

**METROPOLITAN AIRPORTS COMMISSION
ST. PAUL DOWNTOWN AIRPORT ADVISORY COUNCIL
MEETING MINUTES**

Tuesday, 13 January 2009, 4:00pm
St. Paul Airport

Call to Order

A meeting of the Downtown Airport Advisory Council (DAAC), having been duly called, was held Tuesday, 13 January 2009, in the Administration Building of the St. Paul Downtown Airport. Technical Advisor, Scott Skramstad, called the meeting to order at 4:00 p.m. The following were in attendance:

Representatives: K. Schmaltz; J. Dorer; J. Jungwirth; A. Hunt; G. Burke; J. Miersch; J. Kummer; G. Weibel; G. Foltz; T. Netzell; F. Clayton; M. Grealish; B. Hagerty; D. Lessar; J. Englin

Staff: G. Fries; P. Mosites; B. Rief; J. Lewis; C. Leque

Others:

Excused Absence:

1. Approval of the 13 January 2009 Meeting Agenda

It was noted that the 13 January 2009 meeting agenda should include an item regarding approval of the 16 September 2008 meeting minutes.

IT WAS MOVED BY REPRESENTATIVE BURKE AND SECONDED BY REPRESENTATIVE DORER TO APPROVE THE AGENDA FOR THE 13 JANUARY 2009 MEETING, AMENDED TO INCLUDE APPROVAL OF THE 16 SEPTEMBER 2008 MEETING MINUTES.

THE MOTION CARRIED BY UNANIMOUS VOTE.

2. Approval of the 16 September 2008 and the 28 October 2008 Meeting Minutes

IT WAS MOVED BY REPRESENTATIVE J. KUMMER AND SECONDED BY REPRESENTATIVE CLAYTON TO APPROVE THE MINUTES FOR THE 16 SEPTEMBER 2008 AND THE 28 OCTOBER 2008 MEETINGS.

THE MOTION CARRIED BY UNANIMOUS VOTE.

3. 2009 Meeting Schedule / Bylaw Modification

Chair Weibel noted that a proposal had been made for the Downtown Airport Advisory Council to meet quarterly. He pointed out that the Council's bylaws call for bi-monthly meetings. **Scott Skramstad, Technical Advisor**, pointed out that the Council accomplished nearly all of its 2008 objectives in relation to the Supplemental Conditions of Agreement and that, as a result, several Council members had proposed meeting less frequently. **Skramstad** noted that ongoing efforts related to the Supplemental Conditions of Agreement, such as annual noise monitoring studies and receiving public input through the Council's community representatives, will continue regardless of how frequently the Council meets. **Skramstad** noted that the subject of schedule modification was raised at the 28 October 2008 meeting but that a quorum was not present and no action was taken on the issue. He suggested that, if the Council voted to move to quarterly meetings, the group's bylaws be modified to reflect the Council's ability to call additional special meetings as determined as necessary by the Council.

IT WAS MOVED BY REPRESENTATIVE CLAYTON AND SECONDED BY REPRESENTATIVE JUNGWIRTH TO HAVE THE COUNCIL MEET ON A QUARTERLY BASIS AND TO AMEND THE COUNCIL'S BY-LAWS TO STATE "THE COUNCIL SHALL MEET BI-MONTHLY, OR AS DETERMINED NECESSARY BY THE COUNCIL, BEGINNING IN JANUARY. SPECIAL MEETINGS OF THE COUNCIL SHALL BE HELD ON CALL AS HERETOFORE PROVIDED".

THE MOTION CARRIED BY UNANIMOUS VOTE.

4. 2009 Work Plan

Scott Skramstad, Technical Advisor, noted that at the 28 October 2008 meeting, a proposed 2009 Work Plan was presented to Council members in attendance. He pointed out that a work plan will serve to guide the Council in its workings throughout the year. He noted that, at the 28 October 2008 meeting, he informed Council members they could forward to him any items for discussion of inclusion on the Work Plan or any comments or questions they might have regarding the Plan. **Skramstad** noted that no Council members contacted him with suggestions, additions or comments.

Representative Clayton, District 17 – CapitolRiver Council, asked how items were selected for inclusion on the proposed plan. **Skramstad** stated that he generated the items on the list based on a review of the Council's by-laws, items and topics the Council had addressed in 2007-2008 and items remaining to be satisfied in the Supplemental Conditions of Agreement. He pointed out that approval of the Work Plan would not preclude the Council from addressing other topics or issues that may arise during the year but that are not listed in the Plan.

IT WAS MOVED BY REPRESENTATIVE DORER AND SECONDED BY REPRESENTATIVE MIERSCH TO APPROVE THE 2009 WORK PLAN AS PRESENTED, WITH THE UNDERSTANDING THAT IT IS A WORKING DOCUMENT AND SUBJECT TO CHANGE AT THE REQUEST OF THE COUNCIL.

