

**JUNEAU INTERNATIONAL AIRPORT BOARD
FINANCE COMMITTEE MEETING MINUTES
April 6, 2022, 2:00PM**

I. Introduction.

Finance Cte. Chair Jodi Garza	Phil Adams, Airport Superintendent
Chris Peloso, Finance Cte.	Mike Greene, Airport Project Mgr.
Dan Spencer, Finance Cte.	Ke Mell, Airport Project Mgr.
Dennis Bedford, Airport Board	Mike Wilson, Coastal Helicopters
Patty Wahto, Airport Manager	Tom Williams, Ward Air
Scott Rinkenberger, Dep. Airport Mgr.	Kevin Allen, KINY
John Coleman, Airport Business Mgr.	

II. CARES Funds Project Updates (see Attachment #1)

CARES/CRRSAA/ARG Act Use		2/2/2022
30,590,133	Grant awards*	
(727,145)	FY20 Operational Expenses	
(3,427,111)	FY21 Operational Exp incl tenant relief; yearend	
(602,375)	FY21 Airport GO Bond debt service	
(662,625)	FY22 Airport GO Bond debt service	
(203,028)	TWY Regulator Upgrade (appropriated)	
(1,610,000)	Bag Belt Replace - Est; + \$50K design (10/21)	
(600,000)	Parking Lot Design (max) - Estimate	
(92,885)	Bagwell Gas Detect/Alarm - est; + \$42,885 design	
(115,000)	SREB Circulation Pump Upgrade	
(175,000)	Sand/Chem bldg Back-up Boiler system	
(50,000)	Forklift vehicle	
22,324,964	Balance	
	<i>Proposed Use</i>	
(1,200,000)	FY22 Tenant Rent Relief (est)	
(2,084,900)	FY22 Operational Expenses (est)	
(1,200,000)	FY23 Tenant Rent Relief (est)	
(1,491,800)	FY23 Operational Expenses (est)	
(1,377,700)	FY24 Operational Expenses (est)	
	GO bond debt service FY23/24 TBD	
	Parking Lot Construction - TBD	
14,970,564	<i>Proposed/estimated balance FY22 end</i>	
*\$98,347 concession relief requirement		
Note: Add'l Concession grant \$393,387 signed 1/3/22, not incl in total		

Ms. Wahto said the above list includes \$98,347 in concession relief requirement. Another thing that was updated was a placeholder for \$5M for the parking lot, which could be more or less. When the estimated FY22-24 expenses and projects are considered, there is

approximately \$9.8M available. She asked the Committee to keep that in mind moving forward.

III. CARES/CRRSAA/ARG Funding Sunset Dates:

CARES grant sunsets in April 2024

CRRSAA grant sunsets in March 2025

ARG grant sunsets in August 2025.

Grant funds must be completely expended by those dates.

Capital projects can take up to a couple years to complete once a project starts conceptual.

Ms. Wahto said she has put in a request to the Washington, D.C. Lobbyist to possibly extend the dates. In discussing this with the Federal Aviation Administration Airports Division personnel, people are finding out that with all the money coming in and the shortage of workers is that a lot of contracts are so far out to get done, they feel that the Airport might get the project ready but hit the sunset date. They didn't have a problem with extending the date, but it is a bigger issue than what they can solve at the local office.

Attachment #1 had several projects including the parking lot paving with a placeholder of \$5M. This project is in design with DOWL Engineering. They are actively working this project.

The tiling of the east end entry will be incorporated as part of the terminal project. There may be some broken tiles in the departure lounge. Ms. Wahto wasn't sure this needed to stay on the list.

Another project is northwest development electrical relocation upgrade. She found the price for this project is about \$315K to \$350K. The sooner it is done, the better due to skyrocketing prices. This will only be installation of the three-phase, it does not bring it to any hangars or lease lots.

Power to the float pond is a project that has a cost estimate of \$50K for design and contract administration and then the price for installation was \$191,600. This will bring electrical down to the float pond but no further.

