

CAMBRIDGE MUNICIPAL AIRPORT ADVISORY BOARD MINUTES
January 12, 2017

Members Present: Garry Bye, Michael Grzincich, Kurt Daudt, Brandon Grell and David Johnson.

Members Absent: Gerald Graham

Others Present: Airport Manager Lucas Milz; SEH Representatives Kaci Nowicki and Christopher Brett.

The meeting was called to order at 7:06 p.m.

Approval of Minutes: Bye motioned, seconded by Grell and carried unanimously to approve the August 25, 2016 minutes as presented.

Approval of Agenda: Bye motioned, seconded by Grell and carried unanimously to approve the agenda as presented.

Public Discussion - no public present.

Board Members Concerns: Grzincich suggested getting a key pad lock on the back room to the Administration Building for access to supplies. He also would like to put a coffee machine with an honor system and use some of the money for more advertising for the Father's Day Fly Inn. He continued that he would like more publicity for the Fly In and would like to do an ad. Members will check with the Fire Department for a fire truck and they were willing to make phone calls for added attractions.

Grzincich inquired about filling the Airport Watch position after the passing of Leonard Nolden if anyone would be interested in taking the course.

Grell questioned the Emergency Response plan and Milz will check into it when he has time.

Bye complimented the city staff on keeping the airport cleared of snow and checked on clearing the southwest apron area.

Johnson was checking on contact information for the hangar owners and Milz said that he will do a mailing and get a list of contacts for all the hangar owners.

Johnson checked on where to discard old oil and Milz informed him that Lex Cralley uses it to heat his hangar so he will take it.

Old Business

SEH Master Plan Update – Kaci Nowicki and Christopher Brett from Short, Elliot and Hendrickson (SEH) presented the CBG Master Plan Preliminary Alternatives Analysis Feedback. They explained that following the previous Airport meeting on August 25, 2016 SEH met with the FAA and MnDOT to discuss the preliminary Facility Recommendations and Alternatives. The following is the summaries of the comments

received from both the Airport Advisory Board and the FAA/MnDOT on the preliminary alternatives and the preferred alternatives that were chosen by the board:

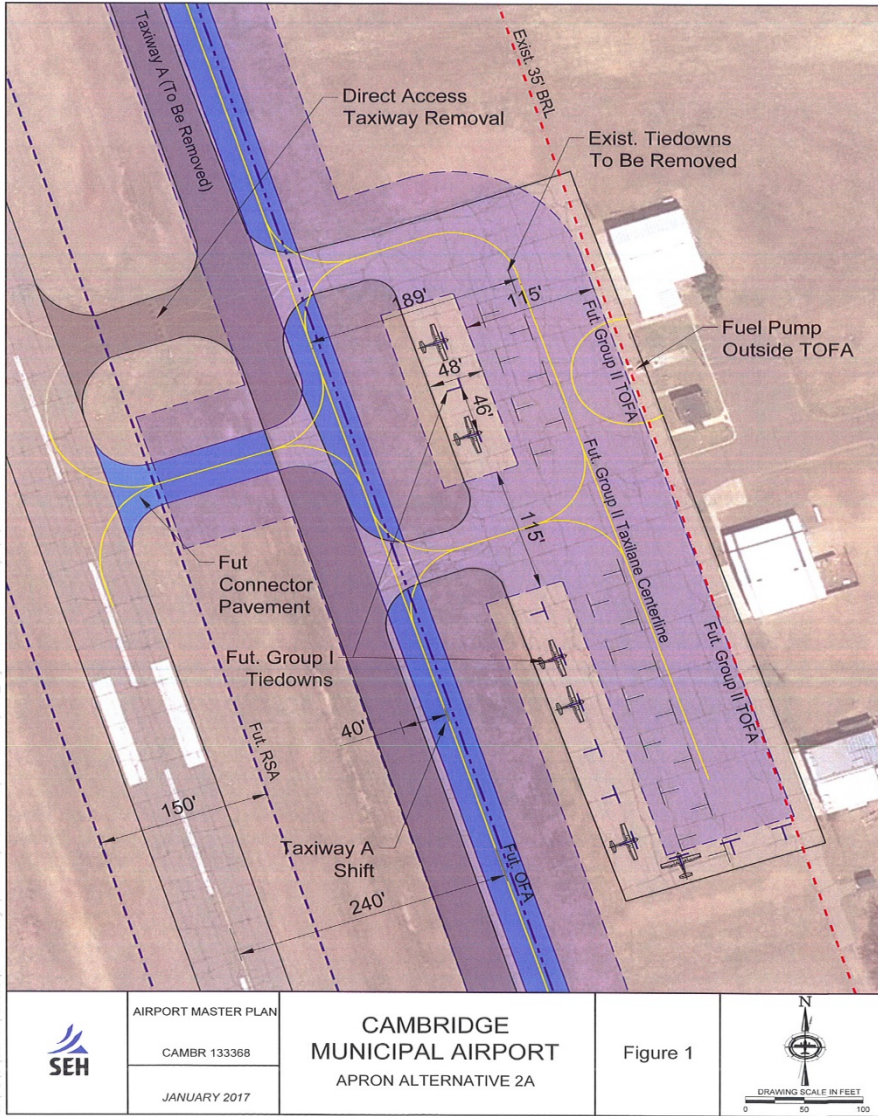
Alternative Analysis – Apron Alternatives

