

AIRPORT BOARD
AGENDA
6:00 P.M., WEDNESDAY, JUNE 12, 2013
ALASKA ROOM

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES:
 - A. Regular Monthly Meeting of May 8, 2013
 - B. Special Meeting of June 6, 2013
- IV. APPROVAL OF AGENDA
- V. PUBLIC COMMENTS
- VI. UNFINISHED BUSINESS
 - A. **Wildlife Hazards Working Group.** Further discussions (continued from June 6, 2013, Airport Board Meeting) regarding continuance of group, members and point of contact for the group.
 - B. **Interim Food/Beverage Service.** The Airport continues to work on interim food/beverage service for 2014. Discussions include the current concessionaire (ESS/Glacier Restaurant) and other options. The Airport is confident that some level of food/beverage service will be available after the end of the year and into the next phase of construction. Food/beverage service is part of the focus planning work underway at this time.
- VII. NEW BUSINESS
 - A. **Airport Rates and Fees Regulation** (Attachment #1). At the May 8, 2013, Airport Board meeting, the Board approved the Airport Rates and Fees Regulation changes/increases. The Regulation was set to go before the Assembly meeting on June 3, 2013. Leading up to the Assembly meeting, the Airport Tenant & Users Group (ATUG) voiced concerns over the budget and wrote a letter to the Mayor and Assembly (dated May 24, 2013) requesting a change to some of the proposed rate increases. Some members of ATUG met with the Finance Chair and then met with the Airport to discuss possible rate changes. The end result was a request to back out the increases to the signatory Fuel Flowage Fees, but to leave the other rate increases in-tact, including the non-signatory Fuel Flowage Fees.

The ATUG testimony at the June 3 Assembly meeting stated that they were working with the Airport to mutual satisfaction. The Assembly approved the Airport Rates and Fees Regulation on June 3, as presented, but the Airport advised that an updated Regulation would be forthcoming. The attached draft Regulation incorporates the signatory Fuel

Flowage Fee changes as discussed. Essentially, Large Air Carrier (Part 121) signatory rates would return to \$0.125/gallon and Small Commercial/General Aviation (including small jet) signatory rates would return to \$0.155/gallon. This would require \$135,120 in additional Airport Fund Balance contributions to balance the FY 14 budget. Since this is not a change to the Expense portion of the budget (no additional spending authority required), no additional changes to the budget submission will be required. Airport Fund Balance would be applied at the end of the fiscal year to cover the projected shortfall.

As this is a small change relative to the scope of the budget and rates/fees increases, this was not brought before the Airport Board Finance Committee. It is being presented to the Board as a whole for consideration. This will require the Airport Rates and Fees Regulation to go through the public process again.

Motion: “Airport Board moves for approval of the changes to the Airport Rates and Fees Regulation 07 CBJAC 10.020, as outlined in Attachment #1, and to begin the public process/comment period before coming back before the Airport Board for final approval and submission to the Assembly.”

B. 100th Anniversary of Aviation in Alaska (Attachment #2). Airport staff and the Airport Board became aware of ‘*The 100th Anniversary of Aviation Celebration*’ in late May. Some Board members expressed frustration in the Alaska Air Show Association’s exclusion of Juneau in the celebration/fly-in event. David Epstein prepared a draft letter for submittal to the Alaska Air Show Association president. This matter and the draft letter will be discussed at the meeting.

C. Airport Manager’s Report:

1. Airport Power Loss/Terminal Evacuation. On June 3, at approximately 10:20 a.m., there was a local city power outage and an Airport generator malfunction. This left the terminal without backup power and non-operational. Additionally, the smell of smoke was prevalent throughout the terminal including offices, Air Traffic Control Tower, stairwells, etc. The decision was made to evacuate the terminal. The Fire Department responded with a complete sweep of the terminal. Airport employees were allowed to enter the premises at 11:25 a.m. and the public was allowed to enter at 11:40 a.m. There were some delays in getting systems up due to some battery back-up issues. Some tenants experienced delays in bringing computer systems up (restaurant, etc.), the public elevator had problems and required the Airport staff to use the restaurant freight elevator, and other general outages. There were some flight delays to the 135 (small) operators. Alaska Airlines’ flights 64, 65 and 75 were delayed due to the evacuation. The generator is tested regularly and has annual preventative maintenance. After the incident, the Airport staff looked into the generator malfunction and determined the cause was a bad solenoid. This malfunction was untimely and may have been found during the next test. Terminal Maintenance is replacing both of the solenoids, timer, and starter to prohibit further problems. The generator is 30 years old and only has 274 total hours of operation.

