

MUNICIPAL AIRPORTS AVIATION ADVISORY COMMISSION
MEETING MINUTES

Thursday, May 2, 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 12:02 PM.
This is an informational only meeting as there was no quorum present.

COMMISSION MEMBERS PRESENT

Stormy Jarvis, Chair
John Pratt
Dan Owen

COMMISSION MEMBERS ABSENT

Keenan Zerkel, Vice Chair, Excused
Marty Edwards, Excused
David Frazier, Excused

AIRPORT STAFF PRESENT

Kolby Hickel, MRI Acting Airport Manager (via TEAMS)
Amy Garcia, MRI Assistant Airport Manager
Julie Hixenbaugh, Commission Secretary
Quorum not met.

2. REVIEW OF MINUTES

Review and approval of the March 7, 2024, April 4, 2024 minutes were postponed.

3. INFORMATIONAL REPORTS

A. CHAIR, Stormy Jarvis

- Inquired about a distribution dividend proposed by OMB to be paid to the Municipality. Kolby informed that it was a mistake and has been rectified by OMB.

B. AIRPORT MANAGER'S REPORT

Kolby Hickel, Acting Airport Manager:

Airport Manager Position

- The Administration is proceeding with a candidate that is now being vetted by Human Resources.
- There is no timeline, and it could be up to four weeks if all goes well with the background check.

Vacant Commission Seat.

- The Assembly is not approving any new Board and Commission appointees before July 1, 2024 to seats that are not Adjudicatory Boards.
- This action should not affect the confirmation of Directors.

Airport Layout Plan (ALP)

- R&M Consultants will be submitting the updated ALP without the new Instrument Flight Approaches.
- Merrill Field will then need to go out to bid to add the new approaches to the ALP, as they were not included in the initial scope of work for that contract.

Amy Garcia, Assistant Airport Manager:

CARES Grant

- May 10th, 2024 is the spending deadline.
- Currently there might be \$100,00 to \$200,000 to give back to the FAA.
- Merrill Field received approval from the FAA to replace the roof on the Maintenance Snow Removal Equipment Building (SREB) with an extension on the development side of the grant for one million dollars.

Open Maintenance Positions

- A candidate for the Maintenance Technician II Position has been selected and is being vetted with Human Resources.
- The seasonal Maintenance Technician position will not be filled until wintertime.

New Office Hours - Merrill Field Management

- 8:00am - 4:30pm Monday – Friday

Merrill Field Spring Clean Up

- Orange bags for City Wide Clean Up are available in the front office.
- Please dispose of them in your dumpsters or take them to landfill
- Merrill Field Maintenance will not be picking up bags.
- The Merrill Field Maintenance Team is working on flushing and sweeping the entire airfield.

Inoperable Gates

- Two inoperable gate replacements are in the Purchasing workflow
- Waiting on Purchasing to award the purchase order.
- A status update will be provided.

4. ORGANIZATION REPORTS

A. MRI ATCT – Caleb Newville, Operations Supervisor Tower

Contracted Nighttime Weather Program

- Sent an email request to the MAAAC for input on the Program phasing out.
- Inquiring as to current and anticipated need and levels of use.
- Please email comments regarding the Contracted Nighttime Weather Program to Caleb, and he will forward them to the office.
- The existing ASOS will remain in effect after hours and ATC will still report the weather by ATIS during manned tower times.

Whiskey Strip 5-23 Landing Mishap

- The mishap was a misalignment.
- ATCT met with Merrill Field and Anchorage Fire Department for an internal safety review on April 24th. Operational changes will be made:
 - There will be an update to the common response map, adding gate numbers and triggers for emergency personnel opening the gates.

- Runway lights will be turned on 24/7 on the ski strip.
- Merrill Field Maintenance will put up reflective panels or cones to provide contrast on the runway during ski season.
- Coordinated winter emergency drills will be performed.

New Instrument Flight Procedures (IFPs)

- New Copter 341 Approach developed by Hughes Aerospace will be published on May 16th, 2024.
- There is a new charted visual approach on runway 25 being developed by FAA and it should be completed and published November 2025.
- The ongoing JBER/FAA airspace reconfiguration (ETA: 2027), Merrill Field should be receiving more approaches.
- The LOA doesn't cover the new procedures, and it is currently in the approval process.
- The changes for the JBER/FAA airspace reconfiguration should be available to the public for comment, expecting fall or winter of 2024.
- He encouraged pilots to keep requesting the use of the new approach procedures from ATC.
- A new tool for ATC is coming in 2027 - a Converging Display Aid – this radius screen tool will allow ATC to see and build a bubble on their screen for handling separation for the new approaches.

B. AOPA – None

C. Lake Hood – None

D. AACA – None

E. Anchorage Community Councils- None

5. BUSINESS ITEMS – None

6. PUBLIC COMMENTS – None

7. COMMISSION COMMENTS – None

8. UPCOMING MEETINGS

→ **Airport User Group Meeting:**

Wednesday, July 10, 2024, 12:00 PM
 Airport Manager's Office and TEAMS

→ **Runway 7-25 Working Group Meeting:**

Thursday, July 11, 2024, 11 AM
 Anchorage Fire Department Training Center
 1140 Airport Heights Road, Building C, Room 9 and TEAMS

→ **MAAAC Meeting:**

Thursday, July 11, 12 PM
 Anchorage Fire Department Training Center
 1140 Airport Heights Road, Building C, Room 9 and TEAMS

9. ADJOURNMENT at 12:51 pm