

Steamboat Springs Steering Committee Introduction Meeting Summary July 27, 2006 3:00 PM Centennial Hall

A Steering Committee Meeting was held at Centennial Hall in Steamboat Springs to give an introduction of the planning study and to go over the goals and responsibilities of the Steering Committee. Attendance at the meeting comprised of 11 individuals, including the Steering Committee, the Director of Transportation for Steamboat Springs, a principal from the Professional Success Group and adjacent property owners and local citizens.

Introductions were made, giving everyone an opportunity to state who they are and their interest in the airport. An overview of the Airport Master Plan was presented including the goals and objectives, scope of work and schedule.

The roles and responsibilities of the Steering Committee were presented which includes meaningful project input, document review for accuracy and clarity, provide feedback and comments on the proposed actions, disseminate information to and from users and stakeholders.

Chad James with Professional Success Group presented information on the Alternatives Study which will be conducted separately from the Airport Master Plan. The Alternatives Study will evaluate closing the airport and using the land for other uses. Chad indicated that he will be working on the scope of work and that another consultant will be selected to conduct the study.

Airport reference code was briefly discussed, showing an example of the different types of aircraft and their airport reference code. The existing airport reference code was determined during the previous plan when the airport received commercial service aircraft. The Airport Master Plan will show who the current users are and develop a plan to provide adequate facilities and services to the users.

Key factors during the Airport Master Plan were also discussed which will include the physical layout of the airport, the financial plan, avoiding mitigating and minimizing the environmental impacts and communicating to resolve issues and address the concerns of everyone involved.

The scope of work was covered including the number of meetings that will be held during the master planning process and the number of deliverables. It was agreed that the deliverables should be available to the public as well. The hard copies of the working papers, draft report and final report will be mailed to George Krawzoff. The deliverables will also be available electronically from the Armstrong Consultants website.

Public involvement will be an important part of the Airport Master Plan which will include two way communication using public information meetings, summaries and brochures. All input shall be considered however consensus between everyone is not expected.

It was recommended that the Steering Committee Meetings be conducted from 4-6 on Thursdays to meet the schedules of the committee members. It was also felt that if three or more members were unable to attend a meeting that it should be rescheduled.