

**SUBJECT: RESOLUTION NO. 82, SERIES 2020 – A RESOLUTION
APPROVING AN INTERGOVERNMENTAL AGREEMENT
ESTABLISHING THE ROCKY MOUNTAIN METROPOLITAN
AIRPORT COMMUNITY NOISE ROUNDTABLE**

DATE: OCTOBER 20, 2020

**PRESENTED BY: EMILY HOGAN, ASSISTANT CITY MANAGER FOR
COMMUNICATIONS & SPECIAL PROJECTS
MEGAN DAVIS, DEPUTY CITY MANAGER
HEATHER BALSER, CITY MANAGER**

SUMMARY:

In 2019, the City of Louisville partnered with the Town of Superior to address noise from Rocky Mountain Metropolitan Airport (RMMA). Following a number of complaints from residents about noise from RMMA, the City and Town hired aviation consultant ABCx2, which has specialized experience in working with communities and airports to address noise issues. Goals for the project include:

- Reduce overflights near residential areas.
- Reduce noise exposure to residential areas.
- Increase flight altitudes when unable to avoid residential overflights.
- Discourage nighttime operations.
- Increase industry awareness of noise program.
- Increase community engagement by sharing information regarding airport activities/policies/procedures and soliciting input regarding impacts.
- Increase collaboration around land use planning and development with regional partners and the airport.

The following work was completed in Phase I of the project in 2019:

- Complete baseline assessment to understand current conditions and identify opportunities for improvement. ABCx2 looked at airport facilities, airfield layout, airspace and flight procedures, annual operations, traffic levels and fleet mix, existing noise abatement program, land uses and zoning and complaint data.
- Conduct community engagement, including an online survey on the impact of airport noise and potential solutions and an open house to share draft strategies and solicit feedback from residents.
- Meet with the airport and FAA traffic control tower personnel and conduct a flight training forum to engage industry stakeholders and encourage participation in the process.

- Assist in the formation of the Airport Noise Task Force to vet potential solutions and keep efforts moving forward with airport staff and tenants.
- Develop updated noise abatement procedures with the Airport Noise Task Force to lessen the impact of aircraft activity on adjacent neighborhoods.
- Develop recommended strategies intended to reduce noise impacts on the communities.

Phase II of the project kicked off in early 2020. The scope of work for this phase includes:

- Prioritize noise abatement strategies and advocate for implementation.
- Continue to participate on RMMA Noise Task Force and advocate for City/Town priorities.
- Expand and strengthen relationships with RMMA industry/tenants in an effort to promote compliance with noise mitigation measures.
- Encourage industry awareness/training with a focus on aircraft noise impacts and implementation of policies, practices and procedures in alignment with City/Town priorities.
- Encourage community awareness of airport impacts and provide information on policies, practices and procedures to the public.
- Advocate for City/Town priorities through Community Roundtable and help facilitate submittal of recommended practices/procedures to FAA for approval.

2020 WORK PLAN:

The following work has been completed to-date in 2020:

- City/Town staff and the consultants held a prioritization workshop with Council/Board liaisons to identify priorities for the City/Town and strategies to pursue together in 2020 while staying within budget.
- The consultants developed a detailed work plan based on the strategies that were prioritized by the City/Town at the workshop. The work plan includes objectives, action items, metrics, budget and estimated timeline.
- City/Town staff met with RMMA to discuss the strategies outlined in the work plan. RMMA was open to conducting additional education/outreach with tenants, which the consultants are currently working on. RMMA was also open to sharing additional information with the public regarding its noise complaint/resolution procedure through its website.
- Staff from Jefferson County, Boulder County, Broomfield, Westminster, Arvada, Superior and Louisville have met several times to discuss the formation of a Community Noise Roundtable (CNR). The CNR would serve as a multi-jurisdictional collaborative effort to discuss and address noise issues and

solutions related to RMMA. The group has drafted the intergovernmental agreement and bylaws necessary to establish a Community Noise Roundtable as recommended by the FAA.

- Council liaisons met with RMMA along with City staff and the consultants to share concerns regarding airport operations and impacts.
- Staff continued to update the City's webpage for the airport (<https://www.louisvilleco.gov/residents/rocky-mountain-metropolitan-airport>) in an effort to share information with the community. The City also partnered with ESRI to create a new storymap (<https://storymaps.arcgis.com/stories/113bd2a2cc64408e937f5d712799457b>) to share information on airport operations and policies/procedures and illustrate community concerns.

COMMUNITY NOISE ROUNDTABLE:

Staff from Jefferson County, Boulder County, Broomfield, Westminster, Arvada, Superior and Louisville (all communities located within the Class D airspace of RMMA) have met several times to discuss concerns regarding airport operations and impacts. In 2019 FAA held a meeting with RMAA and neighboring communities, and made the recommendation for the establishment of a Community Noise Roundtable as a formal mechanism to advance noise mitigation recommendations that require FAA approval.

Jefferson County has been the convener of the discussions. As a multi-jurisdictional collaborative which will make recommendations to the RMMA and FAA regarding noise impacts, the parties have worked together to draft an intergovernmental agreement. Staff is presenting a draft IGA that outlines the purpose of the roundtable, membership, procedures, funding and term. Staff is also presenting draft bylaws that outline members, non-member entities, community participants, powers and duties of the board, officers, meetings, voting, committees, member dues and work program. The City Attorney has reviewed both documents.

In an effort to schedule the first meeting of the roundtable later this year or in early 2021, member communities have been asked to present the draft IGA and bylaws to their governing bodies for approval in October. Any additional revisions would require all communities to potentially review and amend the documents and could delay the kickoff meeting.

In addition to approval of the IGA and bylaws, staff is seeking an appointed representative for the roundtable. Per the bylaws, the City shall appoint one board member that may be either an elected official or a staff representative. The City shall also appoint an alternate board member in the absence of the primary board member. There is no term restriction for board members or alternates. Meetings are expected to take place monthly and a schedule will likely be determined at the kickoff meeting.

Meetings are also expected to take place electronically during the COVID-19 pandemic and will likely transition to in-person at a future date.

NEXT STEPS:

Staff will work with the consultants on the following items for the remainder of 2020:

- Develop pilot outreach campaign and airport/tenants to promote voluntary measures (i.e. route aircraft away from residential areas, increase altitude when near residential areas, discourage nighttime operations, encourage early turns and encourage noise friendly routes to practices areas) and evaluate progress meeting goals.
- Analyze 2020 noise complaints to identify core community concerns driving complaints and work with RMMA Noise Task Force to identify operational strategies to address complaint drivers or noise abatement program recommendations.
- Continue to work with RMMA Noise Task Force to advocate for City/Town priorities.
- Provide subject matter expertise as needed for Community Noise Roundtable.
- Develop community outreach to educate on operational conditions, regulatory requirements and standard practices.
- Review and comment on planned airport development, including Master Plan updates, to ensure transparency and community engagement.

In addition, staff is beginning to develop a longer-term plan for needs and gaps in resources around this issue. For instance, the City may identify future funding needs to monitor noise and operations in Louisville airspace, model potential flight paths over less populated areas, continued consultant support, etc. Funding for this initiative is not currently included in the proposed 2021 budget. If additional resources are needed, staff can submit a budget amendment.

FEDERAL UPDATE:

Kim Redd, Senior Constituent Advisor for Congressman Joe Neguse, will present a federal airport noise update.

RECOMMENDATIONS:

Staff recommends that City Council approve Resolution No. 82, Series 2020, approving the intergovernmental agreement for the Community Noise Roundtable. As stated in the IGA, the bylaws are drafted to be approved by the board member selected by Council.

Staff also requests that City Council appoint a board member and alternate for the Community Noise Roundtable.

PROGRAM/SUB-PROGRAM IMPACT:

One of the objectives of the Public Information & Involvement Sub-Program is giving residents the opportunity to get involved and influence decision-making. This item from the 2020 Council Work Plan incorporates resident input and develops solutions to address concerns regarding airport noise. It also incorporates a collaborative approach with a regional partner to address an issue of mutual interest, which is a Critical Success Factor from the City's Strategic Plan.

FISCAL IMPACT:

The City made an investment of \$40,000 in 2020 to advance the implementation of Phase II. The City split the cost of the project with the Town of Superior (\$20,000 each). Funding for the roundtable consultant has been included in the 2021 budget.

