



MUNICIPAL AIRPORTS AVIATION ADVISORY COMMISSION
MEETING MINUTES

Thursday, January 2, 2025

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

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

1. Call to Order / Roll Call

Commission Chair, Stormy Jarvis called the meeting to order at 12:03 PM.

COMMISSION MEMBERS PRESENT

Stormy Jarvis, Chair
Keenan Zerkel, Vice Chair
Dave Frazier
John Pratt
Dan Owen

COMMISSION MEMBERS ABSENT

Marty Edwards-excused
Quorum met

AIRPORT STAFF PRESENT

Earl Malpass, Airport Manager
Amy Garcia, Assistant Airport Manager
Julie Hixenbaugh, Commission Secretary

2. Review & Approval – Meeting Agenda

MOTION

Stormy moved to add, recognizing Kolby Hickel’s municipal service, to New Business 7A.

Stormy Jarvis moved to approve the agenda

Keenan Zerkel seconded the motion.

The board voted unanimously to approve.

3. Review & Approval - of the Minutes

MOTION

Keenan Zerkel moved to approve, November 7, 2024.

Dan Owen seconded the motion.

The board voted unanimously to approve.

4. Informational Reports

A. Chair

B. Airport Management PowerPoint (Exhibit A)

- Earl’s FYI
- Community Relations
- MRI Budget Status
- MRI “Annual Aviation Celebration”

- Airport Project Status
- Upcoming Events
- ATAAAPS and IAP Update (EXHIBIT B)

Follow up discussions on Earl's power point presentation:

- The economic impact study should be finished by April 2025, approximately 55 surveys have been sent to users on the field and surrounding airports with response from 17.
- Any money that is unused in the MRI budget, is moved from the operating budget into the capital budget but still with MRI.
- Keenan suggested the MAAAC board form a budget sub-committee.
- There is a contingency built into the runway 7-25 rehabilitation project for overruns, but if more is needed some of MRI's operating funds could be earmarked to pay, through an Assembly approval.
- The fund balance amount for MRI's payroll should be available after the Municipal's books are audited and closed for 2023, should be close to 3 million. It will stay in MRI's coffers.
- Stormy stated the taxiway lanes still need to be widened and addressed, MAAAC has a signed resolution in full support for the project.
- Keenan supports spending the money to pay for the FOIA request to the FAA for the airspace minutes for the ATAAAPS meetings, if Merrill Field will benefit from the information. Brian Ochs (FAA) told Earl he would get the information to him at no charge by the middle of January.
- Keenan suggested enlisting help from Mike O'Hare, FAA- Alaskan Region Regional Administrator, to aid in resolving the issues with MRI's ALP.
- The documentation for MRI to be a VFR airport is documented in the ALP, in the clearances that are required.
- Earl reported the development of the IAP's were developed for the benefit of MRI and not a private user.

5. Organization Reports

- A. MRI ATCT**-None
- B. AOPA**-None
- C. AACA**-None

D. Anchorage Community Councils – Allen Kemplen-Fairview Community Council received a grant from AARP for innovative snow removal.

6. Old Business – Stormy would like to set up a committee for the Seward Highway H2H connection to have MRI represented at the table. Public comments can be made at [Seward to Glenn Connection PEL Study PEL Study](#), the deadline is January 25, 2025. Dan said this project could affect runway 16.

7. Business Items –

A. Stormy recognized Kolby Hickel's Municipal Service and will present a certificate to her for her dedication to Merrill Field.

8. Public Comments- None

9. Commission Comments- None

10. Upcoming Meetings

→ MAAAC Meeting: Thursday, February 6, 2025, 12 PM
Anchorage Fire Department Training Center
1140 Airport Heights Road, Building C, Room 9

11. Adjournment -

MOTION

Keenan moved to adjourn

Dan seconded the motion.

No objections were made, meeting adjourned at 1:14 PM

EXHIBIT A

Merrill Field Airport Operations Report January 2, 2025



EXHIBIT A December's Operations Activity

Earl's FYI's – Due to Cancellation of December meeting, lot of changes. [see Addendum](#)

- Discussions regarding Instrument Approach concerns with Muni Manager (Ms. Becky Windt Pearson) and (new) Deputy Manager, Mark Spafford. [EXHIBIT B](#)
 - Letter sent from the Manager, to FAA Administrator in DC. No Direct Response
 - FOIA – First attempt - \$9K Second Attempt \$3.5K.
 - Requested fees be waived but denied.
- Rush meeting called by FAA Nov. 6-7th regarding MRI's IAP
 - Attended by Dan Owen, Stormy Jarvis, and Earl
 - FAA was not able to create a suitable IAP for 25, but can for RW16.
 - Meeting ended with pushback from controllers regarding timeline.
 - Airspace review Ad Hock invitations have been sent out for January 15th



EXHIBIT A November/December's Operations Report

Earl's FYI's - Continued

- MRI Mx short-staffed due to medical leaves.
- Purchase a UTV to drag the groomers for W ramp.
 - Right team + Right tools = Right Results!

