



16-975

TITLE: Discuss Committee Appointments and Invitations to an Airport Master Plan Update Planning Advisory Committee for Consideration and Action during a Subsequent Regular Council Meeting

COUNCIL GOAL: Maximize the Development Potential of McKinney National Airport

MEETING DATE: October 3, 2016

DEPARTMENT: Airport

CONTACT: Kenneth F. Wiegand, A.A.E., Airport Director

RECOMMENDED CITY COUNCIL ACTION:

- Discuss Council appointments and invitations to participate on an Airport Master Plan Update *Planning Advisory Committee*.

ITEM SUMMARY:

- In an effort to ensure transparency and inclusiveness, the Airport Staff recommends that a *Planning Advisory Committee* and a *Technical Advisory Committee* be formed to work with City Council, City Staff and the Airport Master Plan Consultant in preparing the Airport Master Plan Update.
- *Technical Advisory Committee* members will include airport tenants and users and will be selected and organized by City Management/Airport Department.
- Staff is requesting that the City Council appoint/invite members to serve on the *Planning Advisory Committee*.
- *Planning Advisory Committee* members will be expected to receive Master Plan briefings and documents and provide strategic input concerning the subjects listed in the following Meeting Schedule.

Advisory Committee Meeting Schedule

Meeting #	Subject	Scheduled Month
1	MPU Overview and SWOT Analysis	October/November 2016
2	Demand Capacity Briefing	February 2017

3	Facility Requirements (Air and Landside)	May 2017
4	Public Hearings	September 2017

- It is recommended that City Council appoint the following members to the *Planning Advisory Committee*.
 - Three (3) City Council members
 - One (1) citizen representative from each City District (4)
- Further recommend that City Council invite one (1) representative from each of the following entities.
 - Collin County
 - Allen
 - Fairview
 - Plano
 - Frisco
 - Prosper
 - McKinney Chamber of Commerce
 - Airport-adjacent Land Owners (12 individual owners that may have an interest)
- The Airport Master Plan Update is scheduled to proceed in late October or early November 2016.

BACKGROUND INFORMATION:

- Airport Master Planning is conducted in accordance with federal and State local requirements with input from the City and Business Leaders, Management and Staff and advisory committees made up of citizens and stakeholders.
- The main objective of the MPU is to provide a road map for efficiently meeting aviation demand through the foreseeable future while preserving the flexibility necessary to respond to changing business and industry conditions affecting McKinney National Airport.
- On February 3, 2015, City Council approved the conduct of a Master Plan Update (MPU).
- Recognizing a need to Master Plan McKinney National Airport, the Texas Department of Transportation, Division of Aviation agreed to provide federal funding to conduct the planning effort.
- On October 28, 2015, Coffman Associates - Airport Consultants of Lee's Summit, MO was selected by a joint City and TxDOT evaluation team to conduct a 12-14 month Airport Master Plan Update (MPU).
- On July 21, 2016, Council named the Texas Department of Transportation (TxDOT), Division of Aviation as the City's agent to administer the MPU and authorized the City Manager to execute all contracts and agreements with TxDOT.

FINANCIAL SUMMARY: NA

BOARD OR COMMISSION RECOMMENDATION: NA

SUPPORTING MATERIALS:

[Airport Master Plan Committees](#)