



AIRPORT BOARD AGENDA

March 14, 2024 at 6:00 PM

Airport Alaska Room/Zoom

<https://juneau.zoom.us/j/82856995400?pwd=YUNLd2p1OFI3TnY3NUpKa3BRQmFidz09>

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

TO TESTIFY: CONTACT PAM CHAPIN, 907-586-0962

BY 3:00 PM ON MARCH 13, 2024

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF MINUTES: February 8, 2024

1. February 8, 2024 Minutes

D. APPROVAL OF AGENDA

E. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

F. UNFINISHED BUSINESS

- 2. Sand/Chemical Back-up Electric Boiler.** See Project Report - Ke Mell for detailed discussion. The Board, through the Finance Committee, was advised of the higher costs for the system, but without knowing what the bids would come in at, and the fact that CARES funding would expire by the time this project was bid, several options were discussed. The elected option was to continue leasing a portable oil burner and continue the bid process to see what the end cost would be. While trying to bid the work, CBJ Contracts required some additional electrical clarifications as well as signed/sealed drawings. Staff received pricing for the additional design work (detailed in the Project Report - Ke Mell). An additional \$19,015 is required to have bid ready documents in-hand. The project still requires funding for construction. Staff is looking at alternative funding sources for the construction/installation. Regardless, the project is at a standstill until complete signed/sealed/estimated bid documents are complete.

Board Action: *Discuss and approve the additional \$19,015 in CARES funding to complete the design bid documents. Upon completion of design documents and identifying a funding source, advertise and bid before being brought back to the Board.*

- 3. FY25/26 Proposed Budget (Attachments #1 through #8).** The Airport Finance Committee met on February 28, 2024, to discuss the FY25/26 Proposed Budget. The budget was discussed but was not passed. Instead, staff was asked to schedule an additional workshop on how the budget and finance model methodology works, including allocations. Staff believes that the presented budget may still be reviewed and approved by the Board, with a methodology workshop held separately. Staff will still set up a future finance workshop, while presenting the FY25/26 Budget now. The budget, as presented at the Finance meeting, is presented to the full Board for consideration and acceptance in Attachments #1 through #6. Note that FY26 is presented with a slight deficit budget, which will be discussed next year during the biennial budget review.

Additionally, the following is a recap on the cost allocation between user groups for the FY25 Deficit:

Total	121 Carriers Share	135/GA Share
(\$150,300)	(\$139,500)	(\$10,800) Security Cost Center
(\$ 17,700)	(\$ 15,700)	(\$ 2,000) Terminal
(\$ 65,900)	(\$ 62,600)	(\$ 3,300) ARFF Cost Center
(\$414,200)	(\$352,100)	(\$62,100) Terminal/Airfield
\$648,100	(\$569,900)	(\$78,200)

As detailed in the packet, the security cost center is an independent calculation for the 121 Carriers based on passenger screening checkpoint hours/required police presence and the number of passengers screened. The Aircraft Rescue Fire Fighting (ARFF) cost center also has a different allocation (95/5) than the remaining airfield cost centers. The 121 Carriers split their share for ARFF and Terminal/Airfield through increases in both Fuel Flowage Fees (FFF) and Landing Fees (LF). The 135/GA pay their share for the Security, ARFF and Terminal/Airfield through FFF. Both FFF and LF also have non-signatory revenue components that are credited back to each user group for final calculations. This is how the rates are derived on Attachment #4 in order to balance the FY25 budget. There are other fees (terminal rents, land leases, concession rents, etc.) which contribute and offset the two air carrier user groups (121 and 135/GA) expenses prior to calculating FFF/LF.

Motions:

While the budget would go to the City & Borough of Juneau (CBJ) Finance, it would be contingent upon Airport Rates and Fees Regulation public process that includes going out for a 21-day public comment period, then back to the Board to consider any comments. After approval, the regulation would need to go to the Assembly for adoption (one meeting). This would need to parallel the budget process.

Staff recommends the following actions on the FY25/26 Budget:

Board Motion: *“Approve the FY25/26 budgets at attached in Attachments # 1, #5 and #6, shown with the increases to the Airport Rates and Fees Regulation, and forward to the Assembly for approval.”*

Board Motion: *“Approve the increases to the Airport Rates and Fees Regulation, as summarized in Attachment #4 and begin the public regulation process, then bring the regulation back to the Airport Board for consideration of public comment, approval and forward to Assembly for final adoption.”*

Fund Balance (Attachments #7 and #8): Staff was asked to present the current available fund balance. This is presented two-fold in Attachments #7 and #8. Attachment #7 is shown with the deficit budget; Attachment #8 as a balanced budget (FY25) from proposed increases to Airport Rates/Fees. Note that even with balanced budgets each year, the fund balance would continue to decrease due to three-month operating reserves increasing over the years. Essentially, the Airport would need to look at increasing fund balance over time.

G. NEW BUSINESS

4. Airport Manager's Report

5. Projects Report - Mike Greene

6. 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:

April 6, 2024, Assembly Finance Committee, Assembly Chambers 9:00 a.m.

April 11, 2024, Airport Board Meeting, Alaska Room/Zoom, 6:00 p.m.

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.gov.

MINUTES of
AIRPORT BOARD MEETING
February 8, 2024
6:00 p.m. Alaska Room/ZOOM

A. **CALL TO ORDER:** Chair Al Clough called the meeting to order at 6:00 p.m.

B. **ROLL CALL:**

Members Present:

Al Clough	Jason Custer	Dan Spencer
Dennis Bedford	Eve Soutiere	

Members Absent:

Jodi Garza	Chris Peloso
------------	--------------

Staff/CBJ Present:

Patty Wahto, Airport Manager	Ke Mell, Airport Architect
Andres Delgado, Airport Sup't	Sherri Layne, CBJ Law
Angelica Lopez-Campos, Bus. Mgr.	'Wàahlaal Giidaak, CBJ Assembly

Public:

Christopher O'Brien, GA Tenant	Laurie Craig, Public
--------------------------------	----------------------

C. **APPROVAL OF MINUTES:**

1. *Dan Spencer moved to approve the minutes of the January 11, 2024, Airport Board meeting. The motion passed by unanimous consent.*

D. **APPROVAL OF AGENDA:** *Eve Soutiere moved approval of the agenda. The motion passed by unanimous consent.*

E. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS:** None.

F. **UNFINISHED BUSINESS:** None.

G. **NEW BUSINESS:**

2. **Airport Manager's Report:**

a. Deputy Airport Manager Recruitment. The Airport is now using a recruiter and has been out for several weeks. Prior to that it was posted two or three times. Interviews will be scheduled, and it will be seen what happens in the next few weeks.

b. Aircraft Rescue Fire Fighting (ARFF) Truck Update. Staff has kept the Board informed since ARFF Truck A-2 has been taken out of service. It does not meet FAA (Federal Aviation Administration) specifications for doing the foam testing because it

AIRPORT BOARD MEETING

February 8, 2024

Page 2

cannot be outfitted with the e-cart. An agreement has been signed with the City of Palmer to use their spare ARFF truck, which can be equipped with an e-cart. She sent a big thanks out to the City of Palmer. Chad Cameron used to be with the Juneau Fire Department but moved to Palmer to be their Fire Chief. He heard about this and helped the Airport out. This is a great truck with very low miles to use in the interim until the new truck can be ordered. The bids are in hand, but it will take up to a year and a half to build. In the meantime, the Airport has a spare ARFF truck. It will be in Juneau in a few weeks.

c. Cargo Road Vehicle Vandalism. Alaska Airlines reported they have had numerous vehicles broken into while employees were working at cargo. JPD (Juneau Police Department) took the reports and are keeping an eye on the area. It is unknown whether this is related to the UPS (United Parcel Service) situation, which staff is still seeing boxes out there stuffed on the sides and which may be drawing them in. Board Member Eve Soutiere asked if JPD could review the tapes in the area. Ms. Wahto said this is possible depending on their workload.

d. Hot Topics. The following is a list of on-going topics that staff is working on in addition to the regular Project Reports:

- *Alaska Department of Environmental Conservation (DEC) Site Contamination.* This is a combination of Airport property and Channel Flying property. It goes back to a 2014 dig that the Airport did to resurface part of a road that was part of a project to divert traffic around the area. When it was dug up, there was a plume of soil sampled. It could be smelled and seen in the groundwater. This was reported to DEC and a case was opened on the Airport's side of things. The Airport dug up as much of the contaminated soil as DEC told them to do. They told the Airport to fill it and cap it by repaving. This was never closed out. This resurfaced and ADEC said it is still open. This holds up a couple of things. She did not know where the sale between the Lokens and Coastal Helicopters is at, but she believed Coastal Helicopters is doing due diligence with DEC as well. It is not known how long ago this spill occurred. There was additional testing that came out in 2015. Staff will be working with the Lokens, Coastal and DEC to see what is needed to close this one out. When there is a transfer of property, knowing it's on airport property and it will stay as airport property without shifting around ownership, which is treated differently than a private-use parcel, which is what the Lokens have. They have stricter requirements of testing, monitoring, mitigation, etc. She wanted the Board to know that this is out there.
- *Juneau Douglas North Crossing Project.* Ms. Wahto reported that DOWL will be doing the same presentation that they gave the Board to the FAA Airports Division and higher ups in the Alaska Division on February 26. Ms. Wahto will attend this via Teams in case they have questions for the Airport. The FAA

AIRPORT BOARD MEETING

February 8, 2024

Page 3

requested this presentation so they are kept up to speed about what is being done down here.

3. Airport Projects Report – Mike Greene. Ms. Wahto reported the *Terminal Reconstruction Project* is seeing some movement on the glass guardrail, which is a floor to ceiling cover in small panels. Staff is suggesting using ¾” glass, especially as it is taken up to the top which would not only meet code but take out the wobble staff saw with the shorter ½” glass. Staff is waiting on a price for that and making sure that the design team approves it as the designer of the project.

The ground source loop field is looking at just cleaning everything – hoses, filters – rather than replacing a lot of really good product that is going into the loop field. There is an additive that can be installed to help clean it out. This will save the Airport a lot of money.

The Terminal Air Balancing is still covered under the regular contract, but it cannot be done until all geothermal heat pumps are going and balanced. This will be one of the last pieces of the original contract with Dawson pending the clean out noted above.

Chair Clough asked Ms. Wahto to pass on to Mr. Greene that he really appreciated him taking on the effort on balancing the HVAC (heating, ventilation and air conditioning) systems. He said he had been in buildings where that was allowed to slide, and it turned into a nightmare. His due diligence is greatly appreciated.

Rehabilitate Part 121/135 Apron & Remain Overnight (RON) Parking Apron. A lot of meetings are being held. Coordination is occurring with Alaska Airlines on Gates 3 and 4. Luckily, Alaska Airlines has announced that they want to use the same contractor, so communications should be pretty smooth.

A meeting was held with DOWL, Coastal Helicopters, Alaska Airlines, and design parties with Alaska Airlines because of the gates. One of the things that came out of this meeting was the proximity of the RON which is stationed where the future Gate 6 would be and how close that is to helicopter operations. They have done the numbers, but some of the things that have been seen are concerns about rotor wash and things flying around out there. There are still things being run, but Coastal may shift more to the east. They need a new lease for the space. This may be run for one summer to see what it looks like. More talks need to occur with Coastal, but a few people with Alaska Airlines have stated their concerns operationally. Even though it is bid as an RON, it will be used for passenger boarding, which means cargo loading on one side and passengers on the other side. With that being said, Coastal has downsized how many aircraft will be on that site, but unfortunately, their closest spot is at the northwest corner. This will be monitored during construction.

AIRPORT BOARD MEETING

February 8, 2024

Page 4

4. **Airport Projects Report – Ke Mell.** Ke Mell, Airport Architect, reported that Robson, the contractor for the *Outgoing Baggage Belt Repair/Replacement Project*, is on site and installing components. Bobby Dilg is working mostly nights so that he can coordinate with TSA (Transportation Security Administration) and Alaska Airlines.

The building permit for the *Gate 5 Passenger Boarding Bridge (PBB) Replacement* has been received.

The tank and materials arrived onsite for the *Buried Tank (UST) Removal and Replacement*. Alaska Fuel Systems came down from Anchorage to get badged. The project will start on February 19. The work is expected to take a couple of weeks.

The consultant's (RESPEC's) final invoice has been paid for the *Bagwell Mechanical Repairs*. The project is closed.

H. **CORRESPONDENCE:** None.

I. **COMMITTEE REPORTS:**

5. **Finance Committee:** None. Ms. Wahto said Angelica Lopez Campos had been working a lot with staff to get the budget numbers. The numbers should be done within the next few business days and then have something to bring to the Finance Committee to start looking at how to balance things.

6. **Operations Committee:** None.

J. **ASSEMBLY LIAISON COMMENTS:** Assembly Member 'Wàahlaal Giidaak had nothing new to report. The Assembly has been talking about the school budget lately, which has taken most of their focus.

K. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS:** None.

L. **BOARD MEMBER COMMENTS:** Dennis Bedford noted the March 6 Committee of the Whole with the Assembly. He said he had scheduled vacation around the original schedule in February and will not be able to attend in March.

M. **ANNOUNCEMENTS:** Ms. Wahto said the Committee of the Whole meeting was changed to March 6. In the past, she had played a big role in the meeting. The Assembly does not want to hear from Ms. Wahto, but from the Board Members. She will defer to the Board Members to have some topics they want to talk about. If this means needing some supporting information, she will be happy to get that information. She asked that the requests come sooner rather than later.

