

MINUTES of
AIRPORT BOARD MEETING
September 11, 2018
Alaska Room, 6:00 p.m.

- I. **CALL TO ORDER:** Chair David Epstein called the meeting to order at 6:00 p.m. Chair Epstein asked for a moment of silence for September 11.

II. **ROLL CALL:**

Members Present:

Dennis Bedford	David Epstein	Chris Peloso
Al Clough	Dennis Harris	Angela Rodell

Member Absent:

Jerry Godkin

Staff/CBJ Present:

Patty Wahto, Airport Mgr.	Scott Rinkenberger, Airport Sup't
Marc Cheatham, Dep. Airport Mgr.	Teresa Bowen, CBJ Law
Catherine Fritz, Airport Architect	Ed Quinto, Fire Department

Public Present:

Jodi Garza, Alaska Seaplanes	Megan Taylor, Public
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- III. **APPROVAL OF MINUTES:** *Angela Rodell moved approval of the minutes of the August 14, 2018, Board meeting. The motion passed by unanimous consent.*
- IV. **APPROVAL OF AGENDA:** *Angela Rodell moved to approve the agenda. Airport Manager Patty Wahto noted that an addendum was sent out on Monday as part of the agenda. The motion passed by unanimous consent.*
- V. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS:** Jodi Garza, Alaska Seaplanes, asked to make public comment on the design for the terminal design grant. They wanted to make public comment after a very lengthy public process over the last year and considering the future of the North Terminal. They are excited to see the design proceed and hope the Board will approve the funding for the design plan and keep the project moving forward.
- VI. **UNFINISHED BUSINESS:**
A. **Airport Sustainability Master Plan.** Airport Manager Patty Wahto reported the Airport Sustainability Master Plan is complete and ready for approval by both the Board and the Assembly. The public comment period was from March 23 through May 18, 2018. This plan was done over a three-year process. It started with URS, who was bought out by AECOM. There were a lot of public outreach events, community events as well as updates to the Board and the Assembly through Committee of the Whole

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meetings. This plan will take the Airport through the next 20 years. There were a few minor comments, mostly by the FAA (Federal Aviation Administration) just fine-tuning the forecast and some technical things on the ALP (Airport Layout Plan). It is a large document and the final has to be signed once it is approved by the FAA and the Airport. Staff is pleased as this is a major accomplishment for the Airport. *Angela Rodell moved to approve the Airport Sustainability Master Plan, as detailed online at <https://cdn.juneau.org/wp-content/uploads/2018/08/Full-Document.pdf>, and forward to the CBJ Assembly for final adoption.* Chair Epstein commended the Airport staff, consultants, public and everyone that has been involved in this long journey to get to where we are today. It is quite an accomplishment. He thought this was a great blueprint for the next 20 years. *The motion passed by unanimous consent.*

B. Terminal Design Grant (Attachment #4). Mrs. Wahto said the addendum discusses the Terminal Design grant. Although this has been discussed, the Board needs to approve the grant (although it is not in hand) as it will move very quickly as this is a federal fiscal year 2018 grant. It is a known amount as it is the remaining entitlement dollars available this year. This grant will take the design further than conceptual. It will get a design and bid ready documents. The amount of the grant from the FAA is \$634,735. The amount of the design is \$1.636M, but because it is only 70% eligible, it can only use entitlement funds for an airport the size of JNU. Out of that \$1.6M design project, 70% represents \$1.145M that would normally be eligible. Since the Airport has used all of its entitlements, the \$634,000 is remaining. Federal-type funding or PFC (Passenger Facility Charge) funds will fund the gap and the rest would be local funds provided by the GO (General Obligation) Bonds and Sales Tax dollars. This grant is expected very shortly. Therefore, staff is requesting the Board approve the grant of \$634,735 and then approve the use of PFCs for the remaining Federally-eligible portion for \$510,465. The remaining part of the Design Grant would be funded through local funds for an amount of \$490,800. *Angela Rodell moved to approved the anticipated FAA AIP grant in the amount of \$634,735, along with \$510,465 in PFC funding, and \$490,800 of local funding from the 2012 GO Bond and 2017 Sales Tax for Airport Terminal Design Project and forward to the Assembly for appropriation* The design is for the second phase of the North Terminal and will include the knuckle, elevator, escalator and entire North Terminal. It does not include the Air Traffic Tower, which is a separate building. *The motion passed by unanimous consent.*