2. Runway Condition/Rehabilitation. Our FAA Certification Inspector, David Wahto, made a brief stop in Juneau for a runway inspection. Mr. Wahto was extremely concerned about the rapid deterioration and spalling of the runway surface. The centerline potholes and foreign object debris (FOD) required immediate attention with follow-up patches to occur mid-June. This was an emergency repair in order to keep the Airport in compliance with the FAA. Mr. Wahto stated that the entire runway requires rehabilitation as it is beyond its useful life. The runway will have to be completely rehabilitated next year. Airport staff attended a teleconference with Mr. Wahto and other FAA Airports Division staff, to discuss accelerated planning/design and bidding by next spring, as well as funding and grants for this project. Runways are the highest priority with grants and funding, but the Airport must work with the FAA closely so that other Juneau projects do not get delayed. The Airport will keep the Board informed.
3. Airport Engineer Report (Attachment #3)
4. Airport Architect Report (Attachment #4)

VIII. CORRESPONDENCE

IX. COMMITTEE REPORTS

- A. **Wildlife Hazards Working Group**
- B. **Finance Committee**: Airport Fund Balance discussion.
- C. **Operations Committee**

X. ASSEMBLY LIAISON

XI. PUBLIC COMMENTS

XII. BOARD MEMBER COMMENTS

XIII. ANNOUNCEMENTS

XIV. TIME AND PLACE OF NEXT MEETING:

- A. Airport Board, 6:00 p.m., July 10, 2013, Alaska Room

XV. EXECUTIVE SESSION

XVI. ADJOURN

ATTACHMENT #1

A REGULATION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Adoption of Title 07, Juneau International Airport Chapter 10, Rates and Fees

PURSUANT TO AUTHORITY GRANTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, THE MANAGER AND THE JUNEAU INTERNATIONAL AIRPORT BOARD HEREBY ADOPT THE FOLLOWING REGULATIONS WHICH SUPERCEDE AND REPLACE THOSE REGULATIONS ADOPTED BY THE ASSEMBLY JUNE 3, 2013:

Section 1. Authority. These regulations are adopted pursuant to CBJ 01.60 and CBJ 05.01.080.

Section 2. Amendment of Regulations. The City and Borough of Juneau Administrative Code is amended by the adoption of a new Title 07, Chapter 10, reading:

City and Borough of Juneau Administrative Code Title 07: Juneau International Airport Chapter 10: Rates and Fees

Sections:

- 010 Policy
- 020 Rates and Fees
- 030 Definitions

07 CBJAC 10.010 Policy. The policy of the City and Borough of Juneau, Juneau International Airport Board establishing the rates and fees for the Juneau International Airport are as follows:

- (a) The rates and fees charged at the Juneau International Airport shall be structured to assure that the Airport is as financially self-sustaining as possible, while ensuring fair and reasonable rates.
- (b) The Juneau International Airport shall monitor, assess and amend such rates and fees as needed to maintain (a) above.
- (c) Revenue derived from the use of obligated Airport property must be used for the operation, maintenance, or development of the Airport.
- (d) All space designated by the Airport Manager as aviation use at the Juneau International Airport shall be available for leasing on a first-come, first-served basis, but may be allocated by the Airport Manager to insure that the reasonable needs of all users may be met. All other space may be available through competitive bid or other process.

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- (e) The Juneau International Airport may be required to furnish space to a governmental agency on a “rent-free” basis in order to obtain the services of a governmental agency, or to obtain a grant or other governmental participation in the operation or cost of improving or operating the airport facility, or to honor prior grant or participation agreements.
- (f) Failure to pay applicable rates and fees outlined in this Regulation, shall be subject to citation, fines and interest on past due amount.

07 CBJAC 10.020 Rates and Fees. The following are rates and fees established by the Airport Board. These rates and fees may be subject to change by amendment and may be subject to City and Borough of Juneau Sales Tax.

- (a) **Fuel Flowage Fees.** For sales of aviation fuel and aviation fuel delivery services at the Juneau International Airport, the following fees shall apply:

- (1) Signatory.

