



Mead & Hunt, Inc.

Date: May 6, 2021

To: Airport Master Plan Advisory Committee (AMPAC)

RE: Middleton Airport Master Plan
Final AMPAC Meeting - May 20, 2021

Dear Members of the AMPAC:

On behalf of the project team at Mead & Hunt, I want to thank you for your participation in the Airport Master Plan Advisory Committee (AMPAC). We very much appreciate the time and dedication that you have given throughout this process. The discussions, feedback and exchange of information will serve to assist the Airport Commission and Common Council as they evaluate what potential future actions, if any, are to be adopted within the airport master plan and ultimately depicted on the Airport Layout Plan (ALP).

As we look ahead to the final meeting of the AMPAC, we have drafted this letter for three purposes:

1. To outline the goals and expectations for the final May 20, 2021 meeting
2. To provide background on the attached evaluation worksheets
3. To revisit the role of AMPAC and outline what steps will follow the May 20, 2021 meeting

Meeting Goals and Expectations

The goal of the May 20, 2021 AMPAC meeting is to have each member identify their top choice from the short-listed alternatives that have been identified for the following facilities:

- The primary east-west runway (Runway 10/28)
- The crosswind north-south runway (Runway 01/19)
- Areas for additional hangar construction

The selected alternative for each facility should be aided and informed by your review of the following:

- i. The pros, cons, and other information provided within draft Chapter 5 Alternatives as well as the other draft chapters that have been presented and discussed in previous AMPAC meetings. Each of the draft chapters are available on the Airport Master Plan website:
<https://www.cityofmiddleton.us/AirportMasterPlan>

- ii. The comments and questions provided from the public during the April 10, 2021 Open House process. This information was documented (along with responses developed by Mead & Hunt and the City) and compiled into a summary report within the attached **Appendix I**.
- iii. Evaluation factors and order-of-magnitude costs that have been developed for each of the short-listed alternatives. This information is provided within the attached evaluation worksheets, which are more fully described in the following section.

In addition to identifying their top choice for the three airport facilities identified above, each AMPAC member will also be asked to identify whether or not they support the incorporation of a non-standard right-hand pattern for some, or all, of the runway ends at the Airport.

If you are unable to attend the 05/20 AMPAC meeting, please e-mail your input and recommendations to the City of Middleton (Mark Opitz) by 4 p.m. on that day. Mark's contact information is provided at the close of this letter.

Evaluation Worksheets

The attached worksheets were developed as an optional tool to help members of the AMPAC determine which alternative they will identify as their top choice for each facility. The worksheets include order-of-magnitude cost estimates that were developed for each build alternative and include a listing of other factors for consideration under the categories of Operational, Environmental, and Implementation Feasibility. These worksheets will not be collected by the City and are purely for discretionary use, as each AMPAC member will just be asked to identify their top choice (alternative) for each facility.

A generic example has been provided on the following sheet to illustrate how the worksheets are intended to be filled out and used. A key at the bottom of the worksheet describes the various circles and scores. For each evaluation factor:

- A filled circle indicates a positive impact (score = 1).
- A half-filled circle indicates an average or negligible level of benefit or effect (score = 0).
- A circle left blank indicates a negative factor (score = -1).

The circles and their associated scoring values are then added up to identify the overall score for each alternative. The highest score is assigned a rank of 1, the next highest a rank of 2, and so forth.

Alternatives Evaluation Worksheet

Example Facility

This Generic Example is for Illustrative Purposes Only



● = 1 ◐ = 0 ○ = -1		No Build	Alt 1	Alt 2	Alt 3
Financial	Estimated Cost:	NA	\$X.X Million	\$X.X Million	\$X.X Million
Factor 1		◐	◐	◐	◐
Operational Factors					
Factor 1		○	●	●	●
Factor 2		○	●	●	●
Factor 3		◐	●	●	●
Factor 4		◐	◐	◐	●
Factor 5		◐	○	○	○
Factor 6		◐	○	●	○
Factor 7		◐	◐	●	●
Environmental Factors					
Factor 1		◐	◐	◐	◐
Factor 2		◐	○	◐	○
Factor 3		◐	◐	◐	◐
Factor 4		◐	◐	◐	◐
Factor 5		◐	○	◐	○
Factor 6		◐	◐	◐	◐
Factor 7		◐	◐	◐	◐
Factor 8		◐	○	○	◐
Implementation Feasibility					
Factor 1		◐	◐	●	●
Factor 2		◐	◐	○	●
Factor 3		◐	◐	◐	◐
Factor 4		◐	●	○	○
Factor 5		◐	○	◐	○
Evaluation					
Score		-2	-2	2	1
Summary					
Ranking		3	3	1	2
Key	● = 1	This symbol represents a positive impact, an improvement or benefit, a lower anticipated cost, a higher level of flexibility, or a lower effect to the environment			
	◐ = 0	This symbol represents maintaining a similar level or benefit, an average cost, an average level of flexibility, or average potential environmental effect			
	○ = -1	This symbol represents an improvement that is not anticipated to meet the need, a higher cost, limited flexibility, or a higher potential effect to the environment			

Role of the AMPAC and Next Steps

As identified in the [master plan scope of services](#), the role of the AMPAC is to act as a sounding board for proposed development alternatives and to be a conduit for information among various interest groups throughout the community. As the AMPAC is not a decision-making body, but rather advisory, the individual alternatives identified by each AMPAC member will be tallied and documented in the master plan but are not intended to be formalized into a recommended action based on a majority of votes or otherwise.

Following the final May 20, 2021 AMPAC meeting, the City has committed to undertaking a community-wide survey regarding the future of the Middleton Municipal Airport. This survey is not part of Mead & Hunt's scope of services. Results from the community-wide survey, the findings of the draft master plan chapters, and coordination efforts and feedback from the AMPAC will all serve to help the Airport Commission and the Middleton Common Council to identify what alternatives will be selected and adopted within the master plan document.

Following the Common Council's actions and direction, Mead & Hunt will undertake four final tasks as part of their scope of services:

- Develop a Land Use Plan that will be made part of the Airport Layout Plan (ALP).
- Prepare Noise Contours depicting the future 10-year build-out condition of the airport and the corresponding projected level of activity.
- Develop a Financial Plan depicting future projects and their anticipated costs, funding sources, and consideration of the Airport's revenues and expenses.
- Draft a new Airport Layout Plan (ALP) and submit it to the FAA for review and final approval.

We have truly appreciated your help and support on the Middleton Municipal Airport Master Plan. Should you have any questions on the enclosed information or documents please contact Mark Opitz, the City's primary point of contact for this project, at 608-821-8394 or mopitz@cityofmiddleton.us.

Sincerely,



Greg Stern, P.E.

Mead & Hunt, Inc.