The existing aircraft parking apron at CBG does not meet Taxilane Object Free Area (TOFA) standards. In addition, there is direct access from the apron to Runway 16/34 via the connecting taxiway. Based on peak

hour transient operations, it is anticipated that the Airport will need a total of 14 tiedown spaces by 2036.

Three alternatives (2A, 2B, and 2C) were originally developed to address the non-standard elements of the apron and the need for additional spaces. The first alternative, 2A (shown on **Figure 1**), was selected by the Airport Advisory Board as the preferred alternative, citing the ability to accommodate B-II taxilanes and the possibility of expansion to the southeast as reasons for this choice.

The FAA indicated that they no longer allow the taxilane object free area (TOFA) to move through the aircraft fueling area (shown in the half circle in front of the fuel system) on the apron. In addition, they also recommended the airport consider the possibility of accommodating larger Group II tiedown positions.



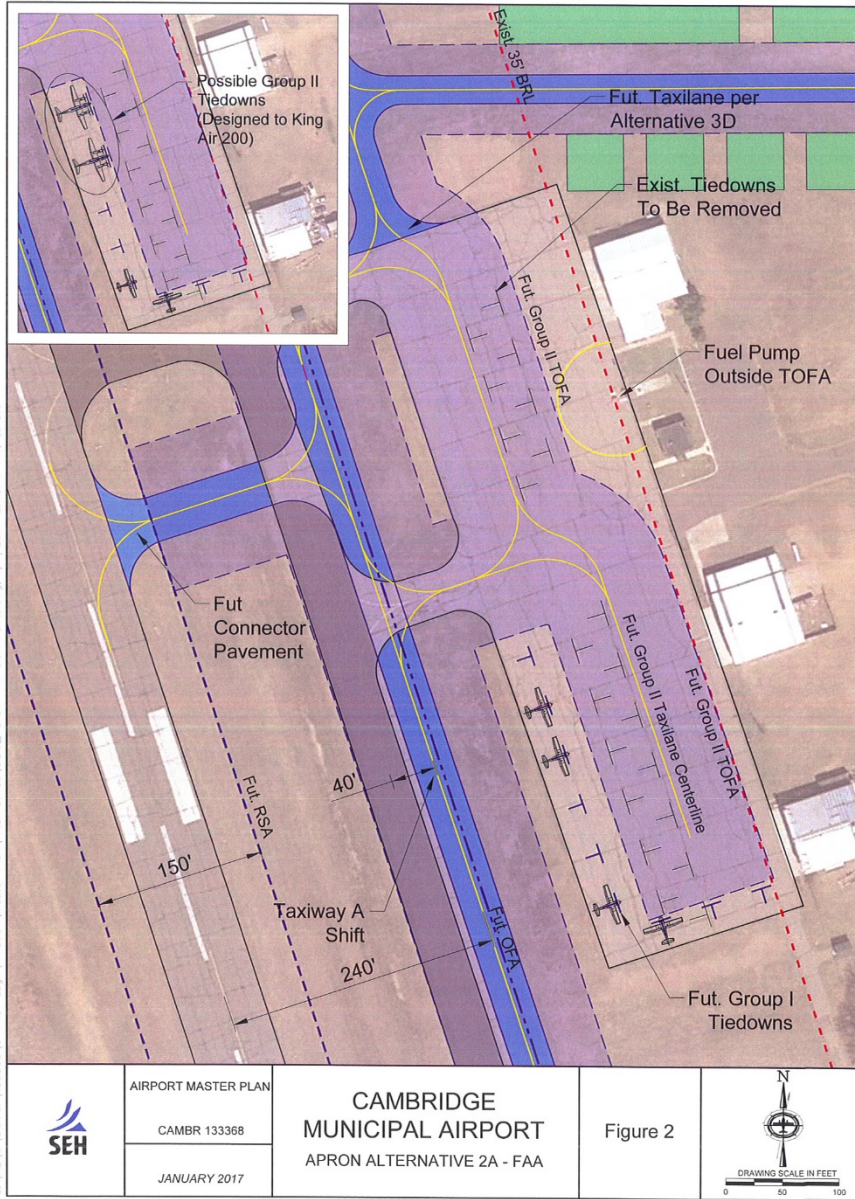
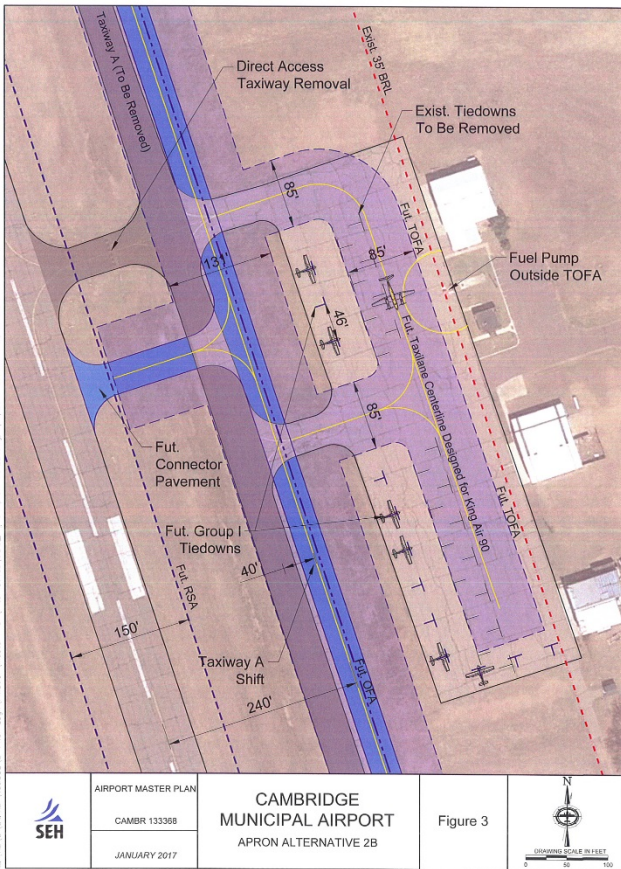
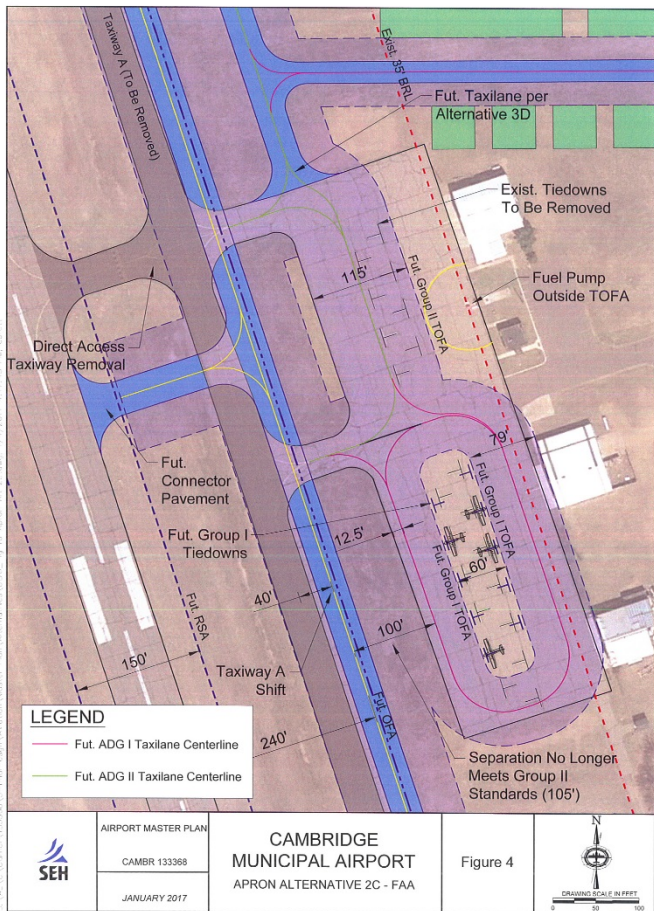


Figure 2 shows a revised Alternative 2A addressing the FAA comments.

