

AIRPORT BOARD
AGENDA
6:00 P.M., TUESDAY, APRIL 10, 2018
ALASKA ROOM

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: Regular Monthly Meeting of March 13, 2018
- IV. APPROVAL OF AGENDA
- V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS
- VI. PRESENTATION: AIRFIELD UPDATE. Scott Rinkenberger, Airport Superintendent, will provide an update on the airfield and winter operations.
- VII. UNFINISHED BUSINESS
 - A. **Airport Sustainability Master Plan.** The final draft of the Airport Sustainability Master Plan is out for review and public comment through close of business on May 18, 2018. Written comments will need to be received no later than close of business on May 18, 2018. Written comments may be submitted to:

Mail:
Airport Manager's Office
1873 Shell Simmons Dr., Suite 200
Juneau, AK 99801

Or

Email:
jnu.airport@jnuairport.com

Direct link: https://cdn.juneau.org/wp-content/uploads/gravity_forms/22-7ff2ee940870648f1475ee0f927da631/2018/03/JNU-SMP_20180327_Final-Review-2.pdf?TB_iframe=true

Airport website, home page, link at bottom: <http://www.juneau.org/airport/>

B. **Front Curb Enforcement.** At the August 8, 2017, Airport Board meeting, staff briefed the Board on the issues along the front curb of the terminal. The Airport has experienced an increase in the number of vehicles parking at the front curb, and enforcement has led to increased complaints. This matter was referred to the Operations Committee. The Operations Committee met on September 29, 2017, and came up with a list of ideas for consideration including raising the violation for parking on the front curb to \$100 per violation.

At the October 10, 2017, Airport Board meeting, the Board approved “*the increase to the front curb parking violation at the Airport terminal to \$100 per violation and begin the public process to adopt this change in code.*”

The Airport worked with Law Department and drafted an amendment to increase this fine as related to the front curb of the Airport terminal. It was then set for introduction (consent agenda) at the January 8, 2018, regular Assembly meeting. At the meeting, the Ordinance was pulled from the consent agenda with a request that this be discussed at the joint Assembly Committee of the Whole (COW) – Airport Board meeting on March 7, 2018. While this matter was discussed at the COW meeting, the Assembly expressed concern over the steep increase. The Ordinance was set for Public Hearing at the April 2, 2018, Assembly meeting, where it was again pulled for further discussion and sent back to the Airport Board for reconsideration.

Based on the Assembly action, staff believes there are two options: 1) send back to Operations Committee for further discussions; 2) decrease the fine to a more acceptable amount and forward the amended fine amount back to the Assembly. Amending the fine to \$50 (currently at \$25), may be a good starting point to see if front curb behavior is modified, and balance with the Assembly concerns. If the Airport continues to see problems, it may be necessary for the Operations Committee to revisit the matter. Regardless, all options should include continued public education.

Board Motion: “*Amend and approve the increase to the front curb parking violation at the Airport terminal to \$50 per violation and forward to the Assembly for code change adoption.*”

VIII. NEW BUSINESS

A. Emergency Vehicle Access Road (EVAR/aka Airport Dike Trail) Issues. The Airport has a few concerns about the current conditions, use and signage of the EVAR/ ‘Airport Dike Trail’. The ropes and wood bollards at the start of the EVAR are in disrepair, current signage requires updates, while additional signage is needed along the EVAR to remind users of Airport/emergency equipment and gates at the passenger bridge that could close the area in an emergency. There has also been a lot of unauthorized use of the parking area late at night. Scott Rinkenberger, Airport Superintendent, will provide an update and presentation at the meeting.

B. Airport Manager’s Report:

1. Lamar Riddle Retirement. W. Lamar Riddle (‘Lumpy’) will be retiring after 28+ years of airfield service at the Juneau International Airport. He will be greatly missed for his ‘corporate’ airport knowledge, his talent as an equipment operator and as a supervisor and mentor. We wish him the best in his retirement.
2. Tailwind JNU, LLC. Tailwind JNU began the new airport terminal food/beverage concessionaire operations on April 1, 2018. The liquor license will follow at a later

date. We appreciate former concessionaire, JDA, and their willingness to make the transition a smooth one.

