Meeting Summary

Airport Master Plan
Gordon Municipal Airport (GRN)

Date: 10/22/2025
Time: 10:00 AM
Subject: Airport Master Plan Kickoff Meeting
Facilitator: KLJ Engineering

Attendees: Kent Penney (KLJ) Brooke Barber (KLJ) Kevin Ensor (KLJ) Scott Fleming (Gordon City Manager) Glen Spaugh (Retired City Manager) Mark Krueger (Airport Board Chair) Mike Winter (Airport Board Member) Amanda Kehn (Gordon Memorial Health) Clark Thorsen (Farming & Ranch/ Local Pilot)

Agenda Topics

A project kickoff meeting for the Airport Master Plan (AMP) at the Gordon Municipal Airport (GRN) was held on October 22nd 2025 with members of the Planning Advisory Committee (PAC). The purpose of the meeting was to provide an overview of the AMP process and align stakeholders on the project goals, scope, timeline and key deliverables. The kickoff meeting serves as a formal introduction to the planning process and establishes roles and responsibilities of all parties throughout the process. The kickoff meeting also provides an opportunity to review existing conditions, identify critical issues and garner input regarding the needs of the airport to be addressed in the short- and long-range planning stages of the project. The following presents a synopsis of the agenda items discussed.

Project Roles and Responsibilities
An overview of the role of project stakeholders and how each party will contribute to the AMP was provided. The consultant team facilitates the master planning process, completes the technical work, and provides overall analysis and support to the decision-making party. The Planning Advisory Committee is composed of individuals with various backgrounds, interests and roles in the airport and local area. The PAC is intended to act as a liaison to the community, review the narrative report, and provide input regarding the plan. Ownership and decision-making authority for the airport lies with the Gordon Airport Authority. Representatives from both the City and the Airport Authority are included as part of the PAC. Additionally, the Federal Aviation Administration (FAA) and Nebraska Department of Transportation (NDOT) Aeronautics Office participate in the process in an oversight role, reviewing the AMP and Airport Layout Plan (ALP) and providing formal approval of components of the plan when necessary.

Airport Master Plan Overview and Objectives
A summary of the planning process and objectives of an Airport Master Plan was presented. An AMP is a comprehensive, long-term planning document intended to ensure compliance with FAA design standards and guide the future development of an airport with consideration given to the demand levels of the service area, needs of the community and industry standards. The deliverables from the AMP include both the narrative report which contains the research, analysis, implementation plan and justification for development. Also included as a deliverable is the ALP set which is comprised of technical drawings that depict the existing and future development over the long-term, identifies

obstructions to the surrounding airspace, recognizes off airport land requirements and uses as well as compiles a map of airport property outlining individuals land parcels and their conveyance.

The primary intent of master planning is to ensure the safe, efficient, and sustainable growth of airports. The AMP follows a prescribed process which is guided by FAA Advisory Circular 150/5070-6B, *Airport Master Plans*. While the scope and complexity of each project may vary, generally the same project elements are included. After scoping and pre-planning, a thorough inventory of existing conditions is conducted. This is followed by a forecast of aviation activity during which projections for based aircraft and operations are made. It is common for multiple forecasts to be developed to model conservative, moderate and more aggressive scenarios. Based on this information, the Facility Requirements are outlined, which identifies the necessary infrastructure to meet future demand. This is followed by an Alternative Analysis of both airside and landside facilities, during which multiple alternative layouts may be developed. The PAC, working with the Airport Sponsor, will select a preferred alternative that then translates to the ALP drawing.

It is important to note that while the AMP is a useful guide, it does not commit the Airport Sponsor to the development which is shown. While a prerequisite of eligibility for Federal funding is that the project is depicted on the ALP, this does not mean that the project is guaranteed funds. Furthermore, development is based on actual demand and all projects must adhere to additional layers of environmental, safety and design review prior to being awarded funding and proceeding with implementation.