ATTACHMENT(S):

1. Resolution No. 82, Series 2020
2. Community Noise Roundtable IGA & Bylaws
3. 2020 Work Plan
4. Prioritized Strategy Matrix

STRATEGIC PLAN IMPACT:

☐	 Financial Stewardship & Asset Management	☐	 Reliable Core Services
☐	 Vibrant Economic Climate	☐	 Quality Programs & Amenities
☒	 Engaged Community	☐	 Healthy Workforce
☐	 Supportive Technology	☒	 Collaborative Regional Partner

**RESOLUTION NO. 82
SERIES 2020**

**A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT
ESTABLISHING THE ROCKY MOUNTAIN METROPOLITAN AIRPORT
COMMUNITY NOISE ROUNDTABLE AND BYLAWS OF THE ROCKY MOUNTAIN
METROPOLITAN AIRPORT COMMUNITY NOISE ROUNDTABLE**

WHEREAS, the City and the Town of Superior partnered in 2019 to address noise from Rocky Mountain Metropolitan Airport (“RMMA”) affecting both communities; and

WHEREAS, staff from Jefferson County, Boulder County, Broomfield, Westminster, Arvada, Superior, and Louisville, all communities located within the Class D airspace of RMMA, have met several times to discuss concerns regarding airport operations and impacts and the need for a Community Noise Roundtable (the “Roundtable”) as recommended by the Federal Aviation Administration (“FAA”); and

WHEREAS, a proposed intergovernmental agreement (“IGA”) has been negotiated among these local governments that outlines the purpose, membership, procedures, and funding of the Roundtable, a copy of which proposed IGA accompanies this Resolution; and

WHEREAS, bylaws have been drafted that outline members, non-member entities, community participants, powers, and duties of the Roundtable board, officers, meetings, voting, committees, member dues, and work program (the “Bylaws”), a copy of which proposed Bylaws accompanies this Resolution; and

WHEREAS, the City Council by this Resolution desires to approve the IGA and support adoption of the Bylaws by its appointed Board Member.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LOUISVILLE, COLORADO:

Section 1. The City Council hereby approves the Intergovernmental Agreement Establishing the Rocky Mountain Metropolitan Airport Community Roundtable and supports adoption of the Bylaws of the Rocky Mountain Metropolitan Airport Community Noise Roundtable by its appointed Board Member.

Section 2. The Mayor is hereby authorized to sign the IGA, and the Mayor is further authorized to negotiate and approve such revisions to said IGA as the Mayor determines are necessary or desirable for the protection of the City, so long as the essential terms and conditions of the IGA are not altered.

Section 3. The City Council shall by motion appoint a Primary Board Member and an Alternate Board Member, each to serve on the Roundtable at the pleasure of City Council.

PASSED AND ADOPTED this 20th day of October, 2020.

Ashley Stolzmann, Mayor

ATTEST:

Meredyth Muth, City Clerk

**INTERGOVERNMENTAL AGREEMENT ESTABLISHING
THE ROCKY MOUNTAIN METROPOLITAN AIRPORT
COMMUNITY NOISE ROUNDTABLE**

**THIS INTERGOVERNMENTAL AGREEMENT ESTABLISHING THE ROCKY
MOUNTAIN METROPOLITAN AIRPORT COMMUNITY NOISE ROUNDTABLE**

(this "Agreement", this "Intergovernmental Agreement" or this "Establishing Agreement") is entered into as of the 1st day of December, 2020 (the "Effective Date"), by and between the County of Jefferson, State of Colorado, for and on behalf of the Rocky Mountain Metropolitan Airport; the County of Boulder, State of Colorado; the City and County of Broomfield, State of Colorado; the City of Westminster, State of Colorado; the City of Arvada, State of Colorado; the Town of Superior, State of Colorado; and the City of Louisville, State of Colorado; (hereinafter singularly as a "Member" or "Local Government Member" and collectively as the "Members" or "Local Government Members").

RECITALS

A. The Board of County Commissioners of Jefferson County created the Jefferson County Airport Authority pursuant to C.R.S. 41-3-101 et seq. on December 15, 1965, and in April of 1966, Jefferson County conveyed property to the Jefferson County Airport Authority for the creation and operation of a county airport.

B. On November 8, 1998, by resolution the Board of County Commissioners of Jefferson County terminated the Jefferson County Airport Authority and transferred the assets and operations of the Jefferson County Airport back to the County of Jefferson, State of Colorado as permitted by statute.

C. The County of Jefferson, State of Colorado ("Jefferson County") currently owns and operates the Rocky Mountain Metropolitan Airport, formerly the Jefferson County Airport (the "Airport" or "RMMA") which is located in the northern section of Jefferson County and contains approximately 500 acres of land.

D. The Airport's location just south of US Highway 36 and Wadsworth Boulevard along the Denver-Boulder highway corridor allows the Airport to contribute over \$730 million dollars in business revenue to the region based on the 2020 Airport Economic Impact Report done by the Colorado Department of Transportation.

E. Since the 1970s, the Airport has been a general aviation airport that is supported by the United States Federal Aviation Administration ("FAA") through various funding and Jefferson County is bound by certain FAA Grant Assurance as a result of receipt of such funding.

F. As development occurs in and around the Airport, various parties and neighbors become more concerned about the noise and other impacts of the Airport on the surrounding community.

G. The purpose of this Intergovernmental Agreement is to create a voluntary association of the Airport, neighboring communities, federal and state agencies and Airport users to collaboratively identify solutions to address community concerns regarding noise impacts surrounding Rocky Mountain Metropolitan Airport.

H. The Members have determined that the most effective way to continue pursuit of such goals and objectives is to create a Rocky Mountain Metropolitan Airport Community Noise Roundtable ("RMMA-CNR" or "Roundtable"). Through its membership and participation of other non-member parties including locally appointed community representatives, Airport staff, Airport users, staff from the FAA and other local agencies, the Roundtable acts as a forum that attempts to achieve cooperation between all of these groups in accomplishing Airport noise reduction.

I. The Members have the authority pursuant to Article XIV, Section 18 of the Colorado Constitution and Colorado Revised Statute ("CRS") Section 29-1-203, to cooperate or contract with each other to address noise issues within their communities and to establish the Rocky Mountain Metropolitan Airport Community Noise Roundtable to address noise impacts surrounding the Rocky Mountain Metropolitan Airport.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual promises and benefits of this Agreement the Members hereby covenant and agree as follows with respect to the formation and operation of the Rocky Mountain Metropolitan Airport Community Noise Roundtable:

ARTICLE I **NAME AND PURPOSE**

1. **Establishment of Community Roundtable.** The Members hereby create and establish a community roundtable known as the "Rocky Mountain Metropolitan Airport Community Noise Roundtable," pursuant to CRS Section 29-1-203 to carry out the provisions of this Agreement and to advance the purposes and goals of the Rocky Mountain Metropolitan Airport Community Noise Roundtable as set forth herein.

2. **Purpose.** The purpose of the Rocky Mountain Metropolitan Airport Community Noise Roundtable is to provide for and promote a regional, coordinated approach to collaborate on and address the noise impacts to the community surrounding the Rocky Mountain Metropolitan Airport. RMMA-CNR is a voluntary association of the Airport, neighboring communities, federal and state agencies and airport users created to collaboratively identify solutions to address community concerns regarding airport noise impacts surrounding Rocky Mountain Metropolitan Airport. In a non-adversarial and collaborative open forum, RMMA-CNR will seek to:

- a. Identify the dimension of noise issues, discover possible mitigation actions, find opportunities for implementation of mitigation measures, and evaluate the effectiveness of the mitigation measures;
- b. Share up-to-date data in order to identify potential voluntary noise reduction opportunities;
- c. Identify potential operational changes to the Airport that would require federal approval;
- d. Build consensus around recommendations for noise reduction measures, whether voluntary or mandatory (understanding that mandatory measures require FAA approval);
- e. Review available data regarding noise reduction measures; and

- f. Review Airport development plans, operational changes and surrounding community development plans for associated noise impacts.
3. **Powers.** The Members acknowledge and agree that the Roundtable is not a separate legal entity and does not have any authority to act separate from its Members.

ARTICLE II

MEMBERSHIP

1. **Membership.** The Members of the Rocky Mountain Metropolitan Airport Community Noise Roundtable shall consist of the Local Government Members as defined above, and such other Members as may join the Roundtable from time to time, as set forth herein and in a set of duly approved bylaws of the Roundtable (the "Bylaws"). Initial membership in the Rocky Mountain Metropolitan Airport Community Noise Roundtable shall consist of counties, cities, or towns with jurisdictional boundaries that lie within or intersect with the Class D airspace of Rocky Mountain Metropolitan Airport and who are signatories to this Agreement.
2. **Additional Roundtable Participants.** Other parties, who will be called the Ex-Officio Participants or Community Participants, shall be permitted to participate in the Rocky Mountain Metropolitan Airport Community Noise Roundtable. Ex-Officio Participants and Community Participants are not Members of the Roundtable and shall have no voting rights except as otherwise may be provided in the Bylaws, if any. Ex-Officio Participants shall include staff from the Rocky Mountain Metropolitan Airport, and state and federal government agencies with a role in aviation, noise or other regulatory affairs as applicable to the Roundtable's goals and objectives. Community Participants shall include homeowners' associations, other community organizations and individuals that desire to participate in the Roundtable.
3. **Additional Members.** Additional counties, cities, or towns may be allowed to join the Roundtable as a Local Government Member upon: a) a finding that such jurisdiction can demonstrate direct impacts from Rocky Mountain Metropolitan Airport operations, and b) upon approval of a majority of the then-existing Roundtable Members. Additional Local Government Members will be required to execute an amendment to this Agreement which contains reasonable terms and conditions requiring such party to reimburse the then-existing Members or the Roundtable's fiscal agent, as described below, for a reasonable share of expenses incurred and expended by the Members and to assume a fair and equitable share of the ongoing liabilities of the Roundtable, and will require the payment of such other sums to the Roundtable's fiscal agent as may be provided in the amendment. The amendment will specify the rights, powers, duties, and obligations of any new Member.
4. **Withdrawal.** Any Member may withdraw from the Rocky Mountain Metropolitan Airport Community Noise Roundtable by giving thirty (30) days written notice to the Chairman of the Roundtable and the Rocky Mountain Metropolitan Airport of its intent to withdraw. Such withdrawing Member shall pay all of its obligations arising hereunder or pursuant to the Bylaws until the effective date of its withdrawal; provided, however, that if a Member determines to withdraw from the Roundtable after October 31 of the then-current calendar year, the withdrawing Member shall be required to pay the full amount of the Member's annual dues for the ensuing year. As of the effective date of withdrawal, the withdrawing Member shall lose all rights and benefits under this Agreement. A withdrawing Member shall have no obligation, financial or otherwise, to the Roundtable following the effective date of its withdrawal, except as otherwise provided herein and except that if such withdrawing Member is bound by any ongoing, long-term, or other obligation in its capacity as a Member of the Roundtable that

cannot be completed by the effective date of withdrawal, such withdrawing Member shall be bound by the terms of that obligation and shall provide therefore until such obligation has been discharged. A withdrawing Member acknowledges and agrees it may still be required to review and respond to proposed changes in Airport policies or procedures prior to FAA review regardless of the status of its membership in the Roundtable.

