

# Aspen/Pitkin County Airport Advisory Board

Meeting Minutes January 20, 2022

- I. Meeting called to order at 2:00PM.  
Dan Bartholomew welcome and introduction
- II. Roll call:  
In attendance: Jacquelyn Francis, Meg Haynes, Auden Schendler, Rick Heede, Valerie Braun, Howie Mallory, Bruce Gordan, Richard Burkley, Clint Kinney, and Catherine Christoff.  
Not in attendance: Sara Ott
- III. Approval of Meeting Minutes: None to approve
- IV. Board Comments: None
- V. Public Comments: None. John Ely said it is up to the AAB whether public comment will be allowed. Dan suggested they be given a time limit of 3 minutes. Howie asked if the press would be allowed to attend – Jon Peacock responded yes.
- VI. Old Business: None
- VII. New Business:
  - a. Patti Clapper: Welcome and thanks for your commitment. Diverse representation was very important to the BoCC for this board. Differences of opinion should be acknowledged and respected. Patti is committed to being available to staff and the board.
    - a. **Action Item:** Patti will set up a midsummer meeting with the AAB and BoCC.
  - Jon Peacock: Thanks for volunteering. The community is very interested and concerned with the future of the airport. He explained that the AAB needs to act as a body and not as individuals, and to focus on policy issues and future development.
  - b. Board Member Introductions:
    - Jacquelyn Francis – ASE Vision member, resident of the North 40, climate scientist
    - Auden Schendler – SkiCo employee – thinks we have an opportunity to be a model for the rest of the world
    - Rick Heede – citizen for 40 yrs, thinks the airport is a big asset to the community, worked with RMI, wants an environmentally sustainable airport
    - Valerie Braun – Was a Woody Creek resident for many years, wants to be a liaison to gather community input throughout the valley
    - Howie Mallory – ASE Vision Technical Working Group, lived here 40 plus yrs, retired banker, hoping financial background can help
    - Bruce Gordan – Resident for 50 plus yrs, pilot for 40 yrs, wants to be a representative for the community and local pilots
    - Meg Haynes – was an alternate but was chosen to take the vacant spot left by Andrew Doremus, ASE Vision member, wants to represent the flying public and the community
    - Rich Burkley – Alternate, ASE Vision Customer Experience Group, SkiCo employee for 32 yrs, wants to represent community and SkiCo
    - Clint Kinney – Ex Officio, ASE Vision member, representing Snowmass Village
    - Catherine Christoff – Ex Officio, Town Engineer, representing Basalt

Dan Bartholomew – Airport Director, previously at Reno Airport and Ft Lauderdale Airport, background in planning, engineering, and environmental, likes to work with staff and the community, has no agenda except meeting all regulatory requirements

- c. Citizen Boards 201 with John Ely – John explains that members are now part of local government and under CO Law, all are subject to open meeting requirements. Everything must be available to the public through open records including social media, text, emails, etc... John also stressed that if more than two members get together or have any discussion, this constitutes a meeting and must be noticed and available to the public. Executive Session is the only time a board can meet while being closed to the public but only happens under limited circumstances. John Ely said this would be a rare occurrence for the AAB. Lastly, John explained that the Ex Officio members are here to represent their municipalities and report back to them.

Howie asked how they should handle being approached or lobbied by the community. Ely recommended that members tell the individual to attend and use the public comment time to make their comments/suggestions.

- d. Selection of Board Chair: Jacquelyn requested more information. Dan said that they will interact a lot with him, set the agendas, lead the meetings, have control over public comments and any meeting presentations, and that the commitment would be 3 to 4 hours a month.

Jacquelyn volunteered for Chair and Meg seconded – all members were for

- e. Selection of Vice Chair: Meg volunteered for Vice Chair and Jacquelyn seconded – all members were for.

Valerie commented that they were great on the ASE Vision Board and they both had a lot of experience. Howie asked about their terms – both are three years. Rich Englehart stated that according to the bylaws the Chair/Vice Chair is voted on annually. Auden requested that the Chair and Vice Chair run meetings very strictly in order to keep any one individual from dominating conversations.

- f. Airport 101 Presentation – Dan Bartholomew:

- Common Airport Terms and Acronyms
- Federal Aviation Regulations
- Grant Assurance Obligations
- Airport Funding Source
- Current Projects Update
- Airport Layout Plan
- Spring Pavement Maintenance and Airport Closure
- Aircraft Parking Reconfiguration for E175 and E175 Aircraft Overview
- Fixed Base Operator Solicitation
- Airport Hot Topics

Questions during presentation:

-Rich B. asked about fuel charges. Dan answered that the FBO does all the pumping, storing, and selling so it is up to them how much they charge. Airport gets 12 cents on every gallon.

-Howie asked about Entitlement Grants. Dan responded that Airline Commercial Service receives 95%, if not more. GA gets a very small amount that is based on aircraft operations. GA passengers are not included in Enplanement Reports.

-Jacquelyn asked if there are any restrictions for using Airside revenue for Landside projects. Dan responded yes there are restrictions – that could get in to revenue diversion.

-Bruce asked why charter passengers do not apply to the Enplanement Report, Dan responded that they do not use our facilities.

-Meg asked about the ALP RFQ. What will the hired consultants do for the ALP? Dan answered that they will meet with airport staff, the AAB, and stakeholders on what is needed in the ALP. He said the timetable for an ALP is typically 12 months but we will allow 18 months.

-Howie asked if the new FBO would be on same site or new location. Dan responded that it will be on the existing site but we will have to look at other space since we will be impeding on their existing area.

-Rich B. asked if we are looking at just one FBO for now or adding another. Dan said one for now

-Valerie asked if airport would be able to hold the new FBO tenants to the AAB recommendations. DB, yes. Will there be an expectation of a new facility? DB, yes.

-Rich Englehart also commented that we could require them to plan for building infrastructure for sustainable fuel.

-Howie asked if we could have performance standards for the commercial airlines for poor customer service, Dan said no, the FAA would not get involved. He did state that we are looking into adding performance metrics into the new airline agreements.

-Howie asked what the focus for redevelopment would be over the next few years. Dan answered that we will be looking at the terminal first and the 95-foot wingspan will be in effect for the next 5 to 7 years.

- g. Meeting Details: Meetings will be in person on the 3rd Thursday of the month for 2 hours at the Airport Operations Center at 1001 Owl Creek Rd. There will be a virtual option as well. The meetings will have a hard start at 3:00PM and a hard stop at 5:00PM.
  - h. Topics for Future Discussion (Attached): Dan suggested that each meeting have a focus topic but will let the board decide. He also asked if anyone has a desired kick off topic. Meg asked if Dan would like them to be educated on all the topics on the list. Dan answered yes.
- VIII. Motion to Adjourn at 4:40PM
- IX. Action Items:
- i. Each member should prioritize the list of Future Topics.
  - ii. Ask Kelly McNicholas-Kury to possibly present at the next meeting
  - iii. Sandra to Send out the Airport 101 Presentation to the AAB Members.