The attached letter recommending a LEED exception for the terminal reconstruction project was approved by the Assembly at their June 3, 2019 meeting. LEED certification will not be required for this project.

**B. Airport Terminal Reconstruction Project Funding and Bonding** (Attachment #2). The Airport Board Finance Committee met on May 29, 2019, to discuss the terminal reconstruction project funding and bonding. The attached table outlines the draft of the project needs versus funding (May 24, 2019) as prepared by CBJ Finance Directors Bob Bartholomew and Jeff Rogers. The current funding gap (local) for the project shows \$1.6M.

As of June 3, 2019, the LEED component of this \$1.6M shortfall has been reduced by the estimated \$550K factored in. Additionally, \$300,000 from Sales Tax (Assembly) will be up for discussion at the Assembly Finance Committee on June 12, 2019, then, if approved, passed along to the full Assembly for action. Based on the both of these factors (LEED exception and Sales Tax contribution), and the possible changes to the bottom line funding gap, the Airport Board Finance Committee approved the use of \$800,000 of Airport Fund Balance to finance the funding gap for the project's local match. When the project goes out for bid, the funding picture (eligibility, etc.) will be clearer.

**Board Motion:** “Approve the use of \$800,000 of Airport Fund Balance as local match for the Terminal Reconstruction Project, and forward to the Assembly for appropriation.”

VII. NEW BUSINESS

A. **Airport Manager’s Report:**

1. Runway (RWY) 26 Approach Tree Removal. Alaska Airlines’ Required Navigation Performance (RNP) approach to Runway (RWY) 26 requires periodic assessment of the obstacles to that approach. A recent assessment by Alaska Airlines technical pilots determined that several trees already penetrated that approach corridor and all trees over 20 feet in height need to be cut for safety. United States Department of Agriculture (USDA) Wildlife Biologist, Tyler Adams met with Alaska Department of Fish & Game (ADF&G) Area Biologist and Habitat Biologist and went out to the area to get their input on the matter. Pursuant to the ADFG permit (Special Area Permit FH-I-0177-SA, expires November 3, 2027), upon consultation, the Airport has approval to remove the trees (for safety to aircraft/airspace). This includes all trees over 20 feet in height. This would give the approach corridor a couple years of obstacle free safety. There are a few tall trees that need to be cut closer to the RWY 26, however the largest concentration (almost 400 trees) of trees over 20 feet are located on the heart-shaped ‘tree stand’ or mound. This mound is made up of dredge material and is not old growth.

The Airport will get quotes to cut the trees pursuant to the permit and under guidance of ADF&G and USDA Wildlife. Staff hopes to have the quotes/costs for tree cutting to the Board by the July or August meeting. The Airport last removed trees in the fall of 2017, as briefed to the Airport Board in October 2017. Below photos in the red box show the concentrated area of the tree removal (est. 400 trees over 20 ft.).

*Runway 26 Approach Concentrated Tree Obstructions*



2. USDA Wildlife Biologist Tyler Adams has been offered a position at Hill Air Force Base in Utah. His last day at JNU will be June 11, 2019. Tyler will be greatly missed. He has provided us with a safer airport and come up with ingenious (and

economical) ways to abate wildlife hazards at JNU. JNU wishes Tyler and his family all the best in his new position. Tyler asked me to pass along the following:

*“Please pass on my heart felt gratitude for everything the Board does for this community. Winters would be a little longer without visiting/receiving friends and family and Juneau’s beautiful summers wouldn’t be experienced by the many if it wasn’t for the commitment and dedication of everyone in that room to upholding JNU’s standards of excellence.”*

3. Part-time Airport Engineer, Ken Nichols has been offered a position with DOWL to oversee their Aviation market. His last day with JNU will be June 28, 2019. Ken will be able to assist with a few more projects at JNU before he begins with DOWL. JNU wishes Ken the best in his new endeavor.

4. Jordan Creek Trail Clean-up. The Airfield crew has started clearing and widening portions of the Jordan Creek Trail walking path. This is only in the open areas; not within the 25-foot no-disturbance area of the creek. The limbing adjacent to the creek is still on-hold with the Planning Commission. It is in the queue, unfortunately it may not be adopted until the end of the year. Trails were widened for accessibility.

*Jordan Creek trail overgrown*



*Jordan Creek trail overgrown*



*Jordan Creek trail widened/improved*



*Jordan Creek trail widened/improved off Alpine (note: removed temporary ROW access)*



*Overgrown trees along Yandukin obscuring visual into area (safety)*



*Trees along Yandukin limbed for visual (note: path side limbs were already trimmed)*



5. Alaska Occupational Safety and Health (AKOSH) 'Safety' Equipment Update. As a follow-up to the AKOSH safety in-lieu of fines, staff received quotes for the FOD Boss Single and Duplex units--\$7,445 and \$17,745 respectively. Staff learned that these also operate at very slow speeds. The cost and slow speed made staff rethink this equipment. Staff has requested a change to the in-lieu of penalties acquisition from AKOSH. Staff proposes acquiring three emergency stair evacuation chairs to be used for ADA around the terminal. This request has gone to AKOSH at a total cost of \$8,100 which is the amount needed to fulfill the in-lieu of penalties. These evacuation stairs would be instead of the FOD Boss.