5. **Defaulting Member/Failure to Pay Annual Dues.** Should any Member of the Roundtable fail to comply with the terms of the Establishing Agreement or these Bylaws, including, but not limited to, failure to pay funds to satisfy its annual dues assessment prior to April 1 of any year for which such dues are authorized and failure to remit such payment to the Jefferson County Treasurer through the Rocky Mountain Metropolitan Airport prior to April 1 of the same year, such failure shall be deemed a default, and the remaining Members in good standing may exercise their rights to recover unpaid dues and seek enforcement of the Establishing Agreement and Bylaws, and all rights and benefits previously accorded to such Member shall be suspended. Rocky Mountain Metropolitan Airport staff will issue a written notice of default to the Member. If the Member is in default and such failure has not been cured within 30 days of receipt of written notice, the membership of a defaulting Member may be terminated at the discretion of the other Members upon a Super Majority Vote (as defined in the Bylaws) of the Members currently in good standing. A terminated Member shall have no obligation, financial or otherwise, to the Roundtable, except as otherwise provided herein and except that if such terminated Member is bound by any ongoing, long-term, or other obligation in its capacity as a Member of the Roundtable that cannot be completed by the effective date of termination, such terminated Member shall be bound by the terms of that obligation and shall provide therefore until such obligation has been discharged. If the defaulting Member does not withdraw or if the defaulting Member is not terminated by a Super Majority Vote of the Members in good standing, the Member shall continue to be charged an annual dues assessment until such time as withdrawal is effective, and until such time, the withdrawing Member shall be required to pay in full all past due obligations to the Roundtable.

ARTICLE III **ROUNDTABLE GOVERNING BODY**

1. **Roundtable Governing Body.** All of the Members shall constitute the board of Members of the Roundtable (the "Board") in which all of the power of the Roundtable shall be vested. The Board shall be governed by this Establishing Agreement and the Bylaws and shall be comprised of representatives of the Local Government Members of the Roundtable as set forth in the Bylaws.

2. **Powers.** The Members acknowledge and agree that the Roundtable is not a separate legal entity and does not have authority to act separate from its Members. Except as otherwise provided herein, the Roundtable, acting by and through the Board, shall possess all of the powers, privileges, and duties set forth in the Bylaws. The Bylaws as attached hereto as Exhibit A shall be the official Bylaws of the Roundtable as of the Effective Date until such time as the Bylaws are amended as provided therein.

3. **Voting.** The Members of the Roundtable shall be entitled to vote for Presiding Officers in accordance with the Bylaws. The voting requirements for action by the Board shall also be as set forth in the Bylaws.

4. **Officers.** The officers of the Roundtable, the manner of their selection, and their duties shall be as set forth in the Bylaws.

5. **Compensation.** Members of the Board and officers shall not receive compensation from the Roundtable for their services. Individual Members may reimburse their Roundtable participants for reasonable and necessary expenses incurred on behalf of, and authorized by, such Member to the extent permitted by law.

ARTICLE IV **ROUNDTABLE OBLIGATIONS AND FUNDING**

1. **Roundtable Obligations.** The Members acknowledge and agree that the Rocky Mountain Metropolitan Airport Community Noise Roundtable is not a separate legal entity, but rather is a coordinated group of local governments governed by the terms of this Establishing Agreement.

2. **Fiscal and Contracting Agent.** Jefferson County, acting through the Rocky Mountain Metropolitan Airport staff, shall be the fiscal and contracting agent for the Rocky Mountain Metropolitan Airport Community Noise Roundtable. Staff for the Rocky Mountain Metropolitan Airport shall establish a separate account within the Airport fund to collect and fund Roundtable obligations. All financial reporting and purchasing on behalf of the Roundtable shall be performed consistent with Jefferson County's then-current policies and procedures.

3. **Member Dues.** The Members shall provide funds to the Roundtable pursuant to a dues structure as set forth in the Bylaws, the amount of such dues for the following calendar year to be determined by the Board by no later than July 31 of the then-current calendar year as determined by the Board. The Members hereby agree that for calendar year 2021 the dues shall be \$3,600 per Member which funds shall be used initially for retaining and hiring a third-party facilitator to assist with the formation and operation of the Roundtable.

4. **Liabilities, Insurance, and Governmental Immunity.** As the Roundtable is not a separate legal entity, the organization shall not maintain a separate insurance policy and as such the Roundtable will rely upon each Member's insurance with respect to its operations. Nothing in this Agreement shall be construed as a waiver of any defense available to any Member under the Governmental Immunity Act or any similar provisions of applicable law.

ARTICLE VI **MISCELLANEOUS**

1. **Term.** This Agreement shall commence on the date of its full execution by the parties hereto and shall be deemed to automatically renew each year thereafter, subject to funding of a new budget, unless terminated in accordance with the provisions of this Article.

2. **Amendment.** This Agreement may be supplemented, amended or modified only by written approval of a majority of the Members to the Agreement.

3. **Termination.** This Agreement may be terminated by approval of a majority of the Members to the Agreement, as such Agreement is amended from time-to-time; provided, however, that this Agreement may not be terminated so long as the Roundtable has obligations outstanding unless provision for full payment of such obligations has been made pursuant to the terms thereof. Liquid assets of the Roundtable remaining after satisfaction of all obligations of the Roundtable shall be equitably distributed to the Members as deemed fair and appropriate by

the Board. In addition, this Agreement shall automatically terminate in the event there are four (4) Members or fewer to this Agreement whether by voluntary withdrawal from the Roundtable or termination as a result of a default as described in Section 5 of Article II above.

4. **Non-Appropriation.** Notwithstanding any other provision contained in this Agreement to the contrary, the payment of Member obligations in fiscal years subsequent to the current year is contingent upon funds for this Agreement being appropriated and budgeted. If funds for this Agreement are not appropriated and budgeted in any year subsequent to the fiscal year of execution of this Agreement by any Member, then it shall be deemed that such Member has withdrawn from the Roundtable upon receipt of such notice of non-appropriation by the Board, and all of such Member's rights and obligations with respect to the Roundtable shall terminate effective as of the date in such notice of non-appropriation. Jefferson County's fiscal year is currently the calendar year.

5. **No Third-Party Rights.** This Agreement does not and shall not be deemed to confer upon or grant to any third party any right enforceable at law or equity arising out of any term, covenant, or condition contained herein or the breach thereof.

6. **Governing Law; Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of Colorado. Venue and jurisdiction for any dispute arising hereunder shall lie with the District Court of Jefferson County.

7. **Severability.** The provisions of this Agreement are severable. If a provision or any part of this Agreement or the application thereof to any person, entity, or circumstance is held invalid, such invalidity shall not affect the other provisions or applications of this Agreement, and in such event this Agreement shall be construed in all respects as if such invalid provision were omitted.

8. **Binding Agreement.** The provisions of this Agreement shall bind and inure to the benefit of each Member and its respective successors and permitted assigns, if any.

9. **Entire Agreement.** This Agreement constitutes and represents the entire, integrated agreement among the Members with respect to the matters set forth herein, and supersedes any and all prior negotiations, representations, agreements, or arrangements of any kind, whether written or oral, with respect to those matters.

10. **Headings.** The headings provided throughout this Agreement are for convenience and reference only and in no way define, limit, or add to the meaning of any provision hereof.

11. **Counterparts and Electronic Signatures.** This Agreement may be executed in several counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. The Members agree to allow the use of electronic signatures for execution of this Agreement. All use of electronic signatures shall be governed by the Uniform Electronic Transactions Act, CRS §§ 24 71.3 101 to -121.

12. **Authority to Enter Agreement.** The signatures of those representatives of the Members below affirm that they are authorized to enter into and execute this Agreement and that all necessary actions, notices, meetings, and/or hearings pursuant to any law required to authorize the execution of this Agreement have been made.

IN WITNESS WHEREOF, the undersigned have executed this Agreement as of the date first above written, the Effective Date of this Agreement.

