

AIRPORT BOARD
AGENDA
6:00 P.M., WEDNESDAY, AUGUST 13, 2014
ALASKA ROOM

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES:
 - A. Regular Monthly Meeting of July 9, 2014
 - B. Special Meeting of July 14, 2014
- IV. APPROVAL OF AGENDA
- V. PUBLIC COMMENTS
- VI. ELECTION OF OFFICERS
- VII. COMMITTEE APPOINTMENTS
- VIII. UNFINISHED BUSINESS
 - A. **Water/Wastewater (Sewer) Meeting and Regulation Change (Attachments #1 and #2):** The Finance Committee held a meeting on August 5, 2014, to discuss the current Airport Water/Wastewater Rates Regulation. The Airport became a ‘sub-utility’ for water and sewer in 2004, per the CBJ. The Airport established rates in 2004 based on estimated consumption at the airport. Once meters were installed at the Airport property boundary in June 2012, the Airport was able to track the expenses and revenues, and it was apparent that the Airport-set rates were not high enough to cover the expenses. Rates will have to increase, but staff thought it would prudent to see what the increased City rates would be before changes the Airport rates. The City passed their increases for water and sewer (6.5% and 8% respectively) over the next 5 years starting January 1, 2015.

The Finance Committee reviewed the proposed rates at the meeting and concurred that the Airport water/sewer rates needed to mirror the City rates in order to stay balanced. Attachment #1 shows the Water/Wastewater Rates Regulations proposed to change January 1, 2015. This regulation change essentially points Airport tenants to the Public Works rates by stating “all rates as established by CBJ Public Works”. This eliminates the need for the Board to approve each rate change and go out for public process each year.

Board Motion: “*Approve the change to Title 07, Chapter 15, Juneau International Airport Water and Wastewater System Regulation, to reflect that the Airport rates for water and wastewater will be the same as the rates established by CBJ Public Works City-wide rates. The regulation, as shown in Attachment #1 will proceed through the regulation process, public comment period and final Board approval prior to subsequent approval by the Assembly for implementation on January 1, 2015.*”

Additionally, at the August 5, 2014 Finance Committee meeting, the Committee concurred the Airport should not be in the utility business. The Committee wanted to pursue disbanding the Airport as its own utility and return this function back to Public Works. Further discussions would need to take place with Public Works.

Staff feels the best course of action on this matter would be for the Board to go on record in the form of a Resolution. Staff has drafted City and Borough of Juneau, Alaska, International Airport Board Resolution 2014-01, as Attachment #2.

Board Motion: *“Adopt the City and Borough of Juneau, Alaska, International Airport Board Resolution 2014-01, as outlined in Attachment #2, and go on record that all functions of the Airport water/wastewater system revert back to Public Works Department.”*

B. Airport Utilities Report and Special Presentation on the Heat Pump System

(Attachments #3 and #4): Several months ago, staff was asked to provide a summary of the terminal building utilities. The attached memo summarizes the current terminal issues. Doug Murray, PE, Murray and Associates will provide an overview of the geothermal heat pump system.

1. Airport Utility Report. Attachment #3 summarizes the terminal utilities and the current issues.

2. Special Presentation on Heat Pump System by Doug Murray, PE, of Murray and Associates (Attachment #4): As requested earlier this Spring, an analysis and presentation of the heat pump system and efficiencies will be presented at the meeting.

C. MALSR Legislative Grant: Just prior to the July Board meeting, the Airport received word from the Federal Aviation Administration (FAA) that the remaining Runway 26 MALSR (Medium Intensity Approach Lighting System With Runway Alignment Indicator Lights) lights would need to be completed using FAA Facilities and Equipment (F&E) to be consistent with the first phase of installation (by the FAA) and remain an FAA-maintained system. This meant that the \$93,750 Designated Legislative Grant from the Department of Commerce, Community, and Economic Development (DCCED) awarded to the City as local match for this project as an Airport Improvement Program (AIP) project could not be accepted.

Subsequently, the Airport learned that there could be situations that allow for an F&E project to receive such funding under the FY 14 FAA Appropriations Act under the F&E account "there may be credited to this appropriations funds received from States, counties, municipalities, other public authorities, and private sources, for expenses incurred in the establishment, improvement, and modernization of national airspace systems." The Airport contacted FAA Air Traffic Organization and their legal department confirmed that this was the case and the grant money can be accepted without jeopardizing the ownership and maintenance with the system. Therefore, the Airport can accept this grant. The total funding needed for the completion of the Runway 26 MALSR system is \$3M. The Airport/City will be pressing our congressional delegation for

assistance in securing the remaining funding through F&E. Staff will also apply for other grants to help with this project.