The changes will remove three tiedown spaces, but the remaining nine (9) Group I spaces will meet the anticipated demand at the Airport when combined with the tiedowns in the future building area (discussed later in this memo). This alternative can be modified to accommodate two (2) Group II aircraft and six (6) Group I aircraft if there is a need for Group II tiedowns at the time of apron reconstruction. (The future taxilane connecting to the north side of the apron reflects the selected building area alternative)



Alternative 2B (shown on **Figure 3**) is not supported by the FAA because of the TOFA only supports some of the Group II aircraft (smaller Group II wingspans like a King Air 90). **Figure 4** shows alternative 2C. This alternative has been altered to show the TOFA outside of the fueling area and the future building area taxilane has been depicted.



Building Area Development – Alternative Analysis 3

There is a forecasted demand for hangar space at CBG. Alternatives were examined utilizing the areas south of the existing building area (between the apron and existing hangars) to help meet near-term and long-term hangar demands. Several constraints should be taken into account for any future hangar development. These constraints include:

- Building Restriction Line (BRL)
- TERPS Departure Surface
- Wetlands
- AWOS 500-foot Critical Area

Three original alternatives (3A, 3B, and 3C) were developed utilizing the areas south of the existing hangars area to help meet hangar demands and are shown in **Figures 5, 6, and 7**. At the August 25, 2016 meeting, the Cambridge AAB indicated the need for T-Hangar space, as well as hangar space that accommodates larger B-II aircraft.

