

Meeting Minutes

Jeffco Airport Advisory Board

December 11, 2024 – 5:00 PM

Approved at the January 8, 2025 business meeting

I. Call to Order; Roll-Call: The meeting was called to order at 5:00pm.

Advisory Board Members present included:

- Barbara Adams
- Greg Boom
- John Camper
- James Einolf
- Paul Hoisington
- Jansen Tidmore

II. Approval of Minutes – 11/13/2024 business meeting

James Einolf noted that he was present at the November 13, 2024 meeting and would like this corrected in the minutes. With this correction, Greg Boom moved for approval of the minutes, seconded by James Einolf. The motion passed unanimously.

III. Public Comment

- Oliver Peat – Town of Superior
- Brad Walker – Town of Superior
- Randy Johnson – Town of Louviers
- Carolyn Farbmann – City of Westminster

IV. Business Items

- a. HB24-1235: Outline and draft for discussion, 2nd reading
Airport Director Erick Dahl provided additional information related to Colorado House Bill 24-1235 and the new requirements for voluntary noise abatement guidelines. He summarized other local airports' voluntary noise abatement guidelines, as well as responded to some comments that have been raised regarding the proposed revisions to RMMA's voluntary noise abatement guidelines.
- b. FAA Traffic Pattern Letter
Erick Dahl introduced a draft Letter of Support that airport stakeholders could use to request that the traffic pattern altitude at RMMA be raised from 800' above ground level (AGL) to the standard 1,000' AGL. Some of the reasons that airport stakeholders may want to request this include enhancing pilot safety

and decision-making, increasing glide distance in the event of an engine failure, and to become consistent with the national standard.

AAB members were in consensus with the recommendation and discussed whether the board itself could endorse the letter. Erick Dahl suggested that the AAB can recommend that the Jeffco Board of County Commissioners (BCC) endorse the letter.

James Einolf made a motion to request that the Jeffco Board of County Commissioners either authorize the Jeffco Airport Advisory Board to endorse the letter and/or elect to endorse the letter as the Jeffco BCC. The motion was seconded by John Camper. The motion passed unanimously.

c. Community Engagement Plan

Erick Dahl provided an overview of the airport's upcoming Strategic Communication Plan. The objectives of the communications plan are to enhance stakeholder and community relationships and ensure consistent, proactive and impactful communications. The development of this plan coincides with the hiring of a new Public Information Officer for RMMA.

The framework of the plan includes specific objectives, audience identification, shorter and longer-term goals, as well as reporting measures. The airport will seek input from the AAB as part of the development of this plan.

James Einolf asked whether flight schools help achieve the mission and vision of RMMA. Erick Dahl responded that flight training has been a part of RMMA's history. There was further discussion on whether flight training has a disproportionate presence at RMMA, while some members responded that local economic and climatic factors favor flight training in the Denver region.

d. AAB Policy and By-Laws Follow-Up

Ben Miller, Airport Planning and Development Administrator, noted that the draft by-laws for the Jeffco AAB were included in the agenda packet, and invited any suggested edits prior to a potential vote on adoption in January of 2025. Jansen Tidmore suggested referring to the adopted Jeffco BCC policy that formed the Airport Advisory Board in terms of section 3.01 and 3.02.

James Einolf noted that the makeup of the board limits appears to limit residents to Jefferson County whereas the impact of the airport impacts other counties. Ben Miller noted that there could be potential changes to the membership categories when airport staff bring proposed revisions to the adopted policy at a later date.

Jeffco AAB members also requested that public comment be included in the Order of Business (Sec. 6.02).

e. Airport Updates

i. Taxiway K/D

Progress is being made related to utility coordination and Callender Drive modifications as it relates to the extension of Taxiway K. The airport is also still waiting on a US Army Corp of Engineers determination that there are no US jurisdictional waters in the study area prior to starting construction. The airport has confirmed that a Safety Risk Management Panel will also need to be scheduled with the FAA prior to the start of construction.

ii. Basin 160

An FAA-required Safety Risk Management Panel was completed on November 21. A pre-construction meeting will take place on December 12, after which airport staff will have a better idea whether construction will start in December or January.

iii. Unleaded Fuel

Jefferson County released a Qualifications-Based Selection to select a firm for the design and construction management of a new tank in the airport's bulk fuel facility. This selection closed on December 2. Airport staff will review the submittals and select a consultant in December.

Airport staff are also in conversations with the airport's fixed-base operators (FBOs) regarding a partnership for fuel delivery. There are outstanding questions related to FBO staffing, which fuel truck to use, and other details. However, staff are optimistic that the airport will be able to partner with one of the two existing FBOs to deliver unleaded fuel to end users.

iv. Part 150 Study

The Part 150 Airport Noise Study has entered the data collection phase, and airport staff are compiling the data requested by the consultant. In terms of public engagement, the first public open-house is likely to take place in March or April of 2025, with other check-ins with the Airport Advisory Board in the first quarter of 2025.

V. Adjournment



ROCKY MOUNTAIN
METROPOLITAN AIRPORT

Jansen Tidmore noted that the next scheduled meeting of the AAB will be on January 8th.

James Einolf made a motion to adjourn the meeting, seconded by Greg Boom. The motion passed unanimously.

The meeting adjourned at 6:01pm.