



AIRPORT BOARD AGENDA

October 12, 2023 at 6:00 PM

Airport Alaska Room/Zoom

<https://juneau.zoom.us/j/82856995400?pwd=YUNLd2p1OFI3TnY3NUpKa3BRQmFidzO9>

or Dial: 1-833-548-0276, Meeting ID: 828 5699 5400, Passcode: 697369

TO TESTIFY: CONTACT PAM CHAPIN, 586-0962

BY 3:00 PM ON OCTOBER 11, 2023

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF MINUTES: September 14, 2023

D. APPROVAL OF AGENDA

E. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

F. UNFINISHED BUSINESS

- 1. Operations Committee Update: CARES/CRRSAA/ARP Grant Funding Balances and Use (Attachment #1).** The Finance Committee met on October 3, 2023, to get a primer on airport finances and discuss the use and balances of the CARES grants. Staff was asked to come up with a prioritized list for possible 'quick' use of the remaining funds that the Committee may consider and forward the recommendations to the whole Board. The Committee plans to meet again in early December to start the budget process and review/recommend the prioritized list of use for the remaining CARES funds. By then, staff should have more projects closed out and firmer bottom-line remaining funds.
- 2. TSA Mandate for Employee Screening in Secured and Sterile Areas.** The aviation workers screening National Amendment (NA) from the Transportation Security Administration (TSA) is moving forward despite overwhelming opposition from airports and airport advocacy groups from around the country. This NA would require airports to screen aviation workers at all public to sterile/secured area portals randomly using a schedule generated by the TSA. The TSA has granted an "Informed Compliance" period of 12 months starting on the effective date of the NA until September 25, 2024. The Airport sent in a letter of compliance outlining our proposed plan over the informed compliance period that was accepted September 9, 2023.

A Petition for Reconsideration of the NA for CAT II airports was sent to the TSA Administrator (David Pekoske) for JNU on August 29, 2023. We received a response letter from the Administrator denying the petition on September 26, 2023. In the response letter there is an option to petition for review of the NA through the D.C. Circuit Court of Appeals, which many airports are choosing to do. The Airport is consulting with the City Attorney for this option and may request additional funding and concurrence from the Board to join the lawsuit with other airports.

- 3. HVAC Technician (Maintenance Mechanic II).** At the October 13, 2022, Airport Board meeting, the Board approved a contract with Daikin for the Heat Pump and Air Handling Systems. During discussions at the Board meeting, it was stated that this contract was modifiable to add additional facilities and services or reduce to fewer services or even cancel. Since then, staff has investigated the cost of hiring a heating, ventilation and air conditioning (HVAC) technician (Maintenance Mechanic II) for all the facilities in-lieu of adding on to the contract. The Airport would be looking for a staff position for this work, rather than a quarterly contract. The Board previously approved a three-year contract with Daikin: 2023: \$83,594.00/annually, 2024: \$86,110.00/annually, and 2025: \$88,700.00/annually which handled

the quarterly routine maintenance of the heat pump and air handling systems for the Terminal, Snow Removal Equipment Building (SREB) and Sand/Chemical facilities' quarterly routine maintenance. There are still requirements outside of that contract that staff would need to do, or contract to have done, on a regular basis. Additionally, there would be costs for breakdown and parts, regardless of whether there is a contract in place or staff. So far this year, the Airport has spent an additional \$70K on service through the Daikin contract as well as other work done by other vendors. The costs of the Daikin contract are simply to address the quarterly, routine heat pumps; not the many circulation pumps that run the ground source system that supplies all the heat pumps nor the air handling systems, boilers, valve actuators, automation, back flow, ground loops, snow melt systems, and pressure vessels. This position would also be qualified to check plumbing infrastructure, potable hot water systems and circulation. This would benefit all four buildings: Terminal, Airfield Maintenance, Snow Equipment Removal Building, and the Sand and Chemical Building. In talking with Human Resources on the position description, the estimated cost of a Maintenance Mechanic II would be in the vicinity of \$120k a year (inclusive of benefits). Bobby Dilg will be in attendance at the Board meeting to address/answer any further questions. Staff recommends hiring a Maintenance Mechanic II for the HVAC and other systems around the Airport, in lieu of the Daikin quarterly maintenance contract.

Board Motion: "Approve the addition of a Maintenance Mechanic II to the Terminal staffing, for the purposes of HVAC and other facility systems maintenance; and upon hiring, discontinue the Daikin quarterly maintenance contract."

G. NEW BUSINESS

4. **Airport Manager's Report**
5. **Airport Projects Report - Mike Greene**
6. **Airport Projects Report - Ke Mell**

H. CORRESPONDENCE

I. COMMITTEE REPORTS

7. Finance Committee
8. Operations Committee

J. ASSEMBLY LIAISON

K. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

L. BOARD MEMBER COMMENTS

M. ANNOUNCEMENTS

N. NEXT MEETING DATE: November 9, 2023

O. EXECUTIVE SESSION

P. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.org.