- (A) Aircraft with maximum certificated gross weight of 12,500 lbs. or less shall pay fuel flowage fee of \$.~~185~~ .155 per gallon.

- (B) Aircraft with maximum certificated gross weight of more than 12,500 lbs. shall pay fuel flowage fee of \$.~~16~~ .125 per gallon.

- (2) Non-signatory.

All Non-signatory aircraft shall pay a fuel flowage fee of \$.235 per gallon.

- (3) **Exemption to Fuel Flowage Fees:** The Civil Air Patrol (CAP) shall be exempt from Fuel Flowage Fees on missions, practice missions and fuel purchased in bulk by the CAP.

- (b) **Landing Fees.** Landing Fees shall be based on maximum take-off weight as certified by the FAA, for all types of aircraft whether empty or loaded, as follows:

- (1) Signatory.

- (A) Under 12,500 lbs., no fee.

- (B) 12,500 lbs. and over, for each 1,000 lbs. or any fraction thereof: \$2.38 per 1,000 lbs.

- (C) Exemptions to signatory landing fees:

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- i. Aircraft engaged in test flights.
 - ii. Aircraft compelled to return after take-off.
 - iii. Aircraft compelled to land under an emergency diversion situation.
 - iv. Public aircraft not engaged in commercial operations.
- (2) Non-Signatory.
 - (A) Under 12,500 lbs., no fee.
 - (B) 12,500 lbs and over, for each 1,000 lbs. or any fraction thereof: \$2.98 per 1,000 lbs.
 - (C) Exemptions to non-signatory landing fees:
 - i. Aircraft engaged in test flights.
 - ii. Aircraft compelled to return after take-off.
 - iii. Aircraft compelled to land under an emergency diversion situation.
 - iv. Public aircraft not engaged in commercial operations.
- (c) **Air Carrier Terminal Lease Rates.**
 - (1) Signatory. Terminal rental rates for air carriers are established by the Airport Board. Lease of terminal space preference shall be given to air carriers. The rates are per Square Foot, Annually, as follows:

Space Type	Rate
Counter (North Wing) plus 7 feet	\$25.16
Counter (East Wing)	\$31.69
Office (North Wing)	\$22.88
Office (East Wing)	\$25.52
Office (Old Tower, Ops)	\$25.52
Office (AK Maintenance)	\$25.52
Baggage Claim (Public)	\$25.52
Storage/Bag Make Up (Covered Bag Well)	\$20.34
Storage/Frt Rm (North Wing)	\$20.34
Canopy Storage (North Wing)	\$12.71
Hold Room/ Departure Lounge	\$31.69

- (2) Non-Signatory.
 - (A) For non-signatory air carriers requiring the use of the terminal for one-time or occasional use (up to four times per month), the following fee schedule shall apply:

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Wide Body Jets:	\$1,500 per use or turn
Narrow Body Jets:	\$ 500 per use or turn
Regional Prop (greater than 12,500 lbs)	\$ 75 per use or turn
Small carrier (12,500 lbs. or less)	\$ 25 per use or turn

- (B) Wide Body and Narrow Body jet use of the terminal shall be limited to departure lounge, available counter space, available jetway, bag claim, bag make-up and public circulation areas. Regional prop aircraft and small carrier use of terminal shall be limited to available counter space and public circulation area. Other non-signatory fees for airside use shall apply, such as landing fees, fuel flowage fees and parking or gate use also apply.

(d) **Aircraft Parking Fees.**

- (1) Assigned Parking per Month. Fees for all types of aircraft, regardless of size or weight, per month or any fraction thereof, for parking or tiedown privileges in areas designated by the Airport Manager are as follows:

- | | | |
|-----|---|-------|
| (A) | Overnight parking at Air Carrier gate | \$500 |
| (B) | Main Ramp, >12,500lbs | \$500 |
| (C) | Air Taxi (small box) | \$75 |
| (D) | Air Taxi (large box) | \$100 |
| (E) | Hard-surfaced parking areas | \$60 |
| (F) | Gravel-surfaced parking areas | \$50 |
| (G) | Privately-owned seaplane floats (North & South) | \$90 |
- Privately-owned seaplane floats to be phased in as follows:
*\$67.50/month beginning July 1, 2013, then
\$90.00/month beginning July 1, 2014*
- | | | |
|-----|--|-------|
| (H) | Airport-owned seaplane floats(North & South) | \$150 |
|-----|--|-------|
- Airport-owned seaplane floats (North& South) to be phased in as follows:
*\$105.00/month beginning July 1, 2013, then
\$150.00/month beginning July 1, 2014*
- | | | |
|-----|---|-------|
| (I) | Privately-owned seaplane floats (West Finger) | \$150 |
|-----|---|-------|
- Privately-owned seaplane floats (West Finger) to be phased in as follows:
*\$105.00/month beginning July 1, 2013, then
\$150.00/month beginning July 1, 2014*

