

State of Alaska FY2002 Governor's Operating Budget

Department of Transportation/Public Facilities
Northern Region Leasing and Property Management
Component

Component: Northern Region Leasing and Property Management

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Component Mission

The mission of the Northern Region Leasing and Property Management component is to benefit the traveling public and Alaskan communities through sound and effective leasing and property management practices at the region's airports and harbors.

Component Services Provided

- Research, negotiate, write, administer, and inspect approximately 500 leases/leaseholds at 102 airports in the Northern region.
- Review applications for compliance with land title restrictions, Federal Aviation Administration grant assurances, airport development plans and operations criteria. Many applications are unique in nature and require development of precedent-setting documents.
- Facilitate communication and coordination between various sections in the Department of Transportation and Public Facilities and other state and federal agencies regarding property management issues.
- In addition to land use contracts, coordinate, review, and provide final approval in the Northern Region for building permit applications, appraisals, assignments of interest, security assignments, and environmental contamination site assessment and remediation plans.

Component Goals and Strategies

Proactively manage Northern Region airport properties:

- Effectively negotiate and administer leases and permits.
- Increase the frequency of inspections at airports to reduce the misuse and contamination of airport properties.
- Actively enforce uniform methods for handling trespasses and illegal use of airport properties.

Enhance rural commerce:

- Encourage development of aviation and related businesses.
- Critically review airport improvement project plans and master plans for potential impacts to leaseholds and for creation of new leasable areas on airports.
- Regularly update land occupancy drawings for accuracy and availability of airport land.

Generate and optimize revenues:

- Expeditiously process pending lease applications and building permits.
- Bring lease rates closer to fair market rent and implement programs to generate new revenues.
- Ensure revenues due the State are assessed and paid in a timely manner.

Key Component Issues for FY2001 – 2002

- Lease rate increases indicated by 1996 and 1999 market studies will be implemented when revised Title 17 regulations are adopted. The regulations are also needed to implement new programs that will enhance revenue.
- Closely examine regulation for and address environmental concerns relative to fueling operations and other sources of contamination.

Major Component Accomplishments for FY2000

- Processed 60 airport land use applications and made major changes to 36 existing contracts; processed 48 building permit applications.

- Executed 51 new contracts and consented to 42 lease assignments and subleases.
- Closed 53 agreements.
- Inspected 29 airports.
- Completely overhauled 17 land occupancy drawings.
- Reduced the 90-day past due accounts to less than \$1.0.
- Worked with lessees to reduce and remediate contamination on lease lots.
- Worked with federal and state agencies to lease land for village fuel tank farms.
- Worked with FAA to create contracts for joint-use facilities with DOT/PF.

Statutory and Regulatory Authority

AS 02-Aeronautics
AS 35 Public Buildings and Improvements
AS 35.05.020-Administration
AS 36.30-Procurement/Supply
AS 44-State Government
Chapter 36/SLA 90
17 AAC 40-Leasing and Property Management

**Northern Region Leasing and Property Management
Component Financial Summary**

All dollars in thousands

	FY2000 Actuals	FY2001 Authorized	FY2002 Governor
Non-Formula Program:			
Component Expenditures:			
71000 Personal Services	498.4	544.0	541.8
72000 Travel	10.9	17.5	17.5
73000 Contractual	56.6	48.2	48.2
74000 Supplies	21.5	7.2	7.2
75000 Equipment	3.0	0.0	0.0
76000 Land/Buildings	0.0	0.0	0.0
77000 Grants, Claims	0.0	0.0	0.0
78000 Miscellaneous	0.0	0.0	0.0
Expenditure Totals	590.4	616.9	614.7
Funding Sources:			
1005 General Fund/Program Receipts	545.3	546.0	557.5
1007 Inter-Agency Receipts	45.1	57.0	57.2
1053 Investment Loss Trust Fund	0.0	13.9	0.0
Funding Totals	590.4	616.9	614.7

Estimated Revenue Collections

Description	Master Revenue Account	FY2000 Actuals	FY2001 Authorized	FY2001 Cash Estimate	FY2002 Governor	FY2003 Forecast
Unrestricted Revenues						
General Fund Program Receipts	51060	0.6	0.0	0.0	0.0	0.0
Unrestricted Fund	68515	1.8	1.4	1.4	1.4	1.4
Unrestricted Total		2.4	1.4	1.4	1.4	1.4
Restricted Revenues						
Interagency Receipts	51015	45.1	57.0	57.0	57.2	57.2
General Fund Program Receipts	51060	545.3	546.0	546.0	557.5	557.5
Investment Loss Trust Fund	51393	0.0	13.9	13.9	0.0	0.0
Restricted Total		590.4	616.9	616.9	614.7	614.7
Total Estimated Revenues		592.8	618.3	618.3	616.1	616.1

Northern Region Leasing and Property Management

Proposed Changes in Levels of Service for FY2002

No service level changes are planned for FY02.

Summary of Component Budget Changes

From FY2001 Authorized to FY2002 Governor

All dollars in thousands

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
FY2001 Authorized	559.9	0.0	57.0	616.9
Adjustments which will continue current level of service:				
-Year 2 Labor Costs - Net Change from FY2001	-2.4	0.0	0.2	-2.2
FY2002 Governor	557.5	0.0	57.2	614.7

Northern Region Leasing and Property Management

Personal Services Information

Authorized Positions			Personal Services Costs	
	FY2001 Authorized	FY2002 Governor		
Full-time	8	8	Annual Salaries	373,924
Part-time	0	0	COLA	5,602
Nonpermanent	0	0	Premium Pay	22,492
			Annual Benefits	141,762
			<i>Less 0.36% Vacancy Factor</i>	(1,980)
			Lump Sum Premium Pay	0
Totals	8	8	Total Personal Services	541,800

Position Classification Summary

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Administrative Assistant	0	1	0	0	1
Administrative Clerk III	0	1	0	0	1
Leasing Officer II	0	4	0	0	4
Leasing Officer III	0	1	0	0	1
Leasing Officer IV	0	1	0	0	1
Totals	0	8	0	0	8