

AIRPORT BOARD
AGENDA
6:00 P.M., TUESDAY, JUNE 13, 2017
ALASKA ROOM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES:
A. Regular Monthly Meeting of May 9, 2017
B. Special Meeting of May 31, 2017

IV. APPROVAL OF AGENDA

V. PUBLIC COMMENTS ON NON-AGENDA ITEMS

VI. UNFINISHED BUSINESS

VII. NEW BUSINESS

A. **Airport Manager's Report:**

1. Potential State of Alaska Government Shut-down. As folks are probably aware, the State of Alaska has not yet balanced its FY18 budget (beginning July 1, 2017). The State cannot operate without an approved budget. This means that on July 1, 2017, the State lines of business could potentially shut-down with the exception of essential services (State Troopers, etc.). While we are not a state entity, the repercussions of state government shut-down is vast and will still impact everyone – from government travel/business, capital projects already under construction, to general services that touch all sectors.

2. LifeMed Alaska Grand Opening - Open House. LifeMed Alaska will have a Public Open House on **Saturday, June 24th from 12pm-4pm**, as part of their Grand Opening in Juneau. As of May 1, 2017, LifeMed bases two Lear medevac jets in Juneau to better serve Juneau and Southeast Alaska. They are operating out of the Wings Airways hangar (formerly Wings of Alaska hangar) located at 8421 Livingston Way.

3. Transportation Network Company (TNC) Update. At this time, the Airport Rates and Fees Regulation is out for 21-day public comment period (until close of business on June 21) to consider the implementation of drop-off/pick-up fees for Transportation Network Companies (TNCs, such as Uber and Lyft). A proposed State of Alaska bill may impede the Airport's ability to assess certain regulation fees for TNCs at the local level. This matter is under review by the CBJ City Attorney, and may result in the proposed TNC fees/language being postponed or amended.

4. Airport Staff News. Kelsey Thompson has started as our new Badging officer. Ms. Thompson comes to us from Juneau Police Department (JPD) Dispatch, where she still works as a reserve dispatcher. Sgt. Chris Burke, JPD, retired May 31. Sgt. Burke headed up the Airport Police Detail for the past few years. Sgt. Chris Gifford, long-time JPD officer, will be taking over the Airport Police Detail. We wish Sgt. Burke the best in his new endeavors (State Trooper's Governor's Detail), and welcome Kelsey Thompson and Sgt. Chris Gifford to the Airport.
 5. Airport Engineer Report (Attachment #1)
 6. Airport Architect Report (Attachment #2)
 7. Airport Superintendent Report (Attachment #3)
- VIII. CORRESPONDENCE (Attachment #4): The Airport received an email regarding the City and Borough of Juneau's (specifically the Juneau International Airport) lack of respect and improper etiquette toward the display of the U.S. Flag. The complaint was also sent as a Letter to the Editor (Juneau Empire, May 14, 2017). Staff looked into the complaint and did not find improper display of the flag, pursuant to USC 36, Chapter 10. With that said, the Airport looked at how the flag was lit for night display. The flags are in the lamplight, but a spot light would make for a better visual on the flag (but not shine toward aircraft on approach). Staff will look into this. Mr. Morris' letter and the Airport's response are attached.
- IX. COMMITTEE REPORTS
- A. **Finance Committee:**
 - B. **Operations Committee:**
- X. ASSEMBLY LIAISON
- XI. PUBLIC COMMENTS ON NON-AGENDA ITEMS
- XII. BOARD MEMBER COMMENTS
- XIII. ANNOUNCEMENTS
- XIV. TIME AND PLACE OF NEXT MEETING:
- A. Airport Board, 6:00 p.m., July 11, 2017, 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

ATTACHMENT #1



MEMORANDUM

TO: Patricia Wahto
JNU Airport Manager

DATE: June 8, 2017

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

RE: Monthly Report

General

Project specific summaries of project status and activity are presented below. Additionally, I have attached a table of project status information.

Airport Sustainability Master Plan

The updated Airport Layout Plan with updated connector taxiway geometry has been submitted to Federal Aviation Administration (FAA).

Runway Safety Area Expansion Phase IIB

The project is still ahead of schedule. Loopfield well drilling will be completed today. A handful of minor change orders have been processed along with work directives that will result in an approximate 2.5% increase to the contract amount.

Runway 8/26 Rehabilitation

Final payment will be made when final paperwork is received from the Department of Labor.

