

AIRPORT BOARD
AGENDA
6:00 P.M., TUESDAY, NOVEMBER 10, 2015
ALASKA ROOM

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES: Regular Monthly Meeting of October 13, 2015
- IV. APPROVAL OF AGENDA
- V. ELECTION OF OFFICER: SECRETARY
- VI. PUBLIC COMMENTS
- VII. UNFINISHED BUSINESS
 - A. **City Land Management Plan – Future Airport Property Acquisition Priorities (Clarification):** At the October 13, 2015, Airport Board meeting, the Board approved the Operations Committee suggested five properties to add to the CBJ Land Management Plan for future acquisition. As this may not have been clear at the meeting, but was inferred, the Airport has no intention to use eminent domain to attain these parcels (there would need to be a compelling need to use eminent domain; and as a last resort). It would only be if the properties came available for sale, and if the Airport had the funding in place to purchase them. The listed properties are not a 'hit list'. CBJ Lands and Resources plans to clarify this question of land acquisition in the draft Land Management Plan. This discussion is for the record only due to the number of inquiries on this matter.
- VIII. NEW BUSINESS
 - A. **TEMSCO Request to Allow Helicopter Hull Storage in General Aviation Hangar:**

TEMSCO Helicopters contacted the Airport about the purchase of Jeannie Johnson's hangar, which is a general aviation hangar on the east end of the airport. The sole purpose is to store helicopter hulls. The majority of the storage is during winter time only, not summer. TEMSCO currently stores the helicopters outside or has to run them out of town to jockey them around as they perform maintenance in their own hangar. Because Ms. Johnson's hangar is for storage of private aircraft, this currently does not meet the use and need for these hangars and the master plan. In the past, tenants have received permission from the Board for 'commercial' use in a general aviation. Eric Main (TEMSCO) explored basic requirements including CBJ engineering for any structure changes (to a commercial owner), City code (for use) and insurance. The hangar is individually insured, so the condo style insurance is not a problem. TEMSCO has about \$20 million worth of helicopters that they would like to move inside for storage. The use of this hangar would need Board approval before TEMSCO could purchase and store their aircraft.

This request was vetted and unanimously approved by the Airport Board Operations Committee at their October 27 meeting, but this still requires final approval from the Board.

Board Motion: *Approve the sale of Block N, Lot 9 hangar to TEMSCO Helicopters for the purpose of commercial helicopter storage, as approved by the Airport Operations Committee.*

B. Cat 980G Loader Repair. The Airport needs to repair the hydraulic boom/lift and suspension system to the 2004 Cat 980G loader. The loader was a ‘stripped’ version without the suspension system and is showing signs of imminent failure to the boom/lift. This piece of equipment is heavily used in snow removal. The quote from NC Machinery (the exclusive local CAT distributor and repair facility) is \$17,032.74. The Airport will require authorization for this repair since it was not budgeted. The proposed funding for this repair will be from Airport Reserves.

Board Motion: *Approve the repairs to the 2004 Cat 980G loader hydraulic boom/lift and suspension system in the amount of \$17,032.74 through the use of Airport Reserve funds.*

C. Airport Manager’s Report:

1. Airport Engineer Report (Attachment #1)
2. Airport Architect Report (Attachment #2)

IX. CORRESPONDENCE (Attachment #3): Letter from State of Alaska Department of Transportation (ADOT). The attached letter, received October 30, 2015, notifies Juneau Airport that ADOT will no longer provide the State match for Federal Aviation Administration (FAA) Airport Improvement Program (AIP) grants. This was effective October 1, 2015. Airport staff is in the process of clarifying that this is for new (Federal Fiscal Year 2016) grants and will not impact grants already in the queue with FAA. Regardless, this will hinder our Capital Improvement Plan (CIP) and the Airport will need to look at how to fund the projected match for these projects. The Airport recently submitted its five-year plan to the FAA.