Seaplane floats fee based on 8 months of use/fees annually.

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- (2) Transient Parking. The parking fee for transient aircraft is determined by the maximum take-off weight as certified by the FAA, as follows:

(A)	Under 6,001 lbs. (Non-commercial)	\$10 per day
(B)	Under 6,001 lbs. (Commercial)	\$25 per day
(C)	6,001 lbs. to 12,500 lbs.	\$75 per day
(D)	12,501 lbs to 100,000 lbs.	\$175 per day
(E)	100,001 lbs. and over	\$500 per day
(F)	Jetway 5 Air Carrier gate (Non-Signatory)	\$500 per use

All aircraft parking spaces are designated one aircraft per space. Any additional aircraft parked in/near/around a parking spot, or any aircraft not within an aircraft designated space will be assessed the daily transient rate for size/type of aircraft/operation.

Aircraft parking fees are assessed for the first 24 hours or any fraction thereof. Subsequent days are charged for each 24 hour period or any fraction thereof. Non-commercial aircraft are exempt for the initial two hours of aircraft parking. Rates apply to the public parking areas of the airport.

- (e) **Land Lease Rates.** Certain property at the Juneau International Airport has been designated by the Assembly as available for airport related purposes. CBJ Chapter 05.20 "Airport Lands," provides for the administration of such property and authorizes the Airport Manager to negotiate certain leases subject to Airport Board approval, and according to certain terms provided therein. Airport land lease rates shall be according to airport land type and/or use as follows:

- (1) Land Lease Rates (all rates per square foot, annually):

(A)	Non-Commercial Airfield Land Lease	\$0.47/sq ft/year
(B)	Commercial Airfield Land Lease	\$0.57/sq ft/year
	Commercial Airfield Land Lease to be phased in as follows: <i>\$0.47/sf/year beginning July 1, 2013, then \$0.52/sf/year beginning January 1, 2014; then \$0.57/sf/year beginning July 1, 2014.</i>	
(C)	SIDA Airfield Land Lease	\$0.80/sq ft/year
(D)	Landside Non-Aviation Land Lease	\$0.71/sq ft/year
(E)	Undeveloped Land Lease	\$0.19/sq ft/year

- (2) Non-aviation Land Lease Rates. Non-aviation land lease rates shall be set through competitive bid or other process, but shall not be less than the highest Airfield land lease rate plus 25%.
- (3) Land Lease Wait List Fees. The Juneau International Airport has established wait lists and application fees based on the land lease types and proposed

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construction types. Tenants wishing to apply for land lease space shall fill out an annual wait list application and pay the following annual application fees:

- (A) Commercial Leases: \$25/annually
- (B) Executive Hangar Leases: \$25/annually
- (C) T-Hangar Leases: \$25/annually

(f) **Rental Car Lot.** Rental car lot spaces shall be charged at the following rate:

- (1) \$75 per space, per month or any fraction thereof.

(g) **Commercial Vehicle Access Fees.** Access fees are per vehicle, per calendar year. A numerically sequenced permit/sticker is issued for each fee paid. Permit/sticker must be properly displayed and permanently affixed to the vehicle windshield prior to operating on the Airport premises. Failure to display and affix permit to the vehicle will be considered as conducting business at the airport without a valid permit. Prior year(s) permits must be removed or current year permit will be invalid. The following fee structure applies to the categories of Ground Transportation and Access users as indicated:

- (1) Ground Transportation Fees. (Taxicab, bus, airporter, courtesy van, or limo.)

