

CAMBRIDGE MUNICIPAL AIRPORT ADVISORY BOARD MINUTES
August 25, 2016

Members Present: Garry Bye, Gerald Graham, Michael Grzincich, Brandon Grell and David Johnson.
Members Absent: Council Representative Howard Lewis

Others Present: Airport Manager Lucas Milz; SEH Representatives Lindsay Reidt, Christopher Brett, and Jacqueleine Zirbes-Gamet. Conference call with Speaker Kurt Daudt for the Master Plan Process portion of the meeting.

The meeting was called to order at 7:01 p.m.

Approval of Minutes: Johnson motioned, seconded by Grzincich and carried unanimously to approve the February 25, 2016 minutes as presented.

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

Public Discussion - no public present.

Old Business

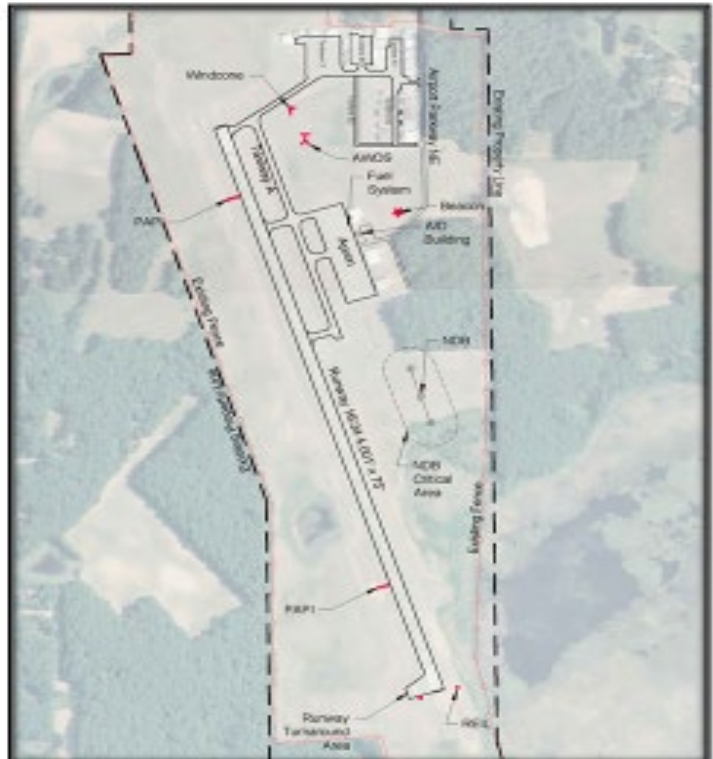
SEH Airport Layout Plan Update – Jacque Garnet, Planner from Short Elliot Hendrickson, reported that the objective of the Board is to review the Chapter 4, Facility Recommendations and discuss the preliminary alternatives. The following is the Layout Plan Update presentation:

OVERVIEW OF MEETING

- Airport Inventory Review
- Aviation Forecasts Review
- Facility Recommendations
- Alternative Analysis Discussion
 - Choose Preferred Alternatives

