

AIRPORT BOARD
AGENDA
6:00 P.M., TUESDAY, FEBRUARY 12, 2019
ALASKA ROOM

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: Regular Monthly Meeting of January 8, 2019
- IV. APPROVAL OF AGENDA
- V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS
- VI. USDA – WILDLIFE SERVICES PRESENTATION/REQUEST. USDA Wildlife Biologist, Tyler Adams, will present a couple of plans for bird habitat modification. (Welcome back, Tyler!)
 - 1. Eagle Nest Exclusionary Device. A recently identified eagle nest near the float pond has been identified. A method for deterring eagles from ‘nesting’ there again is to place buoys or other devices in the nest. The Airport’s permit allows for this type of deterrent. Informational only.
 - 2. Bird Escape Path - West Finger. A short presentation will demonstrate the issue with birds in the west finger, and when hazed, birds take a longer flight path (north) into paths of float plane traffic in order to get above the south trees. The Airport requests concurrence to clear the ‘bird escape path’ in the west finger and allow birds out of the west finger without crossing the float pond. This may include removal of some trees directly in the path.
- VII. UNFINISHED BUSINESS
- VIII. NEW BUSINESS
 - A. **FAA Financial Compliance Letter** (Attachment #1). As reported at the January 8, 2019, Airport Board meeting, the Airport had just received the Federal Aviation Administration’s (FAA) Financial Compliance Report stemming from their 2017 comprehensive review at JNU. Highlighted in the FAA report were violations in the ‘Uses of Airport Property’.
 - 1. Capital City Fire/Rescue (CCFR) Glacier Station. This is the co-located Aircraft Rescue & Fire Fighting (ARFF) and CCFR structural facility on Airport property. FAA cites that the structural (CCFR) portion on Airport property should be paying for land lease, or show in-kind services for the value of the lease area. The FAA also questioned the funding for construction of the whole facility. The building was originally construction with city bonds and is not an issue. Regarding the land lease

payments, the Airport will work with CCFR to formalize a letter of agreement for in-kind services. There is joint use of the facilities and other services provided that can show the Airport in compliance. Staff is currently working with CCFR.

2. U.S. Fish & Wildlife Services (USFWS) Hangar. When the Civil Aeronautics Administration (CAA) quit claimed the Airport to the City in 1953, the deed provided for the ‘free and unrestricted use’ of a tract of land by USFWS. FAA states that USFWS must still abide by land use requirements (pay rent). FAA states that USFWS should be paying lease (retroactively to 2011). Staff will notify USFWS. The financial impact of this is would be \$24,275/annually. Staff will continue to work with USFWS to resolve this.

3. Channel Flying. This is non-Airport property and is considered a through the fence operation. The property is surrounded on all sides by airport property for both access to the facility on airport roadways, as well as access to the airfield. Through-the-fence operations are not prohibited, however, several grant assurances must be followed or the Airport could be found in non-compliance and subject to return of grant funding. The FAA has determined that the Airport is in violation of the grant assurances in relation to this through-the-fence property. The FAA requests that the Airport look at either acquisition of the land parcel, or an agreement with the owner which provides for compliance. Page 7 of the attached letter outlines the minimum elements of that letter. The two biggest concerns of the FAA are imposing equitable charges for the land (current lease rate for the property), and protecting the security of the airport. The Channel Flying lot is listed at 37,205 sq. ft. (equating to an annual rent of \$21,207, based on airport rates and fees). *The Airport has notified the owners, but this item may require more discussions between the owner and the Airport Board in a subcommittee meeting.*

4. Full Cost Allocations (Interdepartmental Costs). There are several questions regarding how the full cost allocations are derived from other City departments and charged to the Airport. These questions have been forwarded to the City Finance Director. The Airport will continue to work with the City for compliance on this item. It is unknown if there will be any changes to current interdepartmental costs.

The Airport must respond with a plan to resolve these items by March 8. These compliance matters could have huge financial impacts on tenants/City departments, but if not addressed by the Airport, could have detrimental impact on Airport grants and the Capital Improvement Program. Further discussion in a subcommittee meeting may be required.

B. Aqueous Film Forming Foam (AFFF) on/for Airports (Attachment #2). The Airport received a letter from the State of Alaska Department of Environmental Conservation (ADEC) dated January 30, 2019, regarding the use of Aqueous Film Forming Foam (AFFF) at the Juneau International Airport (JNU), or on behalf of JNU (such as at the Hagevig Fire Training Center). The Airport is working on a response to the questions asked in the letter. It is anticipated that a plan and testing of airport land

will be required. While there are areas around the Airport where foam was dispensed for testing or training with the FAA Certification Inspectors, most training was completed at the fire training center. The Airport will be responding for the Airport property, while the City is taking the lead on the fire training center. The Airport will update the Airport Board on costs associated with a plan or testing.

