

AIRPORT BOARD
AGENDA
7:00 P.M., WEDNESDAY, APRIL 10, 2013
ALASKA ROOM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES: Regular Monthly Meeting of March 13, 2013

IV. APPROVAL OF AGENDA

V. PUBLIC COMMENTS

VI. UNFINISHED BUSINESS

VII. NEW BUSINESS

A. Airport Manager's Report:

1. Briefing on Lobbying trip to Washington, D.C.
2. Brad Gruening Retiring April 26th -- BBQ Potluck at Shop 11:30 a.m. to 1:30 p.m.
3. Current Status Update on \$3M Request from State of Alaska for Snow Removal Equipment Facility
4. Airport Engineer Update
5. Airport Architect Report (Attachment #1)

B. Ordinance 2012-49, Amending the Land Management Code (Attachment #2):
City Staff was directed by the Assembly Lands Committee at the November 19, 2012, meeting to bring this proposed ordinance amending the Land Management Code before the Airport Board. This ordinance deals with disposal of CBJ land.

Airport Manager Report: All Juneau International Airport Land is designated "aeronautical", therefore, it is all covered under grant assurances. Each time the Airport receives FAA Airport Improvement funds, we must sign grant assurances. One of the assurances guarantees that all Airport land now owned will be used for aeronautical purposes. Any disposal of Airport land will require pay back of some federal funds. JNU is very land poor. I can't ever see a time that it would be in the best interest of the Airport to dispose of any land.

Airport Manager Recommendation: *Request a clause in the proposed new ordinance that will exclude all JNU land from this particular ordinance.*

Rob Steedle, Deputy City Manager, will be available to answer questions.

VIII. CORRESPONDENCE

IX. COMMITTEE REPORTS

A. **Wildlife Hazards Working Group**

B. **Finance Committee (Finance packet to be provided at the Board meeting):**

The Airport Board Finance Committee held three meetings (February 27, 2013, March 28, 2013, and April 4, 2013), and another meeting is currently scheduled for April 9, 2013. The Committee continues to work on balancing the FY 14 budget through adjusted rates and fees in order to overcome a large projected deficit. Part of the increased deficit is due to the change in Airport security costs. It is anticipated that Juneau Police Department (JPD) will assume these duties this fall. In addition to the increased cost of JPD officers, there have been federal grant cuts to this program. The Airport will provide the Finance packet after the April 9 Finance Committee meeting. This packet will include the updated FY 14 budget for approval (and forward on to the Assembly), and proposed Airport Rates and Fees adjustments for approval and subsequent regulation (and public) process.

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, 7:00 p.m., May 8, 2013, Alaska Room

XV. EXECUTIVE SESSION

XVI. ADJOURN

ATTACHMENT #1



TO: Jeannie Johnson,
JNU Airport Manager

DATE: April 3, 2013

FROM: Catherine Fritz, AIA
JNU Airport Architect

FILE: 1382.16

RE: Terminal Renovation Project Update
Snow Removal Equipment Facility Project Update

Terminal Renovation.

Staff is working on improvements along the front curb to address both the smoking and vehicle parking problems. We are trying several different strategies to encourage better behavior along the curb. New signage is expected to be in place by the end of April.

New temporary art exhibits for the display cases are currently being developed, and music performances for Spring and Summer are being scheduled. We expect to have the terminal freshened with many interesting things by the time our tourism season begins.

Construction began on the Coffee Bar area in the Departure Lounge to accommodate the coffee machine that is scheduled to arrive in mid-April. It will be a simple configuration of cabinets and counter tops that can later be adapted to a full coffee concession. Supplies and accessories are being purchased to allow coffee service start up as soon as possible.



Construction underway for Departure Lounge coffee bar.

Planning for the next phase of renovation continued in March as JNU staff gathered data about current concessions, reviewed leases, and began developing ideas for improvements. The planning work will include passenger surveys and targeted interviews that are scheduled to begin in April.

Snow Removal Equipment Facility.

Design documents for the SREF are complete and awaiting funds for construction. During March, staff prepared preliminary construction schedules and project information summaries to assist in securing federal and state funding for the project.

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Presented by: The Manager
Introduced:
Drafted by: J.W. Hartle

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2012-49

An Ordinance Amending the Land Management Code.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Classification. This ordinance is of a general and permanent nature and shall become a part of the City and Borough Code.

Section 2. Amendment of Chapter. CBJ 53.09 Land Management Code is repealed and reenacted to read:

53.09.200 ~~Methods of disposal~~ General.

(a) *Methods of disposal.* City and Borough land may be ~~disposed of~~ conveyed by lease, lottery sale, auction sale, over-the-counter sale, negotiated development sale, sealed competitive bid, land exchange, and such or other methods as the assembly may approve by ordinance. ~~for a specific disposal. Generally, parcels should not be disposed of prior to any required classification and inclusion in a land management plan. The assembly, by resolution, may place special conditions on any disposal of land, which conditions may be different from or changes to the conditions set forth in this title. Lands may not be sold, leased, or otherwise disposed of until the land has been zoned.~~

~~(b) Upon adoption of the plan, the manager is authorized to commence with procedures for disposal of those parcels of land identified therein for disposal in a~~

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specific calendar year. The method of disposal shall be as set forth in the plan. Lottery, auction, and over-the-counter disposals of residential and residential-recreational land shall be conducted with concurrence of the assembly. Procedures, including the introduction of ordinances or resolutions, for other disposals shall be initiated by the manager in a timely manner. The manager shall propose in the budget sufficient funds to meet the expenses of subdivision development, sale, and related activities.

(b) *Inclusion in Land Management Plan.* Except for property acquired by tax foreclosure or reconveyance agreement, real property should not be conveyed prior to inclusion in a land management plan.

(c) *Satisfaction of CBJ 53.09.260(a).* Real property recommended for negotiated sale in an assembly-adopted management plan shall be deemed to have satisfied CBJ 53.09.260(a) Sales, leases, and exchanges by negotiation or competitive proposal.

(d) *Ordinance.* Terms and conditions for each land sale shall be approved by the assembly by ordinance.

(e) *Sale price.* Except as provided in CBJ 53.09.260, Disposals for public use, the sale price for City and Borough land shall not be less than market value as determined by the manager.

(f) *Sales brochure.* The manager shall prepare, and make available to the public, a sales brochure detailing the terms and conditions of sale for competitive land sales.