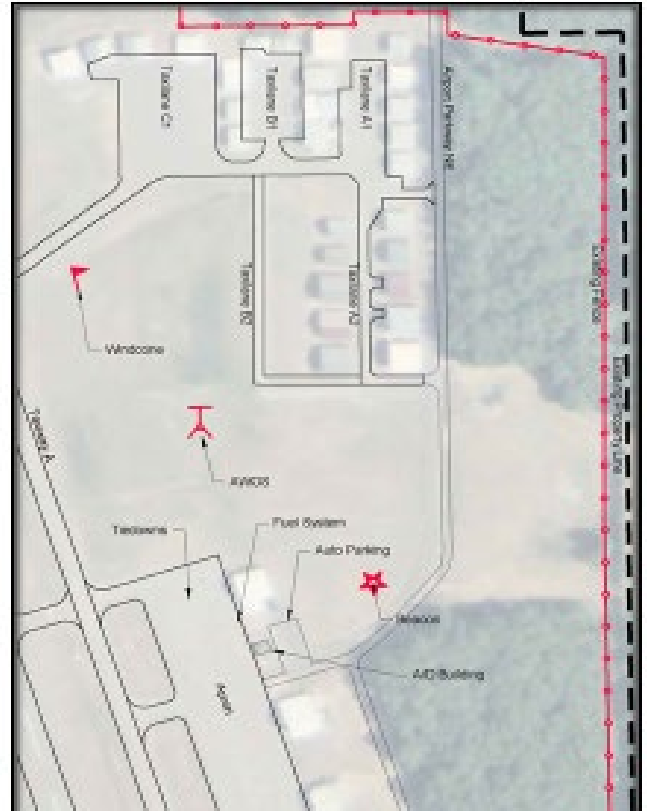
Inventory

- Runway 16/34:
 - 4,001' x 75'
 - Non-Precision
 - Paved
 - Lighted (MIRLs)
 - 12,500lbs SWG
 - PAPIs
 - RW 16: REILs



Inventory

- 24hr Self-Service 100LL
 - 10,000 gallon
- Lighted Windcone
- Rotating Beacon
- AWOS
- A/D Building
- 13,250 yd² Apron
 - 25 tiedowns
- Hangars:
 - 2 T-Hangars
 - 30 Box Hangars
- Perimeter Fence
 - Mix of chain link and woven mesh, 10' tall



Based Aircraft Forecast

Based Aircraft	2016	2021	2026	2036
Single-Engine	46	51	57	67
Multi-Engine	1	2	2	3
Helicopter	1	1	1	2
Grand Total	48	54	60	72

Operations and RDC Forecast

RDC	Operations Per Year				
	2016	2021	2026	2031	2036
A-I/B-I/A-II (94.4%)	16,544	18,517	20,494	22,529	24,681
B-II (3.0%)	526	588	652	716	784
>B-II (0.1%)	18	20	22	24	26
Helicopter (2.2%)	438	490	542	596	654
TOTAL OPS	17,526	19,615	21,710	23,865	26,145

Typical B-II aircraft includes King Air 90 and Pilatus

Facility Recommendations

Minnesota State Aviation System Plan

- MN SASP provides an assessment and recommendations for aviation system in MN
- CBG = Intermediate Airport
 - Paved and lighted primary runway that is less than 5,000 feet, and are capable of accommodating all single-engine aircraft, some multi-engine aircraft, and some business jets.