Air Cargo Hard Stand

Delays in materials delivery have slowed the schedule substantially. Both work areas are ready for rebar when it arrives next week.

Alaska Department of Environmental Conservation Storm Water Multi-Sector General Permit

Sampling results from the April 5 sampling event showed no exceedances of permit limits. Quarterly inspections will proceed through the summer.

Float Pond Improvements

Three proposals were received yesterday for the design of the improvements. The evaluation committee will review the proposals and potentially have results, with the successful consultant team names within the next couple weeks.

Taxiway A and F Rehabilitation, Taxiway C, D, E Runway Incursion Mitigation

I received several preliminary design deliverables and a draft permit package to review. Applications for permits will be sent to the Alaska Department of Fish & Game and U.S. Army Corps of Engineers.

ATTACHMENT #1

Maplesden Access

Staff has coordinated with the Lands Department, Law Department and the FAA on the process.

Emergency Vehicle Access Road Extension

The internal draft Environmental Assessment will be sent to the FAA for their review soon.

Lavatory Waste Dump Station

I expect to complete the design soon.

ATTACHMENT #1 PROJECT STATUS

Prepared by Kenneth S. Nichols, PE, CM

Project	Status	Schedule	Contractor	Notes
Airport Sustainability Master Plan				
Finalize ALP	DRAFT		AECOM	Revisions in progress for RIM
Economic Impact Report			AECOM/Sheinberg	Final
Finalize Report		tbd	AECOM	Schedule depends on FAA review of ALP
Runway Safety Area Phase I				
Closeout	In Progress	Construction Complete	AIC	Final Easement to be Recorded
Runway Safety Area Phase IIA				
Closeout	In Progress	Construction Complete	Secon	Grant Closeouts for FAA
Runway Safety Area Phase IIB				
Construction	In Progress	April to November 2017	SECON	
Runway 8/26 Rehabilitation				
Closeout	In Progress	tbd	Secon	Awaiting Tax Release from DOL for final Payment to Secon
Air Cargo Hardstand				
Construction	In Progress	May-June 2017	Secon	
Runway 26 MALSR				
Planning and Permitting	tbd	tbd	staff	Ongoing dialogue with FAA and Lobbyist
ADEC Storm Water Multi-Sector General Permit				
Monitoring	In Progress	Quarterly (summer)	Staff	
Float Pond Improvements				
Planning and Permitting	Permitting	Summer 2017	staff	USACE Nationwide
Design	tbd	RFP May 2017	tbd	
Construction	tbd	Winter 2017-2018	tbd	
Taxiway A & F Rehab, Taxiway C, D, E RIM				
Formulation, Planning, Permitting	In Progress	Summer 2017	Staff/PDC	

ATTACHMENT #1

PROJECT STATUS

Prepared by Kenneth S. Nichols, PE, CM

Design	Future	Fall/Winter 2017	tbd	
Construction	Future	2018-2019	tbd	
Maplesden Access				
Feasibility	tbd	tbd	staff	
EVAR Extension				
Environmental Assessment	Internal Draft	tbd	DOWL/Staff	
Lavatory Waste Dump Station				
Design	50%	Summer 2017	PDC/Staff	
Construction	tbd	Summer 2017	tbd	

ATTACHMENT #2



MEMORANDUM

TO: Patty Wahto,
JNU Airport Manager

DATE: June 7, 2017

FROM: Catherine Fritz, AIA
JNU Airport Architect

RE: Architect's Report of May 2017 Activity

The Aircraft Rescue and Fire Fighting (ARFF) Station modifications project reached 91% complete at the end of May. Work during this period included completion of electrical and mechanical systems (except vehicle exhaust system), interior finishes, and essential work to meet Substantial Completion by June 8, 2017 (this is an extension to the original SC date of June 1, primarily due to complications associated with the electrical wiring for door controls).

The ARFF Building's specified vehicle exhaust system included the wrong type of connections for the specific ARFF fleet. The mechanical engineer corrected the specification and the Contractor is working with the supplier to return the incorrect unit and expedite shipment of the correct ones. Final testing and balancing of mechanical systems will be done when the vehicle exhaust units are installed. The ARFF trucks are being parked outside of the new apparatus bays until the vehicle exhaust work can be completed.