COUNTY OF JEFFERSON, STATE OF COLORADO

For and on behalf of the Rocky Mountain Metropolitan
Airport and the County of Jefferson, State of Colorado

By: _____
Lesley Dahlkemper, Chairman,
Jefferson County Board of County Commissioners

Date: _____

Approved as to form:

Deputy County Attorney

COUNTY OF BOULDER, STATE OF COLORADO

By: _____
Deb Gardner, Chair
Boulder County Board of County Commissioners

Date: _____

Approved as to form:

County Attorney

**CITY AND COUNTY OF BROOMFIELD, STATE OF
COLORADO**

By: _____
Patrick Quinn, Mayor

Date: _____

ATTEST:

City and County Clerk

APPROVED AS TO FORM:

City and County Attorney

CITY OF WESTMINSTER, STATE OF COLORADO

By: _____

Name: _____

Its: _____

Date: _____

Approved as to form:

City Attorney

CITY OF ARVADA, STATE OF COLORADO

By: _____
Marc Williams, Mayor

Date: _____

ATTEST:

City Clerk

Approved as to form:

City Attorney

TOWN OF SUPERIOR, STATE OF COLORADO

By: _____
Clint Folsom, Mayor

Date: _____

ATTEST:

Phyllis L. Hardin, Town Clerk

**CITY OF LOUISVILLE, STATE OF COLORADO,
A MUNICIPAL CORPORATION**

By: _____
Ashley Stolzmann, Mayor

Date: _____

Attest:

Meredyth Muth, City Clerk

Exhibit A
Bylaws of the Roundtable

(See attached)

**BYLAWS OF THE
ROCKY MOUNTAIN METROPOLITAN AIRPORT
COMMUNITY NOISE ROUNDTABLE**

**ARTICLE I
PURPOSE**

1.1 Purpose. The purpose of the Rocky Mountain Metropolitan Airport Community Noise Roundtable is to provide for and promote a regional, coordinated approach to collaborate on and address the noise impacts to the community surrounding the Rocky Mountain Metropolitan Airport. RMMA-CNR, or the Roundtable, is a voluntary association of the Airport, neighboring communities, federal and state agencies and airport users created to collaboratively identify solutions to address community concerns regarding airport noise impacts surrounding Rocky Mountain Metropolitan Airport pursuant to the Intergovernmental Agreement Establishing the Rocky Mountain Metropolitan Airport Community Noise Roundtable (the "Establishing Agreement"), entered into and effective as of the 1st day of December, 2020. The purpose of these Bylaws is to establish guidelines for the internal structure and conduct of meetings of the Rocky Mountain Metropolitan Airport Community Noise Roundtable (hereinafter referred to as "RMMA-CNR" or the "Roundtable"), its interface with elected and/or appointed officials, other regulatory agencies and the general public.

**ARTICLE II
MEMBERSHIP**

2.1 Member Entities. The voting members of the Rocky Mountain Metropolitan Airport Community Noise Roundtable shall consist of the Local Government Members that have entered into the Establishing Agreement and as defined below, and such additional parties as may join the Authority from time to time (collectively, the "Members").

2.2 Local Government Members. The Roundtable shall initially have seven (7) Local Government Members, including Jefferson County, Boulder County, the City and County of Broomfield, the City of Westminster, the City of Arvada, the Town of Superior, and the City of Louisville. The Local Government Members shall be the primary funding members of the Roundtable. Additional counties, cities, or towns may be allowed to join the Roundtable as Local Government Members from time to time, as provided in the Establishing Agreement.

**ARTICLE III
NON-MEMBER PARTICIPANTS**

3.1 Non-Member Participants. The Roundtable shall also have the following non-member participants, who have no voting rights, except as otherwise set forth in these Bylaws:

3.1.1 Ex-Officio Participants. Ex-Officio Participants shall include staff from the Rocky Mountain Metropolitan Airport, state and federal government agencies with a role in aviation, noise or other regulatory affairs as applicable to the Roundtable's goals and objectives. The Ex-Officio Participants shall initially include staff from the Rocky Mountain Metropolitan Airport, the Federal Aviation Administration, the Colorado Department of Transportation, Airports District Office (ADO), KBJC Air Traffic Control (ATC), and Terminal Radar Approach Control (TRACON). Ex-Officio Participants are asked to participate in the Roundtable because of their expertise in the subject matter of the Roundtable. It is anticipated that while Ex-Officio Participants will not be voting on

items relating to the Roundtable, they will actively participate in and present information on a regular basis to the Roundtable as requested by the Chair. The Members may also vote to include additional Ex-Officio Participants as needed from time-to-time based on the Work Program (as defined in Article X) or goals and objectives of the Roundtable. Each Ex-Officio Participant may designate a representative of such party and provide written notice of such representative's name and contact information to the Chair of the Roundtable and the Rocky Mountain Metropolitan Airport to be included on communications related to the Roundtable. Ex-Officio Participants are not members of the Roundtable and have no voting rights or other obligations with respect to the Roundtable, including no obligation to pay annual dues. Ex-Officio Participants are encouraged to participate in any public meetings of the Roundtable.

3.1.2. Community Participants. Homeowners' associations, other community organizations and individuals with an interest in noise impacts associated with the operation of Rocky Mountain Metropolitan Airport may participate in the Roundtable as Community Participants. Each Community Participant may designate a representative of such party and provide written notice of such representative's name and contact information to the Chair of the Roundtable and the Rocky Mountain Metropolitan Airport to be included on communications related to the Roundtable. Community Participants are not members of the Roundtable and have no voting rights or other obligations with respect to the Roundtable, including no obligation to pay annual dues. Community Participants are encouraged to participate in any public meetings of the Roundtable and will be permitted to speak during the public comment portion of Roundtable meetings along with other members of the public, as applicable. Community Participants may be invited to make presentations or share information with the Roundtable from time to time as requested by the Chair, beyond public comment periods.

ARTICLE IV

BOARD OF MEMBERS FOR THE ROUNDTABLE

4.1 Powers and Duties. The governing body of the Rocky Mountain Metropolitan Airport Community Noise Roundtable shall be a Board of Members (the "Board"). Subject to any limitations of the Establishing Agreement, or these Bylaws, all powers of the Roundtable shall be exercised by, or under the authority of, and the business and affairs of the Roundtable shall be controlled by, the Board. The Board shall collectively act as is necessary and as is authorized by law and by these Bylaws to carry out the provisions of the Establishing Agreement to advance the purpose and goals of the Roundtable, as they now exist or may be amended from time to time. The Members acknowledge and agree that the Roundtable is not a separate legal entity and does not have any authority to act separate from its Members.

4.2 Number of Board Members. The Roundtable's Board shall initially consist of seven (7) representatives, one from each Local Government Member (each a "Board Member"). In the event new Members are added pursuant to the Establishing Agreement, the Board will amend these Bylaws to appropriately address composition of the Board as necessary.

4.3 Representatives of the Local Governments Members.

4.3.1 Primary Board Members. Each Local Government Member shall appoint one (1) Board Member (the "Primary Board Member"). The Board Member for each Local Government Member may be either an elected official of the appointing Member or a staff representative of the Member, as each Member desires, and such party will be

qualified, willing, and able to assume and perform the duties and responsibilities required of the membership including working collaboratively and constructively with the other Members of the Roundtable. Each Local Government Member shall provide written notice of the name and contact information of its appointed Board Member to the Chair of the Roundtable and the Rocky Mountain Metropolitan Airport.

4.3.2 Alternate Board Members. Each Local Government Member shall be entitled to appoint one alternate representative to serve on the Board in the absence of the Primary Board Member (the “Alternate Board Member”). Each Alternate Board Member may be an elected official or staff representative of the Member as determined by such Member. Alternate Board Members will be authorized to vote on behalf of such Member at all meetings where the Primary Board Member is absent.

4.3.3 Term. There shall be no restriction on the term of a Primary Board Member or Alternate Board Member for the Local Government Members. Each Local Government Member shall appoint such Primary Board Member and Alternate Board Member as such jurisdiction sees fit who shall serve until a successor is duly appointed as established by such Members’ policies and procedures. Any changes in the Local Government Member shall be communicated promptly to the Chair of the Roundtable and the Rocky Mountain Metropolitan Airport.

4.3.4 Removal/Vacancies. A Local Government Member may, in its sole discretion at any time, remove its appointed Primary Board Member or an Alternate Board Member. Upon a vacancy in a position which may occur by reason of death, disability, resignation, removal or otherwise of any Primary Board Member or Alternate Board Member, the Local Government Member appointing such party shall, promptly and within 30 calendar days, appoint a successor thereto and provide written notice to the Chair of the Roundtable and the Rocky Mountain Metropolitan Airport of such appointment.

4.4 Compensation. The Primary Board Members and Alternate Board Members shall not receive any compensation from the Roundtable for their services to the Roundtable.

4.5 Primary and Alternate Board Member Commitments. Primary and Alternate Board Members are expected to attend all regular and special meetings of the Rocky Mountain Metropolitan Airport Community Noise Roundtable. If a Primary or Alternate Board Member does not attend at least 75% of the duly called meetings of the Roundtable in a calendar year, the Member shall be asked to remove their current Board Member appointment and appoint a new Primary or Alternate Board Member to the position who can meet the above commitments. All present at meetings will be expected to present new, supportive, or differing ideas or testimony in a cooperative, respectful and objective manner.

ARTICLE V **OFFICERS**

5.1 Presiding Officers. At the last Board meeting of every other calendar year for the Roundtable, or such other date as mutually agreed upon by the Board, the Board shall elect by a majority vote (as defined in Section 7.3 below) from the Primary Board Members a Chair and Vice-Chair who shall be the presiding officers of the Rocky Mountain Metropolitan Airport Community Noise Roundtable meetings (the “Presiding Officer(s)”) for the following two (2) calendar years. If the Chair and Vice-Chair elects not to preside over a meeting or particular

matter, a majority vote of the Board present shall then elect a temporary chair who shall be the Presiding Officer for that particular meeting or particular matter only, as the case may be. Presiding Officers shall maintain all voting right of its Member notwithstanding their additional position as a Presiding Officer. It is intended that the Members will rotate the duties of the Chair and Vice-Chair among the membership as such Members may mutually agree.