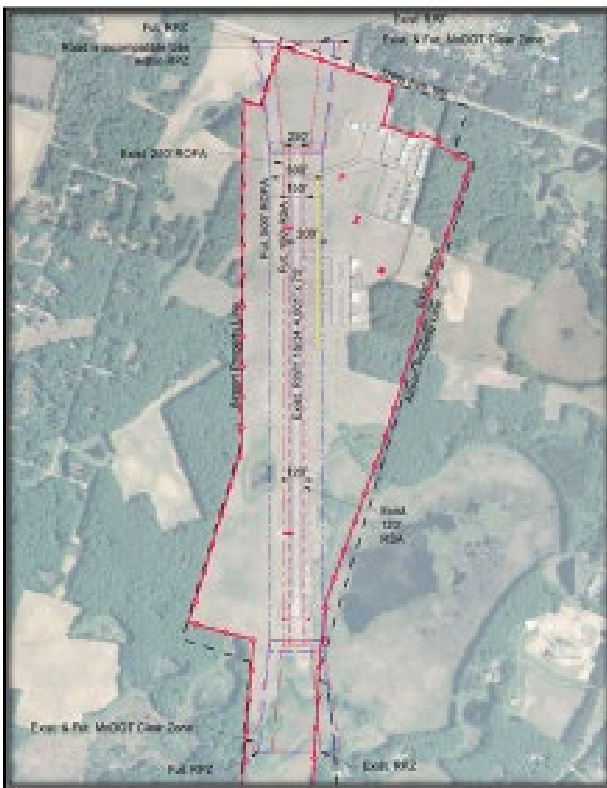
SASP Intermediate Airport Objectives

Facility	CBG Facilities	Minimum Objectives
Runway Length (Primary)	4,001 feet	2,400 feet
Runway Width (Primary)	75 feet	75 feet
Taxiway Type	Partial Parallel	Full Parallel
Primary Runway Approach	Enhanced NPI w/ Vertical	Enhanced NPI w/ Vertical
Runway/Taxiway Lighting	MIRLS	MIRLS or LIRLS
Visual Aids and Approach Light Configuration	Lighted Wind Cone, Rotating Beacon, & PAPIs, REILs	Lighted Wind Cone, Rotating Beacon, PAPIs, & REILs
Approach Lighting	None	None
Weather Reporting	AWOS on field	As Needed
Fuel	24/7 100LL	24/7 100LL Desirable
T-Hangar (Units)	2	100% of Jets & Turboprops; 95% of Single & Multi Engine
Conventional Hangars	58	
Transient Aircraft Apron (SY)	13,250	
Based Aircraft Apron (SY)	-	Unhangared Based Aircraft & Peak Hour Itinerant Operations
Based Tiedowns (Ea.)	25	
Public Facility	A/D Building	GA/Administration Building
Automobile Parking	22 Parking Spaces	1 Stall per Based Aircraft Plus 25%
Perimeter Fencing	Full	Full Desirable

Recommended Improvements

- **Runway 16/34**
 - Routine maintenance performed on a scheduled basis to extend the life of the pavement until the scheduled Runway 16/34 rehabilitation
- **Taxiway System**
 - Routine maintenance performed on a scheduled basis
 - Reconstruct taxiways to meet ADG II and TDG 2 design and marking standards as part of future improvements
 - Install edge lighting on all taxiways (MITLs)
 - Full-length parallel taxiway for Runway 16/34
 - Redesign the Direct Apron to Runway Access to meet design standards
 - Alternatives Analysis
 - Increase the separation distance between Runway 16/34 and Taxiway A to meet FAA B-II design standards
 - Alternatives Analysis
- **Airfield Miscellaneous**
 - Construct 36 additional hangar units to accommodate 95% of the forecasted 72 based aircraft by 2036
 - Alternatives Analysis
 - Redesign existing apron layout to meet separation standards
 - Alternatives Analysis
 - Consider Remodel/Replace existing A/D Building
 - Construct 12 additional parking spaces (total of 34) by 2036
 - Construct an SRE/Maintenance building
 - Acquire an additional plow and hopper spreader attachment
 - Relocate AWOS to make this area available for future hangars
 - Alternatives Analysis
 - Acquire a Boundary Survey to determine surveyed property lines
 - Seek approval from FAA for concurrent land use for all non-aeronautical uses of Airport land
 - Mitigate wildlife attractants and hazards on Airport property

Runway Separation – Alternatives Analysis



- Runway 16/34 to Taxiway A Separation
 - Currently meets RDC A-I Standards (200')
 - Increasing to RDC B-II requires an increased separation (240')
- RPZ Considerations
 - Must be clear of all public roads

Runway Separation Alternative 1 (2006 ALP)



- Construction work outside existing ROFA
- Runway Length
 - No longer justified
- Wetland Fill
 - 8.5 acres
 - \$1.1 million (\$3/ft²)
- 329th Ave. within RPZ
- Land Acquisition
 - 8.5 acres
- Total Cost Estimate: \$8.3 million

Runway Separation Alternative Summary

	Alternative 1	Alternative 2	Alternative 3
Runway Length	4,350 feet	4,001 feet	4,001 feet
RPZ Considerations	329 th Avenue NE within RPZ	N/A	329 th Avenue NE within RPZ
Property Acquisition	8.5 acres	3.3 acres	1.3 acres
Impacted Wetlands	8.5 acres (4.2 acres without full-length taxiway)	8.7 acres (4.1 acres without full-length taxiway)	4.9 acres (0.2 acres without full-length taxiway)
FAA Funding Eligibility	No	Yes	Yes
Estimated Total Project Cost	\$8.3 million	\$7.5 million	\$2.8 million

Alternative 3 is the recommended as it is the lowest cost alternative, and does not require construction of an entirely new runway. In addition, it is anticipated that Alternative 3 is fundable under the FAA AIP program.