(g) Qualification. To qualify to register for a lottery for a land sale, the applicant must be an individual 18 years of age or older at the time of registering for the sale or a business, licensed to conduct business in the State of Alaska. No person or business entity may apply for, or purchase, a parcel offered for sale if that person

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1 ~~has won a right within the preceding ten years to purchase a parcel on a prior City~~
2 ~~and Borough lottery sale or if he or she has defaulted on a prior lottery, auction,~~
3 ~~over-the-counter or other sale purchase of City and Borough property within the five~~
4 ~~years preceeding the proposed sale. To qualify for a parcel, the registrant or~~
5 ~~authorized agent must be present at the lottery, auction, bid opening, or over-the-~~
6 ~~counter sale. drawing.~~

7 (h) Agent. An agent participating ~~bidding~~ for another person or entity
8 corporation shall identify himself or herself as an agent, submit a written agency
9 agreement, power of attorney, or other document showing the agent's authority, and
10 shall identify the agent's principal. This information shall be available to the other
11 participants.

12 (i) Disqualification. *The manager may disqualify from participating in a*
13 *land sale conducted under CBJ 53.09.210 - .250 lottery, auction, over-the-counter and*
14 *sealed bid sales, any person who willfully violates the provisions governing bidder,*
15 *applicant, or purchaser qualifications.*

16 (j) Public notice and marketing. *Not less than 45 days before the date of a*
17 *land lottery, auction, sealed bid opening, or the commencement date of an over-the-*
18 *counter sale, the manager shall place an advertisement providing notice and a*
19 *description of the sale in a newspaper of general circulation in the municipality,*
20 *which shall run one day per week for at least four consecutive weeks. The manager*
21 *may use whatever additional advertising media, format, or frequency he or she*
22 *determines will best inform the public of the sale and most advantageously market*
23 *the property.*

24 ~~(gk) Deposit. Prior to the close of business ~~4:30 p.m.~~ on the day of the ~~drawing,~~~~
25 ~~lottery, auction, or bid opening, the buyer or the buyer's agent shall provide the City~~

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1 ~~and Borough a good faith deposit non-refundable down payment~~ equal to five percent
2 ~~of the purchase price, submit any proof of buyer's qualification, and execute the~~
3 ~~purchase agreement and other required documentation as stated in the sales~~
4 ~~brochure. The deposit shall be in cash or by check or similar instrument. If the buyer~~
5 ~~fails to prove the buyer's qualifications or to tender an additional five percent of the~~
6 ~~purchase price the required down payment or to execute the necessary note deed of~~
7 ~~trust, development agreement, purchase agreement or other instruments necessary~~
8 ~~purchase agreement or other instruments to close the sale within 30 days of the~~
9 ~~lottery winning announcement, or if the check does not clear, the sale is void, the~~
10 ~~City and Borough shall retain the five-percent deposit as liquidated damages, and~~
11 ~~all rights of the buyer in the property arising out of the sale are terminated. Unless~~
12 ~~specifically provided otherwise by the manager in writing, the buyer shall have no~~
13 ~~right of possession to the property until all necessary notes, security and other~~
14 ~~instruments necessary to close the sale have been executed and the sale closed.~~

15 ~~(h)~~ Payment of balance. The balance shall be paid over a period not to exceed ten
16 years in ten equal annual, quarterly, or monthly payments of principal and interest with
17 interest on the unpaid balance at a rate equal to 90 percent of the prime rate at the
18 beginning of the week of the drawing of any major bank in Seattle, Washington,
19 selected by the manager, unless established by the assembly establishes a different rate
20 by motion acted on as a separate item of business by ordinance. The manager may
21 direct loan payments to a bank of his or her choice and establish service fees, the
22 payment of which shall be the purchaser's responsibility. authorize payments in
23 quarterly or monthly installments and may establish a service fee for such installment
24 payments. There shall be no prepayment penalty. If the balance of the principal is paid

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~~before due that final principal and interest payment may be reduced by an amount equal to one tenth the principal amount due.~~

~~(im) Subordination. The manager may shall not subordinate the security interest of the City and Borough to that of another construction or purchase money lender, if the sum of such loan and the balance owing the City and Borough and all other secured parties is less than 90 percent of the sum of the value of the land existing improvements and improvements to be constructed on land with the proceeds of the loan.~~

~~(dn) Application form and registration fee. The application shall be on the a form provided by the City and Borough. A nonrefundable registration fee of \$15.00 for each parcel or pool applied for must accompany the application. If a person's name is drawn at the lottery, all other registrations made by that person are thereby canceled. Registration fees are not refundable after the close of business of the last day upon which registrations may be received. From time to time, the manager may adjust the registration fee to reflect changes in the cost of municipal services.~~

~~53.09.210~~ Tax foreclosed land.

~~(o) Tax foreclosed land. Applicable provisions of state law shall govern the disposal of land acquired by tax foreclosure to the extent state law and this chapter are in conflict on such disposals.~~

~~53.09.220~~ 210 Lottery sales.

~~(a) Conducted by manager. Lottery sales shall be conducted by the manager and may be conducted in conjunction with the disposal of other lands by different methods. The lottery drawing may be site-specific or may be for the right to choose from among lots placed in a pool. The manager shall prescribe and publish rules for the conduct of~~

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lottery sales. The manager may disqualify any person who willfully violates such rules or the provisions of this chapter.

(b) ~~Advertisement. Before the lottery drawing, the manager shall place a display advertisement in a newspaper of general circulation in the City and Borough, which shall run for one day per week for six consecutive weeks. The manager shall provide for at least one other method of public notice through the media. The display advertisement shall contain a general description of the types and locations of parcels available, the terms and conditions of purchase, the last day upon which a person may register for the lottery, the date and place the lottery will be conducted, and the name, address and telephone number of the person or office to contact for registration or further information. The drawing shall take place no sooner than one week nor later than three weeks after the last day the sixth required advertisement is published.~~

(c) ~~Application. Prior to the close of business of the last day upon which registration may be received, the City and Borough must receive a completed application for each drawing in which the applicant desires to participate. The application must be accompanied by a registration fee. An applicant may not file more than one application on each parcel or pool.~~

(da) ~~Application form and fee. The application shall be on the form provided by the City and Borough. A nonrefundable registration fee of \$15.00 for each parcel or pool applied for must accompany the application. The nonrefundable registration fee for each lottery parcel applied for is \$25.00 and must accompany the application. An applicant may not file more than one application on any parcel. The manager shall conduct the lottery drawings in an order based on the number of applications per parcel, starting with the highest. If a person's name is drawn at the lottery, all other registrations made by that person are thereby canceled. Registration fees are not refundable after the close~~

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1 of business of the last day upon which registrations may be received. From time to time,
2 the manager may adjust the registration fee to reflect changes in the cost of municipal
3 services.