One high priority issue is the hangar flooding and drainage issues noted on page 1, which has a rough \$1M estimate for the paving and trench drains. Staff is still working on getting the survey information on the grade and slope in that area. This needs to be done before coming back to the Board. If any type of paving project is going to be done including the parking lot paving and some contract work happening with federal dollars, the hangar flooding issue and trench drain would be a good project to combine them as one project.

There are several projects that there will be no money for because if you don't do part of it, it is not worth doing the project. For example, Page 3, the SREB (Snow Removal Equipment Building) Maintenance Office Addition, which includes the maintenance bay at a cost of \$12.3M. You could look at doing a shell, but that would be about it. The rest are from \$10K

up to \$1M and could certainly fit. The Alex Holden Way project, unless done with other paving, would be another one to be held off. This is an area that also floods.

The items on the list are not in any priority order. Ms. Wahto said a lot of them can be done in the time, but she was concerned that contractors would not be available and the work might not get done. Some can be done quickly, others will run into the contractor issue.

Committee Member Dan Spencer asked if there was an idea of how long before a more than 50% sure estimate will be available for the parking lot pavement. Ms. Wahto asked Ms. Mell to reply to this. Ms. Mell said that DOWL is working on conceptual level design and they hope to have them to the Airport by the beginning of June. At that point, it won't be a 50% certain cost, but they will present four different levels of work: 1) Keeping all the work within the parking lot area; i.e., replacing the asphalt, repairing curbs, etc. 2) Expand the scope a little more, which identifies future projects and opportunities where the funding may not be available – consider relocating some of the exits and entrances into the parking lot. This could be coordinated with work that Republic Parking hopes to do in the next few years. 3) Expand the view to include the circulation of the terminal and parking issue (curbside) and whether some alterations to Shell Simmons might be appropriate. 4) Expand the view to go out to the other side of Yandukin. A couple of things that might relate is putting a paved path along Yandukin, which has no sidewalks or provisions for pedestrians. Maybe a round-about or some other form of intersection. The sidewalks and round-about would be on Airport property. Ms. Wahto said this is Airport property but what happened a number of years ago was the State was collecting federal highway dollars for that particular road. They repaved it one more time, but then they transferred ownership to the City and would no longer collect federal highway dollars on that road.

Mr. Spencer said most of the projects are in an estimate stage. Are any projects at this point ripe for an actual real funding discussion with the full Board? Ms. Wahto said there has to be an estimate for any project. The Airport is on the edge of estimates for a few of the projects, for example, bringing 3-phase electrical into the northwest development area. This is not a final, but an estimate based on what they have seen. Staff thinks that \$100K could be spent on the public seating because now there is more space. Some of those can be jumped into right away. Some items like the Dedicated Outdoor Air System (DOAS) to be able to work to balance the whole air handling system and this is still be worked with and the estimate is a guess. If one big paving project is done at one time, the Airport will receive more bang for the buck.

Mr. Spencer said other than the tenant suggestions, the power to the float pond has a reasonable cost. Is there a timeframe for estimates for any of the other tenant suggestions? Ms. Wahto said some are easier to get estimates because AEL&P (Alaska Electric Light & Power) can get back to you quickly, other than the design items of where it would be brought into. Other things like the water and sewer extension, staff has not had time to look into these.

Tom Williams, Ward Air, asked where the power to the float pond would go. Project Manager Mike Greene said this would just take it to the pond and noted the cost of copper is going sky high. Mr. Williams replied that power to that point only would not do any of the operators any

good. He thought Kent Craford with Alaska Seaplanes would also think it needed to be extended to at least Alaska Seaplanes and Ward Air. He felt this was a half-way project. In general, he would appreciate and recommend that the Finance Committee request a spreadsheet that shows each of the projects and then shows the estimate range so that Board Members and tenants can get an idea of if they were going to mix and match the projects, what they would recommend given the limitations. He realized that the information is there but felt that a spreadsheet would be very helpful.

