

AIRPORT MANAGER'S REPORT – November 14, 2024

- a. Clesson Napiha'a Retirement /Employee Recognition. Long-time Airport Terminal employee, Clesson Napiha'a is retiring this month after more than 24 years with the Airport. Clesson is a Maintenance Mechanic I and has been an integral part of the airport team; always smiling. The Airport wishes him all the best in his retirement and thanks him for his 24 years of service.
- b. FAA Certification Inspection. JNU's annual Federal Aviation Administration (FAA) certification inspection is scheduled for November 19-21, 2024. This inspection covers all aspects of Part 139 requirements including all program manuals, Aircraft Rescue/Fire Fighting (ARFF), Wildlife Hazard Management Plan (WHMP), airfield marking and lighting, inspection logs, Notices to Air Mission (NOTAMs), training records, etc.
- c. Increase in Encampments on Airport Property. Airfield crew continues to see daily illegal campsites, trash and drug needles in the Jordan Creek greenbelt. Juneau Police Department is called to assist (when they can) with the eviction while Airfield cleans out the abandoned items. The Glory Hall experiences this issue as well and calls the Airport for assistance. This is at an 'epidemic' level and has become a daily clean-out. It is a strain on crew resources and costly for the Airport. This is a liability for the Airport/City & Borough of Juneau (CBJ). The number of encampments has escalated with the colder/wetter weather.
- d. Thefts. The Airport continues to see thefts and vandalism around the airport. Most recently, a Hummingbird Hollow employee had their purse/personal belongings stolen from behind their counter in the terminal while they were working. JPD is conducting the investigation. The thefts at the United Parcel Service (UPS) drop box also continue on a daily basis, with packages found in the adjacent wooded areas.
- e. Airport Staffing. The Airport Board will schedule a Committee of the Whole to discuss gaps in staffing needs to handle the increased workload and responsibilities of capital projects, additional federal requirements, new programs (Security Manager and Project staffing) and many other operational demands.
- f. Parking Garage. The Airport has a parking garage added to the Airport CIP, but a project of this magnitude requires a funding source to begin planning. Generally, 10% of project cost is a good estimate for planning and design; \$6-7M is the rough estimate. Parking garages are not FAA eligible, so a local funding source is needed for design and construction. This has been turned over to Project Manager Ke Mell for funding sources.
- g. Airport Fund Balance (AFB) and Capital Revolving Account Balance (CRAB) (Attachment #3). The Capital Revolving Account Balance has not changed since last month. The Airport Fund Balance has not changed and reflects the FY25/26 budgets and what has been submitted to the Assembly. ***The Fund Balance is based on the balanced FY25 budget with increases to the Airport Rates & Fees.***
- h. 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** – *Aviation Worker Screening (AWS) and Litigation Update.* Oral arguments were held on October 17, 2024. It is anticipated that the ruling may take several months. Compliance deadline for airports to have the AWS process in place was September 25. JNU is currently fulfilling the requirements of AWS without further extension of the deadline. AWS must include all random hours including nights and weekends. See request for additional part-time employees in the agenda.

- **UPDATE** - *Parking Lot Equipment.* Republic Parking has installed the new equipment and software for the paid public parking lots, and it is now live. The Airport website provides travelers/users the details on how to pay/exit the lot at: [Airport – Homepage – City and Borough of Juneau](#) and click on the red banner “Parking – Click Here” tab. The system will accept Tap, Applepay and Googlepay. Cash can also be paid inside the terminal at the Parking kiosk located just inside the main doors. A public service announcement went out last month. Republic Parking also has in-person customer support in the terminal near bag claim/tourism desk and will have the capability to push a call button for assistance at all gates. Note that short-term and long-term parking lots are independent. There is no overflow between the two lots. The ticket a patron gets (requires pushing button to dispense ticket; no longer activated by vehicle driving up) corresponds to the lot they are entering. The Airport Board and Assembly have their own assigned QR code or validation process.

- **NO CHANGE** – *Juneau Douglas North Crossing Project.* Alaska Department of Transportation (ADOT) continues with the PEL phase of the second channel crossing project between Juneau and Douglas. A Technical Advisory Committee meeting was held October 17, 2024. The project website: <https://www.jdnorthcrossing.com/> has a ‘What’s New!’ section detailing Level 2 Screening GIS Maps, as well as ‘meetings’ summary and field report ‘documents’. DOWL and the State continue to state: ‘Any alternative that conflicts with the approach surfaces or the ALP will be modified to eliminate conflicts or removed from consideration.’ Please visit the ADOT website for the project www.jdnorthcrossing.com or make comment to the project email JDNorthCrossing@dowl.com.

- **NO CHANGE** – *Runway 26 Medium Intensity Approach Lighting System with Runway Alignment Indicator Lights (MALSR) approach lighting.* With the FAA Reauthorization Bill passed and the language included in the Bill that will allow airports to use AIP funding to complete the MALSR system, Staff will be pursuing design with FAA in the new Federal fiscal year.