VII. NEW BUSINESS:

A. Aircraft Rescue and Fire Fighting (ARFF) Foam Test Instrument (Attachment #1). Mrs. Wahto said the foam that is currently used meets the requirements. There is a new product that is available. Assistant Fire Chief Ed Quinto said the current foam is used for training and actual use. It is approved by the FAA. Because of the current products in the foam – PFOAs and PFAS – are detrimental to the environment because it contaminates ground water. The public has asked that the Fire Department stop using it for training purposes. It will still be used for actual use. There have been some instances where it affects ground water and the environment. He asked the Airport Manager to get

away from using the foam for testing. There are two companies that have produced testing devices that don't use foam. It keeps the foam in the truck and transfers the foam out of the truck and back into the truck. There is no foam actually used. *Al Clough moved that the Board approve the purchase of Aircraft Rescue and Fire Fighting foam tester instrument through current FY19 budget at a cost not to exceed \$30,800. The motion passed by unanimous consent.*

B. Airfield Equipment Operator Class Title Change for On-call Operators. Mrs. Wahto said this was brought to light by the Human Resources Department (HR). The winter season is the busiest season for the Airfield with the number of people and the job they have to do. The Airport has regular staff, hires full-time seasonal staff, and on-call staff. These people go through training and are available to call in as an extra resource. These people may not be used depending on the snow fall each year. HR said the Airport goes out for these every year and it did not fit their description of short-term temporary. HR requested the Airport consider putting these positions out as Permanent Part-time Limited. They are brought on and used if needed. Similar positions are in the project office – Ken Nichols, Cynthia Johnson and Greg Jerue. The hours will be limited but this will preclude recruitment each year. *Angela Rodell moved to approve the Class Title change of Short-Term Temporary Equipment Operator positions to Permanent Part-Time Limited Equipment Operator positions in the Airport staffing schedule with no change to the Airport's budget. The motion passed by unanimous consent.*

C. Airport Manager's Report:

1. 2017 Preliminary Enplanement Numbers: The preliminary 2017 enplanement figures show the Airport up slightly over 2016 enplanements. The new high is 422,266 for 2017 enplanements. The final paperwork will be received from the FAA in October.

2. Security Badge Expiration Date Change: Deputy Airport Manager Marc Cheatham said the badges are being changed to have the exact expiration date. After meeting with TSA (Transportation Security Administration), it cannot be done as it currently is done, which has given the Airport leeway to push out a badge's expiration date. However, it was found that it was hard for people to challenge using the current badges. This will allow people to see if a badge is expired. Mr. Clough said staff needs to take extraordinary measure to make sure operators know of this change – no longer being able to push out a badge expiration date. Mrs. Wahto said the badges used to read month/day/year; TSA required the Airport to change it to month/year about ten years ago. It always had a date specific, but because TSA thought it could be seen and processed easier, it was changed to month/date. Mr. Cheatham said this has been relayed to all large operators.

3. Annual Emergency Table Top Exercise: The Airport will be conducting the annual Emergency Table Top exercise on September 20, next Thursday, at 9:00 a.m. in the Alaska Room. This is the table top, but the triennial disaster drill will be done next year on July 20, 2019. It is hoped people come out to this exercise.

4. Aircraft Rescue & Fire Fighting Red Prudhoe Bay Fire Truck: This truck has been moved into the new Snow Removal Equipment Building. The mechanic has not had time to go into it. This truck has new tires on it, which will save the Airport from buying tires and parts for a while. The other thing is this vehicle acts as a training apparatus. People being trained for ARFF are not allowed to be in the regular ARFF trucks. This acts like a truck that they can drive around and get familiar with the apparatus on the airport. That is how the truck will be used.