AIRPORT BOARD MEETING

February 8, 2024

Page 5

Ms. Wahto gave kudos to the Airport teams. There was an unbelievable amount of snow in a very short period of time. They kept the runway open through the storms. There was about 15 minutes that the runway went down due to having to clean up casters that shredded on the runway. They have done an excellent job, between all of the operators and Justin, the mechanic.

- N. **NEXT MEETING DATE:** The next regular Airport Board meeting will be held on March 14, 2024, at 6:00 p.m. in the Alaska Room and via Zoom.
- O. **EXECUTIVE SESSION:** None.
- P. **ADJOURN:** *Dan Spencer moved to adjourn. The motion passed by unanimous consent and the meeting adjourned at 6:34 p.m.*



AIRPORT BOARD FINANCE COMMITTEE AGENDA

February 28, 2024 at 10:30 AM

Airport Manager Conference Room/Zoom

<https://juneau.zoom.us/j/88511250221?pwd=bP5oyTILQMTS7IUWn1gdnatTbFpCZ1.1>

Dial: 888 475 4499 US Toll-free

Meeting ID: 885 1125 0221

Passcode: 823406

**TO TESTIFY: CONTACT PAM CHAPIN, 907-586-0962
BY 3:00 PM ON FEBRUARY 27, 2024**

A. CALL TO ORDER

B. ROLL CALL

C. NEW BUSINESS

- FY24 Projected (see Attachments #1, #2 and #3).** FY24 Expenses are projected to be slightly higher than budgeted by approximately \$292K. This was related to CARES approved project costs and acquisition of a forklift added to the budget (paid by CARES). Additionally, there is a projected revenue shortfall compared to budgeted for security screening fees (fewer passengers through checkpoint) at a decrease of \$112K, a decrease to the projected interest income by \$131K, and other fees lower than anticipated. The Airport continued with Commercial aviation leases/rents abatement at a cost of \$1.5M for FY24. This shows lower revenue but is covered with CARES funding. The amount for FY24 operational expenses covered by CARES is \$2.1M for the fiscal year.

- FY25 and FY26 Proposed Narrative of Changes (See Attachments #1, #2 and #3)**

EXPENSES – There are increases in many areas outside of the Airport’s control including salary increases, insurance increases and contractual agreements. Other increases were Board approved such as increases to Terminal janitorial and Aircraft Rescue Fire Fighting (ARFF) full-time Chief position (as recommended by Federal Aviation Administration (FAA) Certification Inspector). Some of the changes are outlined below:

ADMINISTRATION

Full Cost Allocations – The costs for interdepartmental services have increased \$20,700 for both FY25/26 full cost allocation.

TERMINAL

Personnel – Terminal added two janitorial positions and a maintenance mechanic (for the heat pump systems, etc., which would replace the contractual preventative maintenance contract). Increase \$271,000 (FY25), \$288,100 (FY26).

Contractual – Contract for preventative maintenance contracts (jetways, electrical). Increase \$36,000 for both FY 25/26.

Materials/Commodities – general increase in supplies and FY25 wheels rolling live emergency drill provides volunteer food and additional supplies. Increase \$44,200 (FY25), \$19,000 (FY26).

Minor Equipment/Vehicles – snow blowers, floor cleaner replacement, computers, etc. Increase \$42,500 (FY25), \$38,500 (FY26).

AIRFIELD

Personnel – Airfield had some shifting of personnel (operators/mechanic) which would have shown a

ATTACHMENT #0

February 28, 2024 Airport Board Finance Committee

Agenda

Section F, Item 3.

decrease, however, Airfield shows a reduction in the manpower credit associated with federally funded grant projects (less time changed to projects). The net will show as an increase to personnel costs. Increase \$86,400 (FY25), \$110,200 (FY26)

Fleet Contribution – This has been programmed for the past twenty-five years at \$30,000, which does not cover the cost of vehicles and equipment purchased within City Fleet. This was increased to \$60,000 for FY25/26, for an increase of \$30,000 for both years.

Materials/Commodities – Increased pricing for runway deicer, sand, broom cassettes, and snow removal maintenance. Increase \$43,500 (FY25), \$145,500 (FY26).

Contract Management – Wildlife hazard management, electrical contracts. Increase \$53,400 (FY25), \$35,400 (FY26).

Miscellaneous – Miscellaneous increases in equipment rentals, repairs, fuel, etc. Increase approximately. \$29,000 (FY25).

ARFF

Contractual ARFF – An approved increase by the Board (per FAA recommendation) to support a full-time supervisory position (instead of 50%) to oversee training, recordkeeping, etc. Increase \$65,900 (FY25), \$72,700 (FY26)

Training increase \$13,000 (FY25), \$5,100 (FY26).

Rents – Lease of interim, back-up ARFF apparatus. Increase \$24,000 (both FY25 and FY26).

AIRPORT SECURITY

Contractual Juneau Police Department (JPD) – A shortage of officers/sergeants has pushed more overtime coverage to the Airport, in addition to union increases/longevity increases. Increase \$115,600 (FY25), \$119,200 (FY26). Note that the cost center itself increased as a whole, but the contractual was the bulk of the increase.

OVERALL

Insurance – This is on all cost centers and includes increases in special policies and properties. Increase \$20,000 (FY25), \$59,600 (FY26).

Net Expense increases as compared to FY24 Amended budget:

FY25 Proposed up \$895,600

FY26 Proposed up \$1,044,700

REVENUES

Security Screening Fees look to fall short of the requirement for the allocation of contractual screening (officer coverage at 91% based on checkpoint open). Projected enplanements fell short of predicted numbers. Coupled with the increase in contractual expenses for FY25 and FY26, short fall now looks to be \$139,700 (FY25), \$165,500 (FY26). Cost allocations would require an increase to SSF to \$2.69/pax for FY25 (FY26 increases will be addressed next year).

Fuel Flowage Fees (GA/135) increases proposed for FY24 were negotiated down from the proposed \$0.30/gallon to \$0.26/gallon. Total revenue shortage was just under \$50,000, which was covered by CARES for FY24 ONLY. This would give time for small carriers to plan for increases in FY25, and forward. Fuel Flowage Fees (air carrier) were slightly lower than projected for FY24 as well as non-signatory reports.

As FY24 amended budget was presented, increases in every category of Airport Rates and Fees was programmed. However, increased expenses for FY25/26, as outlined above, as well as shortfalls on some projected revenues in FY24 (security screening fees, fuel flowage, interest income), carry forward to FY25/26 budget.

Net Revenues, as shown in the deficit budget (as compared to FY24 amended budget):

FY25 Proposed up \$287,400

FY26 Proposed up \$290,700

The FY25/26 Revenues are still well short of the proposed Expense increases, above.

Bottom Line Deficit of Expenses vs. Revenues (see attached Expenses vs. Revenue Summary)

FY25 shortfall (\$648,100)

FY26 shortfall (\$793,900)

3. **Determination of Shortfall.** Before determining rates and fees required, staff determined which cost centers showed deficits. The major ones are outlined below.

AIRPORT SECURITY – This is two-fold and a bit more complicated to compute than other rates. First, determining the percentage of hours that an officer is required at the checkpoint, then allocating residual costs between the user groups (Air carrier/135-GA). Based on percentage and cost of officers, less TSA reimbursement, air carriers are responsible for \$871,400 of security costs (which is the calculation number used for cost per passenger/per airline request); of this, \$139,700 is the shortfall, mentioned above. The 135/GA has a residual security increase of \$10,800 that is calculated through the airfield cost allocation for that user group.

ARFF – This is a straightforward calculation; the allocation for ARFF is at 95/5%. The ARFF cost center expenses are up to \$101,700 (\$96,600/\$5100 split).

TERMINAL – With the additional personnel, the terminal cost center increased \$401,400. Staff applied one year (2023) CPI to terminal rates (\$17,700), and the residual would be calculated with rates and fees increases after applying anticipated concession fee increases.

AIRFIELD – As detailed above, the increased expenses for FY25 are up \$254,300. Airfield costs are calculated based on the 85/15 allocation. Residual costs are calculated through rates and fees increases after applying anticipated increase revenue from other sources (such as increased landings, gallons or additional leased land).

4. **Rates and Fees Discussion (Attachments #4, #5 and #6)**

*SECURITY SCREENING FEES. This is a straightforward calculation based on units (passengers), as mentioned above. A fee increase from \$2.26 to \$2.69 would generate \$139,500 in additional revenue for this cost center to balance. EFFECTIVE MAY 1, 2024

TERMINAL RENTS – With the terminal cost center increases, staff applied a 1.8% CPI increase to all terminal rents for FY25. This would generate \$17,700 in increased revenue. See attached summary. Residual terminal expenses would be paid through fuel flowage fees (FFF).

FUEL FLOWAGE FEES 135/General Aviation (GA) – As stated earlier, the fuel flowage fees for 135/GA were only raised by half of what was required for FY24 (only raised to \$0.26/gallon instead of the required \$0.30/gallon which was deferred to FY25). Raising to \$0.30 would make up the shortfall that was projected for FY24 but would not cover the increases FY25 and beyond. To cover the 135/GA

ATTACHMENT #0

February 28, 2024 Airport Board Finance Committee

Agenda

Section F, Item 3.

allocations, this would now need to be \$0.33 for FY25. This would also equate to a non-signatory FFF of \$0.41. Additional revenue anticipated from 135/GA FFF increase is \$66,700, and from non-signatory an increase of \$27,000.

A split of expense cost allocations for air carriers (121) was calculated between both the FFF and Landing Fees (LF):

*FUEL FLOWAGE FEES Air Carrier (121) – An increase from \$0.265 to \$0.30/gallon would generate \$115,600 EFFECTIVE MAY 1, 2024

*LANDING FEES Air Carrier (121) – An increase from \$3.06 to \$3.34/1,000 lbs. would generate \$270,900 EFFECTIVE MAY 1, 2024

*LANDING FEES (LF) Non-Signatory – An increase from \$3.83 to \$4.18/1,000 lbs. would generate \$10,600 EFFECTIVE MAY 1, 2024

Attachment #4: Summary of Rates and Fees Increases which would be applied to the Airport Rates and Fees Regulation if approved. Attachment #5: Proposed Revenues increases and Attachment # 6: Summary of Expenses/Revenues with proposed increases.

***NOTE: IN PAST YEARS, AIR CARRIERS REQUESTED SECURITY SCREENING FEES, FUEL FLOWAGE FEES AND LANDING FEES TO BE IMPLEMENTED AT THE START OF THE SUMMER SEASON RATHER THAN JULY 1. STAFF PROPOSES TO START THESE FEE INCREASES EFFECTIVE MAY 1, 2024.**

5. **Budget Approval (Attachments #1, #5 and #6).** Once the budget and any rates/fees increases are approved, the Airport Finance Committee will need to move the budget and the proposed increases to the rates and fees regulation forward to the Board. While the budget would go to City & Borough of Juneau (CBJ) Finance Committee, it would be contingent upon the Airport Rates and Fees Regulation public process that includes going out for a 21-day public comment period, then back to the Board to consider any comments. After approval, the regulation would need to go to the Assembly for adoption (one meeting). This would need to parallel the budget process.

Finance Committee Motion: *“Approve the FY25/26 budgets at attached in Attachments # 1, #5 and #6, shown with the increases to the Airport Rates and Fees Regulation, and forward to the Airport Board for approval.”*

Finance Committee Motion: *“Approve the increases to the Airport Rates and Fees Regulation, as summarized in Attachment #4 and forward the full Regulation on to the Airport Board for approval and to start the public regulation process.”*

D. NEXT MEETING DATE: To Be Determined

E. 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.gov.

ATTACHMENT #1

FY 25 / FY 26 EXPENSES

2/23/2024

ADMIN	Accounting Unit	Acct Code	Account Description	FY2022 Actuals	FY2023 Actuals	FY2024 Amended	FY2024 Projected	FY2025 Proposed	FY2026 Proposed
Admin	560500101	5110-(Salaries	437,851	555,276	977,300	551,000	1,052,500	1,070,800
Admin	560500101	5111-(Overtime	1,044					
Admin	560500101	5116-(Accrued leave	91,469	119,670		110,000		
Admin	560500101	5120-(Benefits	256,711	296,545	496,800	296,400	529,300	534,800
Admin	560500101	5121-(Deferred Comp Employer Match			3,600	2,500	3,600	3,600
Admin	560500101	5130-(Workers compensation	15,100	9,600	13,000	13,000	13,200	14,200
Admin	560500101	5140-(Engineering workforce			(479,000)		(608,200)	(620,500)
Admin	560500101	5200-(Business travel						
Admin	560500101	5202-(Travel and training	220					
Admin	560500101	5310-(Telephone	9,383	8,519	9,000	9,000	10,000	10,000
Admin	560500101	5320-(Printing	610	2,861	600	2,000	2,000	2,000
Admin	560500101	5322-(Advertising	300	480	200	600	1,000	1,000
Admin	560500101	5332-(Electricity	997	2,210	1,100	3,500	3,500	3,500
Admin	560500101	5335-(Water service						
Admin	560500101	5336-(Wastewater service						
Admin	560500101	5380-(Dues and subscriptions	8,909	10,805	11,000	11,000	12,000	12,000
Admin	560500101	5390-(Contractual services	15,551	60,741	15,000	25,000	25,000	25,000
Admin	560500101	5394-(Full Cost Allocation	372,800	412,600	374,500	374,500	395,200	395,200
Admin	560500101	5453-(Insurance premiums	154					
Admin	560500101	5480-(Office supplies	389	741	400	1,500	1,500	1,500
Admin	560500101	5481-(Postage and parcel post	186	134	400	400	400	400
Admin	560500101	5490-(Materials and commodities	3,396	1,464	1,500	2,000	2,000	2,000
Admin	560500101	5494-(Loss contingency			1,000	1,000	1,000	1,000
Admin	560500101	5496-(Minor equipment			1,000	1,000	1,000	1,000
Admin	560500101	7005-(Reimbursable Expense - Externa		(350)				
TOTAL			TOTAL	1,215,071	1,481,296	1,427,400	1,404,400	1,445,000	1,457,500