May's construction activities on the Snow Removal Equipment Building (SREB) focused on structural steel framing and decking, and backfilling around concrete foundations. Underground piping began, water line installation was completed, and electrical utility service was completed. A conflict of the new storm drain line and the existing sewer main was discovered in mid-May. The lack of as-built drawings of the force main sewer that extends through the SREB site has caused significant challenges that are being addressed with the CBJ Wastewater utility, SREB design engineers, and the Contractor. FAA has been notified of the problem, which will require a change order to resolve.

The SREB design team met with JNU staff on May 10, 2017 to finalize the scope for Phase 1B of the project. This scope will include the Equipment Wash Bay, Grease & Lube Bay, and limited mechanic support spaces. The construction documents are scheduled to be complete by October 2017.

A design workshop on the Gate 2 Passenger Boarding Bridge (PBB) project was held with the consulting team and airport staff on May 25-26, 2017. The preferred PBB option is a 3-section telescoping radial bridge design that will connect through the northwest corner of the existing second floor Departure Lounge. The Design Report is currently being drafted and fee negotiations are underway for developing construction bid documents.

A pre-construction conference for the Electrical Panels Upgrade project was held on May 24, 2017 with the Contractor, Alaska Electric, representatives from Alaska Airlines and Delta Air Lines, and JNU staff. Materials were ordered, and the work will begin as soon as they arrive.

Bid documents for the Radio Coverage Improvements Project were finalized during May and forwarded to the CBJ Engineering Contracts office for bidding on June 2, 2017.

The lettering for the main entry sign, JUNEAU INTERNATIONAL AIRPORT, was ordered in May, and a construction contract with Dawson Construction was initiated. Dawson's contract will also include modifications to the east exterior wall near Baggage Claim. The total contract amount for both components is less than \$50,000.

ATTACHMENT #2

Terminal Maintenance projects during May included:

- Construction continued for a new Break Room for TSA employees in the former restaurant serving area on the second floor.
- SRI, Inc. completed repairs to siding that have stopped the leaks.



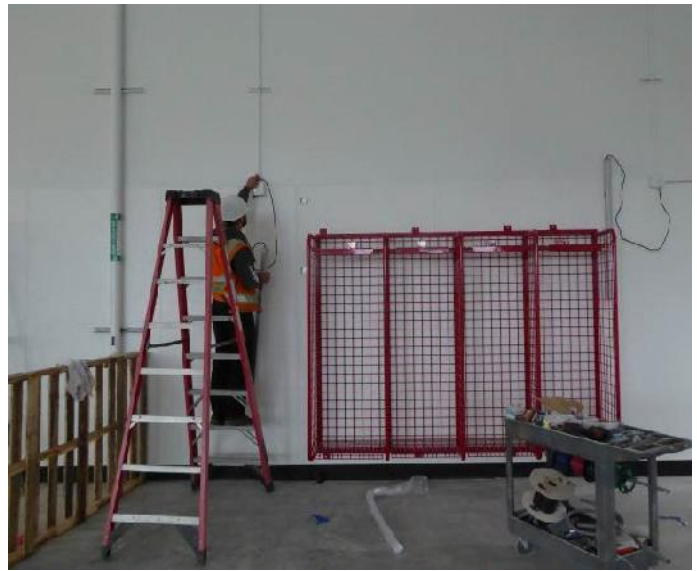
SREB Interior view, looking east through the equipment parking area.



View of SREB steel frame looking West. Maintenance Bay in foreground.



ARFF Apparatus Bays interior view, as finishes are being installed.



Electrician installs back up lights near lockers in ARFF Apparatus Bay.

ATTACHMENT #3



MEMORANDUM

To: Patricia Wahto, Airport Manager
From: Scott Rinkenberger, Airport Superintendent
Date: June 8, 2017
Subject: Airport Operations/Airfield Maintenance (AFM) Update

State of Alaska OSHA Inspection:

On April 12, 2017, the airport's AFM facility conducted a voluntary OSHA safety inspection / consultation with the Alaska Occupational Safety and Health Department. Overall, the facility did rather well with the inspection with regard to the age of the building and consistent housekeeping. However, eleven hazards were mutually determined to be deemed serious in nature.

The airfield maintenance facility was given 30 days to rectify all of the hazards identified in this inspection, which was complete prior to the due date. We spent approximately \$2,797.79 on items and repairs to the building to eliminate the identified hazards, which included replacement of blow down tools and electrical work.

