

MUNICIPAL AIRPORTS AVIATION ADVISORY COMMISSION
MEETING MINUTES

Thursday, March 7, 2024

Anchorage Fire Department Training Center
1140 Airport Heights Road, Building C, Room 9

1. CALL TO ORDER/ROLL CALL

Commission Chair, Stormy Jarvis called the meeting to order at 12:07 PM.

The Purpose of the MAAAC is to advise and make recommendations to the Assembly and the Administration regarding the Airport budget and operations.

COMMISSION MEMBERS PRESENT

Stormy Jarvis

Keenan Zerkel, Vice-Chair (via TEAMS)

John Pratt

Dan Owen

Marty Edwards (via TEAMS)

David Frazier (via TEAMS)

Quorum met.

COMMISSION MEMBERS ABSENT

None.

AIRPORT STAFF PRESENT

BreAnn Brandlen, Acting Commission Secretary, Service Administrator

Kirsten Bowers, MRI Accountant

Steve Kegler, MRI Maintenance Lead

2. REVIEW OF MINUTES

Approval of January 4, 2024 and February 1, 2024 minutes tabled to April 4, 2024 for revisions.

3. INFORMATIONAL REPORTS

A. CHAIR, Stormy Jarvis

None.

B. AIRPORT MANAGER'S REPORT Kolby Hickel, Acting Airport Manager

Iditarod Airforce:

- Two days of flying; 16 aircraft, four checkpoints and over 64 missions.
- Delivered 17,000+ lbs of dog care supplies, 900 pounds of trail marking supplies and 2,000+ lbs of checkpoint gear flown out.
- Received positive feedback from participants and Airport Management is anticipating to host for years to come.

Airport Layout Plan (ALP) Update:

- Airport Management is scheduled to meet with R&M Engineering on March 11, 2024 to discuss the timeline for delivery, additional cost for including the Instrument

Flight Procedures, and the FAA stipulations. Hughes Aerospace is invited to attend.

New Instrument Flight Procedures:

- Scheduled publication March 21, 2024 and April 2024 for the helicopter approach. Airport Management will confirm and inform when published.

Airport Maintenance:

- Currently down three of five staff due to illness, and requesting for users to have patience with requests.
- Discussion of feasibility of contract maintenance staff during times of emergencies.

4. ORGANIZATION REPORTS

A. MRI ATCT – Caleb Newville, Operations Supervisor Tower

Instrument Flight Procedures:

- Received confirmation from Charting Office that publication is to be on March 21, 2024.
- Work group meeting was held with Charting Office and Approach Control to discuss implementation of day-to-day use.
- Detailed discussion of the procedures was presented to the MAAAC Board.
- Questions and answers discussion with MAAAC Board and the Public.

B. AACA – None.

C. Anchorage Community Councils – None.

D. AOPA – None.

E. Lake Hood – None.

5. BUSINESS ITEMS

None.

6. PUBLIC COMMENTS

None.

7. COMMISSION COMMENTS

Instrument Flight Procedures (IFPs):

- Keenan Zerkel requested that ATCT put out a NOTAM regarding new published IFPs and that AACA inform its members about the new published IFPs for pilot awareness.
- Keenan to contact AACA regarding IFPs.
- Stormy Jarvis recommended that the Airport Manager's Office should communicate the new IFPs to the airfield.
- Caleb Newville to look into the ATCT creating a Letter to Airmen.
- Dan Owen nominated himself to meet and brief with all field operators regarding new published IFPs (specifically three 135s and two flight schools) before the publication date. He will provide the feedback upon request.
- (Caleb Newville) The upcoming RSAT meeting in May could be a good feedback forum regarding the IFPs.
- (Marty Edwards) The IFPs should be included on the RSAT agenda.

- (Caleb Newville) Primary feedback should go through the Airport since they own the IFPs .
- (Stormy Jarvis) ATCT should coordinate with the Manager's Office for airfield wide notice of the May 2, 2024 RSAT meeting at UAA.
- (Stormy Jarvis) Received feedback from users last fall was that a number of people were not aware of the new IFPs.
- Keenan Zerkel proposed a subcommittee to oversee how the new IFPs go for the next year. He nominated Marty to chair it.
(Dan Owen) Discussed coordination and managing ATCT expectations on practicing IFPs on VFR days.

Great Alaska Aviation Gathering

- (John Pratt) Asked if Merrill Field will have a booth at this year's tradeshow. It would be a good place to communicate the new IFPs .
- (Stormy Jarvis) Merrill Field did not have a booth at the tradeshow last year and has not over the years.
- Keenan Zerkel nominated Stormy to man a booth at the tradeshow.

Airport Manager Recruitment

- (John Pratt) Requested status update.
- (Kolby Hickel) Two interviews are being set up and the position is still posted. Feedback about the position posting was requested from both the MAAAC and Airport Staff. There were no comments from the MAAAC and several from Airport staff.

8. UPCOMING MEETINGS

- **Airport User Group Meeting:**
Wednesday, April 3, 2024, 12:00 PM
Airport Manager's Office and TEAMS
- **Runway 7-25 Working Group Meeting:**
Thursday, April 4, 2024, 11 AM
Anchorage Fire Department Training Center
1140 Airport Heights Road, Building C, Room 9
- **MAAAC Meeting:**
Thursday, April 4, 12 PM
Anchorage Fire Department Training Center
1140 Airport Heights Road, Building C, Room 9 and TEAMS
- **RSAT Meeting:**
May 2, 2024, at UAA Aviation Technology Center
2811 Merrill Field Drive

9. ADJOURNMENT at 1:03 p.m.