Terminal	Accounting Unit	Acct Code	Account Description	FY2022 Actuals	FY2023 Actuals	FY2024 Amended	FY2024 Projected	FY2025 Proposed	FY2026 Proposed
Terminal	560500201	5110-(Salaries	377,948	418,353	472,100	409,000	631,500	644,600
Terminal	560500201	5111-(Overtime	37,584	50,530	15,000	41,000	15,000	15,000
Terminal	560500201	5116-(Accrued leave	70,945	63,950		68,000		
Terminal	560500201	5120-(Benefits	266,966	295,070	306,900	305,000	418,500	422,500
Terminal	560500201	5121-(Deferred Comp Employer Match			6,700	5,500	6,700	6,700
Terminal	560500201	5130-(Workers compensation	10,700	6,700	9,200	9,200	9,400	10,100
Terminal	560500201	5140-(Engineering workforce						
Terminal	560500201	5202-(Travel and training	770					
Terminal	560500201	5205-(Contractual training						
Terminal	560500201	5310-(Telephone	5,174	5,449	6,000	6,000	6,000	6,000
Terminal	560500201	5320-(Printing	103					
Terminal	560500201	5332-(Electricity	173,886	185,681	191,100	185,000	185,000	185,000
Terminal	560500201	5333-(Fuel oil & propane	12,676	4,906	5,000	3,000	4,000	4,000
Terminal	560500201	5334-(Refuse disposal	14,043	16,459	16,000	16,000	16,000	16,000
Terminal	560500201	5335-(Water service	3,922	5,206	5,000	6,000	6,000	6,000
Terminal	560500201	5336-(Wastewater service	14,781	19,622	18,000	20,000	20,000	20,000
Terminal	560500201	5340-(Repairs	4,213	29,622	33,000	35,000	35,000	35,000
Terminal	560500201	5344-(Maintenance - buildings		182,103	5,000	20,000	8,000	8,000
Terminal	560500201	5370-(Spec & Prop	59,135	110,648	127,900	127,900	134,600	144,400
Terminal	560500201	5390-(Contractual services	147,892	165,485	184,000	210,000	220,000	220,000
Terminal	560500201	5480-(Office supplies		258				
Terminal	560500201	5490-(Materials and commodities	160,632	213,889	109,000	110,000	153,200	128,200
Terminal	560500201	5494-(Loss contingency			1,000	1,000	1,000	1,000
Terminal	560500201	5496-(Minor equipment	2,973		21,500		55,000	40,000
Terminal	560500201	5510-(Vehicles and equipment	38,390	9,108		19,200	9,000	20,000
TOTAL		TOTAL		1,402,736	1,783,037	1,532,400	1,596,800	1,933,900	1,932,500

Airfield	Accounting Unit	Acct Code	Account Description	FY2022 Actuals	FY2023 Actuals	FY2024 Amended	FY2024 Projected	FY2025 Proposed	FY2026 Proposed
Airfield	560500301	5110-(Salaries	777,523	762,858	1,302,200	950,000	1,246,100	1,263,000
Airfield	560500301	5111-(Overtime	170,011	143,722	200,000	150,000	200,000	200,000
Airfield	560500301	5116-(Accrued leave	98,911	106,663		110,000		
Airfield	560500301	5120-(Benefits	531,559	515,285	819,500	560,000	815,500	820,600
Airfield	560500301	5121-(Deferred Comp Employer Match			15,600	12,000	15,600	15,600
Airfield	560500301	5130-(Workers compensation	26,900	16,900	23,200	23,200	23,500	25,300
Airfield	560500301	5140-(Engineering workforce			(608,700)		(462,500)	(462,500)
Airfield	560500301	5150-(CBJ OH				26,000		
Airfield	560500301	5200-(Business travel	120	240				
Airfield	560500301	5202-(Travel and training	1,230				3,600	3,600
Airfield	560500301	5310-(Telephone	4,870	6,090	5,000	6,000	5,000	5,000
Airfield	560500301	5320-(Printing		73		1,100		
Airfield	560500301	5322-(Advertising	198	176				
Airfield	560500301	5332-(Electricity	143,995	133,528	136,500	136,500	136,500	136,500
Airfield	560500301	5333-(Fuel oil & propane	28,870	81,721	30,000	30,000	30,000	30,000
Airfield	560500301	5334-(Refuse disposal	4,462	12,637	5,000	5,000	5,000	5,000
Airfield	560500301	5335-(Water service	12,264	13,861	13,000	14,000	15,000	16,000
Airfield	560500301	5336-(Wastewater service	43,033	67,904	45,000	45,000	45,000	45,000
Airfield	560500301	5340-(Repairs	48,444	51,884	50,000	55,000	55,000	55,000
Airfield	560500301	5344-(Maintenance - buildings	8,358	49,925	4,000		4,000	4,000
Airfield	560500301	5360-(Equipment rentals	25,699	47,613	25,700	75,000	25,000	25,000
Airfield	560500301	5362-(Fleet replacement reserve	30,000	30,000	30,000	30,000	60,000	60,000
Airfield	560500301	5370-(Spec & Prop	118,270	221,195	255,900	255,900	269,300	288,600
Airfield	560500301	5375-(General Liab, Auto & EE Pract	6,800	7,200	4,900	4,900	4,600	4,800
Airfield	560500301	5380-(Dues and subscriptions		4,000				
Airfield	560500301	5390-(Contractual services	189,857	628,765	322,600	411,000	376,000	358,000
Airfield	560500301	5392-(Management and consultant fee	172,258	210,924	210,000	215,000	215,000	215,000
Airfield	560500301	5480-(Office supplies	2,265	5,488	2,000	4,000	5,000	5,000
Airfield	560500301	5490-(Materials and commodities	1,087,778	1,271,684	1,207,100	1,208,300	1,250,600	1,352,600
Airfield	560500301	5492-(Gasoline and oil	136,782	110,949	120,000	120,000	130,000	130,000
Airfield	560500301	5496-(Minor equipment		3,173	2,500	2,500	2,500	2,500
Airfield	560500301	5510-(Vehicles and equipment		48,715				
Airfield	560500301	5830-(Fees	1,322					
TOTAL				3,671,779	4,553,174	4,221,000	4,450,400	4,475,300	4,603,600

ARFF	Accounting Unit	Acct Code	Account Description	FY2022 Actuals	FY2023 Actuals	FY2024 Amended	FY2024 Projected	FY2025 Proposed	FY2026 Proposed
ARFF	560500401	5202-(Travel and training	35,186	22,740	49,600	49,600	62,600	54,700
ARFF	560500401	5310-(Telephone	1,797	1,774	1,800	1,800	1,800	1,800
ARFF	560500401	5330-(Rental				12,000	24,000	24,000
ARFF	560500401	5332-(Electricity	9,021	9,605	9,800	9,800	9,900	9,900
ARFF	560500401	5333-(Fuel oil & propane	22,701	28,611	36,600	29,400	31,800	31,800
ARFF	560500401	5334-(Refuse disposal	1,939	2,681	2,800	2,700	2,900	3,000
ARFF	560500401	5335-(Water service	356	399	500	400	500	500
ARFF	560500401	5336-(Wastewater service	1,349	1,511	1,500	1,600	1,600	1,700
ARFF	560500401	5340-(Repairs	27,123	13,785	25,200	25,200	25,200	25,200
ARFF	560500401	5344-(Maintenance - buildings	686					
ARFF	560500401	5345-(Building Maint Division Charges	28,200	27,800	29,100	29,100	32,400	34,700
ARFF	560500401	5380-(Dues and subscriptions	195	540	300	300	300	300
ARFF	560500401	5390-(Contractual services	1,042,010	1,064,800	1,292,600	1,292,600	1,358,500	1,365,300
ARFF	560500401	5488-(Uniforms and safety equipment	190	172	5,000	5,000	5,000	5,000
ARFF	560500401	5490-(Materials and commodities	6,391	620	2,000	2,000	2,000	2,000
ARFF	560500401	5491-(Safety programs and equipment						
ARFF	560500401	5492-(Gasoline and oil	4,000	5,000	5,000	5,000	5,000	5,000
ARFF	560500401	5493-(Chemicals	(955)	4,994	5,000	13,000	5,000	5,000
ARFF	560500401	5496-(Minor equipment	30,322	17,356	32,000	41,500	32,000	32,000
TOTAL			TOTAL	1,210,511	1,202,390	1,498,800	1,521,000	1,600,500	1,601,900

Security	Accounting Unit	Acct Code	Account Description	FY2022 Actuals	FY2023 Actuals	FY2024 Amended	FY2024 Projected	FY2025 Proposed	FY2026 Proposed
Security	560500501	5310-(Telephone	1,430	1,283	1,300	1,300	1,300	1,300
Security	560500501	5370-(Spec & Prop	19,778	36,916	42,700	42,700	44,900	48,200
Security	560500501	5390-(Contractual services	769,043	767,162	901,000	905,800	1,016,600	1,020,200
Security	560500501	5392-(Management and consultant fee	6,000	10,000	8,000	10,000	10,000	10,000
Security	560500501	5489-(Uniform and tool allowance			6,500	2,600	6,500	6,500
Security	560500501	5490-(Materials and commodities	2,330	6,270	6,000	3,000	6,000	6,000
TOTAL			TOTAL	798,582	821,632	965,500	965,400	1,085,300	1,092,200

Landside	Accounting Unit	Acct Code	Account Description	FY2022 Actuals	FY2023 Actuals	FY2024 Amended	FY2024 Projected	FY2025 Proposed	FY2026 Proposed
Landside	560500801	5332-(Electricity	1,212	1,159	1,900	1,200	1,300	1,300
Landside	560500801	5350-(Landscape Division Charges	25,800	29,000	44,100	44,100	45,400	46,800
TOTAL			TOTAL	27,012	30,159	46,000	45,300	46,700	48,100

PFAS	Accounting Unit	Acct Code	Account Description	FY2022 Actuals	FY2023 Actuals	FY2024 Amended	FY2024 Projected	FY2025 Proposed	FY2026 Proposed
PFAS	560501301	5390-(Contractual services	29,200	16,589	20,000	20,000	20,000	20,000

AIRPORT TOTAL **8,354,890** **9,888,277** **9,711,100** **10,003,300** **10,606,700** **10,755,800**

ATTACHMENT #2 FY25/26 REVENUES

Section F, Item 3.

