

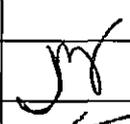
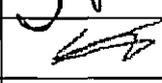
CITY OF PALMER ACTION MEMORANDUM

SUBJECT: Confirm the Mayor's Appointment of Peter Brown, David Earl, Jeff Helmericks, John Lee, Allan Linn, and Joyce Momarts to the Airport Advisory Commission

AGENDA OF: January 22, 2008

Council action: Confirmed

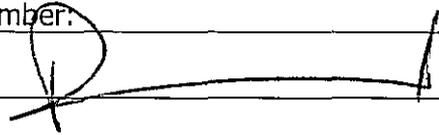
Approved for presentation by B.B. Allen, City Manager 

Route To:	Department/Individual:	Initials:	Remarks:
X	Originator – Mayor Combs		
X	City Clerk		
X	City Attorney		
	Public Safety Director		
	Administrative Services Director		
X	Community Services Director		
	Planning & Community Development Director		
	Public Works Director		

Attachment(s): Applications

Fiscal note:

X	No fiscal impact.	
	Funds are budgeted from this account number:	
	Funds are not budgeted. Budget modification is required. Affected account number:	

Finance Director Signature: 

Summary statement: There are four members of the Airport Advisory Commission whose terms end on January 31, 2008. Those members are: George Angus, Peter Brown, Jeff Helmericks and Allan Linn. Notices and applications were sent to members notifying them of the term ending date.

The following is a list of the current members and applicants and their affiliation with the airport.

Current Member(s):			
Name:	Term Ending:	Palmer Resident:	Airport Interest:
George Angus	1/31/08	No	No
Peter Brown	1/31/08	No	No
Jeff Helmericks	1/31/08	No	Yes
Allan Linn	1/31/08	Yes	No
Mike Meekins	1/31/09	Yes	Yes

Applicants:		
Name:	Palmer Resident:	Airport Interest:
Peter Brown	No	No
Ray Briggs	Yes	No
David Earl	No	Yes
Jeff Helmericks	No	Yes
John Lee	No	Yes
Allan Linn	Yes	No
Joyce Momarts	Yes	No
Gilbert Shea	Yes	No

The following is the code language regarding appointments:

2.34.010 Creation – Membership.

- A. There is created a city airport advisory commission which shall consist of from five to seven members who shall be nominated by the mayor and confirmed by the city council.
- B. For a five-person commission, at least two members shall be residents of the city; and for a commission with more than five members, at least three shall be city residents. For a five-person commission, at least two but no more than three shall have interests in the city airport; and for a commission with more than five members, at least three but no more than four shall have interests in the city airport. A person who leases real property (to include a tie-down space) at the airport or who uses the airport for any aircraft-related purpose is considered to be a person who has an interest in the airport.

To meet the code requirements, please be aware of the following:

- Due to the residency and airport affiliations of existing members and applicants, the council has the ability to form a seven member commission;
- Due to the residency of the existing members, to meet the residency requirement for a five member commission, it is not necessary for the council to appoint new members who live in Palmer. For a seven member commission, the council must appoint at least one more member with City residency;
- To meet the airport affiliation requirement for a five member commission, the council may appoint one additional member with airport affiliations. For a seven member commission, the council may appoint two additional members with airport affiliations.

Mayor Combs recommends the appointments of Peter Brown, David Earl, Jeff Helmericks, John Lee, Allan Linn, and Joyce Momarts and the configuration of a seven member commission to meet the code requirements.

Administration recommendation: Authorize action memorandum 08-007.