5.2 Term. The term of office for the Presiding Officers is two (2) calendar years commencing the January following the date of election; however, there is no limit on the number of terms a Presiding Officer may serve. Each Presiding Officer shall hold office until his or her successor is duly elected or until his or her death, incapacity, resignation, or removal.

5.3 Resignation and Removal. A Presiding Officer may resign at any time by giving written notice to the Board and the Rocky Mountain Metropolitan Airport and it shall be effective as of the date stated in the resignation. Any Presiding Officer may be removed with or without cause at any meeting of the Board by a Super Majority Vote (as defined in Section 7.3 below) of the Board, provided that the agenda for such meeting lists officer removal as an agenda item. Resignation or removal shall terminate all authority of the officer.

5.4 Presiding Officer Vacancies. If the office of Chair should become vacant during the term of office, the Vice-Chair shall assume the duties of Chair. Should the office of Vice-Chair become vacant, a special election shall be held as soon as possible following the announcement of the vacancy. Nominations from the floor by members of the Board during the election meeting shall be permissible.

5.5 Authority and Duties of the Presiding Officers. The Presiding Officers of the Authority shall have the authority and exercise the powers and perform the duties as specified herein and as may be additionally specified by the Board, or these Bylaws, and as may be required by law.

5.5.1 Chair. It shall be the responsibility of the Chair to preside at all meetings of the Roundtable, execute documents and letters of behalf of the Roundtable, ensure that all orders and resolutions of the Board are carried into effect, and be the primary liaison between the Board, the Roundtable Facilitator (if applicable) and Rocky Mountain Metropolitan Airport staff. In addition, the Chair shall have the following duties:

- 5.5.1.1 Assure business of the Roundtable is conducted in accordance with Robert's Rules of Order Revised;
- 5.5.1.2 Assure business of the Roundtable is conducted with decorum and with respect for differing points of view;
- 5.5.1.3 Notify any Member whose representative(s) or alternate(s) have not attended at least 75% of meetings as established in Section 4.5 of the Bylaws, or have behaved in a manner detrimental to the advancement of the Roundtable's Work Program or have displayed disruptive or rude behaviors, documenting such absences or behaviors, and requesting replacement of that representative or alternate;
- 5.5.1.4 Represent the Roundtable to the general public and at outside functions as appropriate;
- 5.5.1.5 Coordinate RMMA-CNR activities with Rocky Mountain Metropolitan Airport, the FAA, and any other appropriate agencies or organizations;
- 5.5.1.6 Oversee implementation of the Roundtable's Work Program and develop plans to advance its various components;

- 5.5.1.7 Determine the time and place for any special meeting requested by at least two of the Board Members;
- 5.5.1.8 Prepare the agenda for all regular and special meetings, in coordination with Rocky Mountain Metropolitan Airport staff and the Roundtable Facilitator (if applicable);
- 5.5.1.9 In coordination with Rocky Mountain Metropolitan Airport staff, prepare a Roundtable budget for approval of the Board; and
- 5.5.1.10 Assume other responsibilities and tasks as directed by the Board.

5.5.2 Vice-Chair. The Vice-Chair shall perform the duties of the Chair during the Chair's absence. In addition, the Vice-Chair shall have the following duties:

- 5.5.2.1 Work closely with the Chair to develop and implement plans to advance the Roundtable's Work Program;
- 5.5.2.2 Assist the Chair in monitoring the implementation of the Roundtable's Work Program; and
- 5.5.2.3 Assume other responsibilities and tasks as requested by the Chair or as directed by the Board.

5.6 Roundtable Facilitator. The members of the Roundtable, through Jefferson County acting as fiscal and contracting agent, may retain a third-party to facilitate the meetings of the Rocky Mountain Metropolitan Airport Community Noise Roundtable (the "Facilitator" or the "Roundtable Facilitator"). The Board shall select the Facilitator and the Facilitator shall report to the Board. At any time, the Board may terminate the Facilitator or elect not to continue with such services. In such event, the functions of the Facilitator shall be performed by members and participants of the Roundtable.

5.7 Duties of the Secretary. Rocky Mountain Metropolitan Airport staff shall perform all duties typically performed by the secretary of an organization, including but not limited to, keeping a book of minutes of all meetings of the Board and any committees thereof, ensuring that all notices are duly given in accordance with the provisions of these Bylaws or as required by law, and such other all duties as may from time to time be assigned by the Board or as may be required by these Bylaws or the Board. The Facilitator may also provide these services for the Roundtable.

5.8 Roundtables Fiscal and Contracting Agent/Treasurer. Jefferson County, acting by and through the Rocky Mountain Metropolitan Airport, shall act as the treasurer, the fiscal and contracting agent for the Rocky Mountain Metropolitan Airport Community Noise Roundtable. The Rocky Mountain Metropolitan Airport shall manage the accounts of the Roundtable which shall include, but not be limited to, keeping full and accurate accounts of all receipts and disbursements relating to the Roundtable through a separate account established in the Airport Fund of Jefferson County, depositing all moneys as may be designated by the Board, disbursing the funds of the Roundtable as ordered by the Board, preparing and recommending an annual operating budget to the Board by such date as established by the Board each year for the succeeding calendar year, and performing all other duties as may from time to time be assigned by the Board or as may be required by these Bylaws or the Board that are typically associated with a treasurer. The Members acknowledge and agree the Roundtable has no independent contracting authority from its Members.

ARTICLE VI MEETINGS

6.1 Regular Meetings. Regular meetings of the Board shall be held monthly or at such other regular intervals and at such time and place as determined by the Board. The Board may provide by resolution the time and place within the State of Colorado for the holding of regular meetings, including telephonic or electronic meetings. In the absence of any such meeting designation, meetings shall be held at the Rocky Mountain Metropolitan Airport, 11755 Airport Way, Broomfield, CO 80021.

6.2 Special Meetings. Special meetings of the Board for any purpose may be called at any time by the Chair, by resolution of the Board, or by request of any two Board Members then in office to the Chair of the Roundtable. Special meetings shall be held within one week of receipt of a request for a special meeting.

6.3 Meeting by Telephone/Electronics. Members of the Board or any committee thereof may participate in a meeting of the Board or committee by means of telephone conference, internet/web conferencing or similar communications equipment by which all persons participating in the meeting can hear one another at the same time. Such participation shall constitute presence in person at the meeting, no matter where such person is actually located.

6.4 Notice of Meetings. Notice to the public of any regular and special meetings of the Board or any meeting of any committee of the Roundtable shall be posted on the Rocky Mountain Metropolitan Airport website at www.flyRMMA.com. Notice of regular Board meetings shall be personally delivered or sent by mail, electronic mail, or other electronic communication to each Board Member at his or her address as shown on the records of the Roundtable as soon as reasonably practicable prior to each regular meeting. Notice of Board meetings, including special meetings, shall be given to each Board Member at least seventy-two (72) hours before the meeting. Notice shall be either oral or written. Oral notice shall be given face-to-face or by telephone. Written notice may be given by mail, personal delivery, electronic mail, or other electronic communication. The notice shall contain (1) the date, time, and place of the meeting or electronic communication method (as applicable); and (2) the agenda for said meeting, including relevant materials relating to the agenda items, or the purpose or purposes for which a special meeting is called. Special meetings of the full Board shall be limited to the purpose or purposes set forth in the notice of said special meeting. The attendance of a Board Member at a meeting shall constitute a waiver of notice of such meeting, except where a Board Member attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. All Members shall receive electronic copies of all notices, agendas, and appropriate enclosures at the electronic mail address of their designated representative provided to the Chair of the Roundtable and the Rocky Mountain Metropolitan Airport. In addition, notices, agendas, meeting minutes and other Roundtable documents, as determined by the Board, shall be posted on the Rocky Mountain Metropolitan Airport website.

6.5 Public Meetings. All the meetings of the Board, other than executive sessions, shall be open to the public. No vote or other formal action shall be taken in any session which is closed to the general public. The Rocky Mountain Metropolitan Airport staff, or such other officer as the Board may from time to time determine, shall maintain a list of persons who, within the previous two (2) years, have requested notification of all meetings or of meetings when certain specified policies will be discussed and shall provide reasonable advance notification of such meetings; provided, however, that unintentional failure to provide such advance notice will not nullify

actions taken at an otherwise properly held meeting. The parties acknowledge and agree that while no governmental decision making functions have been delegated to the Roundtable and as such the Colorado Open Meetings Laws are not applicable to this body; however, the parties shall attempt to follow the Colorado Open Meetings Laws as a guide for the functions of this organization.

6.6 Informal Meetings. Informal meetings of the Board at which no final decision is made or formal action is taken may be held from time to time and may include study sessions, subcommittee meetings, or any meeting of three or more Board members at which Authority business is to be discussed. Notice of any such meeting shall be given to all Board Members at least seventy-two (72) hours in advance of such meeting unless such informal meeting was set and authorized by the Board at a regular or special meeting. Public notice of the meeting shall be posted in the designated posting place for the Roundtable at least twenty-four (24) hours prior to such meeting.