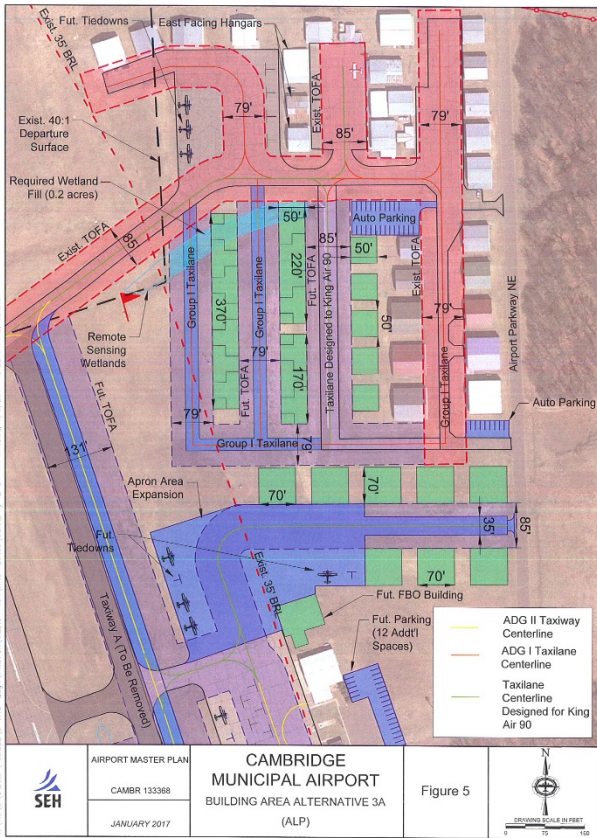


Figure 5

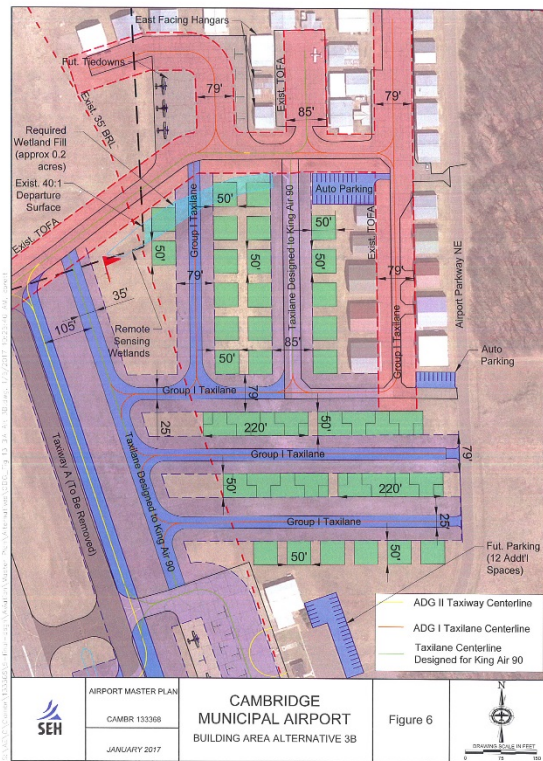