	<u>1-7 PAX</u> <u>Rate</u>	<u>8-16 PAX</u> <u>Rate</u>	<u>17 or MORE</u> <u>Rate</u>
Annual	\$150.00	\$200.00	\$250.00

For each calendar year, each tour operator permitting multiple large buses, shuttles and/or vans, may purchase as many annual vehicle permits as needed to conduct business on the Airport premises and pay the actual cost of permits per vehicle in accordance with the above table, or \$10,000, whichever is less.

- (2) **Commercial Freight Pick-up/Delivery Vehicles.** Off-Airport businesses performing a commercial pick-up or delivery of freight transitting the Airport shall be required to purchase and display a Commercial Freight Pick-up/Delivery permit on their vehicle prior to conducting such business on the airport premises. This excludes any item that an airport tenant may use or consume for their own personal or business purposes.

	<u>1st Vehicle</u> <u>Rate</u>	<u>Each Additional Vehicle</u> <u>Rate</u>
Annual	\$150.00	\$25.00

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- (3) Airport Operational Area (Commercial freight pick-up/delivery vehicles with inside the fence access.)

	<u>1st Vehicle</u> <u>Rate</u>	<u>Each Additional Vehicle</u> <u>Rate</u>
Annual	\$230.00	\$35.00

- (h) **Boundary Crossing Fee.** Companies or businesses conducting business within the boundaries of the Airport that do not lease property on the Airport are subject to an annual boundary crossing fee. (Separate from public ground transportation access fees and commercial access delivery fees outlined in (g) above).

Boundary Crossing Fee: \$200 minimum per year, as negotiated based on Airport land use or boundary activity

- (i) **International Passenger Processing Fee.** Any passenger arriving or processed through U.S. Customs who has deplaned off of a scheduled or chartered international commercial flight will be assessed an international processing fee.

International Passenger Processing Fee: \$4 per passenger

(j) **Employee Parking Fees.**

- (1) A company, business, or government agency conducting business on the Juneau International Airport, or an employee or association of employees thereof may park in the airport employee parking lot while on duty under the following terms and conditions:
- (A) Parking fees are paid in full prior to the beginning of the calendar month or fraction thereof, for which parking is desired.
 - (B) A 10% discount shall be given for prepayment of an entire period as described in section (3) below.
 - (C) Use of the employee parking lot for any purpose, other than parking while on duty, will forfeit access to, and fees paid for, the employee parking lot for that period.
 - (D) Vehicles may not park in the employee parking lot for more than 24 hours without Airport Management approval. If an employee has been approved for extended parking, the employee must make arrangements to have the vehicle moved upon request of the Airport. Vehicles not in compliance with the subsection will be towed and impounded at the owner's expense.

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- (E) Employee vehicles must be registered with Airport Management. Vehicles parked in the employee parking lot that have not been registered will be towed and impounded at the owner's expense.
 - (2) The rate for parking in the employee parking lot is \$ \$40 per space per month, or any fraction thereof.
 - (3) There will be two rental periods per year. The first period shall be from October through April, and the second period shall be from May through September.
 - (4) Use of a parking space may be shared between two eligible employees and a single fee charged, provided work schedules do not overlap and/or actual use is limited at all times to a single car in the single rented space.
- (k) **Concession Fees.** Concessions which operate at the airport shall be awarded through Bid process, Request For Proposal (RFP) process or as a sole responder with a Letter of Interest. Concession fees are established through contract negotiations, but will not be leased at a rate less than those established for Airfield/Aviation Use Land Lease Rates.
- (l) **Governmental Agency Rental Rates.** The Juneau International Airport may enter into an agreement with governmental agencies for the reimbursement of expenses incurred by the airport in providing services (which may include, but not be limited to: maintenance, utilities, supplies and janitorial services) to the "rent-free" space. The charge for such reimbursable expenses for services shall be based on the annual per square foot cost of providing such services to the entire area serviced.
- (m) **Airport Reimbursable Costs.** The Juneau International Airport may charge tenants, users or patrons of the Airport for costs associated with reimbursement of personnel costs, equipment costs or supplies for which a tenant, user or patron requests a special service which is not covered by a tenant or user agreement or is not a normally provided function of Airport operations. This may include damage to airport property for which the tenant, user or patron is responsible and whereby additional cost has been incurred by the Airport. A detailed breakdown of all costs will be provided after an emergency situation or an estimate will be supplied in advance to a request if appropriate.
- (n) **Fingerprint Fees.** For fingerprinting and electronic submission to the Federal Bureau of Investigation (FBI) for criminal history records check, the following fees shall apply:
- (1) Employees, tenants, employees of tenants, or those employees of businesses and agencies directly working with/at the Juneau International Airport, the fingerprint fee shall be: \$50 per person.