Milz cautioned the board that the city has not budgeted for this project. There is entitlement money set aside that will go towards the FAA portion but the city is still responsible for 10% of any project costs. He continued that he felt it was important to keep the airport self-sufficient.

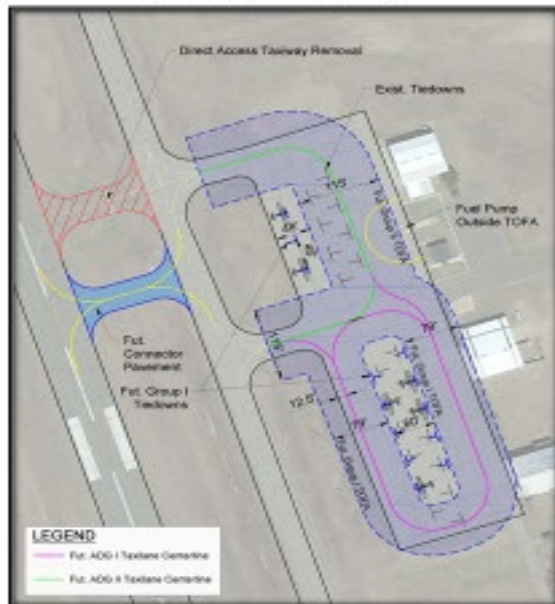
Discussion continued on moving 329th Avenue and the board felt that it was important that the road stay where it is, if possible, because moving the road would be a very expensive project and would likely not have local support.

Graham motioned, seconded by Johnson and carried unanimously to accept Alternative 3 with the stipulation that 329th Avenue would not move.

Apron

Apron Redesign Alternatives

Alternative 1C



- Recommended Alternative
 - Greatest number tie-downs
 - No limit on Group II aircraft

Apron Redesign Alternatives Summary

	Alternative 1	Alternative 2	Alternative 3
Taxilane(s)	Group II	Designed to King Air 90	Group I & II
Tie-downs	12 Spaces	12 Spaces	13 Spaces

- Goal:
 - Discuss aspects of each alternative
 - Determine which apron layout(s) best accommodates immediate and near-term apron and tie-down needs
- Airport Advisory Board will choose features from each alternative to develop a final, preferred alternative

Christopher Brett, Short Elliot Hendrickson Aviation Planner, presented the alternatives. He continued that they recommended Alternate 1C but the Board can make alterations to the plan.

The board felt that Alternate 1A was less confusing and was most cost efficient. It offered more access to larger aircraft and was more accessible to all hangars. Milz stated that it also would be better for winter maintenance.

Grzincich motioned, seconded by Grell and passed unanimously to accept Alternative 1A.

Hangar Development

Hangar Development Alternative Considerations

- Building Area Limitations
 - 35' Building Restriction Line (BRL)
 - AWOS Relocation
 - 40:1 TERPS Departure Surface
 - Wetlands



Hangar Development Alternatives

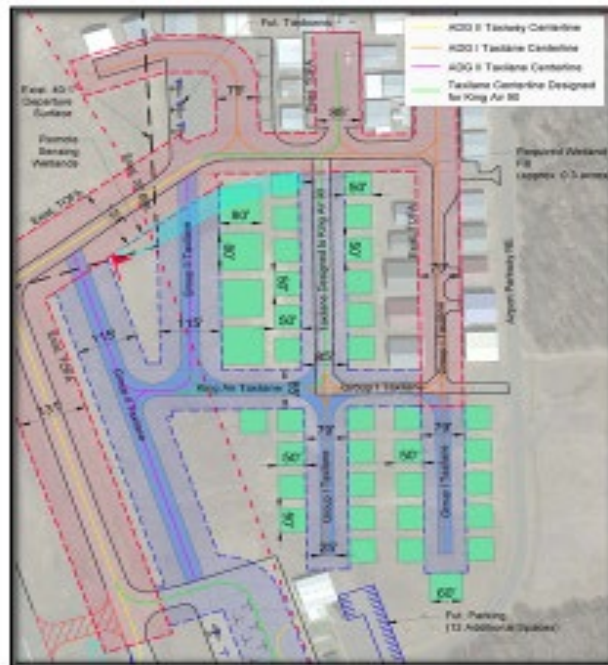
Alternative 2A (ALP)