3. City and Borough of Juneau (CBJ) and Marine Engineers Beneficial Association (MEBA) Union Agreement. As mentioned at the December 12, 2017, MEBA requested an economic reopener for negotiations. A tentative agreement (TA) was reached in March with the negotiation team. The Resolution was passed by the Assembly on April 2, 2018, which ratified the TA economic terms. The agreement includes the economic modification of a two percent (2%) increase to the pay schedule starting in fiscal year 2019, and would apply those same terms to non-represented employees of the CBJ. The estimated budget impacts to the Airport are \$39,200 for FY19 and \$40,400 for FY20.

4. Snow Removal Equipment Building (SREB) Ribbon Cutting. The Airport will hold a Ribbon Cutting for the SREB on Thursday, April 19, at 4:00 p.m. This will be open to the public. Public access will be via contact with the Airport Manager's Office (789-7821) and will need to be made by 4:30 p.m. on Wednesday, April 18, so that adequate escorts are available. It has been a long road to get this facility started and appreciate the public, Board, Assembly and State support to make this happen.

5. Airport Engineer Report (Attachment #1)

6. Airport Architect Report (Attachment #2)

IX. CORRESPONDENCE:

X. COMMITTEE REPORTS

A. **Finance Committee:**

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. Assembly Finance Committee re: Airport Budget, 5:30 p.m., April 11, 2018,
Assembly Chambers

B. Airport Board, 6:00 p.m., May 8, 2018, Alaska Room

XVI. EXECUTIVE SESSION

XVII. ADJOURN



MEMORANDUM

TO: Patricia Wahto
JNU Airport Manager

DATE: May 4, 2018

FROM: Ken Nichols, P.E., C.M.
Airport Engineer

RE: Monthly Report

General

Project specific summaries of project status and activity are presented below. Multi-Sector General Storm Water Permit Compliance activities are not included as these tasks have been assumed by Airfield Maintenance staff. I have also removed the projects awaiting final grant financial closeout and those transferred to other staff and consultants.

Airport Sustainability Master Plan

The Draft Final Plan has been posted to the airport web site for public review. Comments will be accepted until May 18, 2018.

Runway Safety Area (RSA) Expansion Phase IIB

Seccon will return this month for final seeding. DOWL is preparing final record drawings from contractor redlines.

RSA Expansion Phase IIC

The bid-ready documents were received from DOWL. Engineering Contracts staff are preparing the documents for bid.

Float Pond Improvements

PND is finalizing the bid package.

Taxiway A Rehab and Taxiway E Realignment Design

PDC is proceeding with design efforts and submitting weekly progress reports by email. The next stakeholder meetings will be held June 4 and 5.

Disadvantaged Business Enterprise (DBE) Program

Airport staff completed work on new calculations to update the current-year and three-year program goals reflecting the projects that are expected to be funded by Federal Aviation Administration (FAA) grants. Program goals and documents will be submitted for FAA review.

ATTACHMENT #2



MEMORANDUM

TO: Patty Wahto
JNU Airport Manager

DATE: May 2, 2018

FROM: Catherine Fritz, AIA
JNU Airport Architect

RE: Architect's Report of April 2018 Activity

During April, contractor F&W Construction remobilized and began excavation work for the wash bay addition to the new Snow Removal Equipment Building (SREB). They also resumed siding installation on the north side of the building that had been awaiting wash bay construction detailing. The wash bay equipment has been ordered and is expected to be on-site in July. The design team has completed drawings for a modest addition to the SREB that will allow a flexible workspace for airfield maintenance needs. While this space will not replace the need for a complete Mechanics' Work Area, it will contribute to making the maintenance bay functional until the next phase of funding can be secured to complete the building. An amendment to the design team's contract for construction administration services was completed this month, too, and on-site inspection services will begin as construction activities increase. The ribbon cutting celebration that was held on April 19, 2018, was greatly enjoyed by those in attendance and received good media coverage.

MCG Architects returned to Juneau for the second Terminal Reconstruction planning meeting on April 3, 2018. The day was filled with meetings focused on various stakeholders for the project's concepts to date and included a public review session that was well attended. The space program continued to be adjusted, and several site layout concepts were discussed. The cultural resources report continued to be reviewed and edited through comments from the State Historic Preservation Office (SHPO). The report was reviewed by the City & Borough of Juneau (CBJ) Historic Resources Advisory Committee on April 4, 2018. Once the project's concept is completed (this is expected by late May) and environmental clearance has been received, final application for the Airport Improvements Program (AIP) design grant will be made to the Federal Aviation Administration (FAA).