**CITY OF PALMER
Airport Advisory Commission Application**

Name: <u>RAY T. BRIGGS SR</u>		Date: <u>1-7-08</u>	
Residence Address: <u>3480 Glen Hwy PALMER, AS 99645</u>			
Mailing Address: <u>P.O. Box 3569 PALMER, AS 99645</u>			
Home Phone: <u>746-5654</u>		Work Phone: <u> </u>	
Fax Number: <u>746-5654</u>		E-mail: <u> </u>	
Occupation: <u>CARPENTER</u>		Employer: <u>SELF</u>	
I have lived in Palmer since: <u>1989</u>			
Do you hold interests in the City of Palmer airport? <u>YES</u>			
If yes, please explain your interests: <u>AIRPORT IS ON MY PROPERTY</u>			
Time available for Airport Advisory Commission work: (please circle)			
3 hours	6 hours	9 hours	<u>12 hours</u>
			Per week or per month
What day(s) of the week are you unavailable (if any): <u> </u>			
Monday	Tuesday	Wednesday	Thursday
Friday			
Please check your reason(s) for applying:			
I have expertise I wish to contribute. <u>PRIVATE PILOT</u>			
I am interested in the activities of the Airport Advisory Commission. <u>X YES</u>			
I want to participate in local government. <u>X YES</u>			
I want to make sure my segment of the community is represented. <u>YES</u>			
Other <u> </u>			
Please explain in greater detail those you have checked: <u>THE PUBLIC A RIGHT TO KNOW WHAT IS GOING ON AT THE AIRPORT</u>			

You are welcome to attach an outline of your education, work and volunteer experiences, and other interests.

Signature *[Handwritten Signature]* Date 1-7-08

For Office Use Only

Date Received 1/8/08 Committee/Commission

**CITY OF PALMER
Airport Advisory Commission Application**

Name: Peter D. Brown		Date: 1/08/08		
Residence Address: 8731 Sultana Dr., Anchorage, AK 99516				
Mailing Address: same				
Home Phone: 345-7529		Work Phone: 564-0450		
Fax Number: 564-0223		E-mail: peter_d_brown@victoryconnect.com		
Occupation: investment manager		Employer: Victory Capital Management		
I have lived in Palmer since: NA				
Do you hold interests in the City of Palmer airport? no				
If yes, please explain your interests: na				
Time available for Airport Advisory Commission work: (please circle)				
<u>3 hours</u>	6 hours	9 hours	12 hours	
			<u>Per week or per month</u>	
What day(s) of the week are you unavailable (if any):				
Monday	Tuesday	Wednesday	Thursday	
Friday				
Please check your reason(s) for applying:				
<input checked="" type="checkbox"/> I have expertise I wish to contribute.				
<input checked="" type="checkbox"/> I am interested in the activities of the Airport Advisory Commission.				
<input checked="" type="checkbox"/> I want to participate in local government.				
<input checked="" type="checkbox"/> I want to make sure my segment of the community is represented.				
Other				
Please explain in greater detail those you have checked:				
Please see the attached letter.				

You are welcome to attach an outline of your education, work and volunteer experiences, and other interests.

Signature  Date 1/08/08

For Office Use Only

Date Received _____ Committee/Commission _____

PETER D. BROWN
8731 Sultana Dr.
Anchorage, AK 99516
pdlb@gci.net
907-345-7529(home) 907-564-0450 (work)

January 10, 2008

Mayor John Combs
City of Palmer
231 W. Evergreen Ave
Palmer, AK 99645-3271

Re: Airport Advisory Commission

Dear Mr. Combs:

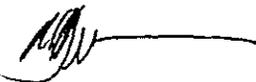
I would like to submit my name for consideration for a seat on the Airport Advisory Commission. I served this past year and am interested in serving another term.

Professionally, I have been a banker in Alaska since 1973 and have been employed for the last 18 years in my current capacity as Director and Portfolio Manager for Victory Capital Management, the investment advisory arm of KeyCorp. In addition to my investment background, I have considerable prior experience in commercial real estate lending. At the present, I am a patron of numerous Palmer Airport businesses but I have no personal financial or corporate interest in any aviation business.

With regard to aviation, I am a private pilot, an aircraft owner, a member of AOPA, and the Soaring Society of America (SSA). I am also an active member of the Civil Air Patrol and have previously been a member of the advisory commission for Merrill Field. I also serve as a trustee and treasurer of the Soaring Society of America Foundation which manages investment and endowment funds for the SSA and as an FAA FAAS Team (safety team) representative.

Airports and aviation continue to play a vital role in our State and my interest in airports is to make sure that: 1) all users are well served by the airport, 2) the airport is run in prudent, business like manner, and 3) the airport makes a beneficial economic contribution to the community.