6.7 Conduct of Meetings. Unless otherwise agreed to by the Board, Robert's Rules of Order, Revised shall be the parliamentary authority for all meetings of the Board and the rules contained therein shall govern the procedures utilized at such meetings where not inconsistent with the Colorado law. Failure to adhere to Robert's Rules of Order, Revised shall not affect the validity of any Board action.

6.7.1 Minutes and Recording of Meetings. The Rocky Mountain Metropolitan Airport staff shall act as secretary to the Roundtable and shall attend and shall keep the minutes of each meeting of the Roundtable. On or before each regular meeting of the Roundtable, the Airport staff shall cause to be delivered to each Board Member a copy of the minutes of the preceding meeting. Minutes will not be read if each Member has been provided with a copy of the minutes in advance of the meeting at which they are to be approved. Approval of the minutes will be done by motion. Minutes shall be signed by the Presiding Officer at the meeting at which the minutes are approved.

6.7.2 Order of Business. The order of business for regular meetings of the Roundtable will generally be as follows:

- 6.7.2.1 Call to Order
- 6.7.2.2 Approval of Minutes
- 6.7.2.3 Citizen/Public Comments – Citizen/Public comments are welcome and will be offered once every quarter at a meeting, or on a more frequent basis as determined by the Board. Public comment will be limited to 3 minutes per individual in order to allow time for the Roundtable to proceed with other business. If public comment is anticipated to take longer than 30 minutes, the Chair may elect to continue with the other business of the Roundtable and move the public comment period to the last item on the meeting agenda. Additional opportunities for public comment may be offered during discussion of specific topics or during presentations if agreed upon by a majority of the Board Members.
- 6.7.2.4 Roundtable Agenda Items
- 6.7.2.5 Committee or Board Member Reports
- 6.7.2.6 New Matters before the Roundtable
- 6.7.2.7 Adjournment

The Presiding Officer may vary from the order of business if a majority of Board Members present do not object.

ARTICLE VII **VOTING**

7.1 Quorum for the Board. A quorum must be present at any Board meeting for business transactions to take place and motions to pass. A quorum of the Board shall be a majority of the members of the Board.

7.2 Voting. All Primary Board Members shall be entitled to one (1) vote on any matter coming before the Board. Except as otherwise provided herein, and in Section 7.3 below or otherwise in these Bylaws, all actions of the Board for which a vote is required shall be made and decided by a Majority Vote. For purposes of these Bylaws, "Majority Vote" shall mean a majority of the votes shall be cast in favor of the item coming before a quorum of the Board, committee or Members, as applicable. For purposes of clarity, if a vote is taken and the vote is evenly split, the item shall fail for the lack of receiving a Majority Vote. No Board Member shall abstain from voting unless abstention is required by law. When not otherwise indicated a decision of the Board shall be by a Majority Vote.

7.3 Special Voting Requirements. Any decision of the Board relating to financial matters including, but not limited to, money, expenditures, changes in the fees or dues structure for the Roundtable, removal of a Presiding Officer or termination of a Member's membership shall require approval by 2/3's of the Board Members (a "Super Majority Vote").

7.4 Disclosures. Each Board Member shall provide such disclosures, including potential conflict of interest disclosures, as may be required by law. Unless otherwise permitted by law, any Primary Board Member or Alternate Board Member who has a personal or private financial interest (other than a general interest in property values in the area as a result of being a resident of the area) in any matter proposed or pending before the Board after disclosure thereof shall recuse him or herself from the meeting and shall refrain from attempting to influence the decision of the other members of the Board on such matter.

ARTICLE VIII **COMMITTEES**

8.1 Committees. The Board may establish by resolution such standing, special or advisory committees in addition to those specified in this Article as it deems appropriate, with such duties, responsibilities, and members as it may designate. The Board may refer to the proper committee any matter affecting the Roundtable or any operations needing further study. The Board shall have the ability to establish advisory committees to gather, research, compare, and evaluate information, and advise the Board regarding matters pertaining to the noise impacts at the Rocky Mountain Metropolitan Airport or such other matters pertaining to the purpose and goals of the Roundtable as deemed necessary or advisable by the Board.

8.2 Limitations. The function of any committee is as an advisory body to the Board. No member of any committee, without the prior authorization of the Board or as set forth in these Bylaws, has the authority to purchase, collect funds, implement policy, or bind, or obligate the Roundtable or the Board in any way or by any means. All such powers are expressly reserved to the Board and the officers of the Roundtable to the extent the Roundtable has any such authority.

8.3 Committee Membership. Committee members may include representatives of the Local Government Members, Ex-Officio Participants, Community Participants and other parties, as determined by the Board. The Board shall approve all appointments to committees by Majority Vote. The Board may appoint a Primary Board Member to serve on any other committee or to act as a liaison to any committee, or both, in the Board's discretion. The Board may from time to time appoint to any standing or special committee any individual who is qualified to serve on such committee and who has the requisite expertise and knowledge to supply value thereto, as determined by the Board in its discretion.

8.4 Committee Officers. Once a committee is formed by the Board, all of the members of such committee shall have a right to vote on any matters before the committee with each member having one vote. Upon formation, each committee shall select by Majority Vote one of its members to serve as Chair and one of its members to serve as Vice Chair. The Chair of each committee shall preside at all meetings of such committee and shall discharge the duties of presiding officer. The Vice Chair of each committee shall have such powers and perform such duties as the members of the committee may from time to time prescribe or as the Chair may from time to time delegate. At the request of the Chair, or in the event of the Chair's absence or inability to act, the Vice Chair shall serve as acting Chair. If the Chair or Vice-Chair elects not to preside over a meeting or particular matter, a Majority Vote of the committee present shall then elect a temporary chair who shall be the presiding officer for that particular meeting or particular matter only, as the case may be. It is anticipated that standing committees shall rotate their Presiding Officers every two years similar to the Board, or on such other timing as the members of the committee shall determine by Majority Vote.

8.5 Committee Meetings. A committee may hold regular meetings at a time and place to be determined by the members of such committee. A quorum must be present at any committee meeting for business to take place and motions to pass. A quorum of a committee shall be a majority of the members of such committee. All committees shall act by Majority Vote, unless otherwise prescribed by the Board. Rules governing procedures for meetings of any committee shall be as established by the Board, or in the absence thereof, the rules set forth in these Bylaws shall be followed. All meetings of any committee shall be open to the public.

8.6 Resignation. A member of any committee may resign at any time by giving written notice to the Chair of the committee and to the Chair of the Roundtable and the Rocky Mountain Metropolitan Airport. Such resignation shall take effect at the time specified therein, and the acceptance of such resignation shall not be necessary to make it effective.

8.7 Vacancies. Any vacancy occurring on any committee by reason of resignation or otherwise may be filled by action of the Board, unless otherwise provided herein.

8.8 Removal. At any meeting of the Board duly called and expressly providing for such purpose, any one or more members of any committee may be removed with or without cause by a Super Majority Vote of the Board.

ARTICLE IX FUNDING

9.1 Funding. The Roundtable shall be funded by a dues structure as determined by the Board from time to time, and by such other funding sources as may be or become available to the Roundtable.

9.2 Member Dues. The Members shall pay annual dues to the Roundtable in an amount to be determined annually by the Board. The initial budget will be \$25,200 and will be shared equally by the Local Government Members, with each Member contributing \$3,600 for calendar year 2021 operations of the Roundtable. The Board shall fix the amount of such dues for the ensuing calendar year by no later than July 31 of the then-current calendar year and shall notify all Members thereof. The Members shall have until October 31 of the then-current calendar year to determine to pay annual dues for the following year to the Roundtable in the amount fixed by the Board, and the Members shall notify the Chair of the Roundtable and the Rocky Mountain Metropolitan Airport of such determination. The Board shall approve a budget for the ensuing calendar year during the months of October and November, but never later than November 30th. The Members shall pay annual dues to the Jefferson County Treasurer through the Rocky Mountain Metropolitan Airport fund as specified by Airport staff by no later than April 1 of the calendar year for which such dues are required. With the budgeting process outlined above, it is the intention of the Board that Member entities will include the annual dues for the Roundtable in the budget and appropriations of such Member annually.

9.2.1 Additional Member Funding Requests. The Members acknowledge and agree that additional funding for the Roundtable may be required from time to time (each an "Additional Funding Request"). The Board, in its discretion, may make an Additional Funding Request of its Members at any time, provided that, Members shall not be obligated to provide such Additional Funding Request to the Roundtable if such funding is not included in the budgeting process as described in Section 9.2 as additional appropriations of the Members will be required and may not be available at the time of the Additional Funding Request.

9.3 Authority to Seek Funds. The Roundtable may seek additional funds or funding as may be or become available, including without limitation, moneys from state or federal governments in the form of grants or other funding for the Roundtable.

ARTICLE X

WORK PROGRAM

10.1 Work Program. The Roundtable may undertake projects to advance the purpose and goals of the Roundtable (the "Work Program"). The current approved Work Program shall be posted on the Rocky Mountain Metropolitan Airport website with the other Roundtable documents and information.