The contractor's Notice to Proceed on the Gate 2 Passenger Boarding Bridge (PBB) project was issued on April 11, 2018, and the pre-construction conference followed on April 17, 2018. The contractor, Carver Construction, has begun the badging process and preparing submittals for project components. A meeting was held with Alaska Airlines on April 26, 2018, to review summer flight schedules and coordinate construction issues at Gate 2. The Contractor's current schedule indicates work to begin on site in mid-May, but a request has been made to begin concrete hardstand work prior to that date. This would decrease operational impacts to Alaska Airlines if it can be achieved. The contractor is considering this request.

ATTACHMENT #2

On April 13, 2018, Projects staff met with Transportation Security Administration, airlines station managers, and service animal users to review the FAA's new Service Animal Relief Area (SARA) requirements that are based on the Americans with Disabilities Act (ADA). CBJ's ADA administrator Mila Cosgrove was also in attendance. The existing SARA will be impacted by the terminal reconstruction project, so a new location at the east end of the terminal was suggested. Additionally, discussions were held around the possibility of constructing an indoor SARA post-security, and it was unanimously agreed that such a facility would be problematic and that JNU is better served by the outdoor SARA. Airport staff will proceed with relocating the SARA this summer.

The design specifications for the Apron Lighting project are awaiting FAA review for Buy American requirements prior to being finalized. The project will be sent out for construction bidding soon.

The Disadvantaged Business Enterprise (DBE) program bid templates were completed in April and will be used for upcoming airport project bids. The database of DBE performance will continue to be built and refined over the coming weeks with the goal of completing the program's overhaul by July 2018.

Other projects during April included:

- Continued working with Coastal Helicopters regarding a proposed building addition and water/sewer project.
- Performed hazardous material testing in the older portions of the terminal and on the one-story garage (warehouse) on Airport property near Fed Ex's operation. Results were positive for both of these locations, so specifications will be developed to address appropriate removal.

Airfield Winter Operations 2017-18



Winter Debriefing

- Lessons Learned

- Tactics
- Formation Plowing
- Snow Storage Areas
- Panic Piles
- Drainage Ditches
- Snow Removal Priorities
 - D-2 Taxiway (ARFF)
- Equipment Breakdowns / Problems
- Communication Issues
- Equipment Lights
 - LED Beacons
 - Aux. LED Lighting.



Winter Debriefing

- Training Committee

- Members:

- Senior Operators
 - Chair
- Equipment Operators
 - Field Training Coach
- Senior Mechanic
- Superintendent
 - Policy



Winter Debriefing

- Prescribed Practices:

- Snow Removal Tactics and Practices
- Snow Removal Priorities
- Snow Storage Areas
 - Panic Piles / Long-Term Storage
- Ice Control Measures
- Runway/Taxiway/In-Ground Lights
- End of Season Clean-Up

Winter Debriefing

- Specialized Equipment Training:

- Preventative Maintenance
- Pre Operation
- Specific Functions
- Post Operation
- Equipment Checkrides
 - Brooms
 - Plow Trucks
 - Graders
 - Loaders and Blades
 - Other Equipment
 - Friction Measurements



Winter Debriefing

- Next Annual Training

- October 15-19, 2018 (5 Days)
- Course Outline Book (Reference)
- Required FAA Training
- Equipment Training / Checkrides
- Equipment Obstacle Course
- CPR / AED / First-Aid
- Firearm Training / Qualifications



Winter Debriefing

- Uniforms
 - Vest
 - Jackets
 - Job Shirts
 - Light Winter Gear
 - (Hoodies / Sweatshirts)
 - Foot ware
 - Safety Equipment (Go-Bags)
 - Hats
 - Other Items



Winter Debriefing

- New Unit Numbers:
 - Type of Equipment (Class)
 - Support Vehicles
 - Airport Vehicles
 - Groups to Classes
 - No Duplicate Numbers



Winter Debriefing

- Summer
 - Bird Phone (On-Call)
 - RCAM will continue to be reported until further notice
 - Today