THE MOTION CARRIED BY UNANIMOUS VOTE.

5. STP Long-term Comprehensive Plan Update

Bridget Rief, MAC Airport Development, presented an update on the Long-term Comprehensive Plan (LTCP) for the Downtown St. Paul Airport (STP). She noted that the LTCPs conducted by the MAC are intended to be a 20-year look at the MAC's system of airports, and are similar to plans conducted by cities or counties. **Rief** noted that, as part of the LTCP process, the following takes place:

- Airport inventories are summarized (runways, taxiways, aprons, hangar areas, FBOs, Air Traffic Control Tower, and navigational aids)
- Operations forecasts and forecasts for based-aircraft are prepared
- Facility requirements and development needs are considered, given an airport's role in the reliever system and the types of services it is intended to provide
- Noise and environmental reviews are conducted; a LTCP is not an environmental document, however
- Land use and zoning issues are examined
- Costs and schedules are determined
- Public information programs, including components designed to address cities, counties, and tenants, are conducted

Rief noted that there is a public information process regarding the LTCP and that, as part of that process, there will be another meeting with the Council after the analyses she mentioned are completed. She distributed a revised schedule for the STP LTCP process and noted that the MAC hopes to complete the process by mid-year 2009.

Rief noted that STP is classified as a D-III airport by the Federal Aviation Administration, meaning that the "design aircraft" for the airport has a wingspan from 79 feet up to but not including 118 feet. She noted that STP is the MAC's primary corporate aircraft reliever facility.

In discussing forecasts for STP, **Rief** noted the following:

- In 2007, there were 93 based aircraft at STP, including military aircraft (there were 83 not including military)
- 53% of aircraft owners at STP reside in Ramsey County; 29% reside in Hennepin County; and 18% reside in other counties (not including military aircraft)
- The MAC forecast out to 2025 indicates an increase of based civilian aircraft to 122 (an increase of 39 aircraft, or 47%), and no increase (0%) in based military aircraft
- The high forecast out to 2025 is for 132 based aircraft at STP (including military) and the low forecast is 120; fuel prices and the state of the

economy will have an impact on actual numbers. **Rief** noted that space is limited at STP for based aircraft.

- There were 117,977 operations at STP in 2007
- The operations forecast for STP out to 2025 indicates 128,443 operations, an increase of 10,466 operations (+8.9%)
- The high and low range of the forecast out to 2025 is 147,472 operations and 105,150 operations, respectively
- The historical high number of operations at STP was 190,507 operations in 1990

Representative Miersch, District 1 Community Council – Battle Creek, asked if space to accommodate more based aircraft would become available as the military transitions its operations to St. Cloud. **Rief** stated that it could possibly be available, and noted that underlying ownership of the area currently occupied at STP by the military belongs to the State of Minnesota. **Rief** noted that, at first blush, the forecast numbers do not advocate a need for an additional runway at STP and that past LTCPs have been implemented – e.g., construction of Runway 14/32 and development of the south hangar area – so she does not anticipate any additional development requests arising from the current LTCP process. She did state that the MAC will continue to look at navigational aid improvements as necessary.

Representative Dorer, District 4 Community Council – Dayton’s Bluff, asked how accurate the MAC’s forecasts for the LTCPs have been in the past. **Rief** noted that the aviation industry was booming in the mid-1990s so that forecasts done at that time now appear inflated, given the industry’s downturn in recent years. She noted that the Minneapolis-St Paul International Airport was tracking along the high forecast out to 2010 until 11 September 2001. She noted that the forecasts conducted in 2005-06 for LTCPs at other MAC reliever airports indicated an upswing in general aviation activity at those airports, but that that upswing has not occurred. **Rief** noted that the Federal Aviation Administration creates forecasts based on aviation fuel prices, and that the MAC uses that same data in its forecasting process. **Representative Hunt, City of St. Paul**, asked if Council members could receive data breaking out general aviation operations from corporate operations at STP. **Rief** said she would send that information to Council members. **Hunt** asked if actual operations data could also be sent. **Rief** said that it could, and reminded Council members that those data come from the control tower and that the control tower at STP is not open 24 hours a day. She pointed out that some nighttime operations will not be reflected in those data. **Dorer** asked if the forecasts include data on the number of Stage-3 hushkitted aircraft forecasted to operate at STP. **Scott Skramstad, Technical Advisor**, noted that aircraft over 75,000 pounds are required to be Stage-3 compliant and that there may be smaller, noisier aircraft that are Stage-2 that operate out of STP, although infrequently. He noted that such aircraft are inefficient to operate and do not have as long a useful life as the Stage-3 aircraft and so fewer and fewer of them should be operating at STP. **Dorer** asked if a new noise contour will be run. **Rief** said that a noise contour will be run for current operations at STP and a contour will be run for the 2025 forecasted operations, and that the 2025 contour would incorporate any airfield development suggestions or preferred alternative scenarios. The contours will be used in considering compatible land uses around STP. **Dorer** asked if the 2025 forecasted increase of 10,466 operations (+8.9%) will necessarily mean an increase in noise impacts. **Skramstad** pointed out that newer, quieter aircraft are forecasted to make up part of the increase in operations which would mean that noise

impacts would not necessarily increase. He noted that the degree of noise impacts would be represented in the noise contours that will be run.

