

MEETING RECORD

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DATE: 01/08/2020

TIME: 03:30-05:00 PM

RE: Planning and Development Sub-Committee Meeting

ATTENDEES: Tom Fleming, Jason Licon, Diane Jones, Bob Middleton, James Hays, Josh Birks, Troy Bliss, Aaron Ehle

Begin Meeting Record

Agenda Item #1: Meeting Minutes Review – September 25th

- Tom noted the need for better tracking and follow-up of action items from previous meetings.
- **Diane moved to approve the minutes. The motion, seconded by Bob passed unanimously.**

Agenda Item #2: 2020 Strategic Work Plan

- Jason provided an update on the status of the 2019 strategic work plan items. Most of the tasks have been completed or are on track. A few of the tasks have been put on hold due to reprioritization.
- It is important to clearly define tasks/assignments and track progress.
- 2020 items considered important by PDSC members
 - Economic Development
 - Clarity on objectives and messaging
 - Articulate competitive advantages
 - Define vision/desired outcomes
 - Develop strategy and marketing
 - Financial and SWOT analyses to support decision-making
 - Credible and understandable data
 - Staffing
 - Continuous air traffic control
 - Commercial air service
 - Reliant on continuous air traffic control
 - Facilities
 - Terminal Design and funding
 - Infrastructure needs and funding
- Action Item: Create draft 2020 work plan for Commission packet/meeting.

Agenda Item #3: Master Plan Project List

- Tom suggested including brief explanations of why items are on the list (e.g., regulatory, infrastructure, aesthetics).

Agenda Item #7: Open Discussion

- No open discussion

End Meeting Record