



## **Airport Advisory Board Minutes**

Meeting Date: Tuesday, November 12, 2019 5:00 PM

### **Roll Call:**

- **Present:**; Matthew Karnes;; Jay Knutson;;; Stephanie Troller; Randy Holliday; Phil Rosnik; Charles Tingle
- **Absent:** Thom Williams; Mark Hegg

### **Approval of the Minutes:**

- Minutes of October 8, 2019: Approved

### **Public Comments:**

- Gentleman asked who was on the RFP evaluation panel – Paul Anslow replied that a few staff members and 3 board members were on the panel
- A question was asked if an outdated master plan delays any future development deals or plans: Paul Anslow answered that it does not since all long term plans are included in the current master plan. The Master Plan is also used as a high level guide for what is allowed in certain areas – it does not dictate specific types of or committed real estate development ideas.

**Board Announcements:** Board Members were introduced

**NEXT MEETING SCHEDULED FOR Wednesday, January 8th, 2020**

### **Airport Director Announcements:**

- RFP Update: South runway property development is being negotiated for 2 winning bidders: Air Asset International for an aviation museum ~30,000 sq. ft. and American Corporate partners for development of corporate hangars
- FTZ Update: Due to CBP language in the oversight of FTZ, RMMA does not fall within allowable services to provide an FTZ. RMMA must work on a revised MOU with CBP to correct this oversight and allow for an official FTZ.
- Master Plan Update: RMMA to meet with the FAA next week to discuss CIP; The next Master Plan funding from the FAA is scheduled for 2026 – likely not able to move it sooner; low risk of development being stalled due to the 2026 MP update.

### **Action / Other Items:**

Jeffco/Board Discussion: Jeanie Rossillon with Jefferson County discussed the Advisory Board's responsibilities – specifically determining the Board's involvements in Real Estate transactions.

The Jefferson County Board of County Commissioners recommends that the RMMA AAB discuss proposed land uses, but they do not recommend that the AAB discuss specific rates or financing terms on any letters of intent that come through. Board members are also reminded to recuse themselves from any real or perceived conflicts of interest.

The Board expressed their concern over not being involved in major real estate transactions, especially the rates/terms, as part of the Board's mission is to advise on the long-term and sustainable success of the airport – lease rates are the primary revenue driver, with limited land use available. So the board feels very strongly that they should be involved in advisory discussions of potential leases. The Board also asked to remind the commissioners that they are there solely in an advisory fashion, and the commissioners chose the board to act as a group of diverse experts in all major matters of the airport.

**Adjourn: 6:00 PM**