Very truly yours,

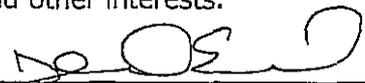


Peter D. Brown

**CITY OF PALMER
Airport Advisory Commission Application**

Name: DAVID EARL		Date: 02 JAN 08	
Residence Address: 17200 FOLE DR.			
Mailing Address: PO BOX 4513			
Home Phone: 907.841.0433		Work Phone: 907.670.4030	
Fax Number: 907.746.5467		E-mail: davidearl@gmail.com	
Occupation: ENGINEER		Employer: CONOCO-Phillips	
I have lived in Palmer since: 1996			
Do you hold interests in the City of Palmer airport? Y			
If yes, please explain your interests: JUST A PARKING SPACE			
Time available for Airport Advisory Commission work: (please circle)			
3 hours	6 hours	9 hours	12 hours
			Per week or per month
What day(s) of the week are you unavailable (if any):			
Monday	Tuesday	Wednesday	Thursday
Friday			
Please check your reason(s) for applying:			
<input checked="" type="checkbox"/> I have expertise I wish to contribute.			
<input checked="" type="checkbox"/> I am interested in the activities of the Airport Advisory Commission.			
<input checked="" type="checkbox"/> I want to participate in local government.			
<input checked="" type="checkbox"/> I want to make sure my segment of the community is represented.			
Other			
Please explain in greater detail those you have checked:			
please see attached			

You are welcome to attach an outline of your education, work and volunteer experiences, and other interests.

Signature  Date 02 JAN 08

For Office Use Only

Date Received _____ Committee/Commission _____

02Jan08

John C. Combs
Mayor
PO Box 886
Palmer AK 99645

Re: Airport Advisory Commission

Dear Mayor,

I would like to participate on the Airport Advisory Commission. I am a 40 year Alaska resident, have been flying out of the Palmer airport for 10 years and am a licensed Mechanical Engineer in Alaska and Alberta.

My interest in serving on the Commission is mainly to represent the non-commercial, non-leaseholder private pilot segment of airport users. I have several ideas I'd like to work and would welcome the opportunity to present them to airport management. I am willing to take the lead in researching and would gladly help implement them if they were approved. I also see it as an opportunity to stay abreast of airport developments.

The only complication I have in serving is that I am employed out of town on a 2 week on/off schedule. However, I can always conference call and there is a good chance that I could manipulate my work schedule where necessary to make the meetings. I don't think I would be very much harder to schedule around than everyone else's hunting/fishing/vacation schedules.

I'll give you a call in the next week or so but if you want to call me, I will be at either 907.670.4030 or 907.841.0433

Thanks,

A handwritten signature in black ink, appearing to read "David Earl", written in a cursive style.

David Earl

CITY OF PALMER
Airport Advisory Commission Application

Name: <u>JEFF HELMEZUCS</u>		Date: <u>1-7-08</u>	
Residence Address: <u>411 JEROME DRIVE, WABILLA, AK 99654</u>			
Mailing Address: <u>621 AIRPORT RD # 200 PALMER, AK 99645</u>			
Home Phone: <u>907-232-0230</u>		Work Phone: <u>907-746-3198</u>	
Fax Number: <u>907-746-6128</u>		E-mail: <u>COLVILLE@AK.NET</u>	
Occupation:		Employer: <u>COLVILLE LOGISTICS, LLC</u>	
I have lived in Palmer since: <u>1989</u>			
Do you hold interests in the City of Palmer airport? <u>YES</u>			
If yes, please explain your interests: <u>LEASE LOTS 92-01, 00-2, 07-01</u>			
Time available for Airport Advisory Commission work: (please circle)			
3 hours	6 hours	9 hours	<u>12 hours</u> Per week or per <u>month</u>
What day(s) of the week are you unavailable (if any):			
Monday	Tuesday	Wednesday	Thursday Friday
Please check your reason(s) for applying:			
<input checked="" type="checkbox"/> I have expertise I wish to contribute.			
<input checked="" type="checkbox"/> I am interested in the activities of the Airport Advisory Commission.			
I want to participate in local government.			
<input checked="" type="checkbox"/> I want to make sure my segment of the community is represented.			
Other			
Please explain in greater detail those you have checked:			

You are welcome to attach an outline of your education, work and volunteer experiences, and other interests.

