



Real People. Real Solutions.

Willmar Municipal Airport Master Plan Advisory Group Meeting #4



Thursday, June 22, 2017 at 12:00 p.m.
Willmar Municipal Airport
6600 Highway 40 West
Willmar, MN 56201

MEETING NOTES

ATTENDEES

Aaron Backman, Economic Development Commission
Megan DeSchepper, Airport Manager
Sean Christensen, City Engineer/Public Works Director
William Fry, Airport User
Tim Lundquist, Airport User
Ryan Nelson, Airport User, local business owner (phone)
Eric Rudningen, FBO/Airport Operations Supervisor
Cody Miller, Airport User
Melissa Underwood, Bolton & Menk, Senior Aviation Planner
Christopher Gardner, Bolton & Menk, Aviation Planner
Summer Marr, Marr Arnold Planning,
Simon Schmitz, FAA, Program Manager (phone)
Gina Mitchell, FAA, Community Planner (phone)

1. Welcome & Introductions

The goal of the meeting was to present the results of the alternatives developed and to select a preferred alternative to be used for the Airport Master Plan and Airport Layout Plan. The alternatives were developed based on facility requirements from the previous meeting. In addition a draft summary of the Capital Improvement Program will be reviewed and an introduction to the financial feasibility analysis will be provided. Each member of the group received a meeting packet to be used throughout the course of the meeting. The packet includes a meeting agenda, meeting minutes from the third meeting, a copy of the presentation slides, and copies of the alternatives to be discussed. Follow up and action items are represented in **bold** throughout the meeting minutes.

2. Alternatives Discussion

The airside and landside alternatives were developed based on the facility requirements discussed at the third MPAG meeting. The alternatives were reviewed by MnDOT and FAA and discussed with staff at the June 8, 2017 meeting. The alternatives were updated based on the results of the meeting. The alternatives discussed were as follows:

- **Runway 13/31 6,500' X 100'**

This alternative provides a 1,000' extension to the 13 end of Runway 13/31. Zoning is already in place for a 6,500' runway however this alternative will likely require the

relocation of 75th St. around the RPZ. This is a County Road that will be required to follow County State Aid Highway (CSHA) design requirements for the relocation standards. **Bolton & Menk is working with Kandiyohi County staff to determine the design requirements for the relocation.**

Reducing the visibility minimums to Runway 13 from $\frac{3}{4}$ mile to $\frac{1}{2}$ mile was also discussed. The safety area standards currently exist at the airport for $\frac{1}{2}$ mile visibility minimums. No additional changes would need to be made on the ground. The group supported pursuing lower visibility minimums to Runway 13. It would benefit the business users at the airport. FAA stated the first step would be to complete a Runway Protection Zone (RPZ) Alternative Analysis report to determine if this change would be allowed. **Bolton & Menk will work with FAA on the RPZ Alternative Analysis and start the process of reducing visibility minimums to Runway 13 if possible.**

- **Crosswind Runway 3/21 Alternatives**

During the June 8, 2017 staff meeting, FAA shared that the crosswind runway would not be eligible for federal funding because there are not proposed to be 500 operations of aircraft needing the runway based on the percentage of wind coverage not covered with the primary runway. In addition, the Magellan Pipeline needs to be rerouted around any future runway expansion that would move the Runway Safety Area (RSA) over the pipeline. These two considerations add local costs to projects relating to the crosswind runway and were taken into consideration when reviewing the crosswind runway alternatives.

- **Runway 3/21 4,200' X 75' Paved Precision Instrument**

This alternative includes paving the crosswind runway and extending the Runway 21 end 1,220' to a length of 4,200'. This alternative also includes the addition of a parallel taxiway and Precision Instrument Approach to Runway 3/21. This alternative would have conflicts with the currently planned relocation of Highway 12. This alternative would also require the relocation of a Magellan Pipeline around the future Runway/RSA. The pipeline is located off of the existing Runway 21 threshold. Due to the expense of relocating the Magellan Pipeline and the impacts to the proposed Highway 12 project, this alternative was removed from further consideration.