4 (e) ~~Qualification. To qualify to register for a lottery sale, the applicant must be an~~
5 ~~individual 18 years of age or older. No person may apply if that person has won a right~~
6 ~~within the preceding ten years to purchase a parcel on a prior City and Borough lottery~~
7 ~~sale or if he or she has defaulted on a prior lottery, auction, over-the-counter or other~~
8 ~~sale of City and Borough property. To qualify for a parcel, the registrant must be~~
9 ~~present at the drawing.~~

10 (f) ~~Sale price. The sale price of a lot won in a lottery shall be the appraised value~~
11 ~~as determined by the City and Borough not more than 90 days prior to the drawing.~~

12 (g) ~~Deposit. Prior to 4:30 p.m. on the day of the drawing, the buyer or the buyer's~~
13 ~~agent shall provide the City and Borough a good faith deposit equal to five percent of~~
14 ~~the purchase price. The deposit shall be in cash or by check or similar instrument. If the~~
15 ~~buyer fails to prove the buyer's qualifications or to tender an additional five percent of~~
16 ~~the purchase price or to execute the necessary note deed of trust, development~~
17 ~~agreement, purchase agreement or other instruments necessary to close the sale within~~
18 ~~30 days of the lottery winning announcement, or if the check does not clear, the sale is~~
19 ~~void, the City and Borough shall retain the five-percent deposit as liquidated damages,~~
20 ~~and all rights of the buyer in the property arising out of the sale are terminated. Unless~~
21 ~~specifically provided otherwise by the manager in writing, the buyer shall have no right~~
22 ~~of possession to the property until all necessary notes, security and other instruments~~
23 ~~necessary to close the sale have been executed and the sale closed.~~

24 (h) ~~Payment of balance. The balance shall be paid in ten equal annual payments of~~
25 ~~principal and interest with interest on the unpaid balance at a rate equal to 90 percent~~

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1 of the prime rate at the beginning of the week of the drawing of any major bank in
2 Seattle, Washington, selected by the manager, unless the assembly establishes a
3 different rate by motion acted on as a separate item of business. The manager may
4 authorize payments in quarterly or monthly installments and may establish a service
5 fee for such installment payments. There shall be no prepayment penalty. If the balance
6 of the principal is paid before due that final principal and interest payment may be
7 reduced by an amount equal to one tenth the principal amount due.

8 (i) — Subordination. The manager may subordinate the security interest of the City
9 and Borough to that of a construction or purchase money lender if the sum of such loan
10 and the balance owing the City and Borough and all other secured parties is less than
11 90 percent of the sum of the value of the land existing improvements and improvements
12 to be constructed on land with the proceeds of the loan.

13 14 **53.09.230 Auction sale.**

15 (a) Conducted by manager. Auction sales shall be conducted by the manager and
16 may be conducted in conjunction with the disposal of other lands by different methods.
17 The auction shall be an outcry auction. The manager shall prescribe and publish rules
18 for the conduct of auction sales. The manager may disqualify any bidder who willfully
19 violates any such rules or the provisions of this chapter.

20 (b) — Advertisement. Before the auction sale, the manager shall place a display
21 advertisement in a newspaper of general circulation in the City and Borough, which
22 shall run for one day per week for six consecutive weeks. The manager shall provide for
23 at least one other method of public notice through the media. The display advertisement
24 shall contain a general description of the types and locations of parcels available, the
25 terms and conditions of purchase, the date and place the auction will be conducted, and

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1 the name, address, and telephone number of the person or office to contact for further
2 information. The auction shall be conducted not sooner than one week nor later than
3 three weeks after the last day the sixth required advertisement is published.

4 (cb) Registration. Prior to bidding on any parcel, a bidder or the bidder's agent shall
5 register with the auctioneer or the auctioneer's designee and be given a bidder
6 identification. An agent bidding for a corporation shall identify himself or herself as an
7 agent, submit a written agency agreement, power of attorney, or other document
8 showing the agent's authority, and shall identify the agent's principal. The auctioneer
9 shall announce to those present the names of the agent and the principal.

10 (d) Qualification. To qualify to register and bid at an auction sale an individual
11 must be 18 years of age or older, have a state domicile, and be present at the auction;
12 a corporation must be registered to do business in the state. No person, corporation, or
13 other association may register or bid if they have defaulted on a prior lottery, auction,
14 over-the-counter, or other sale of City and Borough property. Individuals, partnerships
15 and other unincorporated associations may not bid through an agent. Bids submitted
16 by partnerships and other unincorporated associations shall be submitted by a member
17 or officer authorized to do so. No individual or corporation or other association which
18 has been a successful bidder in an auction may bid on or purchase another parcel at the
19 same auction.

20 (ec) Minimum bid. The minimum acceptable bid shall be the appraised market value
21 as determined by the City and Borough manager. not more than 90 days prior to the
22 auction.

23 (f) Deposit. Immediately upon the announcement of the winning bid, the successful
24 bidder shall provide the City and Borough a good faith deposit equal to five percent of
25 the purchase price. The deposit shall be in cash or by check or similar instrument. If the
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1 ~~buyer fails to prove the buyer's qualifications, or to tender an additional five percent of~~
2 ~~the purchase price or to execute the necessary note, deed of trust, development~~
3 ~~agreement, purchase agreement or other instruments necessary to close the sale within~~
4 ~~30 days of the date of the auction, or if the check does not clear, the sale is void, the City~~
5 ~~and Borough shall retain the five-percent deposit as liquidated damages, and all rights~~
6 ~~of the buyer in the property arising out of the sale are terminated. Unless specifically~~
7 ~~provided otherwise by the manager in writing, the buyer shall have no right of~~
8 ~~possession to the property until all necessary notes, security and other instruments~~
9 ~~necessary to close the sale have been executed and the sale closed.~~