Signature  Date 1-10-08

For Office Use Only

Date Received _____ Committee/Commission _____

Jeff Helmericks

621 Airport Road
Suite #200
Palmer, AK 99645
907-232-0230
Colville@ak.net

Education/Qualifications

State of Alaska Correspondence School, Graduated 1979

Oregon Institute of Technology, Bachelors of Science, Civil Engineering- Public Works, Associates Degree - Surveying
Aboveground Tank Inspector, AST-514-03

Fuel Handling and Fire Safety Instructor

DOT: Class A CDL w/Hazmat and full endorsements

FAA: Airline transport Pilot, Certified Flight Instructor, Airframe and Powerplant Mechanic

Structural Welding and Fabrication

Electrician, Power Plant design and Distribution - North Slope

Relevant Experience

Northern Aviation, LLC March 2003-Present

Member, Manager – Operations

Northern Aviation was formed to provide aircraft leasing, sales and support at the Palmer Airport. At present we supply Mustang Air with approximately 10 aircraft including a helicopter as well as having aircraft for sale. We are the closest thing Palmer has to a FBO and offer hanger space, repair, and courtesy car services to customers ranging from out of town hunters to cooperate jets.

Colville Logistics, LLC April 2006-Present

Member, Manager – Operations

Colville Logistics was spun off from Colville, Inc. after the sale of the North Slope operations. Colville Logistics operates out of the Palmer Airport primarily in aircraft fueling for the State of Alaska Division of Forestry in addition to a self-serve card-lock station at the South ramp operating under the name Hinchinbrook Aero fuel.

Colville, Inc. July 1986 – March 2006

President

After graduating from OIT, I returned to the North Slope. I turned the then dormant Colville Environmental Services into what is now Colville, Inc. I was the primary architect for all aspects of the business, including but not limited to: Business plan, physical plant and equipment acquisition, construction, and maintenance, customer relations, financial management to include acquiring term financing, lines of credit, collections and payables, employee safety and training including both writing the training material and conducting the training for both the individuals and the management, contract negotiations, RFP's and all other aspects of the operation of Colville, Inc.

One of the main objectives of Colville, Inc was to be competitive thru the use of innovation and efficiency by design. This philosophy was reflected from the trucks to the camp, and in the people, giving Colville the lowest fuel spill rate and per-man operating cost of any company on the North Slope. My sister-in-law and I sold our controlling interest in Colville, Inc. March 2006.

Personal and Other Experience

I was born in Fairbanks in 1961 and was raised on the family homestead on the East channel of the Colville River a few miles North of where Conoco Phillips now has the Alpine field development. I am married 24 years to Susan and have two children, Matthew and Brandon who attend school here in Wasilla. We moved to the Mat-Su Valley in 1989 after moving Colville, Inc's primary operations from the Colville River location to the current location in Deadhorse.

Following in the footsteps of my father, I have a great interest in all things involving aviation and the Arctic. To date I have acquired a number pilot ratings up thru Airline Transport Pilot, flight instructor and aircraft mechanic as well as a number of aircraft. I have been to the North Pole and well as flown myself to Russia in a light aircraft.

I thrive on innovation and challenge and look forward to applying the knowledge I have gained from taking Colville, Inc. from start-up to 40 million in annual sales, to assist your organization.

References:

Jim Weymiller
President, Fairbanks Fuel
Director, Denali State Bank
P.O.Box 70510
Fairbanks, AK 99707
907-452-4477
E-mail: jweymiller@mac.com

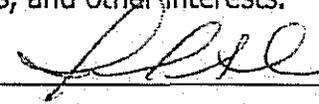
Jerry Walker
Vice President, First National Bank Alaska
800 Noble St. PO Box 70500
Fairbanks, AK 99707-0500
907-459-5317
E-mail: jwalker@fnbalaska.com

Harry McDonald
President, Carlile Transportation
Ship Creek Road
Anchorage, AK
907-276-7797
E-mail: hmcdonald@carlile.biz