Attached is the post visit letter from Alaska OSHA commending the AFM staff with their quick resolution of these hazards. Aaron Dean was instrumental in documenting this inspection and ensuring that the hazards were rectified.

Wetlands Review Board / Jordan Creek (Enchanted Forrest) Greenbelt:

Last month, Tyler Adams (USDA Airport Wildlife Biologist) and I attended the Wetlands Review Board (WRB) meeting. We discussed the proposed changes to the Title 49 of the city code with regard to the setback/buffer zone adjacent to a fish habitat or waterway. The meeting was tumorous at best, but the airport had the opportunity to convey the continual problems we have in the Jordan Creek area. The next WRB is scheduled for Thursday, June 15, at 5:15 p.m. in the Valley Library Large Conference Room.

The 'Enchanted Forrest' (as the crew refers to the area) continues to be a problem with camping and litter. The AFM staff is constantly removing trash and litter from transient persons camping in this area.



ATTACHMENT #3

Berners Avenue Forrest Beautification Project:

As discussed in a prior Airport Board meeting, the Berners Avenue Forrest project is nearly complete. We are continuing to get this area cleaned up after thinning out and limbing the trees. Several of the old cottonwood trees were removed completely as they appeared to be nearly dead and unstable for their height. After thinning out some of the trees, the fence line to the airport's fuel farm is clearly visible from the street. The AFM crew also put a walking path through this area, which has received several positive comments from the area residents.



ATTACHMENT #3

After receiving numerous complaints from hikers on the EVAR/Dike Trail regarding dog waste and other trash, the AFM crew installed a second dumpster on the EVAR at the mid-way bend near Gate X. We have noted that since the installation of this second dumpster, the litter, trash and dog waste has been greatly reduced. I have also received many compliments about the dumpster and that it has been long overdue.

Prior to adding the second dumpster, the only trash receptacle was at the trailhead. Many times the users of the EVAR/trail would leave their trash and dog waste along the edge of the trail with the intent of picking it up on the way back. But more often than not, they would forget it. This second dumpster has been a huge success.



Painting:

Painting of the airport grounds has commenced. The weather has been very favorable and conducive to painting the surface marking of the roadway in front of the terminal and in the non-movement areas on the airside of the airport.

Specialized Pavement Marking (SPM) will be conducting the painting of the runway and taxiways later in the summer (about mid-July) under the supervision of AFM. This will be the third summer season that this contractor has conducted the painting of the movement areas and works with several airports throughout Alaska.



Other Projects:

ATTACHMENT #3

AFM is conducting paving projects in several areas around the airport. The primary projects have been around the areas of the hangars that were in extremely poor condition.

E Block Hangars (West Side):



I Block Hangars (North Side):

This is an area of numerous complaints. The small apron just outside the hangar doors in sand and aircraft get stuck during rain events. This project is being done in phases.



ATTACHMENT #3

Coastal Helicopters:

This is the area between Gate 5 and the Coastal Helicopter ramp. This no-man's land was full of sand that collects during winter snow removal activities. However, when summer arrives, the helicopters pass over this area and create a very large dust cloud. This is also an area of many complaints as the dust and sand pose an ingestion concern for the helicopter's engines. The AFM crew eliminated this issue by paving the area with RAP (recycled asphalt product).



Vehicle / Equipment Maintenance:

The snow removal equipment took a beating this winter. Therefore, each piece of equipment is being targeted for intense maintenance and servicing. Each week, a pre-selected piece of equipment is brought in for targeted maintenance. My directive with regard to maintenance is: "If it's installed, it has to work." Therefore, everything from switches, windshield wipers, to worn-out seats is being replaced. All of the snow removal equipment has out-lasted its useful life and requires constant and intense maintenance.

Replacement Warning Beacons:

Many of the older pieces of airfield equipment have warning beacons that are inadequate for their intended purpose. Many of these warning beacons are so worn out and sun-faded that they are barely visible, even at night.

We are in the process of replacing many of these beacons. The combination of amber (yellow) and blue beacons is the required colors for snow removal. Additionally, the two different colors make it easier for the air traffic controllers to see and locate the equipment out on the runway. The older beacons generally cost approximately \$400 apiece.

A new tri-color beacon has been selected that flashes amber, blue and clear for approximately \$480 apiece. This one beacon now does the job of three beacons.