Airport Master Plan Timeline
An overview of the project workflow associated with a standard Airport Master Plan was discussed. Generally, the process can take anywhere from eighteen to twenty-four months and is dependent on several factors including the scope of the project, the airport's size and complexity, review and approval periods as well as the level of stakeholder or public involvement. It is recommended that a new planning study be conducted every ten years, or as conditions change which would warrant an update to the approved plan. The last planning study for Gordon Municipal Airport took place in 2011.

Review Existing Conditions and Airfield Design Standards
A review of the previous ALP for the Gordon Municipal Airport and existing design standards were discussed. Additionally, a weather analysis was presented. Wind coverage refers to the percentage of time that crosswind components on a runway are within acceptable limits for aircraft operations. It's a crucial consideration in runway orientation and design. The FAA deems that 95% coverage is the acceptable rate, and coverage below that threshold would be considered justification for a crosswind runway. The wind coverage for the runway system at GRN exceeds the FAA standards, but only with combined coverage for both the primary and crosswind runway. Independently, Runway 4/22 and Runway 11/29 are below the wind coverage threshold for A/B-I and A/B-II aircraft.

The operational standards which determine the airfield design, also referred to as design standards, were also discussed. The primary component that determines the dimensions to which an airport is constructed is the Runway Design Code (RDC). The RDC is a coding system which categorizes an airport based on the classification of the most demanding aircraft which it can accommodate. The RDC describes aircraft based on their physical characteristics, notably their size, weight, wingspan, and landing gear configuration. This helps in determining the appropriate

runway and pavement dimensions, and associated safety areas, which are necessary for safe operations.

The RDC is determined by examining aircraft operations and identifying the critical aircraft, which is the most demanding aircraft utilizing the airport with a minimum of 500 annual operations. The existing critical aircraft for GRN is the Beechcraft King Air- 200. The RDC is communicated using letters, roman numerals and numbers to describe the Aircraft Approach Category (AAC), Airplane Design Group (ADG) and Runway Visibility Miniums. The current RDC for GRN is B-II-5000. Ensuring an airport meets the appropriate RDC criteria is essential for enhancing safe operations.

Other Discussion Items

Throughout the meeting, questions were addressed and other topics discussed. The following briefly summarizes those items:

- Discussion was had regarding the priority needs of the airport. In general, the highest need is for a reconstruction of the Crosswind Runway, 11/29.
- FAA Program Guidance Letter 25-01 was referenced with special attention to the Legacy Crosswind Runway definition, which establishes that previously existing crosswind runways, such as those at Gordon, are eligible for AIP funding.
- FAA and State personnel reiterated that while the crosswind runway would be eligible, funding is not guaranteed and the project would still compete for priority funding in the national system.
- Other considerations to be given regarding the crosswind runway reconstruction include; widening the runway from 50-ft to 60- ft to meet A/B I Small design standards, potential runway lengthening, evaluating its orientation to determine if the current location would be optimal or an alternate location, as well as the necessary environmental studies that may be associated with the above mentioned elements.
- It was expressed that airport dedicated Snow Removal Equipment (SRE) and storage facilities would be desirable.
- Representative from Gordon Memorial Health provided details on the types of aircraft/flights that are routed to Gordon, or why the flight request could not be accommodated. The information from this discussion provided insight regarding the primary role of GRN in the surrounding areas (medical transport) as well as identified some of the roadblocks preventing additional operations (lack of JetA, length/width of crosswind, etc.)

Next Steps

The consultant team will complete the inventory portions of the narrative report, as well as compile the aviation forecast and identify the critical aircraft for approval. This information results in Chapter 1. *Airport Overview*, which contains items related to the local area, environmental review, economic data as well as based aircraft, operations and enplanement forecasts. Chapter 1 will be released electronically for review by the PAC, FAA and State. Additionally, the Facility Requirements and Alternative Analysis sections of the report will be in process in anticipation of the next project meeting, to discuss the infrastructure and operational needs of the airport and alternatives for development.