



MUNICIPAL AIRPORTS AVIATION ADVISORY COMMISSION
MEETING MINUTES

Thursday, August 1, 2024

Anchorage Fire Training Center, 1140 Airport Heights Rd., Bldg. C, Rm 9
Anchorage, Alaska

1. Call to Order / Roll Call

PRESENT	ABSENT	GUESTS	STAFF
Stormy Jarvis, Chair	Dave Frazier-unexcused	Will Day	Earl Malpass
Keenan Zerkel, Co-Chair			Amy Garcia
John Pratt			Kirsten Bowers
Dan Owen			
Marty Edwards			

A. Friendly reminder to all attendees this meeting **will adjourn** at 1p.m.

B. The role of the MAAAC:

Advise and make recommendations to the Administration and Assembly on all matters pertaining to the annual operating budget for municipal airports; and Advise and make recommendations to the administration and assembly on all matters pertaining to operations of municipal airports, including rules, regulations and administrative guidelines in force at municipal airports.

2. Approval of the Agenda

Two changes to the agenda, disseminated to the body.

3. Minutes of Previous Meetings

Motion

Stormy moved to postpone minutes for March 7, 2024- revised, April 4, 2024-revised, May 2, 2024-revised and July 11, 2024-revised, for September meeting.

Keenan Zerkel seconded the motion.

Unanimous approval.

4. Informational Reports

- A. Chair – No Report
- B. **Airport Management** -Earl Malpass

Earl presented a power point presentation (Exhibit A-attached) for below topics I. through V.

- I. Earl's FYI's
- II. Community Relations
- III. MRI Budget Status
- IV. Airport Project Status
- V. Upcoming Events

1. There are no updates for the JBER airspace reconfiguration. The public input process has not started yet.
2. New snow equipment was purchased, still researching for equipment to pull the groomers. A good snow management plan will be in place.
3. The ALP has been reviewed.
4. MAAAC requested a noise study to be done in 2025.
5. The rehab on 7-25 will go to the lowest bidder. They must comply with federal requirements.

5. Organizational Reports

- a. MRI ATCT-
Tyler Barnett reported MRI tower operations during Arctic Thunder ran smoothly.
- b. AOPA-None
- c. AACCA-
Will Day met with Senator Murkowski, National Weather Service and FAA to discuss the weather station outages in the state.
- d. Anchorage Community Councils-
Allen Kemplen, representing Fairview Community Council, welcomed Earl Malpass to Merrill Field and encouraged him to include the neighborhoods as part of the airport's stakeholders.
Earl requested meeting information for FVCC, he will then ask to be scheduled to give a presentation.

6. Old Business – None

7. New Business-

Motion

Stormy moved to provide a Resolution (Exhibit B-attached) approving Earl Malpass as the Airport Manager.

Keenan Zerkel seconded the motion.

Unanimous approval.

Discussion to amend the Resolution under "A.", adding, "surrounding Communities, and the Municipality of Anchorage.

Motion

Marty Edwards moved to accept the amendment to the Resolution.

Keenan Zerkel seconded the motion.

Unanimous approval.

MAAAC board has one vacancy, if interested apply on the Municipal website.

8. Public Comments- None

9. Commission Comments-

Keenan shared his concernment of having runway 7-25 closed for the 60-day entirety.

John asked if MOA purchasing will hinder the timeline for 7-25 rehab project. No Erik Jordt, HDL, stated the bids will open next week. The bid will be awarded to lowest bidder with compliance to the contract. The contractor might be available for the next MAAAC meeting.

10. Upcoming Meetings

→ MAAAC Meeting: Thursday, September 5, 2024, 12 PM
Anchorage Fire Training Center, 1140 Airport Heights Rd., Bldg. C, Room 9

11. Adjournment -

Stormy moved to adjourn the August 1, 2024 meeting.

Keenan seconded the motion.

The meeting adjourned at 1:04pm.

EXHIBIT A

**Municipality Airport Aviation Advisory Commission
Airport Manager's Report**



Merrill Field Airport Operations Report **August 1st, 2024**



July's Operations Report

Earl's FYI's

- Meeting with Mayor LaFrance went well. Good discussion around current efforts, goals, philosophy, and challenges.
- Amy and I met with Troy LaRue at State Aviation. Went well. Introductions, and discussions of ways to collaborate. Gave MRI an ADS/B monitor
- Earl is scheduled to meet with Municipal Manager Becky Windt Pearson scheduled August 6
- Met the FAA Team for Sponsored Airports; Went well and all left feeling confident in a strong relationship and future
- Met twice w/ATC tower mgr and FAA Region RW Safety Mgr.
- Have called or met w/ nineteen or more lease holders on field, and numerous tiedown holders.