6. Airport Fund Balance (AFB) and Capital Revolving Account (CIP) Balances (Attachment #3). Attached are the monthly AFB and CIP balances. The latest balances reflect the \$800,000 proposed appropriation of AFB fund for the airport terminal reconstruction project (outlined above).

7. 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:

- Airport Board Applicant Interviews with the Assembly Human Resources Committee have been postponed until later this summer. The new application deadline date is July 22, 2019. Interviews are now scheduled for August 1, 2019.
- Federal Aviation Administration (FAA) Compliance Land Use/Financial Letter (January 2019). The Airport has not had a response back from the FAA. Staff will continue to work on the compliance items and bring items back to the Board for updates or action as necessary.
- The Airport went on record in support of the Transportation Security Administration Law Enforcement Officer (LEO) Reimbursable funding to continue funding efforts. This letter went through Congressman Young's office. The House has approved the funding, but is still on hold for Senate approval.
- 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. This was discussed during hearings on Capitol Hill. No further updates are available.
- 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 to begin well site testing.
- As updated, AKOSH citation mitigation and safety purchases of \$34,000 in-lieu of penalties were approved by AKOSH. The first purchase will be for a quad vehicle (4-wheeler), discussed above. Staff is looking at substituting emergency stair evacuation chairs for the originally approved FOD Boss. The First-aid stations for the sand/chemical facility have been purchased.
- Marine Engineers' Beneficial Association (MEBA) union negotiations began March 5, 2019 (3-year contract). Contract negotiations continue.
- Exit Lane System will be procured/installed after the busy summer season.
- 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 City & Borough of Juneau.
- Terminal Reconstruction:
  - o Assembly Finance Committee will meet on June 12, 2019, to discuss the introduced bond sales (General Obligation and Revenue) for the terminal, as well as additional local funding requirement shortfall.
  - o The Assembly approved the City Manager's recommendation for LEED exception for the terminal project. This will save approximately \$550K on the project costs which would not be FAA eligible.
  - o The One Percent for Art recommendations will be sent to the Assembly for concurrence.
  - o Terminal Design Development (DD) in progress. Meeting with the consultant will take place June 13-14, 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. Staff will be executing a lease amendment with the gift shop to temporarily relocate during construction to part of the space across from the Delta Air Lines. Staff will continue to review the gift shop concept for the new section of the terminal.
- o U.S. Customs and Border Protection (USCBP) space requirements: USCBP has requested a few minor changes to their space.
- o FAA office space requirements
- o The temporary relocation and phasing plan is almost complete. Some pre-construction for temporary space has started. The Alaska Room will be used for Airport Administration offices and FAA Air Traffic Control offices during the construction, so no meeting room will be available at the Airport. ***Airport Board meeting locations are scheduled in the Glacier Fire Station Training Room starting with the August 2019 meeting.*** A reminder will be announced at the July 2019 meeting.
- o Review of leases and contracts affected by construction.
- o Reconfiguration of lobby space/check-in kiosks for Alaska Airlines.
- o Bond package for total project with CBJ Finance Director. This was discussed at the May 29, 2019, Airport Finance meeting and will be discussed at the Assembly level (Finance Committee meeting) on June 12, 2019, before its public hearing at the June 24, 2019, Assembly meeting.
- o PFC9 Amendment for Bond interest
- o FAA grant application for four years of Airport Improvement Program (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. 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. The design documents are 95% design review at this time with the hopes of getting the bids out this summer. A stakeholder meeting will be held on June 11, 2019, at 10 a.m. in the Alaska Room. Both the Taxiway and Terminal projects will consume a tremendous amount of staff time as construction begins. An FAA Safety Risk Management Review will take place prior to the actual taxiway rehab next spring.
- CBJ Title 49 (Jordan Creek Greenbelt) allowance to limb/clean-up around the creek. As stated above, it is in the queue, but may be the end of the year before adoption.
- 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.)
- Staff Training Programs (safety and health) for AKOSH. Staff participated in Fall Protection training and certification which now brings the Airport into compliance with AKOSH notice of deficiencies. The Airport is waiting for the final close-out letter. Some of the Airport staff participated in a 10-hour OSHA training/familiarization class at the end of May.

8. Airport Project Manager Report (Attachment #4)

9. Airport Architect Report (Attachment #5)

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. Assembly Finance Committee 5:30 p.m., June 12, 2019, Assembly Chambers.

B. Airport Board, 6:00 p.m., July 9, 2019, Alaska Room

XV. EXECUTIVE SESSION: Airport Manager Annual Evaluation: *The Airport Board moves to go into executive session to discuss a subject that may tend to prejudice the reputation and character of the Airport Manager, provided the Airport Manager may request a public discussion.*

XVI. ADJOURN