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- (2) For all others, the fingerprint fee shall be: \$75 per person.
- (o) **Badging Fees.** For access and identification badges issued at the Juneau International Airport, the following fees shall apply:

- (1) Security Identification Display Area (SIDA), 135 ramp (Non-SIDA), General Aviation AOA badges, or Airport Employee identification badges, the fees shall be:

(A)	Initial Issuance (\$25) & Deposit (\$50)	\$ 75
(B)	Renewal (Annual)	\$ 25
(C)	Re-issuance for worn or damaged	\$ 25
(D)	Lost badge	\$200
(E)	Contractor Deposit	\$200
(F)	Proximity Gate Card	\$ 10
(G)	Non-Airport ID	\$ 25

Deposits shall only be refunded upon return of an individual's current access badge to Airport Security or Airport Administration. If a "lost" badge is later recovered, a refund of \$190 may be issued only if the lost badge is of the current issuance lot (color, badge design).

In lieu of a deposit, an employer may issue a written letter of guarantee for their employee(s). Such letter will be on company or business letterhead, signed by an authorized agent of the company or business, and guarantee that if an authorized employee of their company or business does not return a badge or loses a badge, the company or business shall be responsible for the non-returned/lost badge and remit the \$200 fee to the Airport.

- (2) Proximity Cards (or gate access cards): \$10 per card / issuance
- (3) Non-airport identification media : \$25 per card / issuance

(p) **Airline Fee for Airport Security Screening.** Each Air Carrier shall pay \$1.00/per screened, enplaned passenger for that Air Carrier's passengers subject to security screening and enplaning, at Juneau International Airport.

(q) **Lease Action Filing Fee.** For any Lease Action Request (Assignment, New Lease, Extension/Amendment, Collateral Assignment, Cancellation) at the Juneau International Airport.

\$100/per Lease Action Request

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07 CBJAC 10.030 Definitions. For purposes of this chapter, unless the context plainly requires otherwise:

“Aviation Use” means the storage, operation, maintenance, or servicing of aircraft, or a use directly ancillary to such aviation use.

“Employee” a person employed by a company, business or governmental agency and who is stationed to work at the Juneau International Airport for that company, business or agency.

“Juneau International Airport” or “Airport” means the facilities and lands owned by the City and Borough of Juneau, or the administration which oversees the facilities and lands at the Airport, subject to this regulation.

“Signatory” means air carriers or aircraft owners/operators who have a written lease agreement with the Airport.

“Non-Signatory” means air carriers or aircraft owners/operators who do not have a written lease agreement with the Airport. A sublease agreement does not qualify at the “signatory” rate.

“Commercial Land” means that area of the Airport which is designed for businesses and commercial activity, but may be leased to private individuals at the commercial rate.

“Landside Non-Aviation Land” means that area of the Airport which is outside the airfield perimeter fence, and designated for any non-aviation related use.

“Non-Commercial Land” means that area of the Airport which is designed for private, non-business activities, but may be leased to commercial businesses at the commercial rate.

“SIDA Land” (or Security Identification Display Area) means that area of the Airport which is designated for SIDA activities/business, pursuant to 49 CFR 1500 series.

“Transient Aircraft” at the Airport means an aircraft that is not assigned to a permanent parking space, that is not subject to a written parking agreement with the Airport, that is not parked in its assigned permanent parking space, or that is double parked in an aircraft parking space .

“Undeveloped Land” means raw land that has not been filled to grade or been permitted for development.

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Section 3. Notice of Proposed Adoption of a Regulation. The notice requirements of CBJ 01.60.200 were followed by the agency. The notice period began on April 16, 2013, which is not less than 21 days before the date of adoption of these regulations as set forth below.

Adoption by Agency

After considering all relevant matter presented to it, the agency hereby amends these regulations as set forth above. The agency will next seek Assembly review and approval.

Date: _____

Jerry Godkin, Chairman
Juneau International Airport Board

Legal Review

These regulations have been reviewed and approved in accordance with the following standards set forth in CBJ 01.60.250:

- (1) Consistency with federal and state law and with the charter, code, and other municipal regulations;
- (2) The existence of code authority and the correctness of the required citation of code authority; and
- (3) Its clarity, simplicity of expression, and absence of possibility of misapplication.

