



ARCHULETA COUNTY AIRPORT ADVISORY COMMISSION MEETING MINUTES

1:00 PM, June 12, 2023
Airport Manager's Office
Pagosa Springs CO, 81147

In attendance:

Bill Sommer, AAC Chair, presiding
Tim Gallagher, AAC Vice-Chair
Mark Guenin, AAC Secretary
John Musser, AAC Member
Keith Serkes, AAC Member

Jerry Folkerts, EIS working group member
John Huft, EIS working group member
Chris Torres, Airport Manager
Veronica Medina, County Commissioner
Derek Woodman, County Manager
Josh Pike, Pagosa Sun

Call to Order

The meeting was called to order by Chairman Bill Sommer at 1:00 pm. A quorum to conduct AAC business was present.

Economic Impact Study

The purpose of the meeting was to present to the entire AAC the product of the ACC's Economic Impact Study Working Group, for approval for presentation to the Archuleta Board of County Commissioners (BoCC).

Mr. Sommer presented the document titled "Archuleta County - Airport Advisory Commission (AAC), Proposed Scope and Methods for Conducting an Economic Impact Study (EIS) for Stevens Field Airport". That document is attached.

The motivation for the EIS was discussed. A review of comparable EISs from around the country had been performed, and a document from the National Academy of Science offered a "how to" for conducting and generating an EIS.

The EIS will consist of two phases – data gathering and analysis.

Data gathering will consist of 1) surveys to airport visitors, businesses, tenants, and others brought to Archuleta County by the airport's presence here; 2) collection of non-survey data such as fuel sales, tax records, lease payments, and other objective economic data concerning the airport. The surveys are to be conducted over the year-long period July 1, 2023 to June 30, 2024 to minimize the effects of seasonal fluctuations in airport usage. Surveys have been developed, and methods to circulate those surveys were discussed (paper, online surveys, fillable PDF forms).

Data analysis will be carried out through one of two widely-accepted methods. IMPLAN is a commercially available analysis tool used by many governmental and industrial users for economic impact analysis. Its wide use gives it great credibility. A license to use it is required, estimated to cost \$2500-\$5000 depending on options chosen. RIMS II is an alternative; less robust than IMPLAN but perhaps suitable for our needs as our demands are somewhat limited.

Discussion topics:

1. Number and target of surveys. To the greatest extent possible, we want to capture the information we need for the EIS while limiting the burden imposed upon those responding to the surveys.
2. Privacy of respondents.
3. Ways to maximize response rates recognizing that some folks might be reluctant to respond to surveys.
4. Funding for the EIS – specifically, paying for the license for the analysis tool. We want to be certain we're using the proper tool for analysis while not wasting money. A suggestion was made that other local stakeholders might be interested in using whichever tool gets selected; and whether tourism funds could be used to purchase the license.
5. While the survey and interviews will take a year, and while analysis won't take place in full before a year from now, it was recommended that budgeting for the license purchase be undertaken now, given the timing of the Archuleta County budgetary cycle.

Mr. Serkes moved that the ACC accept the Scope and Method document from the working group, and to forward it to the BoCC or its working group for consideration. Mr. Sommer seconded the motion, which passed unanimously.

Next Scheduled Meeting

Future meetings will be scheduled as needed.

Adjourn

There being no further business before the AAC, the meeting was adjourned at 2:30 pm.