4

Account Code	Account Description	FY2022 Actuals	FY2023 Actuals	FY2024 Amended	FY2024 Projected	FY2025 Proposed	FY2026 Proposed
4720-0000	Bad debts combo cost center	(6,410)	(34)				
4799-0000	Miscellaneous revenue		(1,431)				
4800-0000	Interest income	231,110	56,871	(203,600)	(72,700)	(87,200)	(90,500)
4800-0300	Lease Interest Income	(65,904)					
4800-0402	AR interest and fines	(1,425)	(3,884)	-	(4,000)		
4800-0403	UB Fin Chg Rev	(231)	(218)	-	(300)		
4870-0000	Proceeds disposal of asse	(5,600)					
4950-0460	Airport projects			(14,620)	(14,600)		
4013-0000	State shared revenues	(54,275)	(76,565)	(80,000)	(80,000)	(90,000)	(90,000)
4300-0036	Fingerprinting Fees	(8,018)	(8,400)	(18,000)	(15,400)	(18,000)	(18,000)
4300-0037	Badging Fees	(40,230)	(43,620)	(84,900)	(56,800)	(60,000)	(60,000)
4300-0038	Taxi, Bus Access Fees	(42,737)	(67,194)	(53,800)	(75,000)	(75,000)	(75,000)
4340-0007	Water Services	(17,135)	(21,695)	(18,000)	(23,000)	(23,000)	(23,000)
4340-0008	Sewer Services	(36,365)	(67,349)	(38,000)	(72,500)	(72,500)	(72,500)
4799-0000	Miscellaneous revenue	(134)	(1,480)	(500)	(2,000)	(500)	(500)
4300-0029	Fuel Flowage Air Carrier	(480,614)	(633,275)	(1,043,400)	(990,000)	(1,010,000)	(1,010,000)
4300-0031	Air carrier Landing Fees	(2,085,619)	(2,248,968)	(2,698,600)	(2,903,000)	(3,003,000)	(3,003,000)
4300-0032	Commercial Aircraft Parking	(23,580)	(1,860)	(130,700)	-	(130,700)	(130,700)
4300-0033	Transient Fees		(400)				
4300-0043	Small Aircraft Parking	(34,109)	(49,924)	(39,800)	(36,200)	(39,800)	(39,800)
4300-0044	Fuel Flowage GA and Taxi	(196,524)	(209,107)	(285,600)	(275,400)	(285,600)	(285,600)
4300-0045	Fuel Flowage Non-Signatory	(102,871)	(126,722)	(139,400)	(115,200)	(120,200)	(120,200)
4300-0046	Landing Fees Non-Signatory	(93,417)	(86,219)	(83,300)	(90,000)	(95,000)	(95,000)
4300-0048	Air Carrier Security Fee	(456,461)	(305,141)	(845,200)	(733,200)	(733,200)	(733,200)
4549-0001	Fuel Sales	(4,000)	(5,000)	(4,000)	(5,000)	(5,000)	(5,000)
4550-0010	FAA-CWO Lease	(12,000)	(12,000)	(12,000)	(12,000)	(12,000)	(12,000)
4550-0011	Airfield Ground Leases	(385,710)	(507,474)	(988,200)	(507,000)	(1,164,200)	(1,164,200)
4799-0000	Miscellaneous revenue	(9,352)	4,186	(500)			
4037-0001	TSA LEO Reimb	(74,100)	(74,900)	(127,700)	(127,700)	(127,700)	(127,700)
4799-0000	Miscellaneous revenue	(171,200)					
4300-0030	Jetway Use		-	(126,000)	-	(126,000)	(126,000)
4300-0039	FAA Tower/Equip Rm	(131,205)	(22,014)	(117,900)	(117,900)	(117,900)	(117,900)
4300-0040	Advertising Display	(86,152)	(76,429)	(86,000)	(86,000)	(86,000)	(86,000)
4300-0041	Customs Fees	(24)	(124)	(200)	(200)	(100)	(100)
4420-0000	Fee revenues	(549,009)	(686,716)	(550,000)	(550,000)	(600,000)	(600,000)
4420-0002	Vending revenue	(50,960)	(46,449)	(52,000)	(50,000)	(52,000)	(52,000)
4450-0001	Minor Violations	(2,350)	(825)	(2,000)	(1,000)	(2,000)	(2,000)
4550-0000	Facility rental revenue	(700)	(3,650)	(3,500)	(1,000)	(1,500)	(1,500)
4550-0001	Federal Terminal Lease	(27,814)	(28,837)	(19,800)	(29,000)	(29,000)	(29,000)
4550-0003	Parking Lot Lease	(353,340)	(451,371)	(450,000)	(450,000)	(480,000)	(480,000)
4550-0004	Air Carrier Terminal Lease		-	(801,900)	-	(788,000)	(788,000)
4550-0005	Rental Car Storage	(108,825)	(107,525)	(146,700)	(120,000)	(125,000)	(125,000)
4550-0006	Other Terminal Leases	(59,696)	(28,366)	(150,300)	(30,000)	(150,000)	(150,000)
4550-0007	Rest., Bar, Flight Kitchen	(121,446)	(155,650)	(160,000)	(160,000)	(165,000)	(165,000)
4550-0008	Gift Shop	(14,084)	(10,229)	(25,000)	(14,100)	(27,500)	(27,500)
4550-0009	Staff Parking Fees	(58,658)	(47,053)	(69,600)	(52,000)	(55,000)	(55,000)
4799-0000	Miscellaneous revenue	(355)	-	(500)	(700)	(1,000)	(1,000)
		(5,741,528)	(6,157,042)	(9,671,220)	(7,872,900)	(9,958,600)	(9,961,900)

ATTACHMENT #3
EXPENSE - REVENUE SUMMARY FY25/26

2/23/2024

	FY2022	FY2023	FY2024	FY2024	FY2025	FY2026
	Actuals	Actuals	Amended	Projected	Proposed	Proposed
EXPENSES	8,354,890	9,888,277	9,711,100	10,003,300	10,606,700	10,755,800
REVENUES	(5,741,528)	(6,157,042)	(9,671,220)	(7,872,900)	(9,958,600)	(9,961,900)
EXP/REV SHORTFALL /(OVERAGE)	2,613,362	3,731,235	39,880	2,130,400	648,100	793,900
CARES GRANT APPLIED	(2,613,362)	(3,731,235)	(39,880)	(2,130,400)		
ADJUSTED EXP/REV SHORTAGE /(OVERAGE)	0	0	0	0	648,100	793,900

**SUMMARY OF RATES & FEES REGULATION CHANGES
AIRPORT BOARD FINANCE MEETING
FEBRUARY 28, 2024**

Airport Security Screening Fee: For all passengers that are screened and enplaned at Juneau International Airport

Current: \$2.26 per screened, enplaned Passenger

Proposed: **\$2.69 per screened, enplaned Passenger**
Request May 1, 2024 effective date

*Estimated additional revenue for FY25 budget: \$139,500
(based on 324,435 screened pax, 91% sec expenses)*

Landing Fees:

Signatory:

Current:

Aircraft 12,500 lbs and over, for each 1,000 lbs *or fraction thereof \$3.06/1,000 lbs*

Proposed: **\$3.34/1,000 lbs***
Request May 1, 2024 effective date
*Aircraft 12,500 lbs and over, for each 1,000 lbs *or fraction thereof*

Estimated additional revenue for FY25 budget: \$270,900

Non-Signatory:

Current:

Aircraft 12,500 lbs and over, for each 1,000 lbs *or fraction thereof \$3.83/1,000 lbs*

Proposed **\$4.18/1,000 lbs***
*Aircraft 12,500 lbs and over, for each 1,000 lbs *or fraction thereof*

Request May 1, 2024 effective date

Estimated additional revenue for FY25 budget: \$10,600

Fuel Flowage Fees:**Signatory:**

Aircraft 12,500 lbs and under (AV or Jet) \$0.26/gallon
 FY24 required rate to be \$0.30/gallon to balance budget; Board approved to only implement half the increase (from \$0.22 to \$0.26/gallon)

Proposed ***\$0.33/gallon***

Estimate additional revenue for FY25 budget: \$66,700

Aircraft greater than 12,500 lbs. (Large Commercial Jet) \$0.265/gallon
****Proposed*** ***\$0.30/gallon***

****Request May 1, 2024 effective date***

Estimate additional revenue for FY25 budget: \$115,600

Non-Signatory:

Non-signatory \$0.3325/gallon
****Proposed*** ***\$0.41/gallon***

****Request May 1, 2024 effective date***

Estimate additional revenue for FY25 budget: \$27,000

Terminal Lease: (sf/yr)

Currently:

\$30.45	Counter North (+7 ft)	<i>\$31.00</i>
\$38.35	Counter East (+12ft)	<i>\$39.04</i>
\$27.69	Office North	<i>\$28.19</i>
\$30.89	Office East	<i>\$31.45</i>
\$30.89	Office Admin East	<i>\$31.45</i>
\$30.89	Bag Claim (public)	<i>\$31.45</i>
\$24.61	Bag Make-up/Storage	<i>\$25.05</i>
\$24.61	Storage Frt Room North	<i>\$25.05</i>
\$15.30	Canopy North	<i>\$15.58</i>
\$38.35	Departure/Hold Room	<i>\$39.04</i>

Estimated additional revenue for FY25 budget: \$17,700

Airport Rates & Fees increases are effective July 1, 2024, unless otherwise stated.

****Airlines typically request May 1 start date for Fuel Flowage Fees, Landing Fees and Security Screening Fees.***

Account Code	Account Description	FY2022 Actuals	FY2023 Actuals	FY2024 Amended	FY2024 Projected	FY2025 Proposed	FY2026 Proposed
4720-0000	Bad debts combo cost center	(6,410)	(34)				
4799-0000	Miscellaneous revenue		(1,431)				
4800-0000	Interest income	231,110	56,871	(203,600)	(72,700)	(87,200)	(90,500)
4800-0300	Lease Interest Income	(65,904)					
4800-0402	AR interest and fines	(1,425)	(3,884)	-	(4,000)		
4800-0403	UB Fin Chg Rev	(231)	(218)	-	(300)		
4870-0000	Proceeds disposal of asse	(5,600)					
4950-0460	Airport projects			(14,620)	(14,600)		
4013-0000	State shared revenues	(54,275)	(76,565)	(80,000)	(80,000)	(90,000)	(90,000)
4300-0036	Fingerprinting Fees	(8,018)	(8,400)	(18,000)	(15,400)	(18,000)	(18,000)
4300-0037	Badging Fees	(40,230)	(43,620)	(84,900)	(56,800)	(60,000)	(60,000)
4300-0038	Taxi, Bus Access Fees	(42,737)	(67,194)	(53,800)	(75,000)	(75,000)	(75,000)
4340-0007	Water Services	(17,135)	(21,695)	(18,000)	(23,000)	(23,000)	(23,000)
4340-0008	Sewer Services	(36,365)	(67,349)	(38,000)	(72,500)	(72,500)	(72,500)
4799-0000	Miscellaneous revenue	(134)	(1,480)	(500)	(2,000)	(500)	(500)
4300-0029	Fuel Flowage Air Carrier	(480,614)	(633,275)	(1,043,400)	(990,000)	(1,125,600)	(1,125,600)
4300-0031	Air carrier Landing Fees	(2,085,619)	(2,248,968)	(2,698,600)	(2,903,000)	(3,273,900)	(3,273,900)
4300-0032	Commercial Aircraft Parking	(23,580)	(1,860)	(130,700)	-	(130,700)	(130,700)
4300-0033	Transient Fees		(400)				
4300-0043	Small Aircraft Parking	(34,109)	(49,924)	(39,800)	(36,200)	(39,800)	(39,800)
4300-0044	Fuel Flowage GA and Taxi	(196,524)	(209,107)	(285,600)	(275,400)	(352,300)	(352,300)
4300-0045	Fuel Flowage Non-Signatory	(102,871)	(126,722)	(139,400)	(115,200)	(147,300)	(147,300)
4300-0046	Landing Fees Non-Signatory	(93,417)	(86,219)	(83,300)	(90,000)	(105,600)	(105,600)
4300-0048	Air Carrier Security Fee	(456,461)	(305,141)	(845,200)	(733,200)	(872,700)	(872,700)
4549-0001	Fuel Sales	(4,000)	(5,000)	(4,000)	(5,000)	(5,000)	(5,000)
4550-0010	FAA-CWO Lease	(12,000)	(12,000)	(12,000)	(12,000)	(12,000)	(12,000)
4550-0011	Airfield Ground Leases	(385,710)	(507,474)	(988,200)	(507,000)	(1,164,200)	(1,164,200)
4799-0000	Miscellaneous revenue	(9,352)	4,186	(500)			
4037-0001	TSA LEO Reimb	(74,100)	(74,900)	(127,700)	(127,700)	(127,700)	(127,700)
4799-0000	Miscellaneous revenue	(171,200)					
4300-0030	Jetway Use		-	(126,000)	-	(126,000)	(126,000)
4300-0039	FAA Tower/Equip Rm	(131,205)	(22,014)	(117,900)	(117,900)	(117,900)	(117,900)
4300-0040	Advertising Display	(86,152)	(76,429)	(86,000)	(86,000)	(86,000)	(86,000)
4300-0041	Customs Fees	(24)	(124)	(200)	(200)	(100)	(100)
4420-0000	Fee revenues	(549,009)	(686,716)	(550,000)	(550,000)	(600,000)	(600,000)
4420-0002	Vending revenue	(50,960)	(46,449)	(52,000)	(50,000)	(52,000)	(52,000)
4450-0001	Minor Violations	(2,350)	(825)	(2,000)	(1,000)	(2,000)	(2,000)
4550-0000	Facility rental revenue	(700)	(3,650)	(3,500)	(1,000)	(1,500)	(1,500)
4550-0001	Federal Terminal Lease	(27,814)	(28,837)	(19,800)	(29,000)	(29,000)	(29,000)
4550-0003	Parking Lot Lease	(353,340)	(451,371)	(450,000)	(450,000)	(480,000)	(480,000)
4550-0004	Air Carrier Terminal Lease		-	(801,900)	-	(803,700)	(803,700)
4550-0005	Rental Car Storage	(108,825)	(107,525)	(146,700)	(120,000)	(125,000)	(125,000)
4550-0006	Other Terminal Leases	(59,696)	(28,366)	(150,300)	(30,000)	(152,000)	(152,000)
4550-0007	Rest., Bar, Flight Kitchen	(121,446)	(155,650)	(160,000)	(160,000)	(165,000)	(165,000)
4550-0008	Gift Shop	(14,084)	(10,229)	(25,000)	(14,100)	(27,500)	(27,500)
4550-0009	Staff Parking Fees	(58,658)	(47,053)	(69,600)	(52,000)	(55,000)	(55,000)
4799-0000	Miscellaneous revenue	(355)	-	(500)	(700)	(1,000)	(1,000)
		(5,741,528)	(6,157,042)	(9,671,220)	(7,872,900)	(10,606,700)	(10,610,000)

ATTACHMENT # 6

2/23/2024

EXPENSE - REVENUE SUMMARY FY25/26

w/proposed Increases

	FY2022 Actuals	FY2023 Actuals	FY2024 Amended	FY2024 Projected	FY2025 Proposed*	FY2026 Proposed
EXPENSES	8,354,890	9,888,277	9,711,100	10,003,300	10,606,700	10,755,800
REVENUES	(5,741,528)	(6,157,042)	(9,671,220)	(7,872,900)	(10,606,700)	(10,610,000)
EXP/REV SHORTFALL /(OVERAGE)	2,613,362	3,731,235	39,880	2,130,400	0	145,800
CARES GRANT APPLIED	(2,613,362)	(3,731,235)	(39,880)	(2,130,400)		
ADJUSTED EXP/REV SHORTAGE /(OVERAGE)	(0)	0	(0)	0	0	145,800

* with proposed rates/fees increase for FY25/26 as detailed

Available Fund Balance Summary

Airport Fund without Rate Increases (Deficit Budget)

Last Update: 3/6/2024

	<u>FY21 Actuals</u>	<u>FY22 Actuals</u>	<u>FY23 Actuals</u>	<u>FY24 Proj</u>	<u>FY25 Budget</u>	<u>FY26 Budget</u>
Beginning Available FB	3,699,778	3,433,568	2,770,968	3,785,000	3,785,000	3,136,900
Revenues:	4,591,010	5,525,164	6,629,028	7,872,900	9,958,600	9,961,900
CARES Reimb (operations):	3,427,111	2,456,528	4,369,641	2,130,400	-	-
Expenditures:	(8,015,383)	(8,376,776)	(10,160,492)	(10,003,300)	(10,606,700)	(10,755,800)
Transfers from/(to) to Capital Projects:						
***Other Financing Sources (Uses):	(268,948)	(267,516)	175,855			
Increase (decrease) in Fund Bal (FB):	(266,210)	(662,600)	1,014,032	0	(648,100)	(793,900)
Ending Avail FB, including Reserve:	3,433,568	2,770,968	3,785,000	3,785,000	3,136,900	2,343,000
Less 3 Mo. Operating Reserve	(2,003,800)	(2,094,200)	(2,540,100)	(2,500,800)	(2,651,700)	(2,689,000)
Ending Available Fund Balance	1,429,768	676,768	1,244,900	1,284,200	485,200	(346,000)

*** Other Financing sources (uses) include: capital outlay, adjustments pertinent to modified accrual accounting, such as A/P, A/R, and leave accruals/deferrals; as well as changes in restrictions of fund balance.

