



BELLINGHAM INTERNATIONAL AIRPORT

Port of Bellingham

**BELLINGHAM INTERNATIONAL TECHNICAL AIRPORT
ADVISORY COMMITTEE MINUTES (TAAC)
MAY 11, 2017 AT 9:30 A.M.
Aircraft Rescue and Fire Fighting (ARFF)
Conference Room**

Present Jason Hart, Robert French, Scott Bethke, Mathew Janssen

Absent Deb Logan, Scott Plank, Randall Ingels, Bob Brunkow

Guests: Dan Robbins

Staff:

Sunil Harman A.A.E., IAP	Director of Aviation
Jonathon Perout	Terminal Operations Supervisor
Marie Duckworth	Landside Operations Supervisor
Victoria Alvarado	Airport Service Representative

The meeting minutes below generally reflect the actions, motions and discussion items addressed by the Committee after a quorum has been established. Electronic recordings shall be available to the public through the Port of Bellingham upon request. To request an appointment to listen to recordings of specific BIAAC meetings, please contact the Airport Administrative office at 360-671-5674.

CALL TO ORDER

The meeting was called to order in the ARFF Conference Room at 9:31 A.M.

APPROVAL OF MINUTES

Mr. Bethke moved and Mr. Janssen seconded that the March 9, 2017 minutes be approved as written. The motion passed with 4 votes in favor and 0 votes against.

DISCUSSION ITEMS

Airport Director's Update:

Mr. Harman addressed that last year Allegiant announced that they will reduce the seating capacity by 9 percent system wide. Mr. Harman notes that we have seen a drop in the beginning of April that resulted in a reduction in passenger enplanements by 11.4%. Mr. Harman addresses the drops in activity from our main air carrier operations (Alaska Air and Allegiant Air) has dropped 13.3%, air taxi operations (Q400 and San Juan Air) has been a reduction by 16.3%, total commercial operations from January through April are down 18.4%, with local general aviation, there has been a decline by 48.9%, itinerant general aviation has gone down by 23.5%, lastly the total general

aviation has reduced by 35.6%. Mr. Harman addresses the operating revenue source for developing the budget for next year; parking is are largest revenue source with 61% in 2018, airlines for next year is 12% if we are successful, general aviation will stay at 10%, concessions (Food and Beverage providers, Rental cars) 9%, passenger facility charge 6%, and lastly 2% for miscellaneous (land rents). Mr. Harman addresses the process and highlights since the last TAAC meeting. There was a summit and site visit by the FAA Airport District Office that came to the airport in April to discuss the deficiency in the runway and safety area at runway 16. New parking revenue management system has been installed, as well as Best Buy Electronic vending machine installed in the boarding gate area. The commission approved a Lottery vending machine has been approved.

Object Free Area

Mr. Collins addresses what is an object free area (OFA); the FAA has designated an area free of objects. Mr. Collins discusses the status of the OFA; Bellingham International has 160 acres dedicated as ROFA, 1000 ft. on both end and its 800 ft. wide. Over the last couple years BLI staff has identified about 2% of this OFA, where trees and shrubs have migrated to a Classified Category 3 Wetlands by the Department of Ecology. Department of Ecology classifies in 4 different stages, Category 1 as the highest (will take a nearly a lifetime to replicate the environment) and Category 3 the lowest (we can replace the wetland with a planned mitigation). Mr. Collins addresses the 4 step process for the OFA, 1. Get a permit 2. Budget for tree and brush removal 3. Remove all the objects 4. Maintain with scheduled maintenance.

Safety Area

Mrs. Phillipe addressed the current situation of the safety area. The runway safety area, which is required a 1,000 ft. pass the runway threshold and a full width of 500 ft. Mrs. Phillipe addresses we are in compliance, except there's a little corner that is about 6,750 sq. ft. Mrs. Phillipe also addresses our alternative solution to be in compliance with FAA requirements, which is to extend the little corner and a portion of that is within the Federal Highway; this is one issue we have, since we do not own that portion of land.

Airport Certification Inspection

Mrs. Phillipe reports our Certification Inspection that took place in January, we had zero discrepancies. There were a few recommendations the FAA did have, such as, edge lighting heights (taxi lights), drainage issues, markings (repaint), and anemometer needs to be relocated, lastly, needing (1) more snow removal swiper to help with our snow operations.

ARFF Live Fire Training

Mr. Collins reports that the FAA requires recertifying with a live fire for all Aircraft Rescue Firefighter staff members once every calendar year. Mr. Collins addressed that the Port sends the Ops specialists off site to train for this certification. This year was the first year that training was based on site. Having the training on site has saved \$15,000 dollars for the Port and the Port was able to control what type of training was used.

PUBLIC COMMENTS

There were no public comments

ADJOURN

Meeting was adjourned at 10:16 am.