10.2 Process. The Board shall approve a project, or conditionally approve a project subject to funding, by resolution. The Board may request financial or in-kind contributions from its Members for any project; provided, however, that no Member shall be required to make a financial or in-kind contribution to the Roundtable beyond the amount of the Member's annual dues requirement, and any decision to so contribute shall be in the Member's sole discretion. For projects conditionally approved subject to funding, within forty-five (45) days of the Board's conditional approval of the project, Members must determine whether to contribute to such project and notify the Chair and Rocky Mountain Metropolitan Airport staff of the determination.

10.3 Annual Review of Work Program. The Work Program shall be reviewed annually, for notation of work completed, the need to revise any portion thereof, or the need to add or delete goals and projects for the coming year. Such review shall take place at the March Roundtable meeting, or at such other meeting as the Board may mutually agree.

ARTICLE XI
MISCELLANEOUS

11.1 Amendment. These Bylaws may be amended or repealed at any regular meeting of the Board or at any special meeting called for that purpose provided that written notice of the proposed amendment or repeal shall have been given at least seven calendar (7) days prior to the meeting. Except as provided herein, any such amendment or repeal shall require a Super Majority Vote of the Board at any duly constituted meeting of the Roundtable.

11.2 Severability. The invalidity of any provision of these Bylaws shall not affect the other provisions hereof. In the event any provision of these Bylaws is determined to be invalid, these Bylaws shall be construed in all respects as if such invalid provision were omitted.

11.3 Headings. The headings provided throughout these Bylaws are for convenience and reference only and in no way define, limit, or add to the meaning of any provision hereof.

I, _____, as Chair of the Rocky Mountain Metropolitan Airport Community Noise Roundtable, hereby certify that attached hereto are the Bylaws of the Rocky Mountain Metropolitan Airport Community Noise Roundtable, which were duly adopted by the Roundtable on _____ and are of full force and effect as of the date hereof.

Dated: _____

Chair

ABCx2 Work Plan For Priority Aircraft Noise Mitigation Services

June 17, 2020

After completion of the Strategy Prioritization Workshop, Louisville and Superior agreed upon a list of noise abatement strategies prioritized as high, medium, and low. This work plan is organized by priority level of the strategies, strategy number and focus area. Low Priority strategies are not addressed in this work plan.

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High Priority

Strategy #1A: Promote pilot awareness of updated procedures and encourage participation through an outreach/educational campaign for airport tenants, local pilots, and visiting pilots.

Focus Area: Flight Operations, Procedures, and Practices

Objective: Develop a pilot outreach campaign aimed at encouraging awareness and participation in the Airport's expanded noise abatement program. Target audience includes pilots based at RMMA as well as itinerant/visiting pilots from around the region/country.

Work Plan: ABCx2 to work with Airport staff to develop a pilot education (outreach/engagement) program. Based on available budget, materials such as web content, social media, brochures, etc., may be developed either by ABCx2 as a separate task or by the Airport.

Specific action items include:

1. Identify target groups, sub-groups, and key messages/content.
2. Identify organizational opportunities and existing outreach channels such as airport channels, airport tenants, and trade associations to determine what briefing materials and vehicles (i.e. organizational newsletters, websites, etc.) already exist.
3. Identify new tools and materials to be developed. Outreach collateral may include web content, social media, brochures, etc.
4. Identify opportunities for earned media (unpaid media coverage)
5. Create new outreach channels to augment existing channels.
6. Produce campaign document identifying elements described in steps 1-4 above.

Metric(s)

1. Level of support from industry partners (i.e. airport, flight schools, FAA)" and other metrics TBD.
2. Number of outreach channels utilized
3. Number of pilot engagement events hosted/conducted

Budget: Included in Phase II Budget and Scope of Work

(Initially, two on-site meetings were scheduled, however, due to COVID-19 travel has been restricted and the initial meetings were changed to virtual (web-based meetings). A portion of the travel budget was used for development of the ESRI Storyboard map intended to support community outreach. Remaining funds can be used for additional tasks as requested.)

Schedule: Short-term: 1-3 months

Strategy #1B: Measure effectiveness of Outreach Campaign

Focus Area: Flight Operations, Procedures, and Practices

Objective: Monitor/assess effectiveness of the pilot outreach campaign. The effectiveness of the campaign will be measured in two ways: 1) The effectiveness of the outreach efforts in increasing pilot engagement and awareness of the RMMA noise program; and 2) Increased participation/compliance in following the recommended noise program elements. It is important to note that most measures will be implemented on a voluntary basis, due to limitations attributed to federal regulations. Additionally, deviations from noise program recommendations may occur due to weather and air traffic conditions, air traffic control instructions, and safety considerations.

Work Plan: ABCx2 will identify strategies for monitoring pilot awareness of the RMMA Noise Program and pilot participation/utilization of the voluntary measures.

Specific action items include:

1. Inventory existing and new pilot outreach efforts to develop a baseline based on 2018/2019 pilot outreach activity.
2. Develop a system for tracking and reporting pilot outreach activities conducted by the airport, airport tenants, and others.
3. Identify flight tracking technologies for monitoring flight operations and activity relative to the voluntary noise program elements. *(Also discussed in Strategy #5)*
 - Identify existing tools and technologies
 - Identify strengths, weaknesses, opportunities, and limitations associated with the existing systems
 - Estimate budget requirements

Metric(s): Utilizing Flight Tracking Technologies identified in #3 above, monitor/analyze the level of participation in the voluntary noise abatement programs.

Budget

1. Cost of acquisition and deployment of flight tracking technologies (TBD).
2. If ABCx2 is approved to conduct the analysis, it will require a new Task Order.

Schedule: Short term: 3-6 months (Following kick-off of outreach campaign)

Strategy #2: Establish community roundtable

Focus Area: Community Outreach and Engagement

Objective: Establish a Community Roundtable

Work Plan

1. Effort led by Jefferson County with input from Louisville and Superior.
2. ABCx2 to provide support as requested.

Metric(s): TBD

Budget:

1. ABCx2 participation with initial start-up of the Round Table is included in the Phase II Scope of Work.
2. ABCx2 long term participation as Subject Matter Experts for the Round Table will require an additional Task Order.

Schedule: TBD

Strategy #3: Continue to work with the Airport's Aviation Task Force to provide technical and subject matter expertise and advocate for City/Town priorities

Focus Area: Industry Outreach and Engagement

Objective: Work with the Airport's Aviation Task Force to support expansion of the Airport's noise program and to encourage local support and participation.

Work Plan

1. Review strategies identified as HIGH and MEDIUM priority by Louisville and Superior with the Task Force.
2. Establish work plans involving Task Force members.
3. Conduct meetings with the Task Force in support of implementation. (Includes three (3) meetings with the Noise Task Force and one (1) meeting with airport staff.)
4. Leverage resources of the member organizations to in support of implementation.

Metric(s)

- Number of Task Force meetings conducted
- Level of support by Task Force member organizations. (Demonstrated commitment by organizations such as the Flight Schools, air traffic control, etc. For example, did they fuse to support the efforts or did they invest time/money/resources into supporting the noise program?)

Budget: Work with the Noise Task Force is included in Phase II Scope of Work. ABCx2 will attend three (3) Noise Task Force meetings within 12 months. Additional meetings will require a new Task Order.

Schedule: 12 months

Strategy #4: Formalize noise abatement practices and procedures requiring FAA approval through review and approval of the Community Roundtable. This includes strategies to route aircraft away from residential areas; increasing aircraft altitudes, and development of preferred routes to/from the practice areas north of RMMA.

Focus Area: Flight Operations, Procedures, and Practices

Objective: During the baseline assessment and strategy development work, a number of noise abatement strategies were identified and vetted through the Aviation Task Force. Most strategies identified may be applied “informally” and some may be formalized whereby the procedures are published for use is directed by Air Traffic Control. Formalized procedures requiring FAA/Air Traffic Control approval may require the consensus of communities surrounding RMMA (i.e. the roundtable). In some cases, formalizing specific procedures can increase the likelihood of pilot use of the procedures.

Operational strategies may include:

- Charted visual approach to/from flight training practice areas
- Increase pattern altitudes over residential areas
- Use of reporting points with altitude for aircraft inbound/outbound
- Discourage use of intersection departures
- Encourage early-turns on departures (turn at end of runway or turn prior to end of runway)
- Encourage “early-turns” for closed-traffic operations (i.e. touch-and-goes).

***NOTE** - Initially, ABCx2 proposes working with RMMA air traffic control, flight schools, and local pilots to encourage the practices described above as voluntary. Additionally, with Roundtable support, this may be formalized by air traffic. Still, measures will be encouraged, but cannot be mandated. Air traffic control and the pilot-in-command are responsible for safe operations and in some cases early-turns (and other recommended practices) may not be possible.*

Action items include:

1. Identify measures requiring FAA approval (“formalized” procedures).
2. Engage FAA to discuss likelihood of approval.
3. Design procedures or flight paths (i.e. Charted Routes to/from Flight Training Area).
4. Review with Aviation Task Force.
5. Submit to Roundtable for review and approval.
6. Submit to FAA for approval.
7. Establish Memorandum of Understanding (MOU) or Letter of Agreement (LOA) codifying procedure(s).

Metrics: Metrics to be developed will depend on the operational procedures implemented (pending Airport and FAA approval). Potential metrics may include:

- Number of flights to/from training area using charted procedure
- Analyze altitudes of aircraft over select residential areas
- Monitor use of intersection versus full runway length for departures
- Analyze overflights of specific locations or areas (i.e. Rock Creek)

Budget

1. ABCx2 participation with initial start-up of the Round Table is included in the Phase II Scope of Work.
2. ABCx2 long term participation as Subject Matter Experts for the Round Table will require an additional Task Order.
3. ABCx2 Development of Instrument Flight Procedures - \$25K per procedure.