Available Fund Balance Summary

Airport Fund with Rate Increases (Balance FY25 Budget)

Last Update: 3/6/2024

	<u>FY21 Actuals</u>	<u>FY22 Actuals</u>	<u>FY23 Actuals</u>	<u>FY24 Proj</u>	<u>FY25 Budget</u>	<u>FY26 Budget</u>
Beginning Available FB	3,699,778	3,433,568	2,770,968	3,785,000	3,785,000	3,785,000
Revenues:	4,591,010	5,525,164	6,629,028	7,872,900	10,606,700	10,755,800
CARES Reimb (operations):	3,427,111	2,456,528	4,369,641	2,130,400	-	-
Expenditures:	(8,015,383)	(8,376,776)	(10,160,492)	(10,003,300)	(10,606,700)	(10,610,000)
Transfers from/(to) to Capital Projects:						
***Other Financing Sources (Uses):	(268,948)	(267,516)	175,855			
Increase (decrease) in Fund Bal (FB):	(266,210)	(662,600)	1,014,032	0	-	145,800
Ending Avail FB, including Reserve:	3,433,568	2,770,968	3,785,000	3,785,000	3,785,000	3,930,800
Less 3 Mo. Operating Reserve	(2,003,800)	(2,094,200)	(2,540,100)	(2,500,800)	(2,651,700)	(2,652,500)
Ending Available Fund Balance	1,429,768	676,768	1,244,900	1,284,200	1,133,300	1,278,300

*** Other Financing sources (uses) include: capital outlay, adjustments pertinent to modified accrual accounting, such as A/P, A/R, and leave accruals/deferrals; as well as changes in restrictions of fund balance.

AIRPORT MANAGER'S REPORT – March 14, 2024

- a. FAA Meeting. Staff met with Federal Aviation Administration (FAA) Airports Division Planners, Project Managers and Aviation Technical Systems Specialist – National Airspace System (NAS) Planning Team members on March 7 to discuss projects and assistance with airspace concerns. Staff discussed the continuation of the Medium Intensity Approach Lighting System with Runway Alignment Indicator Lights (MALSR) system, the North Douglas Second Crossing, current projects impacting Navigational Aids (NAVAIDS) and air space, and new Air Traffic Control Tower siting and requirements. The planners also provided some valuable information on pavement maintenance plans and federal funding eligibility of some maintenance items (runway repairs, painting, etc.).
- b. Assembly Committee of the Whole (COW) Meeting. The joint Assembly COW meeting and the Airport Board COW was held on March 6. Board members Dan Spencer, Jodi Garza and Chris Peloso presented Airport updates and concerns to the Assembly. Topics discussed were Capital Improvement Program projects, Aircraft Rescue Fire Fighting (ARFF) truck update, CARES use summary, Deputy Airport Manager recruitment issues and the North Douglas Second Crossing. It was well attended, including media coverage.
- c. Snow Removal Kudos. At the March 6 COW meeting, Laurie Craig participated under public participation and gave kudos to the Airport crew for keeping the airport runway open and operational during the January/February record-breaking snowstorms. Ms. Craig also stated that the crew plowed/maintained the Emergency Vehicle Access Road (EVAR/Dike Trail) which was also appreciated by many users in the community. She wanted to make sure that the crews were recognized for their work.
- d. Deputy Airport Manager Recruitment. The Airport is still recruiting for the Deputy Airport Manager position. A contract is now in place to use a Recruiter to assist in hiring for this position.
- e. Aircraft Rescue Fire Fighting (ARFF) Truck Update. The leased truck from Palmer should arrive on either the March 12 or March 19 barge. Foam has been ordered. The E-test (foam test equipment) will be coordinated with the E-one Representative for installation. It should be in service shortly thereafter. The Airport has quotes through a cooperative purchasing source and a grant application for funding has been sent to FAA. Once ordered, it is anticipated that this will still take 12-18 months before a new ARFF truck arrives in Juneau.
- f. Canagold Mining Operations. Canagold has determined that flying product out of the Canadian mine through Juneau will be the most efficient business plan. Canagold is still working on the environmental requirements but anticipates a start up in about three years or so. This would bring an average of 9-10 ATR-72 flights per day, year-round.
- g. Airport Fund Balance (AFB) and Capital Revolving Account Balance (CRAB) (Attachment #9). **NO CHANGE** The Airport Fund Balance page reflects updates to the FY23/24 budgets and reflects what has been submitted to the Assembly and approved by the Board. ***However, an update of the Fund Balance based on FY25/26 Budgets is presented in Attachments #7 and #8.***

h. CARES/CRRSAA/ARG Fund Balance (Attachment #10). **NO CHANGE** since the January update. This will be updated as actuals come in.

i. Hot Topics. The following is a list of on-going topics that staff is working on in addition to the regular Airport Project Reports:

- **UPDATE** – *Juneau Douglas North Crossing Project*. Alaska Department of Transportation (ADOT) continues with the second channel crossing project between Juneau and Douglas. Another Technical Advisory Committee and Public Outreach meeting was held on March 7, 2024, to update where ADOT and DOWL were in the process and next steps. Questions came up about aircraft safety and protection of aircraft approach corridors coming down the channel. DOWL reiterated the statement made to the Board (January 2024 meeting) and to the FAA Airports Division about their commitment to the Airport: *'Any alternative that conflicts with the approach surfaces or the ALP will be modified to eliminate conflicts or removed from consideration.'* JNU Airport will continue to voice concerns with any bridge option that will impact airport approaches, departures or future development. Please visit the ADOT website for the project www.jdnorthcrossing.com or make comment to the project email JDNorthCrossing@dowl.com.

- **NO CHANGE** – *ADEC Site Contamination*. In 2014 during a project that required paving a drive lane just south of the old sand shed and Channel/Loken (Coastal) hangar, contamination of soil and groundwater was found. This contamination record was never mitigated, nor further testing done, and remained an open contamination case for both the Airport and Loken/Channel Flying. The Airport will continue to work with the Alaska Department of Environmental Conservation (ADEC) to close out this site, which may take some time.

- **NO CHANGE** – *Title 49 (Jordan Creek) Variance Request*. Staff is still looking to work with the CBJ on Title 49 language for limbing after the Planning Commission denied the Development Department (CDD) during their rewrite of Title 49 for inclusion of safety or other ways to allow limbing in this area. The Assembly has approved \$150,000 in their FY24 Capital Improvement Project plan for: *the Jordan Creek Greenbelt Improvements, for installation of lighting, improve pathway and improve sightlines for Jordan Creek Greenbelt*.

- **NO CHANGE** – *Transportation Security Administration (TSA) Mandate for Employee Screening Going into Secured and Sterile Areas*. Staff completed the first trial of the aviation workers screening (AWS) plan. This trial is part of the AWS implementation plan for the first quarter of the informed compliance period, which started September 25, 2023. Trial runs will continue once a week during the second quarter (Jan. – Mar.). This plan is presuming that the lawsuit filed in the D.C. Circuit Court of Appeals would be unsuccessful. JNU and approximately ten other airports filed a Joint Petition for Judicial Review of TSA's worker screening amendment.

- **NO CHANGE** – *Alaska Department of Natural Resource (ADNR) Land Conveyance Close-out*. During the Runway Safety Area (RSA) project, the Airport through the Environmental Impact Statement (EIS) public process and mitigation, acquired wetlands parcels from the State for the extension of the RSA on both the RWY 8 and RWY 26 ends, and to accommodate

portions of the approach lighting systems. The Airport is still working with ADNDR to convey these parcels to the Airport's property. Once this is completed and recorded, the Airport Layout Plan and 'Exhibit A' will need to be updated to reflect the airport boundaries.

- **NO CHANGE** – Mendenhall River Flooding Damage to Airport. On August 25, 2023, CBJ Engineering and Airport Airfield Maintenance staff assessed the downstream end of the existing riprap that was damaged in the recent flood event. Approximately 110 linear feet of riverbank has lost riprap, exposing the original geotextile that was beneath the rock. The loss of riprap has left the top of bank undermined in places. Estimated repair costs for the damage (i.e., replacing riprap) is \$110,000 (based on 110 LF @ \$1K/LF). Staff is working with emergency services (CBJ/State) to document the repairs needed. See Project Manager Greene report.

- **NO CHANGE** – *Runway 26 Medium Intensity Approach Lighting System with Runway Alignment Indicator Lights (MALSR) approach lighting*. After introduction by Senator Sullivan, the language that would include the MALSR in the FY24 Reauthorization Bill (that would allow the transfer, ownership and maintenance of approach lighting systems to the FAA upon completion) has support from the House. The language would add MALSR equipment to the list of allowable lighting equipment and allow the transfer of this to the FAA even if paid for through Airport Improvement Program (AIP) funding. This is now pending final approval within the Reauthorization Bill. A new five-year Corps of Engineers wetlands permit has been issued.

- **NO CHANGE** – *Encampments on Airport Property*. Airfield crew continues to clean up the illegal campsites and trash in the greenbelt areas around the creeks. They perform weekly clean-outs of these sites and belongings. Of safety concern are the number of drug needles they are finding in the greenbelt. Ongoing.

- **NO CHANGE** – *PFAS Testing and Monitoring*. Cox Environmental continues with their quarterly testing of groundwater, surveying the test wells to determine flow direction, including two private wells within the test radius.

- **NO CHANGE** – *Egan/Yandukin Intersection Improvements Project*. ADOT has narrowed down design alternatives for the project. Please visit ADOT website for the project at <http://dot.alaska.gov/eganyandukin>.

- **NO CHANGE** – *FAA Compliance Land Use/Financial Letter (January 2019)*. Staff continues to work on the remaining compliance items. Staff is looking to acquire the Loken/Channel Flying property due to through-the-fence operations. See Greene Report.

- **NO CHANGE** – *Passenger Facility Charge (PFC) cap increase* JNU continues to discuss PFC increases with our DC Lobbyist and Congressional Delegation.

- **NO CHANGE** – *Capital Improvement Program (CIP) and Passenger Facility Charge (PFC) 10*. With FFY20 FAA AIP terminal grants covering the entire amount of FAA-eligible terminal construction, PFC (PFC9) collections may be abbreviated with less match required. Staff is monitoring the amount needed for the terminal project to assess when to start PFC10 application process.

- **NO CHANGE** – *Maintenance Programs* (roofs, heat pump equipment, baggage systems, etc.). Staff continues to develop maintenance contracts for specialized systems similar to what we do with airfield lighting and controls.

ATTACHMENT #9

Section G, Item 4.

Date	CIP Revolving Balance*	Reimbursed Amount (+)	Forward Fund Amount (-) anticipate reimbursement	Encumbered Amount (-) permanent/ <u>no</u> reimbursement	Description
	\$819,246	-	-	-	BUDGET
Aug-18		\$23,438	(\$23,438)		PFC9 reimburse Master Plan match (portion)
Feb-16		\$3,000	(\$3,000)		SREF Geothermal remaining encumbrance
Jan-14		\$39,063	(\$39,063)		RWY Rehab match (portion) anticipate 2019 reimb
Apr-15		\$32,849	(\$32,849)		RWY Rehab match (portion) anticipate 2019 reimb
Jul-18		\$310,000	(\$310,000)		Sand/Chem/Fuel Design.
Nov-18		\$21,988	(\$21,988)		Sand/Chem/Fuel Construct match antic 2019 reimb (org \$106,250)
Apr-19			(\$477,000)	**	<i>NO LONGER REQ.Termnl Recon -less Float Pond Design (\$40k and \$108K) / Property Acq (\$50k)</i>
Jan-21			(\$50,000)		Property Acquisition Frwd Fund Specialist
Jan-21			(\$40,000)		Float Pond Frwd Fund Design
May-21			(\$108,000)		Float Pond Frwd Fund Design
	\$144,246				AVAILABLE BUDGET

*Represents all three Capital Accounts: Airport Revolving Captial Reservec Acct (ARCRA), Airport Construction Contingency Reserve, Project Design

**Terminal bonds have been sold; all funding is in place; temp forward funded \$675K to be credited once Controller's completes transfer back to acct

ATTACHMENT #9

NET REVENUES v EXPENSES

Juneau International Airport
For Fiscal Years ending June 30

Section G, Item 4.

