

 <p style="text-align: center;"><b>STATE OF ALASKA</b> <b>DEPARTMENT OF TRANSPORTATION</b> <b>AND PUBLIC FACILITIES</b></p> <p style="text-align: center;"><b>Policy and Procedure</b></p>	<p>POLICY AND PROCEDURE <b>05.07.060</b></p>	<p>PAGE <b>1 of 1</b></p>
	<p>EFFECTIVE DATE October 4, 2019</p>	
<p>SUBJECT <b>Rural Airport Land Title Change</b> <b>Recommendation Process</b></p>	<p>SUPERSEDES  New</p>	<p>DATED</p>
<p>CHAPTER <b>Design and</b> <b>Construction</b></p>	<p>SECTION <b>State Operated Rural</b> <b>Airports</b></p>	<p>APPROVED BY Signature on File</p>

## PURPOSE

This formalizes the policy and procedure (P&P) of the department to develop recommendations to the Commissioner for acquisition, sale, transfer, and divestment of the department's rural airport properties.

## POLICY

It is the policy of the Department of Transportation and Public Facilities (DOT&PF) to form a committee composed of departmental functional groups to coordinate recommendations for the Commissioner of all acquisitions, sales, transfers, divestments, and disposals of the department's rural airport properties. Because each airport is unique, each committee will analyze each circumstance individually.

## PROCEDURE

Functional groups shall meet to coordinate airport property acquisition, sale, transfer, divestment, and disposal recommendations for the Department. The groups may include, but are not limited to, staff from Right-of-Way, Planning, Environmental, Airport Leasing, Statewide Aviation, Aviation Design, Facility Services, Maintenance & Operations, Materials, Ports & Harbors, Tribal Relations, and Utilities. The meetings will be co-chaired by staff from Right-of-Way and Statewide Aviation. The committee will produce a State of Alaska Best Interest Finding document as part of its recommendation to the Commissioner.

## AUTHORITY

AS 26.35.722, AS 44.17.030, 17 AAC 45.700 – 17AAC 45.710

## **IMPLEMENTATION RESPONSIBILITY**

Deputy Commissioner of Aviation, regional directors, Director of Design and Engineering Services, Director of Program Development, Statewide Right-of-Way Chief, and Division Operations Manager of Statewide Aviation

## **DISTRIBUTION**

All department employees via the DOT&PF website