C. Airport Manager's Report:

1. Guardian Air Flight. On Tuesday, January 29, 2019, Guardian Air lost their King Air and crew on approach to the Kake airport to pick up a patient. This is a huge loss for Juneau and Southeast Alaska and our hearts go out to the family, friends and co-workers of the lost crew members.
2. Airfield Crew Assistance. Ed Quinto, Assistant Chief CCFR, wished to pass along his 'kudos' to the airfield crew: *"On Sunday January 20, 2019 CCFR received a call for a stranded person on an island at the Mendenhall river. The tide had cut off his egress from the island and left him stranded. Our rescue boat was not able to use our primary launch ramp and had to divert to an alternate launch ramp. Your crews must have been listening to our channel and took the initiative to clear the boat launch ramp at Bravo gate. Because of their actions our rescue crews were able to safely and expeditiously launch our rescue boat to perform our rescue. I greatly appreciate their help and I am grateful to have them around. Being part of a cohesive team that gets the job done makes our job easier. Big thanks to your crew."*
3. Airfield Equipment and Facility Inspection. The Airfield Maintenance crew will be conducting its winter equipment and facilities inspection on Wednesday, February 20th at 8AM (weather permitting). This inspection will commence at the current airfield shop and conclude at the new snow removal equipment building (SERB). The purpose of this inspection is to review and determine the readiness of the Airfield Maintenance Division and the operational status of all facilities, vehicles and equipment. The Airport encourages members of the Airport Board to attend the inspection of their airfield crew and equipment.
4. New Employee. Welcome to Shannon Morgan as the Airport the Badging Office Assistant II. Shannon comes to us from Island Air and began working in the Badging office on January 28, 2019. We are very excited to have her as part of the team.
5. TSA PreCheck Update. The Transportation Security Administration (TSA) and Alaska Airlines have tested the viability of co-mingling TSA PreCheck with non-PreCheck. This approach removed the dedicated TSA line and allowed for TSA PreCheck to be readily available all day, every day. There may be times where TSA may choose to open a dedicated TSA PreCheck line for short durations. Alaska Airlines and TSA have heard very positive remarks from the public on JNU's TSA PreCheck processing. This screening approach will continue through peak traffic months.

6. Airport Fund Balance (AFB) and Capital Revolving Account (CIP) Balances (Attachment #3). Attached is the monthly AFB and CIP balances. The latest balance reflects the close-out of FY18 operating budget which closed in the black by \$274,672.

7. Hot Topics. The following is a list of on-going topics that staff is working on in addition to the regular Architect and Engineer Project Reports:

- FAA Compliance Land Use/Financial Letter (January 2019). The Airport must address a couple of issues from that letter and formulate a plan. This stems from the August 2017 comprehensive inspection/audit. (See New Business, above).
- State of Alaska OSHA (AKOSH) citation mitigation and safety purchases of \$34,000 in-lieu of penalties has been approved by AKOSH. Staff will advise the Board as they are procured.
- Marine Engineers' Beneficial Association (MEBA) union negotiations will begin again in February 2019 (3-year contract)
- FY19/20 budget updates; Finance meeting TBD
- Joint Airport Board/Assembly Committee of the Whole (COW) Annual Briefing is scheduled for 5:30 p.m., Thursday, March 21, 2019, in the Assembly Chambers.
- Exit Lane System funding has been approved. Staff is working on procurement/bidding of the system.
- Badging system upgrades delayed due to technical infrastructure delays with Millennium Corporation, but anticipate later in February 2019.
- Honsinger Pond/Access (work in progress) with State Department of Transportation, Bicknell, City & Borough of Juneau
- Terminal Reconstruction
 - o Design consultant is under contract to begin Leadership in Energy and Environmental Design (LEED) process. Also a schedule that evaluates the impact to the project should LEED certification be required.
 - o Staff working with Community Development Department (CDD) on their project review and Conditional Use permit requirements
 - o Art Committee held its first meeting February 5.
 - o Terminal Design in progress
 - o FAA equipment relocation
 - o U.S. Customs space requirements
 - o FAA office space requirements
 - o Temporary relocation and phasing
 - 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
 - o PFC9 Amendment for Bond interest
- CBJ Title 49 (Jordan Creek Greenbelt) allowance to limb/clean-up around the creek. This goes hand-in-hand with the restoration grant project with Southeast Alaska Watershed Coalition
- Tenant Insurance reminders are being 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.
- Snow Removal Equipment Acquisition is on-going.
- Elevator contingency protocol
- Maintenance programs refinement (roofs, heat pump equipment, etc.)
- Staff Training Programs (safety and health) for AKOSH

8. Airport Architect Report (Attachment #4)

9. Airport Engineer Projects Report (Attachment #5)

IX. CORRESPONDENCE:

X. COMMITTEE REPORTS

A. **Finance Committee:** 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 12, 2019, Alaska Room

XVI. EXECUTIVE SESSION

XVII. ADJOURN