	Revised 2022	Actual 2022	Revised 2023	Projected 2023	Adopted 2024	Revised 2024	-
Operations Revenues (a)	\$6,103,600	\$5,922,987	\$7,260,000	\$7,591,900	\$7,498,000	\$9,592,400	\$0
O&M Expenses (b)	(\$7,941,600)	(\$8,376,776)	(\$9,045,200)	(\$9,203,100)	(\$8,919,500)	(\$9,711,100)	\$0
Operations Surplus (Deficit)	(\$1,838,000)	(\$2,453,789)	(\$1,785,200)	(\$1,611,200)	(\$1,421,500)	(\$118,700)	\$0
Non-Operational Expenses							
Other (c)	\$0	\$0	\$0	(\$2,340,400)	\$0	\$0	\$0
GO Bond debt service--Expense	(662,625)	(662,600)	-	(660,375)	-	(657,125)	-
Total	(\$662,625)	(\$662,600)	\$0	(\$3,000,775)	\$0	(\$657,125)	\$0
Non-Operational Revenues							
Airport fund balance applied	\$0	\$0	\$0	\$0	\$0	\$0	\$0
COVID-19 relief grants drawn							
CARES	\$0	\$0	\$0	\$0	\$0	\$775,825	\$0
CRRSA	-	1,559,564	-	1,764,887	-	-	-
ARPA	-	1,559,564	-	2,847,088	-	-	-
Total (d)	\$0	\$3,119,128	\$0	\$4,611,975	\$0	\$775,825	\$0
Net Surplus (Deficit)	(\$2,500,625)	\$2,739	(\$1,785,200)	\$0	(\$1,421,500)	\$0	\$0
3-month Operating Reserve:	(\$1,985,400)	(\$2,094,194)	(\$2,261,300)	(\$2,300,775)	(\$2,229,875)	(\$2,427,775)	\$0

Rent Abatements: Revenue not collected due to Abatements (approx. \$1.25m) is not factored into the Budget Revenue line (a) for Adopted, Revised,

Note 1: Projected budgets, but is reflected in Actuals for FY22. i.e. budget lines for FY23 & FY24 are shown "whole" so that rates and fees can be accurately derived.

Board-Approved CARES Expenditures: \$2,340,400 of Board-approved, grant-funded, expenditures are projected for FY23. These expenses are not included in the O&M expense line (b), so that they do not inflate the FY23 deficit for Rates and Fees calculations. The grant-funded expenses are shown on the Non-Operational Expenses line, Other (c).

Note 2:

Note 3: **Non-Operational Revenues, Total (d):** The CARES/CRSSA/ARPA grant draw for FY23 is projected at \$4.6M; this includes the operational deficit \$1.6M, GO Bond debt service \$660K, and Board-approved projects \$2.3M.

(a) See Attachment 1 for summary and Attachment 4 for detail by account.

(b) See Attachment 1 for summary and Attachment 3 for detail by account.

(c) Other includes: capital expenditures, transfer of sales tax to Airport fund, and transfers between Airport operations and

CIP projects, and other changes in restrictions of fund balance. At year end, the audited financial statements are not on a cash basis but on accrual--The Airport budgets/reports are revenues & expenditures – which are cash basis.

ATTACHMENT #10

CARES/CRRSAA/ARPA Grant Funding Use/Availability

	<u>Description</u>	<u>Amount Proj</u>	<u>Actuals & Encumb</u>	<u>Status</u>
	CARES grant Award (#82, 94, 95 & 99)	21,736,343	21,736,343	
	CRSSA grant Award (#84)	3,324,451	3,324,451	
	ARPA grant Award (#87)	5,430,992	5,430,992	
	TOTAL GRANTS:	30,491,786	30,491,786	
Type of Expense				
Ops Deficit	FY20 Operational Expenses	(724,664)	(724,664)	Final
Ops Deficit	FY21 Operational Exp incl tenant relief; yearend	(3,693,321)	(3,693,321)	Final
Ops Deficit	FY22 Operational Exp incl tenant relief+ 107.9K int hit	(2,456,528)	(2,456,528)	Final
Debt Service	FY21 Airport GO Bond debt service	(602,375)	(602,375)	Final
Debt Service	FY22 Airport GO Bond debt service	(662,600)	(662,600)	Final
Debt Service	FY23 Airport GO Bond debt service	(660,300)	(660,300)	Final
Project	TWY Regulator Upgrade (appropriated)	(118,814)	(118,814)	Final
Project	Terminal Suspended Ceiling Tile Replac	(350,000)	(213,506)	Final
Project	Terminal Seating portion in FY23	(145,000)	(145,000)	Final
Project	SREB Circulation Pump Upgrade	(165,000)	(183,949)	Final
Project	SREB Wash Bay Protection	(49,925)	(49,925)	Final
Project	Float Pond Electrical Upgrades	(190,000)	(156,348)	Final
Project	Forklift vehicle	(48,715)	(48,715)	Final
Project	Bagwell Gas Detect \$43k desgn, CA+construct 195.4k pend	(238,400)	(217,043)	Final
Ops Deficit	FY23 Tenant Rent Relief	(1,250,000)		Final
Ops Deficit	FY23 Operational Expenses	(950,900)	(3,342,716)	Final
	Exp thru FY23	(12,306,542)	(13,275,804)	
Ops Deficit	FY24 Tenant Rent Relief (est)	(1,600,000)	(1,600,000)	In Progress
Ops Deficit	FY24 Operational Expenses (est)	(118,700)	(118,700)	In Progress
Debt Service	FY24 Airport GO Bond debt service	(657,125)	(657,125)	In Progress
Project - Match	Ramp Project Match	(312,500)	(312,500)	Final
Project	Terminal Seating portion in FY24	(305,000)	(305,000)	Final
Project	NWDA Electrical Upgrades	(296,400)	(296,400)	In Progress
Project	Temsco Sewer hookup	(295,000)	0	NOT eligible
Project	Bag Belt Replace - Est; + \$50K design (10/21)	(1,469,716)	(1,469,716)	In Progress
Project	Parking Lot Design & Construction	(10,454,010)	(10,454,010)	Final
Project	Gate K Culvert Replace (Design + Constr estimate)	(670,426)	(670,426)	In Progress
PENDING	Gate K culvert Replace PFAS/Dewatering & remediation	(600,000)	(123,000)	In Progress
Project	Parking Lot Construction - Quantity Amendment	(600,000)	(460,745)	In Progress
Project	Sand/Chem bldg Back-up Electric Boiler Design&Trenching	(175,000)	(175,000)	In Progress
	Sand/Chem bldg Portable oil-fired Boiler		0	In Progress
Project	Fuel Station Access Control & Generator	(35,000)	0	Abandoned
Project	Buried Tank Removal & Replacmt (Old Shop UST remove/replace/cleanup)	(254,950)	(254,950)	In Progress
Project	Man Lift	(20,000)	(19,210)	Final
	FY24 Expenses	(17,863,827)	(16,916,782)	

Available CARES: 321,417 299,200

Actuals Lower than expected



MEMORANDUM

TO: Patty Wahto, Airport Manager

FROM: Mike Greene, JNU Airport Project Manager

DATE: March 6, 2024

RE: Projects Office Monthly Report

Project specific summaries of project status and activity are presented below.

Terminal Reconstruction: JNU continues to work on finalizing the following outstanding work items:

Glass Guardrail: JNU has tentatively accepted Dawson Construction's proposal, in the amount of \$114,640.00, to replace the glass guardrail assembly around the second floor through-floor opening per Request for Proposal (RFP) 188R. JNU has advised Dawson that the acceptance is based on the following stipulations:

- Dawson Construction / Bucher Glass will furnish full submittal data for all materials that are to be integrated into the full-height (9-foot tall, floor-to-ceiling) wall assembly.
- Dawson Construction / Bucher Glass will furnish engineered shop drawings and glass test results for the proposed full-height wall assembly. It is expected that this assembly will exceed the minimum code requirements with respect to lateral glass deflection resulting in a rigid wall assembly that does not flex and does not need additional railings in order to be code compliant.
- Dawson Construction will review, verify and implement any structural modifications needed to the existing pony wall assembly located on the lounge side of the through-floor opening. (Revise / reinforce to support the weight and lateral loading associated with the new full-height wall assembly.)
- Dawson Construction / Bucher Glass will furnish and install a closure at each of the wall corners to cover and protect the exposed glass edges.
- Dawson Construction will furnish and install all additional framing which may be needed to brace and support the full-height wall assembly at the ceiling / soffit.
- Dawson Construction will remove the existing glazing assembly and salvage these materials to the Owner. These materials are to be delivered to, and placed within, the Sand-Chem building.
- Dawson Construction will provide JNU with a schedule for the completion of this work.

The design team has been advised of JNU's pending acceptance of the Dawson proposal and is standing by to review the materials submittal data.

Ground Source Loop Field Methanol Replacement: JNU staff continues to work with the project mechanical engineers to finalize a revised version of RFP 190. This RFP will be asking for a lump sum proposal to install a permanent filtration system to remove contaminants from the loop field / terminal heat pump system without removing and replacing the existing methanol. Additional methanol will be added to the system to raise the percentage to 15%, and rust inhibitors will be added to reduce pipe

corrosion. This revised scope of work will still replace the failing braided stainless-steel supply / return hoses and flow-setters at each of the older heat pumps and will also replace the strainer / filter assemblies on the affected heat pumps. JNU has not yet issued this revised version of RFP 190 to Dawson Construction.

Lighting Control Replacement: Dawson Construction's proposal for RFP 183 – Lighting Control Replacement, in the amount of \$163,215.25, has been reviewed by RESPEC and has been returned for revision. The RESPEC review identified work items within the Dawson proposal that were not required and that will need to be removed from the proposal. JNU is standing by to receive the revised proposal. The work to be addressed includes the replacement of the failing lighting control equipment within the older portion of the terminal. The interior and exterior lighting in this portion of the terminal is either being controlled manually or is being left on due to the failure of the old lighting control equipment.

Terminal Air Balancing (TAB): The final balancing of the new and old mechanical heating, ventilating and air conditioning (HVAC) systems remains incomplete. This is the last large work component to be completed, and it has been delayed as work to repair more of the existing heating and cooling systems components are identified and completed. The balancing work cannot (should not) proceed until all of the heat pumps and fan units are operating and under building automation system (BAS) control. As of the writing of this report, there are still HVAC Heat Pump equipment items that are non-operational. JNU continues to work with the Terminal project engineers (RESPEC) and with JNU Building Maintenance staff to address these continuing problems.

Terminal Fire Alarm Upgrade: This project is now substantially complete, and the Contractor's remaining work items include Owner training and the completion of the last punch-list items. The Contractor has submitted drafts of the project as-built documents and the Operating & Maintenance (O&M) manuals.

JNU staff has finalized Change Order 4, which incorporated RFP 07 - Delta Phone Modifications (\$1,758.00) into the BE21-159 contract with Johnson Controls. Change Order 4 also reconciled the project Substantial Completion date as February 29, 2024.

A Substantial Completion inspection was conducted by RESPEC on Saturday March 2, 2024, with JNU staff providing escort. The Substantial Completion report will be issued to Johnson Controls, along with the project Certificate of Substantial Completion as soon as it has been finalized.

RESPEC (formerly Haight & Associates), electrical engineer and designer of record, remains under contract and is providing construction administration (CA) services for this project.

Rehabilitate Part 121/135 Apron & Remain Overnight (RON) Parking Apron. JNU staff continues to work with DOWL, SECON and Alaska Airlines to develop a revised project schedule / work phasing plan.

On Friday, February 23, 2024, JNU was advised by Dawson Construction that the Gate 5 Passenger Boarding Bridge (PBB) replacement project was going to be delayed by approximately two months. The new PBB, originally scheduled to arrive in Juneau on May 21, 2024, was now not going to arrive until sometime in late July 2024. This news was immediately relayed to DOWL, SECON and Alaska Airlines. All parties were asked by JNU to review the revised Dawson schedule.

SECON was asked to review the revised Gate 5 schedule in relation to their overall Apron Rehab project schedule – and in relation to their work with Roger Hickie Contracting on the Alaska Airlines Gate 3 and Gate 4 PBB replacements. SECON's initial reaction to the revised Dawson schedule reflected their frustration and concern that the Gate 5 work represented somewhat of a moving target for their overall project scheduling effort.

Alaska Airlines was also asked to review the revised Gate 5 schedule in relation to their Gate 3 and Gate 4 PBB replacement projects. They responded on February 28, 2024, with a revised PBB replacement schedule that they had built around the new Dawson Gate 5 scheduling. This revised PBB replacement schedule was shared with DOWL and with SECON.

On Friday, March 1, Dawson Construction provided a revised schedule, which indicated that the new Gate 5 PBB would now be arriving in Juneau on June 17, 2024. This revised schedule was presented by Dawson Construction to JNU, DOWL and SECON in a meeting that was conducted later that same day.