X. COMMITTEE REPORTS

A. **Finance Committee:**

B. **Operations Committee:**

XI. ASSEMBLY LIAISON

XII. PUBLIC COMMENTS

XIII. BOARD MEMBER COMMENTS

XIV. ANNOUNCEMENTS

XV. TIME AND PLACE OF NEXT MEETING:

A. Airport Board, 6:00 p.m., December 8, 2015, Alaska Room

XVI. EXECUTIVE SESSION

XVII. ADJOURN

ATTACHMENT #1



MEMO

TO: Patricia deLaBruere
JNU Airport Manager

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

RE: Engineer's Report

DATE: November 3, 2015

General

Project specific summaries of project status are presented below.

Airport Sustainability Master Plan

Two meetings were held in October to discuss the plan. On October 26, 2015, the planning team attended the Assembly Committee of the Whole. On October 27, 2015, a public meeting was held to gather public input. Expanded outreach efforts for the public meeting were successful to increase public participation. A dozen members of the public were in attendance for the presentation by the consultants.

RSA Expansion Phase IIA

Grant and project closeout efforts continue. Several grants need to be closed. One grant (AIP '55) will be maintained open because of the contract dispute with FAA on the cost reimbursement for the RWY 08 Threshold. I will prepare another summary to send to FAA.

RSA Expansion Phase IIB (NE/NW Apron Design)

DOWL began surveying in October and will finish in early November. Staff and consultants did not have a workshop because the survey was incomplete.

Runway 8/26 Rehabilitation

Final work for the contractor will be installation of a roaming maintenance station for the airfield lighting system. Key contractor personnel are unavailable until late November, so the system will be installed in December. The consultant team is developing the as-built drawings, which are expected to be complete by the end of November.

R&M survey crews have completed field-work for surveying the north runway safety area. A preliminary review of drawing format was completed and comments returned so the consultant can complete the report. Once the information is reviewed, we will develop an action plan (if needed) for any deficiencies that might be identified.

As a grant amendment to the Runway 8/26 Rehabilitation project, **Runway 9/27 Conversion** planning/meeting work will commence shortly for the planned spring 2017 completion.

ATTACHMENT #1

Air Cargo Hard Stand

Installation of the concrete hardstands will be bid in late winter for construction in the 2016 summer season.

Runway 26 MALSR

No work has been done on this project in the past month.

East End Tree Removal

An additional 15 cottonwood trees will be removed on the east end of the heart shaped island in the wetlands east of the runway to provide a factor of safety for aircraft operations using the proposed RNP approach. Clear Cut tree service has been contracted for the work, which is expected to be complete in November.

ADEC Storm Water Multi-Sector General Permit

ADEC provided acknowledgement of coverage under the new permit effective October 22, 2015. November is the first designated deicing month in the SWPPP. I will perform a facility inspection, the first quarterly visual inspection of water quality, and will collect samples from select locations for laboratory analysis to meet our "Benchmark Sampling" requirements.

ATTACHMENT #2



MEMO

TO: Patricia deLaBruere,
JNU Airport Manager

DATE: November 4, 2015

FROM: Catherine Fritz, AIA
JNU Airport Architect

RE: Architect's Report of October 2015 Activity

At the request of the Federal Aviation Administration (FAA) staff, a new Snow Removal Equipment Facility (SREF) pre-application package was submitted to FAA on October 20, 2015. A similar pre-application package for the SREF's geothermal loop field project was also submitted to FAA. Both included a project narrative, preliminary site layout, and preliminary SREF building footprint. The revised SREF project scope reduces the building size to approximately 37,300 s.f. (previous concept was 55,500 sf) for a total estimated cost of approximately \$18.53 million. This component is described as the "Phase I-A" SREF and is proposed to be located at the Northwest quadrant. The concept calls for additional components that are not eligible for FAA grant funding to be added as funding becomes available. The FAA will review the pre-application. Once we have their concurrence, we will reconvene the SREF review group to gather input on the project's overall schedule and budget, and review construction priorities for the non-eligible components. Once a scope is determined, a design contract will be initiated to revise the previous drawings and prepare for construction bidding by Fall 2016 (dependent on grant receipt).