Date: _____

John W. Hartle
City Attorney

Assembly Review

These regulations were presented to the Assembly at its meeting of _____. They were adopted by the Assembly.

Date: _____

Laurie J. Sica, Clerk

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Filing with Clerk

I certify, as the clerk of the City and Borough of Juneau, that the following statements are true:

1. These regulations were accepted for filing by the office of the clerk at ____:____ a.m./p.m. on the _____ day of _____, _____.
2. After signing I will immediately deliver or cause to be delivered copies of this regulation to the attorney and the director of libraries.
3. A permanent file of the signed originals of these regulations will be maintained in this office for public inspection.
4. Effective date shall be the seventh day after the date of filing with the clerk, per CBJ 01.60.330. Retro active to July 1, 2013, or as otherwise outlined in this Regulation. This Regulation supersedes the previous Airport Rates and Fees approved at the June 3, 2013, Assembly meeting.

Date: _____

Laurie J. Sica, Clerk

ATTACHMENT #2

William G. Kontess
President, Alaska Air Show Association
8842 Kak Island Street
Eagle River, AK 99577-8553

Dear Mr. Kontess:

This letter expresses dismay on behalf of the Juneau aviation community, and allied entities, over Juneau's exclusion from the ongoing celebration of the Centennial of Aviation in Alaska.

Coupled with this is our concern over an apparent lack of coordination during the celebration's planning phase.

Your President's Letter of January 2, 2013, announced the " ... planning (of) a multi-week, state-wide barnstorming event to bring the rich heritage of aviation in our State to all Alaskans." The event would involve " ... sending five historic aircraft on five different routes to the paved airfields in Alaska, beginning with participation in the Valdez Fly-In during May, 2013 and culminating with a Fairbanks event on the 4th of July. Routes will cover south central locations, communities in the southeast, two routes in western Alaska, and possibly a northern route to Barrow and back." A map on the event web page still shows five routes, one of which (Route 2) depicts barnstorming visits to Skagway, Yakutat, and Juneau.

We would have been delighted for Juneau to have been one of the stops and would have gladly worked with your organization to facilitate this. Insofar as I can determine, no one on the Airport Board or within airport management had any knowledge of the celebration. It was only recently that we became aware of it, when one of our staff members did some research after having seen a press account.

Of course, it is possible that you did reach out to someone in Juneau months ago to explore conducting Route 2. If you did, we would like to know who you contacted, and when.

While the web site's references to Shell Simmons, Alaska Coastal Airlines, and Ellis Airlines are appreciated, they do little to mitigate the omission of Southeast Alaska venues from the prestigious barnstorming tour. At the very least, the web site should have been updated when plans changed.

It is clear from postings on your Facebook page that the celebration has been a success and well-received by host communities. It is truly unfortunate that Skagway, Yakutat, and the state capitol of Juneau were not given the same opportunity.

Sincerely,

Jerry M. Godkin
Chairman, Board of Directors
Juneau International Airport Board

ATTACHMENT #3



TO: Patricia deLaBruere,
JNU Acting Airport Manager

DATE: June 6, 2013

FROM: Ken Nichols,
JNU Airport Engineer

FILE:

RE: Engineer's Report

General

In the past month construction has continued on two major projects and one new project initiated after an FAA inspection on May 28, 2013.

RSA Expansion Phase IIA

Significant accomplishments in the last month include:

- Shifted the Runway 8 threshold to Station 8+80
- Installation and Flight Check for Temporary REILs for Runway 8
- Completion of paving on the extended portion of Taxiway A and the new Taxiway G
- Demolition of Taxiway B
- Installation of electrical conduit and wiring for Taxiway B
- Installation of the Runway 26 MALS shelter

Anticipated work in June includes:

- Begin work on the STA 10+00 light bar in Mendenhall River
- Continue Pile Driving on the flats
- Reconstruction of Taxiway E

We are holding weekly construction meetings at 9:30 Tuesday mornings in the Juneau Room.

Runway 8/26 Emergency Repairs

Emergency patching of the runway centerline was completed on May 29, 2013. An additional temporary remedy will be completed between June 14 and June 22, 2013. The temporary remedy will consist of milling out 2" of pavement along the centerline and paving back 2" similar to the work that was done on the runway last fall. The schedule for this work is dependent on weather.