Board Motion: *“Request approval to appropriate the Designated Legislative Grant in the amount of \$93,750 toward the remaining Runway 26 MALSR installation.”*

IX. NEW BUSINESS

A. **Americans with Disabilities Act Passenger Boarding Ramp:** FAA Grant

Assurances require that the airport provide access to people with disabilities for aircraft with more than 30 seats. We currently do not provide access to aircraft from the two ground-loaded positions at Gate 2 and Gate 6. Alaska Airlines has historically used a food truck to lift passengers to their aircraft. Delta Air Lines has hand-carried passengers to the aircraft from the ramp when ground loading.

Airport staff has identified a passenger boarding ramp that can be used for both 737 and 757 series aircraft available to purchase from Allegiant. The cost of the ramp is \$52,132 plus shipping and set up of \$7,918 totaling \$60,050, plus administration costs. The ramp is in excellent condition and is ready to ship.

The Airport anticipates a year-end grant for acquisition of a passenger boarding ramp. Since the ramp is considered used equipment it can be purchased without a long bidding process (City Code 53.50.090) so we can take advantage of any unexpended Alaska Region year-end funds from FAA.

Board Motion: *“Approve the acquisition of an FAA required passenger boarding ramp at a not-to-exceed cost of \$70,000, using terminal capital improvement project funds to forward fund the ramp until it is reimbursed with FAA Airport Improvement Program funds. Furthermore, authorize the Airport Manager to accept a grant offer from the FAA and corresponding State of Alaska Department of Transportation matching funds for reimbursement.”*

B. De-Appropriation of ASOS Relocation Project Funds: Staff has closed the Capital Improvement Program (CIP) for the ASOS (Automated Surface Observation System) relocation, which was done during the Runway Safety Area (RSA) project. It was under budget by \$22,650.61, and the remaining Passenger Facility Charge (PFC) funds must be de-appropriated. These remaining PFC funds will simply rollover to PFC #8 for various projects under that application.

Board Motion: *“Approve the de-appropriation of unused PFC funds in the amount of \$22,650.61 from the closed ASOS Relocation project.”*

C. **Airport Manager’s Report:**

1. Clean Up and Limbing of Trees along Yandukin and Jordan Creek Corridor (Attachment #5): The Airport has received numerous complaints about dumping in this area, people ‘living’ in the area and drug activity. The low hanging limbs provide perfect coverage for this activity. Juneau Police Department has voiced their concerns in the attached letter and would also like to see the area cleaned up for safety and

security of all. Staff will be going in to clean up the area and the lower limbs to prevent these activities on this land within the next few weeks.

2. SREF Relocation Update: Staff has been corresponding and providing information to the FAA regarding the request to relocate the proposed Snow Removal Equipment Facility (SREF) from the NE quadrant site to the NW quadrant site. This is for reasons of efficient land use, cost savings in development and increased land lease revenues. The FAA has asked staff to come up to Anchorage this month to discuss the project in person. A date has not been established yet.

3. Art Program Update (Attachment #6): Staff has provided an overview of the terminal art program in the attached memo. Staff expects to have an updated draft of the art program policy ready for the Board this fall. The Airport will continue to use the current temporary exhibit agreements.

4. Congressional Visit: Senator Murkowski's aide, Allison Nyholm, will be in Juneau on August 19th to discuss federally funded grants. The Airport will be on her agenda, but a specific time has not been set up. We will be discussing many of our CIP needs, but request lobbying effort for the completion of the RWY 26 MALSR project completion using FAA F&E funding.

5. Airport Engineer Report (Attachment #7)

6. Airport Architect Report (Attachment #8)

X. CORRESPONDENCE:

XI. COMMITTEE REPORTS

A. **Finance Committee**: The Finance Committee met on August 5, 2014, to discuss the water/sewer rates at the Airport. See Unfinished Business for action items.

B. **Operations Committee**:

XII. ASSEMBLY LIAISON

XIII. PUBLIC COMMENTS

XIV. BOARD MEMBER COMMENTS

XV. ANNOUNCEMENTS

XVI. TIME AND PLACE OF NEXT MEETING:

A. Airport Board, 6:00 p.m., September 10, 2014, Alaska Room

XVII. EXECUTIVE SESSION

XVIII. ADJOURN