- **Runway 3/21 4,200' X 75' Paved Non-Precision Instrument**

This alternative includes paving the crosswind runway and extending the runway 21 end 1,220' to a length of 4,200'. This alternative also includes the addition of a parallel taxiway and Non-Precision Instrument Approach to Runway 3/21. This alternative would also require the relocation of a Magellan Pipeline around the future Runway/RSA. The pipeline is located off of the existing Runway 21 threshold. Due to the expense of relocating the Magellan Pipeline, this alternative was removed from further consideration.

- **Runway 3/21 3,050' X 75' Paved Non-Precision Instrument**

This alternative includes paving the crosswind runway and extending the runway 21 end 70' to a length of 3,050'. This alternative also includes the addition of a parallel

taxiway and Non-Precision Instrument Approach to Runway 3/21. This alternative provides the maximum length of Runway 3/21 without having to relocate the pipeline around the RSA. Depicting a paved 3,000-foot runway was chosen as the preferred alternative by the group. The group discussed that a 3,000-foot runway would be adequate for the type of aircraft needing to use the crosswind runway. This alternative will be depicted on the Airport Layout Plan.

- **South Building Area With Departure Procedures**

The South Building area is limited in expansion room by the Runway 3/21 departure surface. Maintaining the departure procedures limits the room available for expansion. This alternative shows the addition of 11 60'X60' private hangars, 1 80'X80' private hangar, and a short portion of 35' wide taxiway. The group discussed the need to have departure procedures or circling approaches to the crosswind runway. Without these types of procedures, the departure surface can be removed from the crosswind runway which would open up the area for additional hangar development. The group determined they would like to request no departure procedures or circling approaches to the crosswind runway. **Bolton & Menk will work on this request with FAA.**

- **South Building Area Without Departure Procedures**

Eliminating the departure procedures provides additional room for building area expansion. This alternative shows the addition of 17 60'X60' private hangars, 5 80'X80' private hangars, 4 80'X120' private hangars, 36 automobile parking stalls, and the extension of two taxiways.

The group discussed this alternative and would like to have a third central taxiway added to the building area. In addition, the vehicle entrance to the south building area expansion was located too close to the airport entrance. Therefore, the group would like the vehicle access to the south building area moved further north along the airport access road. This updated configuration will allow for 15 60'X60' private hangars, 9 80'X80' private hangars, and 36 automobile parking stalls. **This alternative will be updated and distributed to the group.**

- **West Building Area**

The West Building area expanded configuration will allow for an additional 8 50'X50' private hangars, 3 T-Hangars, 2 T-Hangar additions, an 80'X80' corporate hangar, and a 90'X120' corporate hangar. In addition to hangars there is also an expanded apron with 6 new tie-downs and 142 added automobile parking stalls. FAA asked that the expansion area west of the future apron include additional explanation so future groups understand the intent of the expansion area. **Bolton & Menk will add this additional explanation to the west building area.**

The preferred alternatives will be depicted on the Airport Layout Plan.

3. Capital Improvement Program

Preliminary planning level cost estimates were presented to the group, and will be updated when alternatives are finalized.

4. Financial Feasibility Kick Off

Sumer Marr from Marr Arnold Planning was present to provide an introduction/overview of some of the elements of the financial feasibility analysis. Summer will provide an update on the progress of the financial feasibility analysis at the fifth MPAG meeting.

5. Identify Next Steps

Bolton & Menk will continue writing the report and share the alternative chapter with the MPAG, FAA, and MnDOT. A draft ALP will be developed from the selected alternatives and distributed for review. A survey will be sent out to schedule the fifth MPAG meeting. At the fifth MPAG meeting the capital improvement program will be discussed in greater detail, discussion of the financial analysis will continue and draft airport layout plan drawings will be shared.