In this meeting, it was agreed that Dawson Construction would remove the existing Gate 5 PBB on (or near) March 25 - in advance of the start of SECON's construction operations in the RON and 121 Apron areas. This will expedite SECON's work within the Gate 5 apron area (Phase 2A, Phase 2B and Phase 3A work areas) and minimize the amount of time that the Gate 5 apron would not be available for ground loading. This would also allow Dawson Construction to follow right behind SECON and set up the new PBB.

In this meeting JNU reminded SECON that JNU's immediate project priorities remained as follows:

- The completion of the new Remain Overnight (RON) area (Phase 1A, Phase 1B and Phase 1C work areas). This work must include, or immediately be followed by, the work needed to safely route pedestrian passengers between the terminal and the RON (Phase 2A). This work must also include, or immediately be followed by, the work needed to safely route aircraft into and out of the RON (Phase 3B).
- The completion of the Gate 5 apron work immediately following the completion of the RON (Phase 3A and Phase 3B). This work must also include, or immediately be followed by, the work needed to safely route aircraft into and out of the Gate 5 apron (Phase 3B).
- SECON was reminded that their scheduling must maintain aircraft access into the 121 apron / gate apron areas to the maximum extent possible.

In this meeting, SECON was advised that the Gate 5 area was to be utilized by aircraft for ground loading to the greatest extent possible – both before and after the completion of the RON. This apron area would particularly be needed after June 7 when Delta Air Lines resumes flight operations into JNU. JNU indicated that it was assumed that the Gate 3 and Gate 4 replacement work would not occur simultaneously and advised SECON to schedule this work so that the RON, Gate 2, Gate 5 and either Gate 3 or Gate 4 were available for use.

In this same meeting, SECON shared the following:

- SECON was currently not under contract with Roger Hickle Contracting for any part of the Gate 3 or Gate 4 PBB replacement work.
- SECON advised that they had not yet been contacted by Roger Hickle Contracting since the January 17 meeting in which Roger Hickle Contracting advised that they wanted to hire SECON.
- SECON further advised that they had not yet received design documents from Roger Hickle Contracting for the Gate 3 / Gate 4 PBB replacement work so they did not have a clear understanding of the full scope of work.

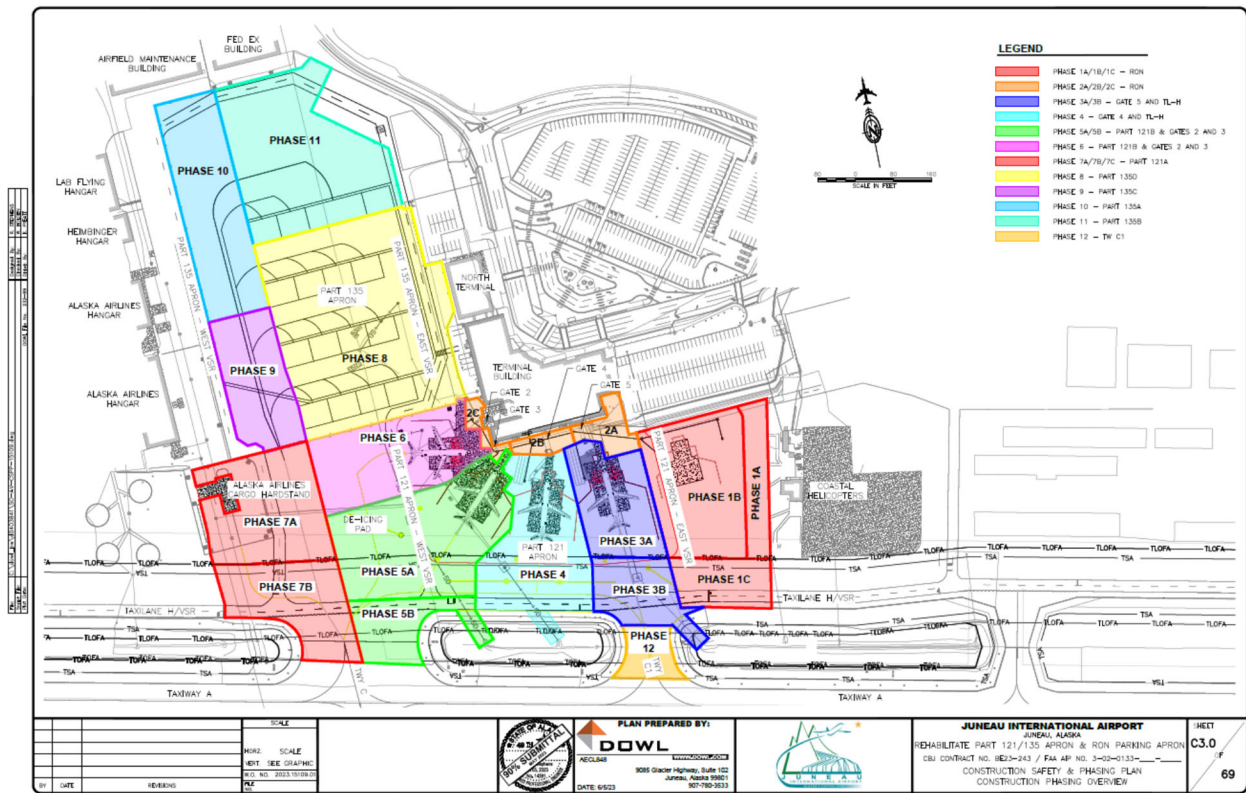
In light of the above, SECON asked JNU if they should be creating a project schedule based on the Apron Rehab work and the Gate 5 PBB Replacement work – without the Gate 3 and Gate 4 PBB replacement work – or if they should build their schedule to include the Gate 3 and Gate 4 work. SECON's concern was that they currently had no contractual tie to the Gate 3 / Gate 4 work.

In response to SECON's question, JNU advised that while the target construction start date of April 1, 2024, for the Apron Rehab project is rapidly approaching, JNU was not yet ready to abandon the on-going coordination effort with Alaska Airlines, citing concern over the unnecessary duplication of effort and the potential for delays in completing the PBB replacements and getting them back into service. SECON agreed

and indicated that they would create two project schedules. One that included Gate 3 and Gate 4 work, and one that did not. SECON also indicated that they would reach out to Roger Hickle Contracting regarding contract status.

A summary of the March 1,2024, meeting was shared with Alaska Airlines. As of the writing of this report, JNU has received no response from Alaska Airlines.

Also discussed in the March 1 meeting was how best to address the existing ponding that is occurring within the 135 apron. The contract currently calls for uniform milling of the existing asphalt, which would uniformly remove a portion of the old asphalt paving surface but would not remove the existing highs and lows. The new asphalt paving, placed over the milled substrate, would simply mirror the substrate grade – preserving the highs and lows without eliminating the ponding. SECON suggested that profile milling be used instead as this process would remove more of the old asphalt in the existing high areas and leave more of the old asphalt in the existing low areas. The new asphalt paving would then be placed over the milled substrate in a uniform thickness that would essentially be free of ponding. It was agreed that this approach should be used, and SECON would work directly with DOWL to obtain the necessary survey / topo data.



SECON is currently working on the development of the two versions of the overall project schedule. This schedule will then be submitted to JNU / DOWL for review. This information will also be shared with Alaska Airlines, Delta Air Lines and other affected stakeholders.

JNU staff and DOWL also continue to work with Coastal Helicopters to review their proposed operations / lease layout site plan to identify any potential conflicts with the RON / Part 121 work, and any long-term operational conflicts with the use of the RON by commercial aircraft.

SECON's asphalt batch plant remains staged within the Northeast Development Area (NEDA). They do not plan on assembling this plant until spring. Secon has also staged other materials and equipment items within the NEDA.

JNU / DOWL has issued RFP 01 Ramp Lighting Modifications to SECON. This RFP is asking for a deductive proposal to reduce the height of the six (6) new ramp light poles from 60 feet to 57 feet and to remove the obstruction lights from the contract scope of work. The engineers estimate for this work is a deduct of \$15,325. JNU has not yet received SECON's proposal for this RFP.


JNU / DOWL has issued RFP 02 Remove Low Strength Concrete to SECON. This RFP is asking for a deductive proposal to delete the contract requirement to slurry 67 feet of 24-inch culvert in the Phase 2A work area. This culvert was to have been filled with grout and abandoned in place but must remain in use following changes made to the adjacent Parking Lot Improvement project. The engineers estimate for this work is a deduct of \$6,200. JNU has not yet received SECON's proposal for this RFP.

JNU / DOWL has issued RFP 03 – Ramp Marking Reductions, which will address the elimination of some of the project asphalt markings because Additive Alternate 1 was awarded. The engineers estimate for this work is a deduct of \$114,640. JNU has not yet received SECON's proposal for this RFP.

JNU / DOWL has issued RFP 04 – Additional Pipe Slurry to SECON. The scope changes include filling the existing storm drain culverts under the Gate 2 and Gate 3 hardstands with controlled low strength material. This change eliminates the requirement to remove these culverts and to remove and replace portions of the existing hardstands at Gate 3 and at Gate 4. The engineers estimate for this work is a deduct of \$224,930. JNU has not yet received SECON's proposal for this RFP.

Mendenhall River Armor Rock Repairs: proHNS engineering has completed their analysis of the original armor rock installation and have completed their design recommendation for the riverbank stabilization repair work. proHNS has submitted their final drawings which JNU will soon be submitting to the State of Alaska / Emergency Management and the City and Borough of Juneau (CBJ). JNU continues to seek funding assistance for this work through the State's Disaster Recovery Program.

The estimated construction cost for this work is as follows:

Engineer's Estimate					
Project:	JNU Riverbank Stabilization (MR24-087)				
Owner:	Juneau International Airport				
Date:	2/22/2023				
Prepared By:	C. Bydlon				
Checked By:	L. Chambers				
Pay Item	Pay Item Description	Pay Unit	Quantity	Unit Price	Amount
G-105.001	Mobilization & Demobilization	Lump Sum	All Req'd	\$19,000.00	\$19,000.00
G-105.002	Rehabilitate Existing Gravel Access Road	Lump Sum	All Req'd	\$5,000.00	\$5,000.00
G-135.001	Construction Surveying by the Contractor	Lump Sum	All Req'd	\$10,000.00	\$10,000.00
G-700.001	Traffic Control	Lump Sum	All Req'd	\$5,000.00	\$5,000.00
P-152.001	Unclassified Excavation and Onsite Disposal or Reuse	CY	990	\$15.00	\$14,850.00
P-157.001	Erosion and Sediment Control	Lump Sum	All Req'd	\$8,000.00	\$8,000.00
P-185.001	Primary Armor Stone - Class C	Ton	2219	\$80.00	\$177,520.00
P-185.002	Underlayer Stone, Class C	Ton	423	\$45.00	\$19,035.00
			Total =	\$258,405.00	

JNU staff has contacted the Alaska Department of Fish and Game (ADF&G) and has been advised that ADF&G has no objection to this repair work. JNU will be submitting a fish permit application and a scope of work description shortly.

JNU has asked proHNS to provide a fee proposal to assist with permitting for this work from the following:

- United States Army Corps of Engineers
- State of Alaska Department of Natural Resources Division of Mining, Land and Water
- State of Alaska Fish & Game
- City and Borough of Juneau

At this time, the construction start and end dates are unknown. It is assumed that the construction period will be approximately one week. It is also assumed that the EVAR will be closed to public access during this work period.

Culvert Condition Survey – Jordan Creek @ Runway 8-26: JNU has contracted with proHNS engineering to perform a condition survey of the large half-arch metal culvert which allows Jordan Creek to pass beneath Runway 8-26. This culvert was installed in 2014-2015 as part of the Runway 8-26 Rehabilitation project (E14-259 / AIP 3-02-0133-60-2014). The survey was deemed necessary based on the continued concern that stray electrical current from the airfield lighting system is damaging in-ground metal assemblies through electrolysis. proHNS has completed the initial field work, and has reported that they did observe damage to the culvert and that the damage closely resembled what had been observed on the Jordan Creek culvert that had failed at Gate K. JNU has not yet received the final inspection report from proHNS.

JNU staff met with proHNS on February 14, 2024, and was advised that proHNS had identified a potential in-place repair for the existing culvert. This repair would consist of the application of a spray-on polymer / carbon fiber lining that would be applied to the entire inside face of the old culvert. This lining would harden and become a permanent load bearing and weatherproof installation. This lining would become the culvert in the eventuality that the old culvert fully deteriorated away. This lining option would allow the culvert to be repaired without having to close Runway 8-26 at any time and would avoid disruption to airfield operations.

JNU has asked proHNS to investigate this repair option with respect to environmental and application limitation, as well as estimated construction cost.