Community Relations

- Earl is planning to attend all the next community council meetings.

MRI Awareness:

Economic Impact Study – In Progress

Merrill Field Airport Bulletin – Going digital. In draft form now.



EXHIBIT A November's Operations Report

MRI Budget Status:

- 2026 Budget planning planned in January.
- MRI 2024 "End of Month" budget - **As Expected at 91% YTD.**

MRI "Annual Aviation Celebration" Status - Amy

- Kickoff meeting on Dec 13th went great
- 2025 Aviation Celebration tentative date: May 31st
- Planning committees will be formed soon



EXHIBIT A November's Operations Report

Airport Project Status: (1 of 4 slides)

- CARE's Act Project(s)
 - CARE's Act Grant (080 2027) for Airport Operating Budget = \$8.9M
 - Grant final's scheduled close out August 2024 – Awaiting FAA approval of submitted payments



EXHIBIT A November's Operations Report

Airport Project Status: (2 of 4 slides)

- CARE's Act Project(s)
 - CARE's Act for Airport Landside Grant (087-2023) Projects = \$8.996M
 - Allowed for Airport building refurbishment/construction projects reimbursements
 - **Final project** will be maintenance building roof only
 - Budget approved by Assembly **Complete**
 - **Outside Work COMPLETE!** Completing interior work.



EXHIBIT A November's Operations Report

Airport Project Status: (3 of 4 slides)

- Reconstruction of Access Road Grant 079-2020 = \$8.7M
 - MRI close out w/FAA – **Completed**
- CRRSA Act Grant (083-2022) = \$1M
- CRRSA Act Grant (085-2022) = \$1.1M
 - **Future: 2025/2026**

COVID Relief for Payroll relief



EXHIBIT A November's Operations Report

Airport Project Status: (4 of 4 slides)

- ALP
 - FAA "Study Entitlement Grant" Awarded 079-2019 to R&M \$287,767 (est. remaining = \$25K)
 - ALP (minus RNAV Instrument Approaches) submitted by R&M to FAA June 2024 **Complete**
 - Final Completion Date: **TBD IAP add on** (IAP and timing complicated matters greatly)
 - HDL creating new Work Scope for completion.
- Runway 7/25 Rehab DESIGN Entitlement Grant(086-2022) = 945k **Will be closing out**
- Runway 7/25 Rehab Construction Entitlement Grant (089-2024) = \$8,817,730
- Low bidder was QAP. **Next Steps:** **PO to be created for Contractor(s)**
 - Project Breaking Ground May-ish 2025 (60 day completion max)



EXHIBIT A

November's Operations Report

Upcoming Events:

- Runway 7/25 Construction Pre-ground work – Immanent
 - planning meetings. Begin Mid-January 2024
- ALP – IAP; HDL Completion April 2025
- Taxiway A &N – Environmental Grant (apply 2025)
 - Yet to be determine
- Iditarod Air Force Launch from MRI – March 2025



EXHIBIT B

MAAAC Update on ATAAAPS and IAP

Agenda (Copy for MAAAC meeting January 2, 2024)

- I. **Introduction**
 - a. Much info ton this topic absorbed Earl's first 5-6 months; believe below is accurate.
- II. **Various Meetings June-October**
 - a. Earl hears 2-3 sides of story; FAA silent, which complicates Earl's ability to brief MOA
- III. **TEAMS Meeting w/Municipal Manager and Legal**
 - a. Kolby, Earl, and Becky w/Keenan, Hughes Aerospace. Briefed Manager & Legal
- IV. **Letter to Administrator** - Drafted by Dan & Hughes; Manager sent to FAA Administrator
- V. **FOIA(s)** – Sent by Earl requesting All records (\$9K) Then Mailing list, Agenda, Slides, (\$3K)
- VI. **Performance Based Navigation (PBN) FAA Meetings (November 4,5th)**
 - a. Ted Stevens – TSI stakeholders only.
 - b. MRI – Dan, Stormy, & Earl (TRACON, MRI ATCT, ANC ATC, FAA Airspace Team)
- VII. **Internal Hot Wash Discussion (MAAAC & Earl)**
 - a. Dan, Kenaan, Stormy, Hughes Aerospace – Discussion and strategy
- VIII. **Communications Between FAA Airspace Manager & Earl**
 - a. Earl to FAA
 - i. RW 25 IAP, FOIA, FAA Comms
 - b. Brian Ochs to Earl
 - i. Meetings Set Up w/ Dan Owens and Muni Admin (Becky and Mark Spafford)
- IX. **Meetings (FAA) and...:**
 - a. Dan
 - b. Becky/Mark Spafford
 - i. Air Force
 - ii. State FAA
 - iii. FAA Airspace
- X. **Follow-Up and Current Status**
 - a. FAA – IAP for RW 16; FAA to Clarify expectations w/ ATCT towards users; Revisit IAP RW 25