5. Airport Fund Balance/Capital Revolving Accounts on Line: Mrs. Wahto said a request had been made at the last Board meeting for the Airport Fund Balance and Capital Revolving Accounts snap shot be available on line. This is now available on the Airport's website. It shows a snapshot of what is available and what is owed out there on each of the accounts due to project borrowing. This will be kept up. Board Member Angela Rodell said these sheets are very helpful. She hoped they would be kept up-to-date monthly. Mrs. Wahto said once the Board approves, the City appropriates money, or a transfer is done back to the account, the sheets will be updated.

6. Title 49 Changes – Jordan Creek Clean-up Follow-up: Mrs. Wahto said she contacted Teri Camery in Community Development to find out where this was. Ms. Camery said this was to go to the Planning Commission on September 17 and then will move on to the Law Department and then on to the Planning Commission. Ms. Camery did not know the timeline, but at least there is a date specific.

7. Runway Repairs/Painting: Due to the June 20th incident involving an aircraft, the repairs have been done to the runway in one night. The bill for this will be going to the aircraft owner's insurance company. The grooving needs to be done as everything must be lined up perfectly before it is sealed and painted.

8. Assembly Appeal by Tom Williams. Teresa Bowen, City Attorney, said the Assembly rejected the appeal. It is up for reconsideration and will be back before the Assembly on the 15th.

9. Omnibus Grant. Mrs. Wahto said there has not been any word. However, the FAA has asked the Airport to put in the application. They want to have an answer within the next couple of weeks. The level of optimism for this grant is high.

10. Jerry Godkin Absence/Concerned Citizen. Chair Epstein said Mr. Godkin was called out for an emergency City project. In addition to saying he might not make the meeting, Mr. Godkin had contact with a Mr. Goertzen who lives behind the tank farm and is concerned about an issue that Mr. Rinkenberger spoke of a couple of months ago with illicit activities taking place under the cover of night. He wondered if the area would be lit or made more conspicuous. Mrs. Wahto said this will be brought to the Board next month. This is specific to the corner of the Impound Lot on Berners Avenue.

It is very dark. Airport Superintendent Scott Rinkenberger said he spoke to this gentleman, who has been instrumental on keeping an eye on the Impound Lot. When vehicles are in the lot, it becomes at risk for people to cut the fence or scale the gate to try to go through the vehicles to find anything of value. Some fencing reconfigurations are planned. This will include some street light additions. Chair Epstein suggested inviting Mr. Goertzen to next month's meeting.

11. Engineer Report (Attachment #2): Mrs. Wahto reported the Runway Safety Area Expansion Phase IIC is the apron work between TEMSCO and Wings, as well as some on the west end. The project was awarded. This project was approximately \$200,000 over the engineer's estimate with all of the alternate projects. The contractor has been given the notice to proceed. This will be done over two construction seasons. It is expected that this will be completed by July 31, 2019.

The Float Pond Improvements had a pre-bid meeting on September 7. Bids are expected on September 18. The closure of the pond has been moved to December 1 to accommodate the number of hunters that go out to remote areas and use Thanksgiving holiday as one of their prime times of travel. This should not impact the project. The engineer's estimate is just under \$600,000.

Taxiway A Rehab and Taxiway E and D-1 Relocation are at 65% design for both Taxiway A and E. The work is being submitted to the FAA for the 2019 Federal Fiscal Year bids (starting October 1). The bids are expected next spring/summer depending on when money is freed up. The Taxiway D-1 is at 100%. This project is also hoped to receive supplemental funding behind the Sand and Chemical Storage for 2019. Everything needs to be in order for this project.

12. Airport Architect Report (Attachment #3): Airport Architect Catherine Fritz reported the wash bay addition is going well. A lot of things have come together this last month and they are still optimistic that it will be ready by the end of the October. The substantial completion is scheduled for October 15.

