

1. INTRODUCTION

1.1. PURPOSE

An Airport Master Plan is a comprehensive study of an airport and describes the short (0-5 year), mid (6-10 year), and long-term (10-20 year) development plans to meet existing and future aviation demand based on identified airport safety, facility, and aviation system needs. The Airport Master Plan will provide direction and guidance to the airport owner, the City of South St. Paul, regarding future airport preservation and development priorities for the South St. Paul Municipal Airport (Fleming Field). It will become the City's realistic strategy for the development of the airport considering financial, environmental, and socioeconomic factors. The Federal Aviation Administration (FAA) outlines the requirements and process to prepare an Airport Master Plan through Advisory Circular (AC) 150/5070-6B, *Airport Master Plans*.

1.2. BACKGROUND

The City of South St. Paul last completed an Airport Master Plan in 1973 and an update to the Airport Layout Plan (ALP) in 2002. Numerous elements have changed on the airport since 2002 that require the ALP to be updated. Other goals developed for the Airport Master Plan project included:

- Analyzing the existing airspace obstructions and land use incompatibilities and develop a mitigation plan to address these concerns
- Maximize the utility of the existing facility while meeting all applicable safety standards for this land-locked airport
- Determine the desired long-term direction for the facility, engage the public, and make informed decisions on short-term and long-term improvements

1.3. AREAS OF EMPHASIS

An Airport Master Plan process evaluates many aspects of an airport facility. The following areas of emphasis have been specifically identified by the City of South St. Paul and will be reviewed in greater detail for Fleming Field in this Airport Master Plan.

Runway 16/34 Alternatives

The existing airport facility is land locked, however there may be opportunities to maximize runway length and/or reduce impacts to surrounding landowners. Runway alternatives will be explored that meet the needs of the existing and future users of the airport. All alternatives will consider the impacts to the surrounding community and the environment.

Comprehensive Obstruction Evaluation

There is a need for the airport to take progressive action to mitigate airspace obstructions existing around the airport. A detailed planning-level obstruction analysis will be completed that will identify obstructions and determine the impact to the surrounding landowners.

Financial Feasibility

The City of South St. Paul has a desire to look at the existing and future financial situation of the airport in greater detail. The City would like to evaluate ways to maximize revenue and manage cash flow. A financial feasibility analysis will be conducted to evaluate capital funding sources, net operating revenues,

cash reserves, airport operating revenues/expenses, and evaluate projected operating revenues/expenses based on the preferred airport implementation plan.

Public Involvement

Special emphasis will be placed on engaging airport stakeholders and the general public throughout this process. A public involvement plan will be developed that allows airport stakeholders an opportunity to provide input on future airport development to the decision-makers. This will allow the Airport Master Plan to be developed considering the broader interests of the general public.

1.4. STRUCTURE OF A MASTER PLAN

- Existing airport inventory
- Environmental overview
- Aviation activity forecasts
- Capacity and demand analysis
- Facility requirements including alternative analysis
- Implementation plan

1.5. PUBLIC & AGENCY OUTREACH

Outreach is an important aspect of the Airport Master Plan process to solicit input and foster support for the vision of the airport over the next 20 years. The Airport Master Plan is to be used as a guide for decision makers when evaluating existing and future needs of the airport and implementing improvements. Although more detailed justification and funding of individual projects are key components before any development can occur, the Airport Master Plan recognizes the “big picture” potential of the airport and puts an overall plan in place for the future.

There were two primary forms of outreach throughout the Airport Master Plan process.

- Development of a Master Plan Advisory Group (MPAG) – this group met four times throughout the Airport Master Plan process to provide input on the issues, needs, and development for the airport over the next 20 years. The MPAG consisted of members from the City of South St. Paul, airport staff, airport business owners, Metropolitan Council, community members in addition to FAA and MnDOT Office of Aeronautics staff. Staff from the various organizations represented the interest of their areas of expertise.
- Public Open House – After the inventory, forecasts, and alternatives portions of the Airport Master Plan were developed in coordination with the MPAG, a public open house was held to inform the public of the Airport Master Plan process and the selected layout for the 20 year plan for the airport. Approximately 60 people from the public were in attendance. A formal presentation on the Airport Master Plan process was given in addition to an open forum for all in attendance to ask questions about the project or the airport in general.

In addition to these activities, project meetings were held with the FAA and MnDOT Office of Aeronautics throughout the master planning process to ensure participation in and support of the 20 year plan at the airport. Meeting design standards and setting the framework for justification of projects in the future will help the City in receiving funding participation from these agencies as the airport develops.