10 ~~(g) — Reoffering of parcels. Immediately upon the sale of the last parcel to be~~
11 ~~auctioned at the auction sale, the auctioneer shall determine whether any bidder other~~
12 ~~than the successful bidder on the last parcel has failed to make a five-percent deposit.~~
13 ~~The auctioneer may reoffer any lot which was previously the subject of a successful bid~~
14 ~~but for which the successful bidder has failed to make the required five-percent deposit.~~
15 ~~The bidder who has failed to make the required deposit prior to the sale of the last~~
16 ~~parcel shall have no further rights in the lot once the auctioneer has opened bidding on~~
17 ~~the parcel the second time. If the successful bidder on the last parcel has not made a~~
18 ~~deposit within a reasonable time, that lot may be reoffered.~~

19 ~~(h) — Payment of balance. The balance shall be paid in ten equal annual payments of~~
20 ~~principal and interest with interest on the unpaid balance at a rate equal to 90 percent~~
21 ~~of the prime rate at the beginning of the week of the drawing of any major bank in~~
22 ~~Seattle, Washington, selected by the manager, unless the assembly establishes a~~
23 ~~different rate by motion acted on as a separate item of business. The manager may~~
24 ~~authorize payments in quarterly or monthly installments and may establish a service~~
25 ~~fee for such installment payments. There shall be no prepayment penalty. If the balance~~

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1 of the principal is paid before due, that final principal and interest payment may be
2 reduced by an amount equal to one-tenth the principal amount due.

3 (i) ~~Subordination. The manager may subordinate the security interest of the City~~
4 ~~and Borough to that of a construction or purchase money lender if the sum of such loan,~~
5 ~~and the balance owing the City and Borough and all other secured parties is less than~~
6 ~~90 percent of the sum of the value of the land, existing improvements and~~
7 ~~improvements to be constructed on land with the proceeds of the loan.~~

9 **53.09.240 Over-the-counter sales.**

10 (a) ~~Lands available. Parcels which have been offered in a lottery but not taken,~~
11 ~~parcels which did not receive the minimum acceptable bid at an auction or sealed bid~~
12 ~~opening, parcels which have been previously disposed of by lottery, auction or sealed bid~~
13 ~~opening, lottery and which have been repossessed or foreclosed upon by the City and~~
14 ~~Borough, unless the foreclosure procedure involved a public auction or sale, and parcels~~
15 ~~for which the successful lottery, a bid opening, or auction purchaser has failed to~~
16 ~~provide the required down payment initial or additional five percent of the purchase~~
17 ~~price or to execute the necessary instruments within the 30 days required, within the~~
18 ~~time period stated in his or her purchase contract, and parcels sold to individuals or~~
19 ~~organizations not qualified to apply or bid shall be may be made available for over-the-~~
20 ~~counter sales under such procedures as the manager may prescribe.~~

21 (b) ~~Advertisement. Before the over-the-counter sale, the manager shall place a~~
22 ~~display advertisement in a newspaper of general circulation in the City and Borough~~
23 ~~which shall run for one day per week for six consecutive weeks. The advertisement shall~~
24 ~~contain a general description of the types and locations of parcels available, the terms~~
25 ~~and conditions of purchase, the date and place the land will be made available for over-~~

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1 the-counter sale, and the telephone number of the person or office to contact for further
2 information. The first day upon which lands may be made available for over-the-counter
3 sale shall be not sooner than one week nor later than three weeks after the last day the
4 sixth required advertisement is published.

5 (eb) ~~Qualification Sale procedure.~~ To qualify to purchase property over-the-
6 counter, the purchaser must be an individual 18 years of age or older, and must be a
7 resident of the state and be present at the place designated for the sale; provided;
8 beginning the fifth working day following the first day upon which a parcel is made
9 available for over-the-counter sale, purchase may be made by an agent of an individual.
10 No person may apply if that person has defaulted on a prior lottery, auction, over-the-
11 counter or other sale of City and Borough property. The manager shall establish a
12 method of determining who has first and subsequent chance of *purchasing* parcels
13 among those who are present at the time over-the-counter parcels are first available.

14 (dc) ~~Minimum sale price.~~ The sale price for parcels which have been offered in a
15 lottery, *auction*, or *sealed bid sale* shall be the appraised *market* value. The sale price
16 for parcels for which a minimum acceptable bid was not obtained at an auction *or*
17 *through a sealed bid*, shall be the appraised *market* value. The sale price for parcels on
18 which a bid was accepted at auction shall be the higher of the accepted price bid or the
19 appraised value. For purposes of this section, the term "appraised value" is the value
20 determined by an appraisal made or updated not more than 90 days prior to the sale
21 under this section.

22 (e) ~~Deposit.~~ As a part of an application for an over-the-counter sale, the buyer shall
23 provide the City and Borough a good faith deposit equal to five percent of the estimated
24 purchase price plus the cost of an appraisal or appraisal update, if one is required. The
25 deposit shall be in cash or by check or other instrument. If the buyer fails to tender an

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1 additional five percent of the purchase price and to execute the necessary note, deed of
2 trust, development agreement, purchase agreement, or other instruments necessary to
3 close the sale within 30 days of the application and deposit, or if the check does not
4 clear, the sale is void, the City and Borough shall retain the five-percent deposit as
5 liquidated damages, and all rights of the buyer in the property arising out of the over-
6 the-counter sale application are terminated. Unless specifically provided otherwise by
7 the manager in writing, the buyer shall have no right of possession to the property until
8 all necessary notes, security and other instruments necessary to close the sale have
9 been executed and the sale closed.

10 (f) — Payment of balance. The balance shall be paid in ten equal annual payments of
11 principal and interest, with interest on the unpaid balance at a rate equal to 90 percent
12 of the prime rate at the beginning of the week of the drawing of any major bank in
13 Seattle Washington, selected by the manager, unless the assembly establishes a
14 different rate by motion acted on as a separate item of business. The manager may
15 authorize payments in quarterly or monthly installments and may establish a service
16 fee for such installment payments. There shall be no prepayment penalty. If the balance
17 of the principal is paid before due, the final principal and interest payment may be
18 reduced by an amount equal to one-tenth the principal amount due on that payment.

19 (g) — Subordination. The manager may subordinate the security interest of the City
20 and Borough to that of a construction or purchase money lender if the sum of such loan
21 and the balance owing the City and Borough and all other secured parties is less than
22 90 percent of the sum of the value of the land, existing improvements, and
23 improvements to be constructed on land with the proceeds of the loan.

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53.09.250 Sealed competitive bids.

