

# Memo

**To:** City Council  
**From:** Bryan Myrkle, Community Development Director  
**Date:** February 8, 2019  
**Re:** Airport strategic planning

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As City Council members know, the Airport Advisory Board and a group of approximately two dozen airport users and stakeholders gathered in January for the first strategic planning session.

The effort is intended to develop a strategic and business plan for the airport in conjunction with the ongoing update of its ALP or Airport Layout Plan. This is the first time the ALP has been updated since 1989.

Anyone interested in seeing what a final version of an airport strategic and business plan might look like can take a look at the Jackson Reynolds Field plan. This can be easily found online by searching for "JXN business plan." This is for a much larger airport, but still includes a lot of the same elements.

We were extremely pleased with the turnout and the input received during this first session. While we are aware of many opportunities that could help the airport, and which the airport itself could support, we were pleased to see that nearly all attendees felt that we are on the right track already.

I am including here a recap of that initial session put together by Mark Bathurst, an experienced educator and aviator who is helping facilitate our planning session. If you have any questions about this information, please do not hesitate to contact me.

## **Recap of Charlotte Fitch H. Beach airport users meeting**

**January 24, 2019**

**Attendance on file with Bryan Myrkle**

### **Order of Presentations:**

- (1) Todd Cotter recap of significant achievements since taking over as airport manager and FBO owner (slides from presentation can be inserted here)**
- (2) Bryan Myrkle recap of current operational budget (handout can be inserted here)**
- (3) Prein and Newhof presentation of current airport status and AIP issues (slides and charts from presentation can be inserted here)**
- (4) Mark Bathurst presentation of strategic plan organization (slides from presentation can be inserted here)**

### **Recap of user discussion after presentations**

**(not in any order of importance nor timing of implementation)**

- **Last AIP 1989**
- **Trees must be trimmed (easement rights) in order to reactivate instrument approach(s)**
- **Strengths of the airport**
  - ✓ **Close to LAN (ATC services available)**
  - ✓ **Quick in and out for refueling/flight planning**
  - ✓ **Cross runways (paved and grass)**
  - ✓ **Available emergency landing areas in close proximity to airport**

- ✓ Close to town
- ✓ Airport car available
- ✓ Excellent airport upkeep (snow removal, mowing, taxiway maintenance, refurbished terminal)
- ✓ Room for additional hangars and industrial buildings
- ✓ Room for corporate aircraft hangar
- Room for drone program/training
- Extend terminal road on east side all the way to Applebee's
- Runway can be lengthened to 4,000', but 5,000' requires an additional 1,000' overrun at each end (i.e., 7,000' total) which would require major airport and road construction projects [Question discussed: Does going from 3,500' to 4,000' gain anything for increased airport usage? No clear consensus]
- Secure RNAV (GPS) approach to runway 03
- Establish a flight school at the airport. Significantly increases fuel sales, airport activity, hangar rentals and community awareness of the benefits of the airport
- Corporate considerations for selecting an airport to fly into
  - Crew car
  - Car rental access at airport
  - Crew lounge
  - Jet A fuel
  - Hangar large enough for overnight storage, deicing, maintenance work
  - Nearby hotel that offers crew discounts
  - Tug at FBO for moving aircraft
  - Free Wi-Fi in the terminal (flight planning, etc.)
- Concrete ramp at the north end of the ramp for ease in exit after refueling
- Signage at pumps for terminal building and airport information

- **Readable fuel pump displays when refueling low wing aircraft**
- **Relocate fuel tanks**
- **Construct new terminal building/FBO and convert existing building/hangar to the flight school building**
- **Encourage flying club(s) to be based at FPK**
- **Improve fence along airport property on Island Highway**
- **Repave taxiways and hangar approaches where needed**
- **Increase community awareness of airport benefits (June fly-in is a great opportunity.) Other opportunities could be sports team sponsorships, additional fly-ins, EAA chapter on the airport**

### **Next steps**

- **Review users meeting comments at next Advisory board meeting**
- **Direction to Prein and Newhof regarding AIP and 2019 FAA funds expenditures**
- **Business Plan development**
- **Master Plan development**
- **Other issues as appropriate**