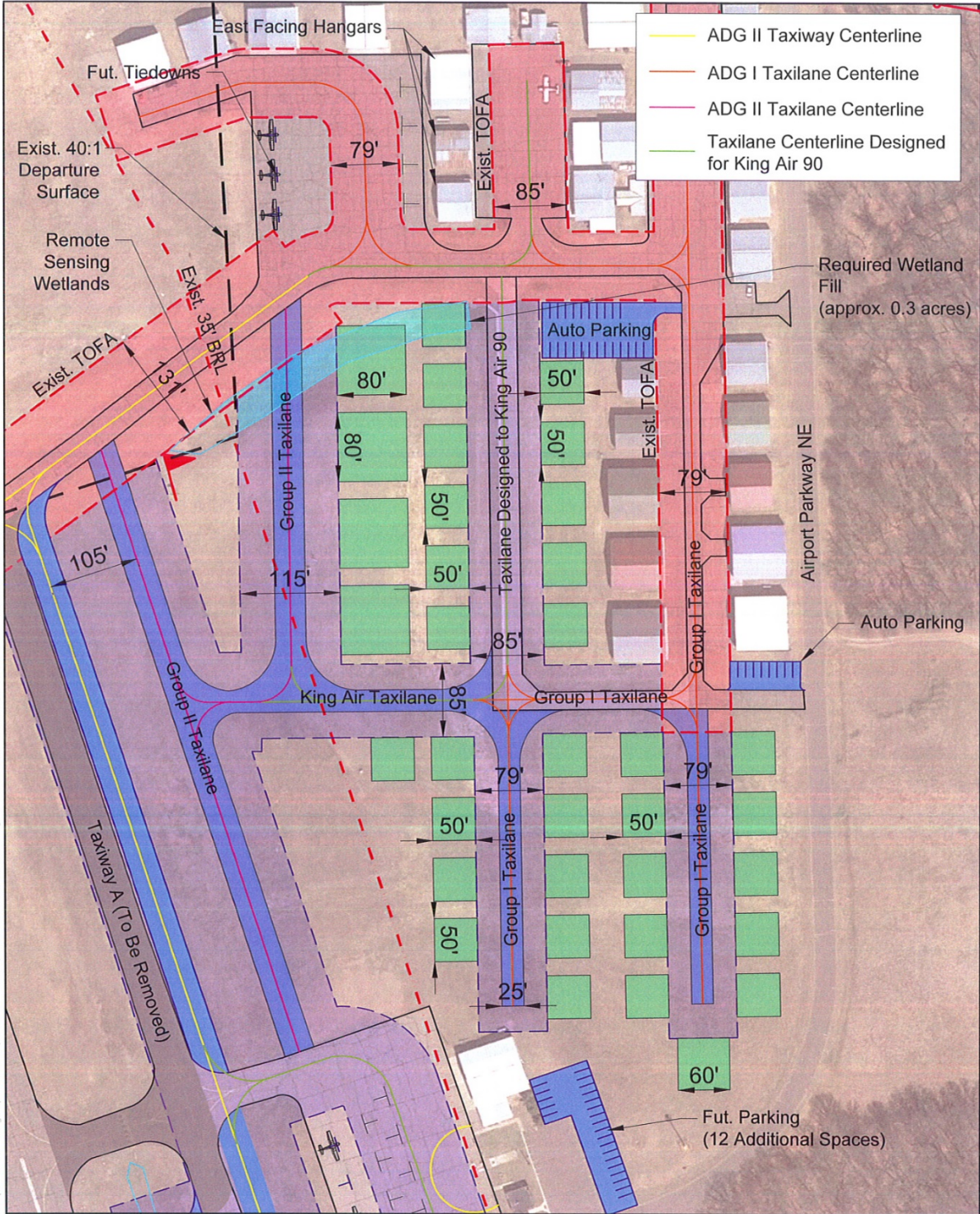
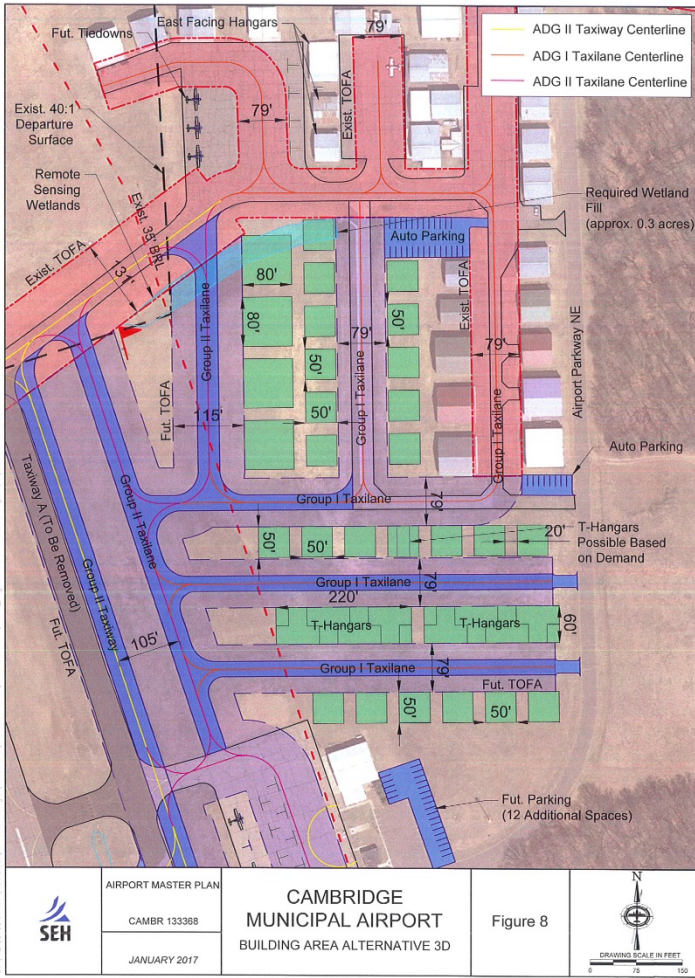