6. Pilot Noise Abatement Brochure Update

Scott Skramstad, Technical Advisor, reminded the Council that it approved a five-step process for distributing the approved Noise Abatement Plan and that one step in that process was dissemination of information about the Plan to FBOs, pilots and tenants at STP. **Skramstad** reminded the Council that a proposed draft of a pilot brochure containing information about the Plan was presented for Council consideration and feedback in September 2008. He noted that he incorporated suggestions from Council members, as well as updated Airport Facility information, into the brochure. He stated that he has distributed brochures to airport user representatives on the Council and has mailed brochures to all other STP tenants. **Skramstad** noted that he has informed tenants they can contact him for additional brochures and he informed Council members they could do the same. **Representative Lessard, St Paul Flight Center**, indicated he has received an ample supply of the brochures and **Representative Hagerty, H/C Inc**, indicated his company has met with its flight department to distribute the brochures and request that it be utilized. **Representative Dorer, District 4 Community Council – Dayton's Bluff**, asked if any feedback has been received from the tenants or pilots. **Skramstad** stated he has not received any feedback from tenants or pilots. He noted that he can post the brochure to the MAC's www.macnoise.com website. **Chair Weibel** reminded Council members that any printed information in the brochure is superseded by Air Traffic Control instructions.

Hagerty commended **Skramstad** on the quality of the brochure.

7. STP Joint Airport Zoning Board Effort Update

Scott Skramstad, Technical Advisor, reminded Council members that the purpose and efforts of the STP Joint Airport Zoning Board was discussed at the Council's 28 October 2008 meeting. He noted the Board was created with the intent of creating a draft zoning ordinance and draft zoning ordinance document focused on aviation safety as related to potential obstructions to navigable airspace at STP. **Skramstad** informed the Council that the Board met on 4 December 2008 and discussed specifics related to the development of a draft zoning ordinance document. He noted that the City of St. Paul will determine dates for community open houses regarding the draft zoning ordinance during the first quarter of 2009. He noted that two public hearings will be held before the zoning ordinance is finalized. **Skramstad** stated that the Board's next meeting is scheduled to mid- to late-January 2009.

8. STP Noise Complaints

Scott Skramstad, Technical Advisor, informed the Council that a total of 30 complaints were registered by five residents during the October-December 2008 period. Of those 30 complaints, 29 were received in October and one was received in December; there were no complaints received

in November 2008. He noted that during 2008, 199 total complaints were received from 22 total households. Referring to the October complaints, **Representative Hagerty, H/C Inc.**, asked what was taking place on 2 October 2008 that would generate complaints. **Greg Fries, MAC**, said that the Federal Aviation Administration may have been conducting test flights on that date and that runway closures due to EMAS construction at STP may have been a contributing factor. Chair **Weibel** asked if the noise complaint information could be broken out to indicate whether an aircraft was a jet or propeller aircraft. **Skramstad** said that it could be.

Skramstad introduced Jennifer Lewis, **Noise and Operations Information Specialist** at the MAC, to the Council, noting that she will be the contact for noise complaints. **Weibel** asked if Lewis would send an e-mail to introduce her to all Council members, including those not present at today's meeting. **Lewis** said she would.

9. Items Not on the Agenda

Scott Skramstad, Technical Advisor, reminded Council members that handouts were available showing flight tracks during tower and non-tower hours at STP.

Chair Weibel asked if **Skramstad** knew whether or not the STP Air Traffic Control Tower had done anything to modify traffic patterns so that aircraft were at a higher altitude as they climb over the Dayton's Bluff area. **Skramstad** said he was not aware of any changes made by the tower and reminded the Council that the traffic pattern altitude at STP is 1200 feet, as opposed to the standard 1000 feet.

Representative Dorer, District 4 Community Council – Dayton's Bluff, asked if there had been any follow-up on an earlier request of his for information on the number of violations at STP and any penalties that resulted from such violations. **Skramstad** noted that the Federal Aviation Administration responded by indicating such information is the responsibility of the appropriate Flight Standards District Office. He stated he could contact the FAA again if **Dorer** desired. **Dorer** said that doing so would not be necessary.

Weibel requested that Council members bring suggestions to the next meeting for changes to the location of noise monitors for the annual noise monitoring study.

10. Establish Next Meeting Date

The next meeting is scheduled for Tuesday, 14 April 2008, at 4:00pm.

The meeting adjourned at 4:48pm.

Respectfully submitted,

Christene Sirois Kron, Recording Secretary
612.725.6455