(a) ~~Conducted by manager. The manager shall conduct sales by competitive sealed bids for those lands which the assembly has determined should be disposed of in that manner. The manager shall prescribe the conditions for the conduct of the sale to the extent not provided by this title or otherwise prescribed by the assembly for a specific sale.~~

(b) ~~Advertisement. Before the bid opening, the manager shall place a display advertisement in a newspaper of general circulation in the City and Borough which shall run for one day per week for six consecutive weeks. The advertisement shall contain a general description of the types and locations of the parcels available, the terms and conditions of purchase, the date time and place the bids will be opened, and the name, address and telephone number of the person or office to contact for bid forms and further information.~~

(c) ~~Qualifications. To qualify to bid, an individual must be 18 years or older; a corporation must be registered to do business in the state. No corporation, association or person may bid if they have defaulted on a prior lottery, auction, over-the-counter or other sale of City and Borough property.~~

(d) ~~Deposit. The bid must be accompanied by a good faith deposit in cash, money order, cashier's check or certified check equal to five percent of the purchase price or such higher minimum amount as may be specified in the advertisement.~~

(e) ~~Payment of balance. The balance shall be paid in ten equal annual payments of principal and interest with interest on the unpaid balance at a rate equal to 90 percent of the prime rate at the beginning of the week of the drawing of any major bank in Seattle, Washington, selected by the manager, unless the assembly establishes a~~

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different rate by motion acted on as a separate item of business. The manager may authorize payments in quarterly or monthly installments and may establish a service fee for such installment payments. There shall be no prepayment penalty. If the balance of the principal is paid before due, the final principal and interest payment may be reduced by an amount equal to one-tenth the principal amount due on that payment.

(a) *Registration.* The registration fee for participating in a sealed bid sale shall be \$500 per application. The registration fee shall be returned to unsuccessful bidders. For a successful bidder, the registration fee shall be applied toward the down payment of the lot for which the fee was paid.

(fb) *Post bid negotiations.* If a significant factor in the award of the bid is to be the development proposal made by the bidder and if the bidders have been so informed either in the advertisement or on the bid form, the manager may negotiate with the best bidder or, in the manager's sole discretion, with the two best bidders.

(gc) *Assembly approval.* The award of a bid in which the development proposal is a significant factor in the award is subject to approval by the assembly.

~~53.09.260 Sales, leases, and exchanges by negotiation or competitive proposal~~ *Negotiated sales, leases, and exchanges.*

~~(a) Upon direction of the assembly by motion, the manager may commence negotiations for the lease, sale, or exchange or other disposal of City and Borough land.~~

(ba) Upon application, approval by the manager, and payment of a \$500 fee established by the assembly by resolution, a person or business entity, may submit a written proposal to lease, purchase, *exchange*, or otherwise acquire City and Borough land for a specified purpose. The proposal shall be reviewed by the planning commission and thereafter forwarded to the assembly for a determination of whether the proposal should be further considered and, if so, whether by direct negotiation with the original

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proposer or by competition after an invitation for further proposals;. Upon direction of the assembly by motion, the manager may commence negotiations for the lease, sale, or exchange, or other disposal of City and Borough land. ~~in either case upon such procedures and conditions as may be set forth in a resolution, notice of which shall be given in the manner prescribed for actions by ordinance.~~

(eb) Upon satisfactory progress in the negotiation or competition undertaken pursuant to subsection (a) ~~or (b)~~ of this section, and after review by the planning commission and authorization by the assembly by ordinance, the manager may conclude arrangements for the lease, sale, or exchange or other disposal of City and Borough land. ~~When a land exchange is proposed, the planning commission shall evaluate alternative sites, and shall make specific recommendations regarding such exchanges prior to execution of the exchange.~~ The final terms of a disposal pursuant to this section are subject to approval by the assembly unless the minimum essential terms and the authority of the manager to execute the disposal are set forth in the ordinance enacted pursuant to this subsection. The disposal may not be executed until the effective date of the ordinance.

53.09.610 270 Disposals for public use.

(a) Disposal to governmental agency. The lease, sale, or other disposal of municipal land or resources may be made to a state or federal agency for less than the ~~appraised market~~ value provided the assembly approves the terms and conditions of such disposal by ~~resolution~~ ordinance.

(b) Disposal to nongovernmental agency. The sale, lease, or other disposal of City and Borough land or resources may be made to a private, nonprofit corporation

ATTACHMENT #2

1 at less than the market value provided the disposal is approved by the assembly by
2 ~~resolution ordinance, adopted after 14 days' public notice and the land interest in~~
3 land or resource is to be used solely for the purpose of providing a service to the
4 public which is supplemental to a governmental service or is in lieu of a service
5 which could or should reasonably be provided by the state or the City and Borough.

6
7 (c) *The market value, as determined by the manager, of City and Borough*
8 *land, interest in land or resources, which is granted to a governmental or*
9 *nongovernmental agency under this section, shall be set forth in the authorizing*
10 *ordinance. The City and Borough may require the grantee to provide an appraisal to*
11 *determine the market value.*

12 ...

14 ARTICLE VI. - MISCELLANEOUS

15 **53.09.600 Municipal land fund revenues.**

16 ...

17 **~~53.09.610 Disposals for public use.~~**

18 ~~— a) Disposal to governmental agency. The lease, sale or other disposal of~~
19 ~~municipal land or resources may be made to a state or federal agency for less than~~
20 ~~the appraised value provided the assembly approves the terms and conditions of~~
21 ~~such disposal by resolution.~~

22 ~~— (b) Disposal to nongovernmental agency. The sale, lease or other disposal of~~
23 ~~City and Borough land or resources may be made to a private, nonprofit corporation~~

ATTACHMENT #2

1 at less than the market value provided the disposal is approved by the assembly by
2 resolution adopted after 14 days' public notice and the land interest in land or
3 resource is to be used solely for the purpose of providing a service to the public which
4 is supplemental to a governmental service or is in lieu of a service which could or
5 should reasonably be provided by the state or the City and Borough.
6

7 **53.09.690 Definitions.**

8 — The following words, terms and phrases, when used in this chapter, shall have
9 the meanings ascribed to them in this section, except where the context clearly
10 indicates a different meaning.
11

12 — Appraised value of a parcel being offered for sale means the market value of the
13 parcel reduced by an amount which is in reasonable proportion to state grants under
14 AS 38.04.021 unexpended by the municipality in the process of acquiring,
15 subdividing, improving and marketing the parcel.
16

17 — Domicile means the true and permanent home of a person from which he or she
18 has no present intention of removing and to which he or she intends to return
19 whenever he or she is away.