Mr. Williams said the DOWL redesign is an important issue. He was concerned that if the parking lot was expanded and get everything that was possible (including a trail across to the other side) that it is not focusing on meeting the needs of tenants and operators. Something else is being put in front of that. He encouraged the Finance Committee and Board to focus on operational and tenant improvements as opposed to the public improvements. Obviously, the parking lot needs to have something done, but he didn't think it would be advisable to spend a lot of money on Items 2, 3, and 4, but certainly the basics for the parking lot and some additions should be looked at. He would rather see any excess go to operation and tenants. Along that line, rather than spend money on some of the enhanced parking lot provisions as far as options, he would rather see water to the pond to be able to wash planes off. He thought that would be a better use of funds.

Mr. Spencer said the non-tenants would view the public parking area at the airport as a public priority because right now you can't even figure out if you are supposed to pay when leaving the parking lot. He appreciated where Mr. Williams was coming from but he thought that the parking area is the first place Juneau residents encounter when they come to the airport and it is the last place they encounter when they leave. First and last impressions make a difference. Ms. Garza agreed that the public parking facility is a very good opportunity to use the CARES Act funds.

Ms. Wahto said that the list is not necessarily to do everything. It is thinking outside the box. The parking is out of space a good percentage of the time lately. The parking lot is getting fuller and fuller. The Airport cannot afford to build a parking garage, but can the area be expanded or maneuvered (not just repaved) to make better use. Staff is working with Republic/REEF Parking so that any changes done can coordinate their portion of it with ticket booths and entry. This is trying to rearrange some of the space before it is repaved. She did not think it was wasted on the public. The Airport is trying to make it more efficient and a better experience.

Ms. Garza said that projects like the seats could be recommended to the full Board to get the list smaller. She asked the staff's recommendation on projects that are in a good position to move to the Board at this point. Ms. Wahto suggested the following: public seating, upgraded lighting, manlift, fueling station access control and backup generator.

Dennis Bedford said when the parking lot is considered, a parking garage needs to be considered due to growth. The other thing was a spreadsheet is needed with projected costs and estimated time to shovel ready. He said the project has to be completed before the deadline. Ms. Wahto noted that a parking garage has been discussed. It was discussed with

Republic Parking 15 years ago about them building it and then collecting fees. This is something that is being discussed. Rental Cars would be brought into the facility and fees would be collected to help pay for the garage. An estimate some time ago was for \$20M-\$25M. She felt it was probably more like \$30M-\$35M. The paving and planning should be done to set up the area for a garage in the future.

Ms. Garza said the Airport has more projects than money. With the GO (General Obligation) Bond money going downtown for the debt, this is \$1.3M less that the Airport has to spend on maintenance projects for funding they may never see again. She said that with the meeting with the Assembly on the 27th, she just wanted to keep the projects moving. If it seems that there are not uses for the projects decided on by the Board, it looks like there are available funds. Ms. Wahto said this will be discussed with the Assembly at the meeting, along with the letter that was sent – that the Airport has a lot of projects and not enough money. The ink is not dry yet for them passing that at the Assembly level. There is a lot more need than money.

Ms. Garza said the following items are ready to move forward:

1. Public Seating
2. Replacing Lighting Fixtures
3. Acquiring a Man Lift
4. Fuel Station Access Control
5. Fueling Station Backup Generator (added by Ms. Wahto)
6. Flooring for TSA Bag Screening (added by Mr. Spencer)
7. Ceiling Tile Replacement (added by Ms. Garza)
8. Wash Bay Protectors for Snow Removal Equipment Building (added by Ms. Wahto)

Dan Spencer moved the eight listed projects be sent forward to the Board. The motion passed by unanimous consent.

Ms. Wahto said staff will get this ready for the Board packet and put together a better spreadsheet to get them all lined up and fine tune some of the estimates.

IV. Next Finance Meeting: TBD

V. ADJOURN: *Chris Peloso moved to adjourn. The motion passed by unanimous consent and adjourned at 3:00 p.m.*