

CENTENNIAL AIRPORT/COMMUNITY ROUNDTABLE

Recap of Meeting 1

July 15, 2009

BACKGROUND

This was the first meeting of Centennial Airport/Community Roundtable whose membership was formed by Letters of Intent identified during the Organizational Workshop actions. Workshop efforts at the May 12 meeting addressed:

- Introduction to the Roundtable format
- Development of a Statement of Purpose
- Roundtable membership
- Form of invitation to participate

On June 2, the Organizational Workshop participants addressed:

- Review of a draft of the Statement of Purpose
- Expanded discussion of the composition of membership
- Additional discussion of the form of the Letter of Intent

A guidelines document prepared by the Consultant served as an agenda for this first meeting of the Roundtable. The agenda included:

- A review of the final version of the Statement of Purpose
- A review of the membership composition – voting members and ex-officio members
- Establishment of Quorum requirements
- Selection of a Chair and Vice Chair
- Development of meeting rules and procedures

REVIEW OF THE STATEMENT OF PURPOSE

Comments made at the June 2 meeting of the Organizational Workshop were incorporated into the current version of the Statement. There were no additional changes suggested at this time.

REVIEW OF THE MEMBERSHIP COMPOSITION – VOTING MEMBERS AND EX-OFFICIO MEMBERS

The following comments were made:

- The non-voting members should be identified by name and organization
- User groups like the NBAA, AOPA and CABA should be at the table as voting members
- NBAA and AOPA represent very different user groups
- Are ex-officio members voting members?
- Why is State Parks included an ex-officio member?
- The Arapahoe County Commissioners are awaiting their August 18th meeting to confirm their appointment of two representatives and alternates to the Roundtable

ESTABLISHMENT OF QUORUM REQUIREMENTS

If the voting membership is composed of ten city designees and two designees from each county, then a quorum would be eight voting members. A designated alternate attending in lieu of a designated member could be considered in the quorum count.

SELECTION OF A CHAIR AND VICE CHAIR

Selection of a Chair and Vice-Chair will be deferred until all voting members have been appointed.

In the interim, a subcommittee of the Roundtable was selected to assist the Airport staff in forming a selection committee to select a consultant for the noise monitoring system project. The members of the Subcommittee represent areas north and south of the Airport and include Bette Todd from Greenwood Village and Chris Pace from Castle Rock. The selection committee's recommendation will be available for the Roundtable's consideration, prior to Airport Board action.

DEVELOPMENT OF MEETING RULES AND PROCEDURES

After a discussion of several options, the following were identified as items to be incorporated into a draft of Roundtable Procedures to be prepared by the Consultant for consideration at the next meeting.

- Use the term of Procedures, not Bylaws
- Generally follow the Robert's Rules of Order
- All meetings are open to the public and media
- Opportunity for public comments on any relative matter not on the agenda
- Agenda for each meeting be available on the web site (or mail, if requested) prior to each meeting
- Names and association web addresses of Roundtable members posted on the web site
- Meetings would initially be held on the first Wednesday of the month at 7:00 pm in the Wright Brothers Room at the Airport Authority.
- Next meeting will be on Wednesday, September 2, 2009 at 7:00 pm in the Wright Brothers Room at the Airport Authority.
- The representative from the FAA Air Traffic Control tower extended an invitation for the Roundtable representatives to visit the tower.
- It was suggested that a Roundtable background document together with a glossary of aviation terms and acronyms be prepared.

NEXT ACTIONS

1. If the composition of membership and voting status of members is finalized, then a selection of a Chair and Vice-Chair can be completed.
2. Clarification of voting status for organizations now having ex-officio status.
3. Report of the Roundtable Subcommittee recommendation for the selection of a consultant for monitor system project
4. Noise 101 informational presentation.