

AIRPORT BOARD
AGENDA
6:00 P.M., TUESDAY, AUGUST 8, 2017
ALASKA ROOM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES: Regular Monthly Meeting of July 11, 2017

IV. APPROVAL OF AGENDA

V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

VI. COMMITTEE APPOINTMENTS

VII. UNFINISHED BUSINESS

A. **Airport Economic Impact Flyer.** The Projects Office (Cynthia Johnson) has looked into the costs for designing, printing and mailing a Juneau International Airport informational flyer, similar to what was recently sent out to Juneau citizens by the CBJ Utilities Dept. This would be a great way to tell people about the Juneau Airport and how much of an economic driver the Airport is based on the latest Economic Impact Study. Staff estimates a project cost of \$9,500 - \$10,000 (Design/layout - \$2,500, Printing - \$4,054, Postage - \$2,650 est., Advertising - \$200). Staff feels this is a great way to promote the economics of the Airport to Juneau citizens. The funding for this can be absorbed into current FY18 budget based on savings on airfield chemicals.

Board Motion: *Approve the publication and distribution of an Airport Economic Impact Flyer to the citizens of Juneau, at a cost not-to-exceed \$10,000.*

VIII. NEW BUSINESS

A. **Front Curb Patrol.** The Airport has experienced an increasing number of vehicles parking along the front curb. Staff's enforcement on the curb has led to increased complaints on social media ranging from 'too aggressive' to 'inconsistent enforcement'. On Wednesday, August 2, the Airport held a public meeting to educate the public on the parking restrictions, but also to hear from them and to be a part of the solution. There were representatives from JPD, Airport Board, CBJ Assembly and Airport staff. There was officially one member of the public present (Assembly member Loren Jones' wife).

Staff presented a power point with the federal rules associated with front curb enforcement (post 9-11), as well as the process that the Airport went through to reduce the 300' parking restriction which was federally mandated in 2002. Discussion focused on public education (including social media and working with JPD), outreach, changes to public and commercial drop off/pick up zones, and contract security services to assist in consistent enforcement. Further discussion will occur at the Board meeting.



Late night traffic and early morning traffic along Airport terminal front curb 8/1/17

B. Cat 980 Front-end Loader (Unit 20) Repairs. This 1992 Loader is in need of major repairs. This is a heavy repair that must be completed to prevent further wear on the components before irreversible damage occurs. The Airport is not scheduled for any snow removal equipment replacement until 2020/21. Segments 02 through 06 cannot be repaired in our maintenance shop.

There are 6 major components that require attention:

Segment 01: Engine. Routine maintenance/perform diagnostics	\$1,563.65
Segment 02: Hydraulic hoses. Replace powertrain hoses cab/lift arm	\$8,113.75
Segment 03: Loader frame. Replace worn linkage parts (Lift/tilt)	\$34,146.94
Segment 04: Welding/Line boring. 18 linkage holes replate/rebore	\$17,820.00
Segment 05: Hydraulic Cylinders. Steering cylinders bearings/rods x2	\$9,800.93
Segment 06: Plow/Bucket quick coupler. Replace pins/seals/bushings	\$2,891.39
TOTAL	\$74,336.66

Funding: Staff looked at early commodities orders for FY18 (started July 1) and saw a savings of \$196,800 for the New Deal deicer. Only 80 bags had to be ordered rather than 180 bags, plus there is still some urea for back-up. This savings could provide the funding for the loader repair.

Board Motion: *“Approve the repairs and maintenance outlined above, for the 1992 Cat 980 Loader, at a cost not to exceed \$75,000; funds for the repairs to be absorbed within the FY18 budget.”*

C. Taxiway A Rehabilitation and Taxiway E Realignment Forward Funding/Transfer. Staff requests approval to transfer \$100,000 from the *Construct Runway Safety Area (RSA) IIB Capital Improvement Project (CIP)* to the *Construct Taxiway A Rehabilitation/Taxiway E Realignment CIP*, to forward fund weather-critical field work including topographic surveying and geotechnical investigation. The funding source is Airport Fund Balance which previously appropriated (\$190,000) for Runway Safety Area (RSA) IIB contingencies. The funds will be transferred back after receipt of the Federal Aviation Administration (FAA) grant for the work which is anticipated in September, or de-appropriated (back to Airport Fund Balance) if no longer needed for the RSA IIB project.

Board Motion: *“Approve the transfer of \$100,000 of Airport contingency funds from the Runway Safety Area IIB Capital Improvement Project, to forward fund preliminary field work for the Taxiway A Rehabilitation/Taxiway E Realignment CIP. These funds shall be transferred back upon receipt of Airport Improvement Project grant funding (for Taxiway A/Taxiway E CIP), or de-appropriated if no longer required for the Runway Safety Area IIB project.”*

D. Airport Manager’s Report:

1. Transportation Security Administration (TSA) Baggage Screening and Passenger Screening Delays. At the July 11 Airport Board meeting, Alaska Airlines expressed concerns over TSA delays during the public comment period of the meeting. Staff looked into the concerns. During the month of July, TSA experienced multiple outages to both baggage screening machines which meant labor-intensive, slower, alternative means had to be used to screen bags. TSA was able to get both machines operational by July 20th. In addition to baggage screening, TSA Passenger Screening Checkpoint queuing lines have been excessive, particularly between the hours of 05:45am and 06:45am. Some of the long lines are attributable to late passenger check-ins coupled with the number of flights departing in close proximity to one another. Both Alaska Airlines and Delta Air Lines expressed the need for TSA *Pre-Check* to expedite passenger through-put. TSA does not see the ‘numbers’ (of passengers) that would justify a dedicated *Pre-Check* lane. The Airport will continue to work with TSA for solutions and possible *Pre-Check* validation.

The message to travelers at this time: **PLEASE ARRIVE AT THE AIRPORT 2 HOURS IN ADVANCE OF YOUR FLIGHT.**

2. 2016 Enplanements (Preliminary). The 2016 preliminary enplanement numbers are in and JNU is up 4.2%, from 403,538 (2015) to a record 420,442 passengers enplaned. These numbers are based on what was reported by each air carrier company and should be finalized by the FAA by October.

3. City & Borough of Juneau 1% Temporary Sales Tax Update. The Assembly Finance Committee recommended, and the Assembly introduced, an ordinance which would place the question of extending the 1% temporary sales tax on the ballot of the next regular municipal election (scheduled for October 2017). The list of projects to

go before the voters includes \$3M in Airport FAA match funds for various airport projects over the next several years. Total five year collection of the 1% Sales Tax is estimated at \$43.3M and, if approved, collection would begin October 1, 2018.

<https://packet.cbjak.org/CoverSheet.aspx?ItemID=4323&MeetingID=535>

4. Tenant Improvement Reminder: A reminder for all tenants planning to make ANY modifications to their buildings or property on airport premises: written Airport approval is needed (Tenant Improvement Form from the Airport's website: <http://www.juneau.org/airport/documents/TenantImprovementRequestForm.pdf>), and FAA environmental review/determination may be required.

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. Airport Board, 6:00 p.m., September 12, 2017, Alaska Room

XVI. EXECUTIVE SESSION

XVII. ADJOURN