A design grant has been applied for the Terminal Reconstruction. She read the items the project will and will not cover from a presentation given to the Assembly Committee of the Whole on June 29. The project will include demolition of the pre-1984 portions of the terminal. It will replace the '84 escalator, elevator and stairs in a new location. It will construct approximately 27,000 square feet of a new two-story space for regional passenger services, Airport administration, Customs, FAA staff associated with the Tower operations and some miscellaneous leased spaces. The Airport will also renovate about 9,400 square feet of area that was built in 1984. Some parallel access will be developed for deliveries to privately developed cargo operations lease lots. The project will not include regional cargo operations, when people send groceries out to Tenakee, etc. This will go out of private cargo facilities. There will be some overlap, but the

counters are not sized to accommodate a lot of cargo operations. This will be for passenger services only.

There will not be any facility for any specialized tourist operations. For example, the outfitting that has been going on this summer in the Aurora Room or the extensive amount of freezer/cooler space will not be available. The concourse will not be developed. The space will be left for it, but it will not be built at this time. There will not be any modifications to the current taxi staging along Shell Simmons Drive. The idea is to do something modest to get the cargo operations off of the main front curb, but the taxi and drop off operations will not change in the front. Assuming the grant comes through, a contract amendment will be signed and then the meetings will begin in October. These meetings will go through the winter as schematic design is completed; the budget is reaffirmed; and the details of the design are acceptable to everyone. The adjacent lots available for lease will be identified, articulated, with leases available. Construction documents will come after the winter meetings.

The Passenger Boarding Bridge (PBB) is going well. A pre-install meeting was held yesterday. The crane will arrive on site on the 21st. The actual PBB will arrive on the 24th and then the assembly will happen during the last week of September.

The Sand/Chemical Building was required to be designed and bid, in a position ready for the Airport to receive a grant prior to September 1. The bids for the Sand/Chemical Building were received on August 31. Four bids were received with a construction cost estimate of \$9.365M. The low bid was Dawson at \$9.255M. The high bid was Alaska Commercial Contractors at \$10.9M. Dawson is excited and ready. No protests were received and all documentation has been received. There is a good team of subcontractors that includes Harri Plumbing & Heating, Alcan Electric, Glacier State Contractors and Secon out of Juneau; Southeast Fire Protection out of Sitka; Precision Painting and Richards Masonry from Wasilla. Staff is standing by and preparing everything so that if the FAA notifies staff of the grant, we will be ready to roll. Mrs. Wahto said big kudos to Catherine and staff on getting that out; ECI for getting the bid packet out; and downtown.

VIII. **CORRESPONDENCE:** None.

IX. **COMMITTEE REPORTS:**

A. **Finance Committee:** Committee Chair Angela Rodell had nothing to report.

B. **Operations Committee:** Committee Chair Al Clough had nothing to report.

X. **ASSEMBLY LIAISON COMMENTS:** None.

XI. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS:** None.

XII. **BOARD MEMBER COMMENTS:**

A. Dennis Harris said he had several people contact him about the fact that they could not park in the EVAR parking lot because the contractor for the Sewage Treatment Plan has taken up a large part of the lot. He suggested they contact the Manager because they already contacted both the contractor and the Water and Sewer people who apparently were not concerned. He said this raises the question of whether the Airport is allowing the contractors space in the lot or are they just taking it over. People want to park there and use the EVAR. Mrs. Wahto said she had been contacted about the extensive number of vehicles. The Airport has talked to the Waste Water Department people about moving the vehicles, but she saw quite a few in the lot earlier in the day. The Airport gave them approval for a very short period of time earlier in the year when they were doing crane work. When she recently went over there, their construction people were taking a lot of space. She will talk to Scott to work with the contractor.

B. Al Clough thanked the Board Chair for the 9/11 remembrance at the start of the meeting. This is the 17th year that he has had the opportunity of operating an airplane either privately or commercially on this date and it is his own personal remembrance. He was sorry to see Chief Quinto had left, because the turnout at their annual display was great and very moving.

XIII. **ANNOUNCEMENTS:** None.

XIV. **TIME AND PLACE OF NEXT MEETING:** The next regular Airport Board meeting will be held on October 9, 2018, at 6:00 p.m. in the Alaska Room.

XV. **EXECUTIVE SESSION:** None.

XVI. **ADJOURN:** *Dennis Harris moved to adjourn. The meeting adjourned by unanimous consent at 7:06p.m.*