20 — Materials means and includes minerals.

21 — Parcel means a unit of land and usually is a single lot, tract, or survey of land
22 which is not further subdivided, but may include two or more lots, tracts, surveys, or
23 a combination thereof if treated as a unit for purposes of disposal or development.
24

ATTACHMENT #2

Section 3. Effective Date. This ordinance shall be effective 30 days after
its adoption.

Adopted this day of 2012.

Merrill Sanford, Mayor

Attest:

Laurie J. Sica, Clerk

ATTACHMENT #3

Juneau International Airport Finance Packet for Airport Board Meeting April 10, 2013

Finance Committee Meetings. The Airport Board Finance Committee held budget meetings on February 27, 2013, March 28, 2013, April 4, 2013 and April 9, 2013. Several rates and fees adjustments were made during these meetings. The following actions are forwarded on to the Airport Board for approval:

- I. Airport Parking Lot Rates.** It is the intent of the Airport Board Finance Committee to have the Parking Lot Rates changes effective May 15, 2013, to allow Republic Parking (Concessionaire) plenty of time to change software and signage; and make the public aware of these changes. The Finance Committee approved the following fee changes for the paid parking lot:

Short Term 16-60	\$ 1.00	\$ 3.00
Long Term 0-120	\$ 3.00	\$ 5.00
Long Term Day	\$12.00	\$14.00

Motion: “Airport Board moves for approval of the Airport Parking Lot rates increase as follows: Short Term rate for 16 -60 minutes increase to \$3.00, Long Term rate for 0 – 120 minutes increase to \$5.00, and the Long Term Day rate increase to \$14.00. Rate changes would become effective May 15, 2013. All other parking lot rates remain unchanged.”

- II. Rates and Fees Regulation Changes (Attachment #3-1 and #3-2).** Attachment #3-1 provides a summary of the Rates and Fees changes approved by the Airport Board Finance Committee. A draft of 07 CBJAC 10.020 Airport Rates and Fees Regulation (**Attachment #3-2**) incorporates all the rates and fees approved by the Airport Finance Committee. Balancing the FY 14 budget is contingent upon these rates and fees changes. Once the Airport Board approves this draft Regulation, it begins the Regulation process. The draft Regulation goes out for a 21-day public comment period, then comes back before the Airport Board for consideration of comments; and subsequently forwarded to the Assembly for final adoption. The FY 14 balanced budget is predicated on a July 1, 2013, effective date of these rates, unless specifically stated otherwise in the regulation.

The draft Regulation requires a formal motion to begin the Regulation process.

Motion: “Airport Board moves for approval of the changes to the Airport Rates and Fees Regulation 07 CBJAC 10.020, as outlined in Attachment #3-2, and to begin the public process/comment period before coming back before the Airport Board for final approval and submission to the Assembly.”

- III. FY 13/14 Budget. (Attachment #3-3 through #3-5).** The Airport must finalize the projected FY 13 budget and the updated FY 14 budget. With the approval of the Parking Lot rate increases, and the Rates and Fees increases outlined in the Regulation (and as approved by the Airport Board, above), the budget presented requires final approval including the use of \$22,800 in Airport Fund Balance funds to balance FY14. Upon approval, the budget would be forwarded on to the Assembly for final adoption.

Motion: “Airport Board moves for approval of the projected FY 13 and updated FY 14 budgets, as presented, including the use of \$22,800 in Airport Fund Balance funds to balance FY 14; and forward on to the CBJ Assembly for adoption.”

ATTACHMENT #3-1

SUMMARY OF RATES & FEES REGULATION CHANGES
AIRPORT BOARD MEETING
APRIL 10, 2013

NEW Lease Action Filing Fee: For any Lease Action Request (Assignment, New Lease, Extension/Amendment, Collateral Assignment, Cancellation)
\$100/per Lease Action Request

NEW Airport Security Screening Fee: For all passengers that are screened and enplaned at Juneau International Airport
\$1.00 per screened, enplaned Passenger

Land Lease Rates:

Current:

\$0.52/sf/yr	Main Ramp
\$0.43/sf/yr	Other Ramp
\$0.17/sf/yr	Undeveloped land
\$0.65/sf/yr	Landside Non-Aviation

Proposed

\$0.57/sf/yr	Commercial Airfield Land Lease to be phased in as follows: \$0.47/sf/yr beginning July 1, 2013, then \$0.52/sf/yr beginning January 1, 2014, then \$0.57/sf/yr beginning July 1, 2014
\$0.47/sf/yr	Non-Commercial Airfield Land Lease
\$0.19/sf/yr	Undeveloped Land Lease
\$0.71/sf/yr	Landside Non-Aviation Land Lease
\$0.80/sf/yr	SIDA Land Lease

Float Pond Tie Down Rates:

Current

\$45/mo (\$360/yr) for Privately Owned docks.
\$60/mo (\$480/yr) for Airport Owned docks.

Proposed

Privately Owned docks North & South side	\$ 90/month phased in as follows: \$67.50/month beginning July1, 2013, then \$90/month beginning July 1, 2014
--	---

Airport Owned docks North & South side	\$150/month phased in as follows: \$105/month beginning July1, 2013, then \$150/month beginning July 1, 2014
--	--

Privately Owned docks West Finger	\$150/month phased in as follows: \$105/month beginning July1, 2013, then \$150/month beginning July 1, 2014
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ATTACHMENT #3-1

Aircraft Parking & Tie-down Rates:

	Current	<i>Proposed</i>
Main Ramp >12,500 lbs.	\$220.00/month	\$500.00/month
Overnight Air Carrier Gate/ Cargo)	\$220.00/month	\$500.00/month
Main Ramp Air Taxi (small box)	\$ 65.00/month	\$ 75.00/month
Main Ramp Air Taxi (large box)		\$100.00/month
Hard surface parking	\$ 49.00/month	\$ 60.00/month
Gravel surface parking	\$ 38.00/month	\$ 50.00/month
Transient < 6,001 lbs (non-commercial)	\$ 5.00/ 24 hours	\$ 10.00/ 24 hours**
Transient < 6,001 lbs (commercial)		\$ 25.00/ 24 hours**
Transient 6,001 – 12,500 lbs.	\$ 50.00/ 24 hours	\$ 75.00/ 24 hours
Transient 12,501 – 100,000 lbs	\$135.00/ 24 hours	\$175.00/ 24 hours
Transient > 100,000 lbs	\$200.00/ 24 hours	\$500.00/ 24 hours
Jetway 5 Use (excl. Alaska Air)	\$100.00/per use/turn	\$500.00/ 24 hours

Additional language: All 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 space will be assessed the daily transient fee rate for size/type of aircraft/operation.