ATTACHMENT #3

5/23/2017

**Scott Rinkenberger
Maintenance & Operations Manager
Juneau International Airport – Maintenance & Operations Facilities
9243 Bonnett Way
Juneau Alaska 99801**

**Re: Safety Consultation for Juneau International Airport – Maintenance
& Operations Facilities
Safety Number : 168508**

Dear Mr. Scott Rinkenberger:

I received your completed Report on Correction of Hazards form for the safety consultation conducted on 4/12/2017. All the corrective actions were reviewed and I am pleased to inform you that all serious hazards listed in the safety report were closed effective 5/16/2017.

We at the Alaska OSH Consultation & Training congratulate the City and Borough of Juneau – Juneau International Airport – Maintenance & Operations Facilities on the successful elimination of the serious hazards identified during our safety consultation. Your efforts and diligence on correcting the hazards identified is appreciated. If you have any questions or require additional information or assistance, please feel free to contact me at 907 465-6006 or email at shane.strubhart@alaska.gov.

Sincerely,

Shane Strubhart

Shane Strubhart
AKOSH Safety Consultant

ATTACHMENT #4

From: Patty Wahto (deLaBruere)
Sent: Friday, May 19, 2017 11:05 AM
Subject: FW: AWF - Improper display of the US Flag

Greetings, Mr. Morris.

I consulted with flag etiquette rules (and US code), and conclude that there is nothing incorrect or disrespectful in our flag display at the Juneau International Airport (JNU).

We only take the flag(s) down in inclement weather or when torn (proper protocol followed for disposal). There is enough light illuminating from the lights surrounding (see pic) that it is lit/viewable. This has been our practice for 30+ years. It is displayed so that viewing toward the terminal, the US Flag is correctly displayed on it's right (but again, your reference that it is visible 360 degrees). According to US Flag code, State flags may fly at the same height as the US Flag, but never higher. We display the US Flag higher than the State flag, which may be difficult to deduce from ground level since the State flag is almost half the size of the US Flag (the bottom of the US Flag is the same or lower due to its size, so it may appear that the US Flag is lower). The top of the US Flag must be equal or higher to the State flag to meet flag code (USC 36 Chapter 10). As stated, we fly a State flag that is approximately half the size of the US Flag. Again flags can be the same size, but none may be larger.

Flag etiquette does not state that a special spot light is required; only illumination if left up through the night. As a side note on any spot light, we have to be careful if we do put one up (in addition to light pole illumination) so that we do not shine into pilots' eyes. Typically lights are aimed down or up, not up at airports. We have air traffic in all directions (helicopters, etc).

We have actually received compliments on our flag display with the mountains and glacier as a backdrop; 'beautiful and inspiring'.

<http://www.usflag.org/flagetiquette.html>

<http://www.usflag.org/uscode36.html#174>

I respect your concern for flag etiquette and thank you for reaching out to us.

Regards,

Patty

*Patty Wahto
Airport Manager
Juneau International Airport
(907) 789-7821*

NOTE NEW EMAIL: Patty.Wahto@jnuairport.com

ATTACHMENT #4

From: artiemorris@outlook.com [<mailto:artiemorris@outlook.com>]

Sent: Wednesday, May 10, 2017 7:46 PM

To: JNU_Airport

Subject: AWF - Improper display of the US Flag

Office: Airport Manager's Office

Sender: Arthur Morris

Email: artiemorris@outlook.com

Telephone: 541-525-1116

Subject: Improper display of the US Flag

Message:

I was in Juneau for the Alaska Folk Festival. I saw that the United States Flag was displayed improperly. It was after dark when I arrived and the flag was not illuminated. Also, the Alaska State Flag was at the same elevation as the US Flag. Facing the airport terminal the US Flag was displayed to the left of the Alaska Flag rather than to the right but because the flags can be viewed from 360 degrees due to the fact that they are by the parking lot and not against the building the Alaska Flag should be lower than the US Flag. The US Flag is not being shown proper respect by the City and Borough of Juneau and this is especially conspicuous to tourists and visitors arriving at the airport. As an aside, in the last few years the code was changed to allow veterans not in uniform to salute the flag as it passes or is raised and lowered. The proper means of disposal for the US Flag is to burn it. The Boy Scouts or the local chapter of Veterans of Foreign Wars will perform this task if someone is unable to. The flag code can be found online.

Arthur Morris

1427 Menlo Loop

Springfield, OR 97477