Alternative 2B



Hangar Development Alternatives

Alternative 2C



Hangar Development Alternative Summary

	Alternative 2A	Alternative 2B	Alternative 2C
Hangars	17 (6 50'x50', 8 70'x70', and 3 T-Hangars)	30 (26 50'x50', 4 T-Hangars)	37 (32 50'x50', 4 80'x80', 1 60'x60')
Tiedowns	9 Spaces	3 Spaces	3 Spaces
Aircraft Access	Group I & King Air 90	Group I & King Air 90	Group I, Group II, and King Air 90
Wetland Impacts	0.2 acres	0.2 acres	0.3 acres

Hangar Development Alternatives

- Goal:
 - Discuss aspects of each alternative
 - Determine which hangar layout(s) and phasing best accommodates immediate and near-term hangar need for CBG
- The Airport Advisory Board will choose features from each alternative to develop a final, preferred alternative.

Hangar demands were then discussed. Milz commented that most of the inquiries is for t hangars and space for smaller aircrafts. The board felt that it would be beneficial to redesign the smaller hangar area space for three or four larger ones. This could be made available for any larger commercial aircraft or manufacturing that may want to utilize the airport.

Short, Elliot Hendrickson will develop a fourth alternative with the redesign and present it at the next meeting.

AWOS Relocation

AWOS Relocation



- Alternative 1
 - Existing electrical connections
 - 4.5 acres tree clearing (3.2 acres wetland type conversion)
- Alternative 2
 - Part 77 Transitional Surface obstruction – Requires obstruction light

Milz stated that the AWOS relocation project is performed and funded by MnDOT Aeraunatics Johnson motioned, seconded by Graham and passed unanimously to accept Alternative 1.

The next steps are:

- Finish Alternatives Analysis
- Financial Implementation and Capital Improvement Plan (CIP)
- Airport Layout Plan (ALP)
- 4th/Final Meeting: CIP and Master Plan Report

Grzincich questioned if the plan includes building the hangars and then renting them. The plan only dictates placement of hangars not ownership. The city will need to make that decision.

It was stressed to include everything on the Master Plan to ensure federal funding through the FAA.

New Business

FAA Policy on Non-aeronautical Use of Airport Hangars – Milz explained that the FAA has been working on a policy for a few years and it will be implemented on July 1, 2017. The policy is limiting what can be stored in hangars for mostly aeronautical use. It is put in place to protect airports, FAA funding, and also protects pilots. It is important to not let airports turn into storage units. The city had implemented a Hangar Lease Policy back in 2001, Milz explained, but it hasn't been enforced. There are some problem hangars that will need to be inspected. Milz wanted everyone to be aware of this new change and can be further discussed at a future meeting.

Erickson Park Driveway – Grell spoke about the rough condition of the driveway leading into Erickson Park. Milz explained that it is on airport land so it is FAA regulated so the city does maintain the road. He continued that some gravel can be added to make it smoother. He continued that some improvements can be made to the park also to attract more people to visit.

Board Members Concerns

Sand Hill Cranes – Graham brought up the problems with sand hill cranes on the runway. Milz had contacted the DNR and was told that they are not a protected animal but he does need a permit to process. Graham offered to complete the process for obtaining a permit.

The Drug Enforcement Agency has been using the airport for a meeting place when helicopters arrive for night raids. They have always asked for permission and have not left a mess.

The next meeting will be Thursday, December 1, 2016.

Bye motioned, seconded by Grzincich and passed unanimously to adjourn the meeting at 9:15 p.m.

Respectfully submitted,
Betsy Potrament