Remove “Main Ramp” from Air Taxi boxes since there are other areas on the airfield where this applies

Fuel Flowage Fees:

Signatory:

Aircraft 12,500 lbs and under (AV or Jet)	\$0.155/gallon
<i>Proposed</i>	<i>\$0.185/gallon</i>

Aircraft greater than 12,500 lbs. (Large Commercial Jet)	\$0.125/gallon
<i>Proposed</i>	<i>\$0.16/gallon</i>

Non-Signatory:

Non-signatory	\$0.20/gallon
<i>Proposed</i>	<i>\$0.235/gallon</i>

Landing Fees:

Signatory:

Aircraft 12,500 lbs and over, for each 1,000 lbs or fraction thereof	\$2.18/1,000 lbs or fraction thereof
<i>Proposed</i>	<i>\$2.38/1,000 lbs or fraction thereof</i>

Non-Signatory:

Aircraft 12,500 lbs and over, for each 1,000 lbs or fraction thereof	\$2.73/1,000 lbs or fraction thereof
<i>Proposed</i>	<i>\$2.98/1,000 lbs or fraction thereof</i>

ATTACHMENT #3-1

Commercial Vehicle Access Fees:

<u>Ground Transportation</u>		<u>1-7 PAX</u>	<u>8-16 PAX</u>	<u>17 or MORE*</u>
Current	Annual	\$125.00	\$165.00	\$200.00
<i>Proposed</i>	<i>Annual</i>	<i>\$150.00</i>	<i>\$200.00</i>	<i>\$250.00</i>

*Company cap for tour buses etc. at \$4,000

****Company cap proposed increase to \$10,000***

<u>Commercial Pick-up/Delivery</u>	<u>1st Vehicle</u>	<u>Each Add'l Vehicle</u>
Current	\$125.00	\$15.00
<i>Proposed</i>	<i>\$150.00</i>	<i>\$25.00</i>

<u>AOA Permits</u>	<u>1st Vehicle</u>	<u>Each Add'l Vehicle</u>
Current	\$190.00	\$20.00
<i>Proposed</i>	<i>\$230.00</i>	<i>\$35.00</i>

Rental Car Ready Car Lot:

Current	\$60/month
<i>Proposed:</i>	<i>\$75/month</i>

Employee Parking Fees:

Current	\$35/month
<i>Proposed:</i>	<i>\$40/month</i>

Badging & Fingerprint Fees:

	<u>Current</u>	<u>Proposed</u>
Initial Issue (Badge + \$50 deposit)	\$65	\$75
Renewal	\$15	\$25
Re-issue (worn/damaged)	\$15	\$25
Lost Badge	\$200	no change
Contractor Deposit	\$200	no change
Fingerprint fees Airport	\$45	\$50
Fingerprint Fee (non Airport)	\$75	no change
Proximity Gate Card/per issuance	\$5	\$10
Non-Airport ID	\$10	\$25

Terminal Lease Rates:

<i>All rates are per Square Foot/Year</i>	<u>Current</u>	<u>Proposed</u>
Counter (North wing) plus 7 feet	\$24.62	\$25.16
Counter (East wing) plus 12 feet	\$31.01	\$31.69
Office (North wing)	\$22.39	\$22.88
Office (East wing)	\$24.87	\$25.52
Office (Tower/Ops/Admin)	\$24.87	\$25.52
Office (AK Maint)	\$24.87	\$25.52
Baggage Claim	\$24.87	\$25.52
Bag Make-up/Storage (east)	\$19.90	\$20.34
Storage/Frt Rm (North wing)	\$19.90	\$20.34
Canopy Storage (North)	\$12.44	\$12.71
Departure Lounge/Hold Room	\$31.01	\$31.69

ATTACHMENT #3-2

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:

- 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 \$ ~~.155~~ ~~.185~~ per gallon.

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

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- (2) Non-signatory.

All Non-signatory aircraft shall pay a fuel flowage fee of \$ ~~.20~~ ~~.235~~ per gallon.

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- (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: \$ ~~2.18~~ ~~2.38~~ per 1,000 lbs.

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- (C) Exemptions to signatory landing fees:

ATTACHMENT #3-2

- 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: \$ ~~2.73~~
\$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	\$24.62 <u>25.16</u>
Counter (East Wing)	\$31.01 <u>31.69</u>
Office (North Wing)	\$22.39 <u>22.88</u>
Office (East Wing)	\$24.87 <u>25.52</u>
Office (Old Tower, Ops)	\$24.87 <u>25.52</u>
Office (AK Maintenance)	\$24.87 <u>25.52</u>
Baggage Claim (Public)	\$24.87 <u>25.52</u>
Storage/Bag Make Up (Covered Bag Well)	\$19.90 <u>20.34</u>
Storage/Frt Rm (North Wing)	\$19.90 <u>20.34</u>
Canopy Storage (North Wing)	\$12.44 <u>12.71</u>
Hold Room/ Departure Lounge	\$ 31.01 <u>31.69</u>

(A) ~~The amended rental rate for the Counter (East Wing) and Hold Room/Departure Lounge in (c) (1) above, shall apply retroactive to July 1, 2009.~~

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(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:

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	\$220 500
(B) Main Ramp, >12,500lbs	\$220 500
(C) Main Ramp , Air Taxi (small box)	\$65 75
(C)(D) Main Ramp , Air Taxi (large box)	\$100

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(D)(E) Hard-surfaced parking areas	\$49 60
(E)(F) Gravel-surfaced parking areas	\$38 50

(G) Privately-owned seaplane floats (North & South)	\$45 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	

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(H) Publicly Airport -owned seaplane floats (North & South)	\$60 150
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	

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(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

(F)
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 6,000-001 lbs. (Non-commercial) \$5-10 per day
(A)(B) Under 6,001 lbs. (Commercial) \$25.00 per day
(B)(C) 6,000-001 lbs. to 12,500 lbs. \$50-75 per day
(C)(D) 12,501 lbs to 100,000 lbs. \$135-175 per day
(D)(E) 100,001 lbs. and over \$200-500 per day
(E)(F) Parking at Jetway 5 Air Carrier gate (Non-Signatory)
\$100-500 per use

