

**1. CALL TO ORDER**

The regular meeting of the Wasilla Airport Commission was held on Tuesday, November 16, 2004 at the Wasilla City Council Chambers, Wasilla, Alaska. Chairman Short, called the meeting to order at 3:05 p.m.

**2. ROLL CALL**

Commissioners present and establishing a quorum were:

Commissioner Billingsly, Seat A  
Commissioner Maketa, Seat B  
Commissioner Bear, Seat C  
Commissioner Short, Seat E, Chairman  
Commissioner Block, Seat D, Vice Chairman

Staff in attendance were:

Ms. Kristie Smithers, City Clerk  
Mr. Archie Giddings, Public Works Director  
Mr. Tom Westall, Airport Manager  
Mr. Rom Single, Economic Development Coordinator  
Ms. Sandra Connolly, Public Works Clerk  
Alexis Daniels, Airport and Insurance Clerk

**3. PLEDGE OF ALLEGIANCE**

The Public Works Director led the Pledge of Allegiance.

**4. APPROVAL OF AGENDA:**

Chairman Short asked for any amendments additions to the agenda.

GENERAL CONSENT: The agenda was approved as presented.

**5. APPROVAL OF MINUTES**

A. Airport Commission Regular Meeting Minutes: October 19, 2004

MOTION: Commissioner Bear moved to approve the minutes as presented.

GENERAL CONSENT: The motion passed without objection.

**6. STAFF AND AGENCY REPORTS**

A. Mr. Tom Westall Airport Manager: GPS Approach Approved By The Federal Aviation Administration (FAA).

- Discussed the approval by the FAA of the GPS approach and the importance of the GPS to the airport.

B. Airport User Meeting Tom Westall, Airport Manager

- discussed the list of pertinent issues presented at the Airport Users Meeting Chairman Short
- requested that Tom Westall prioritize the list and show which items have been acted upon for the next regular meeting.

C. Mr. Archie Giddings, Public Works Director: Request For Proposal (RFP) For Design Services For Airport Apron 1C.

- informed the Commission of the RFP for design services for airport apron 1C that is currently advertised and due December 15, 2004 for approval.
- reported that construction on this phase of the airport should begin in the summer of 2005.

**7. PUBLIC HEARING (Three minutes per person.)**

There were no public hearings scheduled.

**8. UNFINISHED BUSINESS**

**9. NEW BUSINESS**

A. Resolution No. 04-01: Setting The Date And Time Of Regular Meetings To Meet On The Third Tuesday Of Each Month At 3:00 P.M.

MOTION: Commissioner Block moved to adopt Resolution Serial No. 04-01.

VOTE: The motion passed unanimously.

**10. COMMUNICATION**

A. Advertisement for Wasilla Airport Apron Phase 1C, Designs.

- A copy of the advertisement of RFP requesting design proposals for construction of Apron 1C.

- B. A schedule of Airport Advisory Commission meetings for the coming year was presented.  
No comments were made

**11. AUDIENCE COMMENTS** (Three minutes per person)

No comments were made.

**12. COMMISSIONER AND STAFF COMMENTS**

Commissioner Block:

- spoke about a letter he received from Mr. Dave Glenn and requested detailed information on dog restrictions at the Wasilla Municipal Airport.

Mr. Westall spoke about the adopted city ordinance relating to animals at the Wasilla Municipal Airport. Discussion on the issue followed by the Commission.

- explained that FAA advises that if a dog is loose on the runway at any time the City has violated its security assurances to keep the air operations area pristine; and
- The City Council has reviewed the regulation. A dog on a leash must be going to or from a secure area, such as a building or vehicle. Dogs may be kept in a vehicle, building or pen.

Commissioner Maketa:

- inquired about the new tie downs with electricity at the airport.

Mr. Giddings:

- explained that for now the City would absorb the cost of electricity and later may address this issue.
- informed the commission that the tie downs are ready for renting now.

**13. AJOURNMENT** (No later than 5:30 p. m.)

The meeting adjourned at 4:34 p.m.

*Raymond J Block*  
*Vice Chairman for*  
STEVEN P. SHORT, Chairman

ATTEST:

*Sandra D. Connolly*  
Sandra D. Connolly,  
Public Works Clerk

Adopted by the Wasilla Airport Commission on *December 21, 2004.*