July's Operations Report

Community Relations

- Merrill Field Hangar Party - July 27th 10:00-2:00 – UAA Hangars
 - Good feedback; Thanks to those attended – Missed those who weren't able to attend.
 - Excellent opportunity to start, strengthen, and re-start relationships



- MRI Awareness: 2023 Filed Flight Plans Animation – YouTube
 - On MRI's Facebook Page – [Merrill Field Airport \(MRI\) Filed Flight Plans - 2023 \(Version 1\) \(youtube.com\)](#)
 - LinkedIn page created for MRI



July Operations Report

MRI Budget Status:

- Evaluation of 2025 budget specific line items.
 - MRI specific line items selection (from available options). **Complete.**
 - Initial amounts populated. **In Progress; On target for submission.**
 - Proposed DRAFT Budget submittal to Office of Management Budget– **August 7th**
 - MRI offering to meet w/MAAAC working budget group week of August 19th. **?**
- MRI 2024 “End of Month” budget YTD status – **As Expected at 58% YTD.**
 - Expect this to be a work in progress for a couple months
- MRI philosophy going forward:
 - Long-term focus, holistic, self-sustaining, Continuous Improvements



July's Operations Report

Airport Project Status: (1 of 3 slides)

- CARE's Act Project(s)
 - CARE's Act Grant (o80-2020) for Airport Operating Budget = \$8.9M
 - Allowed for purchase Reimbursement of approved and USA made Airport equipment, re-stock inventory
 - Eligible purchases reimbursement date **ended** May 2024
 - **Grant final close out August 2024**
 - CARE's Act for Airport Landside Grant (o87-2023) Projects = \$8.996M
 - Allowed for Airport building refurbishment/construction projects reimbursements
 - Manager Office, 1025 Orca St, USGS building, etc...
 - Final project will be maintenance roof only
 - Budget approved by Assembly **Complete** MRI to proceed w/ PO – In Progress



July's Operations Report

Airport Project Status: (2 of 3 slides)

- Reconstruction of Access Road Grant 079-2020 = \$8.7M
 - Construction **Completed**.
 - HDL Close Out Package **Complete**
 - MRI close out w/FAA – **In progress**
- CRRSA Act Grant (083-2022) = \$1M
- CRRSA Act Grant (085-2022) = \$1.1M
- Future: 2025/2026

} COVID Relief for Payroll relief



July's Operations Report

Airport Project Status: (3 of 3 slides)

- ALP
 - FAA "Study Entitlement Grant" Awarded 079-2019 to R&M \$287,767 (est. remaining = \$25K)
 - Draft ALP Submitted by R&M to FAA for review - June 2024
 - FAA submitted comments for R&M; R&M response; **In Progress**
 - Final Completion Date: **TBD** (est. FAA report due September + 90 days to close)
- Runway 7/25 Rehab DESIGN Entitlement Grant(086-2022) = 945k
 - Project Scope of Work put out for bid – June 2024
 - Project Pre-bid meeting – July 12th
 - Bid opening – August 6th.
 - Project Breaking Ground May-ish 2025 (60 day completion max)



July's Operations Report

Upcoming Events:

- Earl's interview/confirmation by Assembly: TBD
- Runway Safety Action Team (RSAT) August 20th, 2:00PM, UAA
- Airport Capital Improvement Program review; October 2024
- Taxiway A & N - Lighting Rehab Design Grant (apply 2025)
 - Yet to be determine



EXHIBIT B

**MUNICIPALITY OF ANCHORAGE
MUNICIPAL AIRPORTS AVIATION ADVISORY COMMISSION
RESOLUTION NO. 2024-01**

A RESOLUTION RECOMMENDING THAT THE ASSEMBLY CONFIRMS THE APPOINTMENT OF EARL MALPASS AS THE MERRILL FIELD MANAGER.

WHEREAS, Under Municipal Code Title 4, Chapter 4.60.160, the Municipal Airports Aviation Advisory Commission has the responsibility to:

1. Advise and make recommendations to the administration and assembly on all matters pertaining to the annual operating budget for municipal airports; and
2. Advise and make recommendations to the administration and assembly on all matters pertaining to operations of municipal airports, including rules, regulations and administrative guidelines in force at municipal airports.

WHEREAS, The Assembly has been asked to confirm the appointment of Earl Malpass as the Merrill Field Manager, and

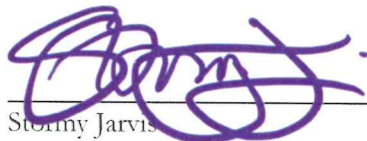
WHEREAS, the Municipal Airports Aviation Advisory Commission reviewed this issue on July 11, 2024 and on August 1st 2024.

NOW THEREFORE BE IT RESOLVED, by the Municipal Airports Aviation Advisory Commission that:

- A. The Municipal Airports Aviation Advisory Commission advises that the appointment of Earl Malpass as the Merrill Field Manager is in the best interest of the Airport, surrounding Communities, and the Municipality of Anchorage.
- B. The Commission recommends that the Assembly confirms the appointment of Earl Malpass as the Merrill Field Manager.

PASSED and APPROVED by the Municipal Airports Aviation Advisory Commission on August 1st, 2024.

ADOPTED by the Municipal Airports Aviation Advisory Commission this 15th day of August, 2024.



Stormy Jarvis
Chair



Keenan Zerkel
Vice Chair