**CITY OF PALMER
Airport Advisory Commission Application**

Name: <u>JOHN S LEE</u>		Date: <u>12 DEC 2007</u>	
Residence Address: <u>9391 E. FALK ROAD PALMER AK 99695</u>			
Mailing Address: <u>901 COPE INDUSTRIAL WAY PALMER, AK 99645</u>			
Home Phone: <u>907-841-6100</u>		Work Phone: <u>907-761-6010</u>	
Fax Number: <u>907-761-6091</u>		E-mail: <u>johnlee@nhtiusa.com</u>	
Occupation: <u>CEO</u>		Employer: <u>NHTI</u>	
I have lived in Palmer since: <u>1968</u>			
Do you hold interests in the City of Palmer airport? <u>YES</u>			
If yes, please explain your interests: <u>LEASEHOLD</u>			
Time available for Airport Advisory Commission work: (please circle)			
3 hours	6 hours	<u>9 hours</u>	12 hours
			Per week or per <u>month</u>
What day(s) of the week are you unavailable (if any): <u>ANY DAY ANY TIME</u>			
Monday	Tuesday	Wednesday	Thursday Friday
Please check your reason(s) for applying:			
<input checked="" type="checkbox"/> I have expertise I wish to contribute.			
<input checked="" type="checkbox"/> I am interested in the activities of the Airport Advisory Commission.			
<input type="checkbox"/> I want to participate in local government.			
<input checked="" type="checkbox"/> I want to make sure my segment of the community is represented.			
Other			
Please explain in greater detail those you have checked: <u>I HAVE MANAGED BUSINESSES ON THE AIRPORT FOR OVER 40 YEARS. I AM AN ACTIVE ENGINEER HELICOPTER AND AIRPLANE PILOT AND FLIGHT INSTRUCTOR</u>			

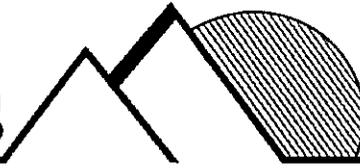
You are welcome to attach an outline of your education, work and volunteer experiences, and other interests.

Signature  Date 12 NOVEMBER 2007

For Office Use Only

Date Received _____ Committee/Commission _____

**NEW
HORIZONS**



ISO
9001 CERTIFIED
TELECOM, INC.

901 Cope Industrial Way • Palmer, AK 99645
Voice: 907 761-6000 • Fax 907 761-6001

Fax

To: Jane Dale

From: Nate Morton

Co:

Co:

Fax: 745-0930

Pages: 2

Phone:

Date: 1/11/08

Re: John Lee Application

Time: 1400

Urgent **For Review** **Please Comment** **Please Reply** **Please Recycle**

Jane,

I have sent an additional copy of John Lee's Application for the City of Palmer Airport Advisory Commission. John had sent a copy earlier on 12 December. I just wanted to confirm it was on file and valid. As everyone knows John has tremendous knowledge and experience within the aviation arena. His extensive leadership, management and communicative background would certainly be a great asset to this committee. As the CEO of NHTI our staff fully understands the enthusiasm and motivation he has for our flying community and the Palmer Airport.

If you have any questions or comments, please contact me anytime.

Nate Morton
Chief Operating Officer

**CITY OF PALMER
Airport Advisory Commission Application**

Name: <u>ALLAN LINN</u>		Date: <u>12/19/07</u>		
Residence Address: <u>360 "B" MELISSA ROSE CIRCLE</u>				
Mailing Address: <u>BOX 276, PALMER, AK 99645</u>				
Home Phone: <u>745-3445</u>		Work Phone:		
Fax Number:		E-mail: <u>kalb92@gci.net</u>		
Occupation: <u>Retired</u>		Employer:		
I have lived in Palmer since: <u>1935</u>				
Do you hold interests in the City of Palmer airport? <u>No</u>				
If yes, please explain your interests:				
Time available for Airport Advisory Commission work: (please circle)				
3 hours	<u>6 hours</u>	9 hours	12 hours	Per week or per month
What day(s) of the week are you unavailable (if any):				
Monday	Tuesday	Wednesday	Thursday	Friday
Please check your reason(s) for applying:				
<input checked="" type="checkbox"/> I have expertise I wish to contribute.				
<input checked="" type="checkbox"/> I am interested in the activities of the Airport Advisory Commission.				
I want to participate in local government.				
I want to make sure my segment of the community is represented.				
Other				
Please explain in greater detail those you have checked: <u>I am a registered Civil Engineer</u> <u>I believe the continued airport operation is important to the long term economic health of Palmer</u>				

You are welcome to attach an outline of your education, work and volunteer experiences, and other interests.