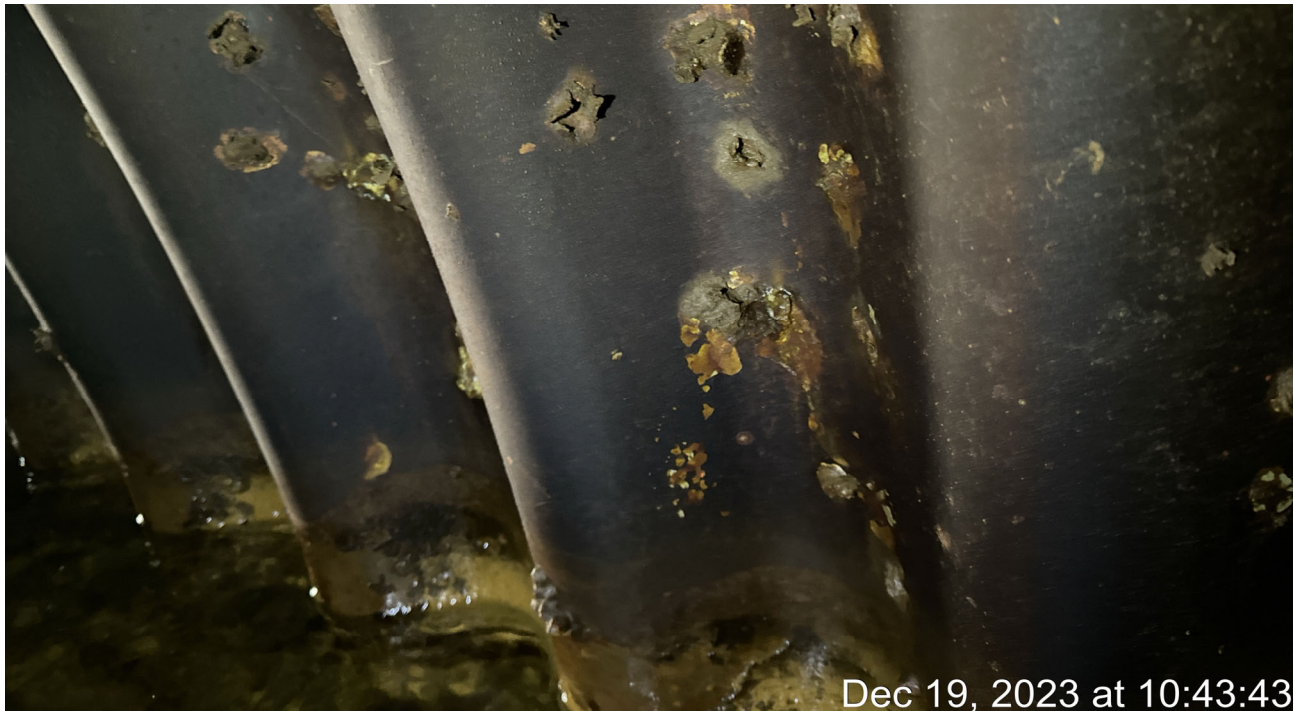


Photo 01: Heavy pitting and holes as observed on a portion of the half-arch culvert sidewalls.

JNU staff has advised the Federal Aviation Administration (FAA) of the damage to this culvert, and of the very real possibility that it will need to be repaired or replaced. JNU has subsequently been advised that the work to repair or replace this culvert will **not** be AIP (Airport Improvement Project) eligible.

Safety Area Grading at Runway Shoulder and NAVAIDS: No change since last report. JNU is currently working on finalizing the RFP document that will be used to obtain proposals from interested design consultants. When complete, the RFP will be submitted to CBJ Contracting for release / publication. The current schedule calls for consultant proposals to be submitted by the end of January 2024.

Land Acquisition – Loken Property: No change since last report. JNU staff continues to work with DOWL to finalize the scope of work specification document that will be used to obtain the services of an airport land acquisition specialist. The specialist will be obtained through the formal RFP process and will assist JNU and CBJ Lands in navigating through the FAA’s airport land acquisition process.

JNU staff is also coordinating with the Alaska Department of Environmental Conservation (ADEC) which has identified the Loken property as an active contaminated site.

Snow Removal Equipment Building (SREB) Mechanical Commissioning: No change since last report. JNU staff met with the mechanical engineering team from RESPEC this week to review the current status of the SREB HVAC systems and the next steps to be taken by RESPECT to complete the commissioning work. This work was started at the tail-end of the initial SREB construction project and was subsequently halted because of operating issues with one or more of the HVAC components. Following the recent completion of the ground source loop field pump replacement, the building systems are now all up and running and the system is ready for commissioning.

This commissioning work was to have included the Sand/Chemical Building but cannot proceed because Ground Source Heat Pump GSHP-1 is out of service. JNU staff has asked RESPEC to evaluate the following:

- Is GSHP-1 the right equipment item to provide the primary heat source for the Sand-Chem Building?
- If GSHP-1 is the right equipment item, why does it keep burning up compressors? To date, GSHP-1 has gone through three sets of compressors.

Sand/Chemical Building – Roof Warranty: No change since last report. Dawson Construction returned during the week of September 25–29 to address the additional work items that had been identified in the September 30, 2022, inspection by Carlisle SynTec Systems. Per this inspection, the Carlisle representative did not accept the installation and advised Dawson Construction that the heat-welded membrane seams within the two large roof valleys required additional attention. This work has not yet been completed and is being done at no cost to JNU. Carlisle/Dawson Construction has not yet furnished JNU with the manufacturer’s roof warranty for this new installation.

Gate K (Crest Street) Culvert at Jordan Creek: No change since last report. SECON has been unable to resume work on the redistribution of the streambank material and stream substrate material within the new culvert due to continued high water levels in Jordan Creek. This work is necessary to bring this installation into compliance with the contract requirements. This work remains incomplete as a punch-list item to the construction contract. Final payment has not yet been made to SECON and will be held pending the completion of the redistribution of the streambank material and stream substrate material within the new culvert.

proHNS Engineers continue to provide limited CA&I services for this project. They are currently working on finalizing the project Close-Out (Engineer’s) Report and continue to stand by to help JNU with the project close-out process.

Fuel Station Access Control/Fuel Monitoring/Tracking: No change since last report. In July 2022 JNU, working through CBJ Engineering - Contracts, released an RFP for design services under CBJ's term contract for design consultant services to develop design and construction documents for the introduction of an access control system for the airfield fuel station. The RFP had identified a scope of work that included the introduction of an access control / fuel theft-prevention system, fuel monitoring and usage tracking, and the introduction of a back-up generator to provide emergency stand-by power for the fuel station.

On September 1, 2022, CBJ Engineering - Contracts advised JNU that no responses to the RFP had been received. This indicated that, at that time, there was no interest (or availability) within the design community to work on this project. JNU is currently soliciting interest from local electrical engineers to provide a fee proposal for this project. This funding was previously approved for CARES funding by the Board.

End of Report



MEMORANDUM

TO: Patty Wahto, Airport Manager

FROM: Ke Mell, Airport Architect

DATE: March 6, 2024

RE: Airport Architect's Report

*Updates since last report in italics. Look ahead in **bold italics**.*

Parking Lots Improvements: *DOWL has submitted the Preliminary Closeout Report to the Federal Aviation Administration (FAA). Secon's final pay request has been approved. DOWL's final pay request is in hand, with a couple of minor items pending.*

Additional security cameras for the parking lots will be a future project.

During the course of this project, it became increasingly clear that there are design, utility, and paving issues that will need to be addressed in a future reconstruction of Shell Simmons and Yandukin.

Outgoing Baggage Belt Repair/Replacement: *Robson has completed installation of the baggage belt, and it is in service. Substantial Completion is scheduled for the week of March 11. JNU extended Robson's contract a month, with Final Completion now on April 2. The contract was extended because the work was not Substantially Complete before the consultant's out of town trip, which was scheduled months in advance.*

A future project will work with Transportation Security Administration (TSA) through their planning and design process to upgrade the system as a whole.

JNU Buried Tank (UST) Removal & Replacement (formerly Old Shop UST): *The buried fuel tank at the JNU Airfield Maintenance shop has been replaced and decommissioned. The new 1,000 gallon fuel tank was installed and connected on February 21. and is supplying the building's boiler.*

The 1962 tank was removed on February 26 and the excavation has been backfilled . The bottom of the buried tank—at the level of the water table, about 5 ½ feet down – was severely corroded and had leaked, although not extensively. After the tank was removed the inside of the tank was power washed, which revealed several holes. The contaminated soil was excavated to the clean limits and a Change Order was drafted for \$22,513.45 to cover disposal of the contaminated soil and its replacement with clean fill. Sampling test results are due from the lab on March 14, after which the project can be closed out.

Gate 5 Passenger Boarding Bridge (PBB) Replacement: *TK Airport, manufacturer of the new PBB, informed the contractor, Dawson Construction, that delivery of the new PBB will be delayed from May 21 to June 17, with Substantial Completion now scheduled for June 29. The new PBB will not be in service when Delta's summer flights begin on June 7, which will significantly complicate operations and Secon's work on the Main Ramp Project. To expedite Secon's work, Secon requested that Dawson remove the existing PBB at first opportunity. JNU concurs, as the existing PBB is neither operational nor repairable. Early removal of the existing PBB will allow Secon to move their work away from Gate 5 and the RON (temporary Gate 6) as quickly as possible. After Delta begins flying in on June 7, both Delta and Alaska Airlines will be ground boarding at two gates pending completion of the new PBB. The work will take place in close coordination with TSA, Alaska Airlines, Delta Air Lines, and the Main Ramp Project.*

Sand/Chemical Back-up Electric Boiler: *The original design of the Sand/Chemical building relied exclusively on the heat pump system shared with the Snow Removal Equipment Building (SREB) to heat the Sand/Chemical building. This was not designed with a redundant system. The Board approved \$175K to design and install a back-up boiler system which was thought to be fairly straight-forward.*

Morris Engineering and Modern Mechanical provided a fee proposal under a City & Borough of Juneau (CBJ) consultant term contract (\$50K per project maximum) for the electrical and mechanical design and construction phase services. Staff would provide architectural drawings—sealed and signed if necessary, and any minor construction phase architectural services required—for JNU. Due to time commitments of other projects, staff was unable to provide the architectural work, so ECI (original architect for the Sand/Chemical building) was asked to provide minimal signed architectural work—essentially drafting—at a cost of \$5,000.

During design, it became clear that the Sand/Chemical building did not have adequate electrical capacity to support a back-up boiler; the capacity would need to come from the SREB. But the SREB would still need to have future electrical capacity planned for expansion. Morris Engineering and Modern Mechanical were granted a contract amendment for \$16,000 to analyze the matter. Additional conduits between the SREB and Sand/Chemical would be needed and were added to the project. By fall 2023, JNU had not received final design documents from the consultants, but the design of the trenching and conduits was complete, so staff moved forward on this work to ensure CARES funds would cover this work. The conduits were installed by SECON in October 2023 for \$99,700.

The work that remains to be bid and constructed has three components: 1) Mechanical—installation of the new electric boiler; 2) Electrical—provision of power to the new boiler from the main electrical panel in SREB; and 3) Architectural—minor modifications required by the new boiler. The design documents were sent to CBJ Contracts for advertising. CBJ Contracts accepted the mechanical design documents but will not advertise the project without modifications to the architectural and electrical design documents as submitted.

CBJ Contracts require signed and sealed drawings and a cost estimate for each of the three disciplines: 1) Mechanical—complete - signed and sealed drawings and a cost estimate are complete; 2) Electrical—signed and sealed drawings and a cost estimate are in hand, however, CBJ Contracts is concerned that the drawings may confuse potential bidders and asked that the drawings be revised to minimize potential graphic confusion on the part of bidders; 3) Architectural—drawings are not signed or sealed and no cost estimate received (staff was originally going to do this in-house).

Architecture - ECI submitted a fee proposal of \$4,380 to sign and seal the architectural drawings, and \$1,980 for a professional cost estimate of the architectural work, for a total fee of \$6,360.

Electrical - Morris Engineering submitted a fee proposal of \$17,120 to revise the electrical drawings with stamp/seal.

The additional Architecture and Electrical costs to provide bid documents acceptable to CBJ Contracts are \$23,480.

Initially the Board approved a total project budget of \$175,000, of which \$70,835 has already been contracted for design, and \$99,700 contracted to Secon to trench and lay conduit between the buildings. The current available budget after previously contracted design and trenching is \$4,465. The additional work required by CBJ Contracts will require Board action. The additional work for \$23,480, less \$4,465 remaining from original design contract leaves a balance of \$19,015. This is only design and bid documents, not construction.

Based on the 95% documents, the Engineer's construction cost estimate is approximately \$490,000. The mechanical estimate is \$334,733; the electrical estimate is \$125,971, plus architectural estimated at \$30K; total construction cost now approximately \$980K.

At their January 11, 2024, meeting the Board directed that the project be advertised for bids. When bids are received, the Board will decide whether to proceed with the project. The Board may decide to 1) accept the bid; 2) reduce the scope to a portable boiler at an estimated \$175K; or 3) continue to lease a boiler unit at \$40K/year.

JNU staff investigated the purchase of a new, temporary oil-fired boiler comparable to the one we have been renting for the past several years. Harri Plumbing, from whom JNU is currently renting a portable boiler, said that the lead time would be about four months. Harri's believes that "a budget of \$165,000 would cover the procurement and assembly of a portable heating trailer, fuel tank and hoses similar to what we are using now but with approximately 300 MBH capacity."

In October 2023, Secon and Chatham trenched between the Snow Removal Equipment Building (SREB) and the Sand/Chemical building in order to provide sufficient electrical capacity for the new boiler. The trench was paved, and the conduit terminated at each end of the trench. Spare power and data conduits--for any future purpose--were laid in the completed trench.

JNU is again renting Harri Plumbing's temporary boiler, pending completion of this project.

Alaska Seaplanes Building: *(No change)* Landscaping of JNU property along Shell Simmons and installation of the Service Animal Relief Area fence at the north end of the terminal will be completed in spring 2024.

Alaska Seaplanes submitted an Airfield Tenant Improvement Request (ATIR) for Lease Lot 2, just north of their building. Staff responded with comments but have not yet received a response.