

**Steamboat Springs Steering Committee
Working Papers 1 and 2 Meeting Summary
November 16, 2006 4:00 PM Centennial Hall**

A Steering Committee Meeting was held at Centennial Hall in Steamboat Springs to go over the Inventory Chapter, Forecast Chapter and present some information on the Facility Requirements of the Airport Master Plan Study. Attendance at the meeting comprised of 15 individuals, including the Steering Committee, the Director of Transportation for Steamboat Springs, Colorado Department of Transportation Aeronautics Division and local citizens.

The meeting agenda was discussed which included Working Paper #1, Inventory; Working Paper #2, Forecast; Facility Requirements input and the next steps in the Airport Master Plan process.

The existing Airport Reference Code (ARC) A-III, was discussed including the dimensions of the protected surfaces surrounding the runway and taxiway. In Working Paper 1 the existing ARC is stated as B-II however since the last approved Airport Layout Plan shows the ARC to be A-III, it was determined that the text should be revised to state the existing ARC is A-III.

The airport revenue and expenses were discussed; several questions were raised about airport operations expenses that include equipment purchases. The steering committee members felt that the revenue and expenses included in the report should be further evaluated by the City of Steamboat Springs to eliminate some of the confusion.

There were several questions and recommendations about certain sections in Working Paper 1 that need to be revised including; the number of acres that are listed as airport property, clarification of the FAR Part 77 Airspace and clarification of the airport service area.

The existing hangar inventory was also covered which needs to be revised to correct hangar quantity and type (T or box) and expand table to indicate hangar ownership (City, private, or other entity if any).

The Airport Master Plan Forecast Chapter was discussed including the airport user surveys that were sent out and the information that was obtained and used to compile the Forecast Chapter. The use of the survey during the Forecast Chapter was strictly to get some rough operations estimates from known users. The milestone thresholds for certain development items such as taxiways were also discussed. The exact numbers of operations that occur at any non-towered airport are acknowledged by the FAA and CDOT to be unattainable and estimates of operations must be relied upon. It was decided that including the entire survey results of the subjective airport user survey in the Forecast Chapter of the Airport Master Plan was not necessary. The entire airport survey, survey results, survey methodology and limitations thereof will be addressed in a subsequent chapter of the Airport Master Plan.

The based aircraft forecast was presented graphically showing the different methods evaluated. The reasoning behind the recommended based aircraft method was also discussed. The recommended method takes into account a larger percent of growth

initially when the facilities, such as hangar space, are made available then trends toward the per capita growth based on the population projections for Routt County. The operations forecast was also shown graphically which presented the different methods utilized. The preferred method takes the existing operations per based aircraft and trends toward the operations per based aircraft that the FAA Terminal Area Forecast shows. These forecasts were considered to be reasonable for the purpose of Airport Master Planning.

The facility requirements of the Airport Master Plan were discussed as well as the objectives of the chapter including the determination of the size and configuration of the airport facilities needed to accommodate the types and volume of aircraft expected to utilize the airport. Data from Chapter 1 and Forecasts from Chapter 2 will be coupled with established planning criteria to determine what improvements are necessary.

The airside facility requirements such as ARC, runway length and strength, threshold siting, instrument approach minimums, parallel taxiway, and apron requirements were briefly discussed. The landside items such as hangars, facilities and a residential airpark were also covered. The design standards for increasing instrument approach minimums and the impacts were discussed along with presenting a table showing the distances surrounding the runway and taxiway.

Next Steps were discussed including when the next deliverable Working Paper #3 Facility Requirements, would be sent out. The next steering committee meeting and public information meeting in which Armstrong Consultants will participate is expected to be in January.