Signature A. Allan Linn Date Dec 18, 2007

For Office Use Only

Date Received 12/19/07  Committee/Commission Airport Advisory

**CITY OF PALMER
Airport Advisory Commission Application**

Name: <u>Joyce Momarts</u>		Date: <u>11/11/08</u>		
Residence Address: <u>630 E Dogwood Ave Palmer</u>				
Mailing Address: <u>" "</u>				
Home Phone: <u>907-745-3738</u>		Work Phone:		
Fax Number:		E-mail: <u>jmom@mtaonline.net</u>		
Occupation: <u>Leadership Dev./Quintax</u>		Employer: <u>Self</u>		
I have lived in Palmer since: <u>1967</u>				
Do you hold interests in the City of Palmer airport? <u>No</u>				
If yes, please explain your interests:				
Time available for Airport Advisory Commission work: (please circle)				
3 hours	<u>6 hours</u>	9 hours	12 hours	Per week or (per month)
What day(s) of the week are you unavailable (if any):				
Monday <input checked="" type="checkbox"/>	Tuesday	Wednesday	Thursday	Friday <input checked="" type="checkbox"/>
Please check your reason(s) for applying:				
<input type="checkbox"/> I have expertise I wish to contribute.				
<input type="checkbox"/> I am interested in the activities of the Airport Advisory Commission.				
<input type="checkbox"/> I want to participate in local government.				
<input checked="" type="checkbox"/> I want to make sure my segment of the community is represented.				
<input type="checkbox"/> Other				
Please explain in greater detail those you have checked: <u>my property faces east with a 65 acre field between me + the airport - I am interested in whatever happens at our airport as it will affect our neighborhood.</u>				

You are welcome to attach an outline of your education, work and volunteer experiences, and other interests.

Signature Joyce Momarts Date 11/11/08

For Office Use Only

Date Received _____ Committee/Commission _____

**CITY OF PALMER
Airport Advisory Commission Application**

Name: <u>GILBERT D. SHEA</u>		Date: <u>1-7-08</u>	
Residence Address: <u>3480 OLD GLENN HWY.</u>			
Mailing Address: <u>P.O. BOX 3569, PALMER, AK.; 99645</u>			
Home Phone: <u>746-5654</u>		Work Phone: <u>—</u>	
Fax Number: <u>SAME</u>		E-mail: <u>—</u>	
Occupation: <u>—</u>		Employer: <u>SELF</u>	
I have lived in Palmer since: <u>1989</u>			
Do you hold interests in the City of Palmer airport? <u>YES</u>			
If yes, please explain your interests: <u>AIRPORT BOUNDARIE ON OUR LAND</u>			
Time available for Airport Advisory Commission work: (please circle)			
3 hours	6 hours	9 hours	12 hours <input checked="" type="checkbox"/>
			Per week or per month
What day(s) of the week are you unavailable (if any): <u>ALL</u>			
Monday	Tuesday	Wednesday	Thursday
Friday			
Please check your reason(s) for applying:			
I have expertise I wish to contribute. <input type="checkbox"/>			
I am interested in the activities of the Airport Advisory Commission. <input checked="" type="checkbox"/>			
I want to participate in local government. <input checked="" type="checkbox"/>			
I want to make sure my segment of the community is represented. <input checked="" type="checkbox"/>			
Other <input checked="" type="checkbox"/>			
Please explain in greater detail those you have checked: <u>AIRPORTS ARE PUBLIC CONCERNS, THE PALMER AIRPORT WAS EXTENDED ONTO OUR LAND WITHOUT NOTICE, HELIPORTS WERE CONSTRUCTED, WITHOUT PUBLIC NOTICE OR COMMENT. THE AIRPORT IS FUNDED BY PUBLIC GRANTS WICH REQUIRE STATUTORY REQUIREMENTS WHICH HAVE BEEN IGNORED</u>			
You are welcome to attach an outline of your education, work and volunteer experiences, and other interests.			
Signature <u>Gilbert D. Shea</u>		Date <u>1-7-08</u>	

For Office Use Only

Date Received 1/8/08 Committee/Commission AKS