All aircraft parking spaces are designated once 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) Airfield Land Lease Rates (all rates per square foot, annually):
(1)(2) - The lease rate for airfield land is \$.43 per square foot per annum, except:

(A) Non-Commercial Airfield Land Lease adjacent to the Main Ramp is \$.52 per square foot per annum. \$0.47/sq ft/year
(B) Commercial Airfield Land Lease is Undeveloped \$1.17 per square foot per annum. \$0.57/sq ft/year
Commercial Airfield Land Lease to be phased in as follows:

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	<i><u>\$0.47/sf/year beginning July 1, 2013, then</u></i>
	<i><u>\$0.52/sf/year beginning January 1, 2014; then</u></i>
	<i><u>\$0.57/sf/year beginning July 1, 2014.</u></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

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(2)(3) 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)(4) Land Lease Wait List Fees. The Juneau International Airport has established wait lists and application fees based on the land lease types and proposed 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) ~~\$60.75~~ 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>8-16 PAX</u>	<u>17 or MORE</u>
	<u>Rate</u>	<u>Rate</u>	<u>Rate</u>
Annual	\$125.00	\$165.00	\$200.00
	<u>\$150.00</u>	<u>\$200.00</u>	<u>\$250.00</u>

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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 ~~\$4,000~~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	\$125.00 <u>\$150.00</u>	\$15.00 <u>\$25.00</u>
(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	\$190.00 <u>\$230.00</u>	\$20.00 <u>\$35.00</u>

- (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
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- (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
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(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.
 - (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 ~~\$35~~ \$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

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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: ~~\$45~~\$50 per person.
- (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 (\$15) & Deposit (\$50)	\$ 65 <u>75</u>
(B)	Renewal (Annual)	\$ 15 <u>25</u>
(C)	Re-issuance for worn or damaged	\$ 10 <u>25</u>
(D)	Lost badge	\$200
(E)	Contractor Deposit	\$200
(F)	Proximity Gate Card	\$ 10
(E) (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

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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): \$5 per card / issuance
- (3) Non-airport identification media : \$10 per card / issuance

(p) Airport Security Screening Fee. For all passengers that are screened and enplaned at Juneau International Airport.

\$1.00/per screened, enplaned passenger

(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

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.

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“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” means an aircraft which is not assigned to a permanent parking space on the Airport, ~~or~~ which is not owned/leased by a tenant who has a written agreement with the Airport for the purpose of parking. aircraft not parked in designated parking area, or multiple aircraft parked in one parking space.

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

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 March 16, 2012, 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

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Assembly Review

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

Date: _____

Laurie J. Sica, Clerk

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: July 1, 20123, or as otherwise outlined in this Regulation.

Date: _____

Laurie J. Sica, Clerk

EXPENSE SUMMARY

	FY 12 ACTUALS	FY 13 APPROVED	FY 13 PROJECTED	FY 14 APPROVED	FY 14 UPDATED
PERSONNEL	2,397,533	2,456,400	2,251,200	2,476,900	2,453,500
SUPPLIES	715,673	636,900	637,500	617,700	796,700
SERVICES/CHARGES	2,182,520	2,202,300	2,352,900	2,228,500	2,592,000
TRAVEL/TRAINING	17,016	25,100	25,100	25,500	30,500
CAPITAL OUTLAY	23,800	0	20,200	0	0
DEBT SERVICE	0	0	0	0	0
TOTALS	5,336,542	5,320,700	5,286,900	5,348,600	5,872,700

REVENUE SUMMARY

	FY 12 ACTUALS	FY 13 APPROVED	FY 13 PROJECTED	FY 14 APPROVED	FY 14 UPDATED
STATE/FED REVENUE	266,595	312,100	274,200	312,100	278,200
FUEL FLOWAGE FEES *	435,538	539,002	572,602	539,002	714,700
LANDING FEES *	1,431,118	1,560,000	1,560,000	1,560,000	1,700,000
USER FEES/SECURITY FEES	95,203	95,300	95,300	95,300	399,000
RENTALS	2,273,561	2,300,600	2,288,600	2,368,100	2,528,600
INTEREST INCOME	93,472	58,300	36,000	75,500	36,500
FINES/MISC./OTHER	136,035	149,300	173,200	149,300	192,900
TRANSFERS/CBJ/MPF	159,100	0	0	0	0
AIPORT FUND BALANCE				0	
TOTALS	4,890,622	5,014,602	4,999,902	5,099,302	5,849,900

Rate increases have been factored into FY14.

EXPENSE vs. REVENUE SUMMARY

	FY 12 ACTUALS	FY 13 APPROVED	FY 13 PROJECTED	FY 14 APPROVED	FY 14 UPDATED
EXPENSES	(5,336,542)	(5,320,700)	(5,286,900)	(5,348,600)	(5,872,700)
REVENUES	4,890,622	5,014,602	4,999,902	5,099,302	5,849,900 ²
DIFFERENCE	(445,920)	(306,098)	(286,998)	(249,298)	(22,800)
AIRPORT FUND BALANCE APPLIED		306,098		0	22,800
TOTAL OVER/(SHORT)	(445,920) ¹	(0)	(286,998) ³	(249,298)	0 ⁴

¹ FY 12 was projected to have (\$371,100) deficit.

² FY 14 Assumes Rates & Fees increases as approved by Finance Committee

³ FY13 Projected shows Airport Fund Balance contribution decreased to \$286,998 (from \$306,098)

⁴ FY 14 deficit remaining; balance with Airport Fund Balance



SECON

SOUTHEAST ALASKA

ROAD WORK AHEAD

SECON will be rehabilitating sections of Glacier Hwy, Yandukin and Shell Simmons Dr, beginning April 22nd and ending the beginning of July. Work will occur Mon – Sat and predominately between the hours of 6 pm and 7 am.

Work consists of pedestrian improvements, asphalt milling, and replacement.

Expect traffic detours in these areas, reduced speed limits, and minor traffic delays.

Please watch for flaggers, construction personnel, equipment, and temporary signage.

We apologize for any inconvenience this may cause.

Glacier Hwy

EGAN DRIVE

McDonalds

AIRPORT

Yandukin Dr

FredMeyer