The Aircraft Rescue and Fire Fighting (ARFF) Building Modifications contract was executed on October 26, 2015. Consultants reviewed existing conditions at the site on October 30th, and the pre-design conference is scheduled for November 11, 2015.

A pre-construction conference for the ARFF truck was held in Juneau with Rosenbauer representative Marty Huffman on October 28, 2015. The truck specifications were thoroughly reviewed and the Airport was given several detail options (striping design, compartment layouts, etc.) to consider. The ARFF staff is discussing these options and will make decisions within the next few weeks so the fabrication documents can be finalized. ARFF staff recently had the opportunity to see a similar Rosenbauer Panther truck that was ordered by the State of Alaska for the Gustavus Airport.

The new office for concessionaire JDA is nearly complete; occupancy is expected by mid-November. New food menu items are being added to the secure-side café, including hot panini sandwiches. These have been very well received.

ATTACHMENT #2

During October, the Airport Projects staff worked with Terminal Maintenance staff to freshen up the North Wing waiting area by painting walls and mounting new displays. Terminal Maintenance also began remodeling the former Wings lease area by painting and cleaning for a new tenant use. This will continue in November as tenants shift to new locations.

Airport Projects staff began working on the main (up-direction) stairway by ordering new flooring and hiring an electrical engineer to specify new lighting. This project will use a combination of Maintenance staff and an electrical contractor to complete.

Construction documents for the Airfield Shop Roof Replacement were developed during October. They are currently being reviewed and edited for the construction bidding phase, which will be managed by the City & Borough of Juneau Engineering contracts office. We expect to forward the documents to Engineering by mid-November.

The Airport Operations Committee met on October 27, 2015, and signage inside and around the terminal was one of the topics of the meeting. The Committee requested that the following areas be reviewed:

- Visibility of Smoking Area signage
- Visibility of directions to taxis and shuttles
- Directional signage to public transit stop
- Consideration of use of signage design standards
- “You are Here” graphic near Bag Claim area to provide orientation
- Adding signage to digital advertising displays

Staff will continue to review these suggestions and others to keep the public informed on regulatory requirements and wayfinding. During October, “No Loitering” signs were added inside the terminal to support law enforcement efforts.



Travelers relax as they wait for their flight in the terminal's North Wing.

ATTACHMENT #3

**Department of Transportation and
Public Facilities**

OFFICE OF THE COMMISSIONER

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THE STATE
of **ALASKA**

GOVERNOR BILL WALKER

RECEIVED

OCT 30 2015

Juneau International
Airport

October 26, 2015

Juneau International Airport
Patricia deLaBruere
Airport Manager
Juneau International Airport
1873 Shell Simmons Dr. Ste. 200
Juneau, AK 99801

Dear Ms. deLaBruere,

In past years the Department of Transportation and Public Facilities (DOT&PF) had adopted the practice, when funds were available, of providing a fifty percent contribution to the local airport sponsor match requirement applied to the Federal Aviation Administration's (FAA) Airport Improvement Program (AIP) grants. Our records indicate that Juneau International Airport has benefitted from these funds in the past.

The State of Alaska owns and operates 249 airports across the state ranging from a medium hub international airport to small dirt strips in our rural communities. The list of capital needs at these airports is significant. In light of the State's fiscal reality, beginning October 1st, 2015 DOT&PF will be unable to continue providing a match share to local sponsors.

I regret to take this measure, and trust you understand the difficulty of this decision.

Sincerely,

A handwritten signature in dark ink, appearing to read "John Binder".

John Binder
Deputy Commissioner of Aviation
Department of Transportation & Public Facilities