Figure 6



S:\AE\C\Combr\133366\5-Plan-dsgn\Aviation\Master Plan\A\ternatives\CBC_Fig 14 BA Alt 3C.dwg, 1/5/2017 10:26:46 AM, cbrrett

	AIRPORT MASTER PLAN	CAMBRIDGE MUNICIPAL AIRPORT BUILDING AREA ALTERNATIVE 3C	 Figure 7	 DRAWING SCALE IN FEET 0 75 150
	CAMBR 133368			
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A fourth alternative was developed as a result of these discussions and is shown on **Figure 8**. The building area alternatives also include three (3) additional tiedown spaces, for a total of seven (7) in the building area, and a grand total of 16 on the airfield. This number exceeds the forecasted demand for aircraft parking (14 spaces), and the Cambridge AAB indicated that this number of aircraft tiedowns adequately meets their needs.

The only FAA comments on the building area alternatives were to incorporate auto parking within the layouts and to provide auto access to the east/west running taxilanes. These changes have been added to each alternative figure.

Members discussed the different options and was in favor of **Figure 7**, they felt it had better access to both ground traffic and to the taxiway on the north end.

Update on the schedule:

Cambridge Municipal Airport Master Plan Schedule

Tasks	2015			2016												2017										
	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December	January	February	March	April	May	June					
Airport Inventory & Exhibit A	Airport Inventory																									
User Surveys			User Surveys																							
Aviation Forecasts				Aviation Forecasts																						
Facility Recommendations							Facility Recommendations																			
Alternatives Analysis										Alternatives Analysis																
Environmental Overview																Environmental										
CIP/Implementaion Plan																			CIP							
Report Writing										Report Writing																
A-GIS Survey									A-GIS Survey Collection																	
Airport Layout Plan																	Airport Layout Plan									
FAA/MnDOT Review									FAA/MnDOT Coordination												MnDOT/FAA Final Review					
Meetings/Public Involvement																										
<i>Kick-Off</i>	★																									
<i>Airport/City Progress Meetings</i>				▲					▲			▲				▲			▲							
<i>FAA/MnDOT Review Meetings</i>				▲					▲										▲		▲					

The board then discussed what additional or alternative fuel sources could be at the airport in the future. This would depend on the local demand and could be federal funded. They felt it was important to keep this as an option during the expansion.

Addressing of the airport was then discussed. The airport has one central address 3129 Parkway, Cambridge. The board suggested getting a mail station at the airport so the hangar owners could receive deliveries and mail in a more timely matter.

The next meeting will be Thursday, February 23, 2017. The meeting dates for the rest of 2017 are May 25, August 31, and November 30th.

Bye motioned, seconded by Grell and passed unanimously to adjourn the meeting at 8:02 p.m.

Respectfully submitted,
Betsy Potrament