Winter Debriefing



Core Values

- **S**afety Everyone's responsibility
- **O**penness Everyone has a voice
- **A**ccountability Success demands ownership of our actions and outcomes
- **R**espect Honor our customers and each other
- **I**ntegrity Honest and ethical in everything we do with moral soundness
- **N**ice Be kind, courteous and invite collaboration
- **G**rowth Committed to developing our airport and ourselves

2017/18 Winter Season

Snow/Ice Control Summary

Winter Snow/Ice Statistics

• Removal Areas

- Area AFM is responsible for:
- Runway & Taxiways
- Main Ramp / Gates / 135 Area
- East & West GA Areas
- Alex Holden / Cessna Dr. / Fuel Farm
- Terminal / Shell Simmons / Employee Parking Lot
- Float Pond Roads and EVAR

– Equals 8,046,123 Square Feet of Area

- Equalities 47.6 Miles of 2-Lane Hwy. w/ 4' Shoulders

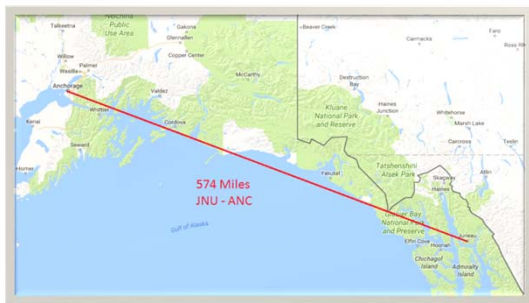
Winter Snow/Ice Statistics

– Snow Calculations (2016-2017)

- Total Snow Fall – 65.2 inches (NWS – Airport)
- **43,717,270** Cubic Ft. of snow plowed, swept and removed
- Average Weight: 17.671 lbs. / CF
- **386,264** Tons
- **772,527,876** lbs.



Winter Snow/Ice Statistics



Winter Snow/Ice Statistics



Winter Snow/Ice Statistics

– Snow Calculations (2017-2018)

- Total Snow Fall – 77.3 inches (NWS – Airport)

		MONTHLY	DIFFERENTIAL
		DIFFERENTIAL	PERCENTAGE
OCT 16	OCT 17	0.0	-5.7
5.7	0.0		-100%
NOV 16	NOV 17	25.5	22.8
2.7	25.5		844%
DEC 16	DEC 17	1.3	-15.5
16.8	1.3		-92%
JAN 17	JAN 18	14.9	11.2
3.7	14.9		303%
FEB 17	FEB 18	16.2	12.1
4.1	16.2		295%
MAR 17	MAR 18	19.4	-12.8
32.2	19.4		-40%
2016/17	2017/18	DIFFERENTIAL	DIFFERENTIAL
65.2	77.3	12.1	19%

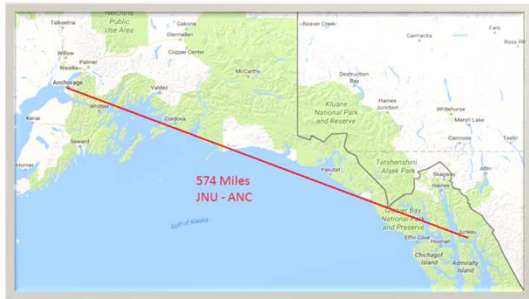
Winter Snow/Ice Statistics

– Snow Calculations (2017-2018)

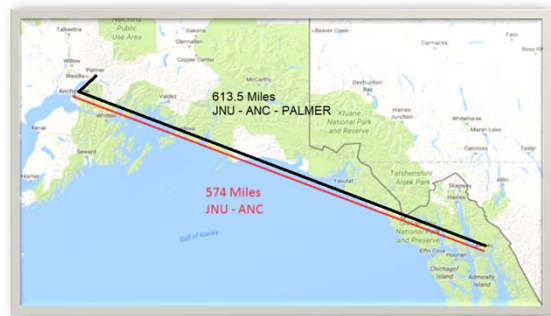
- Total Snow Fall – 77.3 inches (NWS – Airport)
- >12.1" from last winter
- **51,830,444** Cubic Ft. of snow plowed, swept and removed
- Average Weight: 19.394 lbs. / CF
- **502,600** Tons
- **1,005,199,635** lbs.
- Billion, like with a "B"?!!



Winter Snow/Ice Statistics



Winter Snow/Ice Statistics



2017/18 Winter Season

Snow/Ice Control Summary