- **NO CHANGE** – *Alaska Department of Environmental Conservation (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. Cox Environmental was hired to perform a Contamination Characterization Report which was provided to the Board in July. The Airport will continue to work with ADEC and Cox Environmental to close out this site. ADEC’s report is anticipated this fall.

- **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 or reapply for a waiver (currently working on). 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.* See Project Manager Report for Greenbelt Lighting improvements.

- **NO CHANGE** - *Encampments on Airport Property*. The encampments and trash in the Jordan Creek Greenbelt (and other areas on airport) continue. Staff along with JPD monitor the area throughout the day/night; cleanout of the areas continue. This is an ongoing problem for the Airport.
- **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 ADNR 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** – *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 as a through-the-fence operation. See Project Manager Report for Property Acquisition Specialist.
- **NO CHANGE** – *Passenger Facility Charge (PFC) cap increase* JNU continues to discuss PFC increases with our DC Lobbyist and Congressional Delegation.
- **NO CHANGE** - *Passenger Facility Charge (PFC10) Application Process*. The Airport has started the public process for PFC10 applications. This is before the Board for consideration, then begin the airlines and public process. PFCs can collect for past eligible projects but not for projects further out than two years.
- **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 #3

Available Fund Balance Summary

Airport Fund

Last Update: 4/5/2024

| | <u>FY23 Actuals</u> | <u>FY24 Amended</u> | <u>FY24 Proj</u> | <u>FY25 Budget</u> | <u>FY26 Budget</u> |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|
| Beginning Available FB | 2,770,968 | 3,785,000 | 3,785,000 | 3,785,000 | 3,785,000 |
| Operational Expenses: | (9,888,277) | (9,711,100) | (10,003,300) | (10,606,700) | (10,755,800) |
| Debt Service (OUT): | (2,994,200) | (3,091,200) | (3,091,200) | (2,505,100) | (2,583,400) |
| Transfers to Capital Projects: | | (600,000) | (600,000) | | |
| Other Non-Oper Expenses: | (271,923) | (541,400) | (1,266,300) | 51,400 | 51,400 |
| JNU Total Expenses: | (13,154,400) | (13,943,700) | (14,960,800) | (13,060,400) | (13,287,800) |
| Minus Non-operational Exp & Debt Serv: | 3,266,123 | 4,232,600 | 4,957,500 | 2,453,700 | 2,532,000 |
| Operational Expenses: | (9,888,277) | (9,711,100) | (10,003,300) | (10,606,700) | (10,755,800) |
| Operational Revenues: | 6,629,028 | 7,510,200 | 7,872,900 | 10,606,700 | 10,610,000 |
| CARES Reimb (operations): | 4,369,641 | 2,200,900 | 2,130,400 | - | - |
| ***Other Financing Sources (Uses): | (96,360) | | | | |
| JNU Total Revenues: | 10,902,309 | 9,711,100 | 10,003,300 | 10,606,700 | 10,610,000 |
| Increase (decrease) in Fund Bal (FB): | 1,014,032 | - | - | - | (145,800) |
| Ending Avail FB, including Reserve: | 3,785,000 | 3,785,000 | 3,785,000 | 3,785,000 | 3,639,200 |
| Less 3 Mo. Operating Reserve | (2,472,100) | (2,427,800) | (2,500,800) | (2,651,700) | (2,689,000) |
| Ending Available Fund Balance | 1,312,900 | 1,357,200 | 1,284,200 | 1,133,300 | 950,200 |

*** 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.

Attachment #3

AIRPORT CAPITAL REVOLVING ACCOUNTS (combined)

| Date | CIP Revolving Balance* | Reimbursed Amount (+) | Forward Fund Amount (-) anticipate reimbursement | Encumbered Amount (-) permanent/ <u>no</u> reimbursement | Description |
|--------|------------------------|-----------------------|--|--|--|
| | \$819,788 | - | - | - | BUDGET |
| Apr-19 | | | (\$477,000) | ** | NO LONGER REQ. Termnl Recon |
| Jan-21 | | | (\$50,000) | | Property Acquisition Frwd Fund Specialist |
| Jun-24 | | \$25,000 | (\$25,000) | | RSA Shoulder Grading Design |
| | | | (\$5,000) | | ARFF Truck |
| | | | (\$26,427) | | Master Plan Update |
| | | | | | |
| | \$261,361 | | | | AVAILABLE BUDGET on 560010101-3990 to forward fund Projects |

* Represents all 3 Capital Accounts: Airport Revolving Capital Reserve Acct (ARCRA), Airport Construction Contingency Reserve, Project Design

** Temp forward funded \$477K to be credited once Controller's complete transfer back to acct