In order to move forward with full runway rehabilitation to be constructed in early summer 2014, I will contract with one of the firms listed on the CBJ Civil Engineering Term Agreement to prepare an evaluation of the runway pavement. Field work for the pavement evaluation will take place concurrently with the temporary remedy. I will also advertise an RFP from engineering design consultants for the full runway rehabilitation project prior to the end of June. I would like to have one board member on the selection committee for the RFP.

ATTACHMENT #3



Runway Emergency Centerline Patching



Runway 8 Relocated Threshold.

ATTACHMENT #3

Yandukin/Shell Simmons Pavement Rehabilitation

The project is behind schedule by a few weeks.

Significant accomplishments in the last month include:

- Paving on Shell Simmons north of the terminal
- Paving the intersection of Yandukin and Shell Simmons

Anticipated work in June includes:

- Completion of the sidewalk
- Completion of paving work on Yandukin
- Installation of new guard rail sections on Yandukin
- Painting and installation of signage on the project

ATTACHMENT #4



TO: Patricia deLaBruere,
Acting JNU Airport Manager

DATE: June 6, 2013

FROM: Catherine Fritz, AIA
JNU Airport Architect

FILE: 1382.16

Terminal Renovation.

Installation of new signage along the front curb continued through May. Landscape planters that incorporate 'No Smoking' and 'No Parking or Waiting' signs were constructed from recycled trash receptacles. They have been positioned along the curb in the immediate sight-line of drivers. Designated Smoking Areas signs have also been installed to clearly identify the two specific areas where smoking is allowed. Other recent amenities in the terminal include the development of a children's play area in the Part 135 area near Gate 1 and permanent interior signage on the second floor.

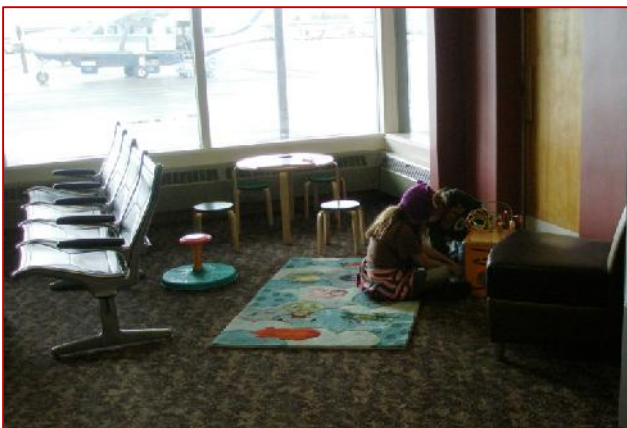
The "Music on the Fly" program began on June 2, with performers Tom Locher and Wayne Norlund playing smooth jazz. We've received many positive comments and appreciate the photo in the Juneau Empire by photographer, Michael Penn. The Thunder Mountain Big Band is scheduled to play in June, and additional performances are being arranged by the Juneau Arts & Humanities Council. The program will run each Sunday from 6:30pm-7:30pm through the summer.

Local Boy Scout, Morgan Nichols completed a rainforest landscaping project in an existing raised bed in front of the terminal in pursuit of his Eagle Scout award. Special thanks go to JNU staff Kris Ritter and Mark Lykins for assisting Morgan.

Concession planning work continued through May. The passenger inception survey was designed, and is currently being run with customers and staff throughout the terminal. Consultant Brad Jacobsen is conducting interviews with targeted businesses to learn more about perceived opportunities and challenges of operating at the airport. A stakeholder survey was also designed in May, and is now available on line at <http://www.juneauairportsurvey.jacobsendaniels.com>. This survey is open to the public to provide input to the concessions planning process.

Snow Removal Equipment Facility.

The updated estimate of probable construction cost was received in late May, and falls within the project budget of \$20.5M. One additive alternate, valued at approximately \$250,000, has been identified to reduce bid risk. Design documents are now under final review and contract provisions are being finalized. Project staff met with CBJ Finance Director and Engineering Director to review the specific schedule of necessary reviews and appropriations by the Assembly to allow the project to be awarded in September 2013.



Play Area near Gate 1.



Eagle Scout Landscape Project.