Schedule: 12-24 months. Requires review/support of Community Roundtable and FAA approval.

Strategy #5: Collect data on operations, noise, complaints and resolutions and work with airport to address ongoing issues. (Moved from Flight Operations to Community Engagement)

Focus Area: Community Outreach and Engagement

Objective: Encourage transparency and responsiveness to the community by providing more detail in the Airport's Noise Complaint Reports.

Work Plan: This strategy requires changes in the internal noise complaint processing conducted by RMMA staff. The ABCx2 team will engage the Airport to discuss the request and advocate for implementation. A better understanding of complaint trends and focus-areas could drive improvements or expansion of the noise abatement program and/or community outreach efforts. This could also increase transparency and public trust. Support may be provided by ABCx2 including examples of noise complaint investigation and reporting practices that meet the intent of Louisville and Superior. Ultimately, implementation of this strategy will be contingent upon acceptance by RMMA.

NOTE - ABCx2 recommends this strategy be explored through the Community Roundtable.

Specific action items include:

1. Engage Airport staff to discuss community concerns and interests regarding noise complaint resolution
2. Propose changes in the existing noise complaint investigation, resolution, and reporting.

Metric(s)

- Identify changes in the Airport's noise complaint investigation and response program (i.e. were changes made to provide more transparency).

Budget: Additional analysis and reporting by ABCx2 will require a new Task Order.

Schedule: TBD (Contingent upon Airport)

Strategy #6: Review/comment on planned airport development, including Master Plan Updates to support development that is compatible with neighboring communities. Ensure transparency and community engagement is included in processes.

Focus Area: Land Use Planning, Zoning and Development

Objective: Provide input to Airport and Jefferson County regarding future airport land-use planning and development to avoid development that with a high likelihood of increasing noise impacts in nearby communities. Similarly, give Airport the opportunity to provide input on future land-use planning and development in Louisville and Superior.

Work Plan: This strategy will be led by City/Town staff

Metric(s): This strategy will be led by City/Town staff

Budget: City/Town Budget. Additional analysis by ABCx2 will require a new Task Order.

Schedule: This strategy will be led by City/Town staff

Medium Priority

Strategy #7: Include updated Noise Abatement Procedures in flight training curriculum for new students/license certifications

Focus Area: Industry Outreach and Engagement

Objective: Work with the RMMA flight schools to incorporate RMMA Noise Program information into the flight training curriculum. Encourage awareness of the importance of minimizing community impacts and specific strategies pilots can use to reduce impacts while operating safely.

NOTE - *This training may be conducted by the airport or flight school staff.*

Work Plan:

1. Engage flight schools through the Aviation Task Force
2. Propose content to be included in flight training

Metric(s):

- Number of briefings conducted quarterly
- Number of pilots receiving briefings

Budget: Initial briefing development included in Phase II Scope of Work

Schedule: 3-6 months. Schedule may vary based on who lead development.

Strategy #8: Include updated Noise Abatement Procedures in flight instructor briefings

Focus Area: Industry Outreach and Engagement

Objective: Training of both flight instructors and students will reinforce the importance of flying in a community-friendly manner and ensure awareness of specific noise abatement measures in place at RMMA.

Work Plan:

1. Engage flight schools through the Noise Task Force
2. Propose content to be included in flight instructor briefings

Metric(s):

- Number of briefings conducted quarterly
- Number of instructors receiving briefings

Budget: Initial briefing development included in Phase II Scope of Work

Schedule: 3-6 months. Schedule may vary based on who lead development.

Strategy #9: Develop airport noise program briefings for RMMA air traffic controllers

Focus Area: Industry Outreach and Engagement

Objective: Inform RMMA air traffic personnel on the importance of the airport noise program and the noise impacts in surrounding communities. Encourage use of “community-friendly” procedures when working air traffic in and around RMMA.

Work Plan

1. Engage RMMA air traffic management to introduce the strategy. This may be done through the Noise Task Force and/or the Round Table.
2. Propose content to be included in air traffic noise briefings.

Metric(s)

- Number of briefings conducted quarterly/annually
- Number of controllers receiving briefings
- Periodic review of ATC communications to evaluate controller support of Noise Abatement Initiatives

Budget: Initial briefing development included in Phase II Scope of Work

Schedule: 3-12 months. Schedule may vary based on who leads development and FAA’s receptivity to the recommendations.

Strategy #10: Expand City [and Town] web content about airport noise and contact information for the City, Town and Airport

Focus Area: Community Outreach and Engagement

Objective: Community outreach can expand transparency and help the public better understand airport operations, flight patterns and noise. This is also helpful for prospective homebuyers when choosing where to live, enabling informed decision-making and consideration of their sensitivity to aircraft noise.

Work Plan

1. Review existing airport and airport noise content available on City and Town websites
2. Propose new content
3. Support City/Town staff in development of new/expanded content

Metric(s)

- Number of visitors to webpages
- Level of engagement (email, social media, etc.).

Budget: Initial web content development included in Phase II Scope of Work and the City's ESRI Budget.

Schedule: 1-2 months

Strategy #11: Expand airport's website to include community section for addressing noise issues and provide noise program information

Focus Area: Community Outreach and Engagement

Objective: Community outreach can expand transparency and help the public better understand airport operations, flight patterns and noise. Information provided by the airport further expands transparency and demonstrates the Airport and Jefferson County's commitment to protecting residents' quality of life.

Work Plan

1. Review existing airport and airport noise program content on the RMMA website
2. Propose new content

Metric(s)

- Visitors to webpages
- Level of engagement (email, social media, etc.).

Budget: Recommendations delivered via the Noise Task Force included in Phase II Scope of Work

Schedule: 1 - 2 months

Strategy #12: Establish planning meetings with City/Town, Boulder County, Jefferson County and Airport to discuss development plans, community concerns, etc. (This could be accomplished through Community Roundtable).

Focus Area: Regional Collaboration

Objective: Collaboration among land-use planning agencies surrounding the airport will help encourage compatible land-use/development which will reduce the risk of aviation noise impacts to future residential development.

Work Plan: City/Town staff lead effort

Metric(s): TBD

Budget: ABCx2 participation and additional analysis will require a new Task Order.

Schedule: TBD

Strategy #13: Collaborate with Congressional Delegation

Focus Area: Regional Collaboration

Objective: City/Town staff to engage Congressional delegation to seek support with airport noise issues and to provide feedback for potential legislative action.

Work Plan: City/Town lead effort

Metric(s): TBD

Budget: ABCx2 participation will require a new Task Order.

Schedule: TBD

#	Priority	Focus Area	Strategy	Work Completed	Next Steps	Level of Impact*	Probability of Implementation	Cost	Timeline	Approval Process	Lead
1	High	Flight operations, procedures & practices	Continued implementation of updated Noise Abatement Procedures to support voluntary compliance. This includes strategies to route aircraft away from residential areas; increasing altitude when near residential areas; discouraging nighttime operations; encouraging early turns; encouraging noise friendly departure route to practice area).	In late 2019, RMMA released updated noise abatement procedures for voluntary measures. This effort was led by ABCx2 on behalf of City/Town through the airport's Noise Task Force.	Conduct education and outreach with airport tenants and air traffic control personnel. Consider measures for compliance and impact on noise. May include flight tracking system.	High Increase awareness of community concerns and updated Noise Abatement Procedures	High Preliminary implementation complete	\$ (education & outreach campaign included in Phase II scope with ABCx2) \$-\$ (costs associated with performance metrics and monitoring systems) \$\$ (route design from ABCx2 - need to consider topography, aircraft performance, airspace, etc.)	Short to Medium-term	ABCx2 will work with RMMA to develop a pilot outreach/engagement program. Based on available budget, materials such as web content, social media, brochures, etc., may need to be developed either by ABCx2 as a separate task or by the Airport.	Consultant & City/Town staff (education & outreach)
2	High	Community outreach & engagement	Establish community roundtable	Jefferson County is leading effort to establish roundtable and contacting member agencies to set up initial meeting to discuss purpose, goals, bylaws, etc.	Establish guiding documents, select representatives, hire facilitator, identify potential solutions and submit recommendations to FAA for approval. ABCx2 could assist with coordinating with Jefferson County on development to ensure that goals of City/Town will be incorporated.	High A roundtable will enable regional collaboration among the airport, Jefferson and Boulder Counties and the surrounding cities and towns impacted both positively and negatively by the airport. This will also provide a forum for understanding community impacts and concerns, as well as opportunities to encourage compatibility.	High	\$ (community roundtable costs included in Phase II budget)	Medium to long-term	Coordination with Jefferson County and other participating organizations and jurisdictions.	City/Town staff
3	High	Industry outreach & engagement	Continue to work with airport's Noise Task Force to provide technical & subject matter expertise and advocate for City/Town priorities	Consultants worked with Noise Task Force to develop initial strategies.	Continue to work with Noise Task Force to promote City/Town priorities as outlined in the priority matrix for recommended strategies.	High The Noise Task Force is made up of local industry experts with the influence and ability to encourage employees and customers to support the RMMA noise program. Support from this group has proven highly valuable in moving forward with operational recommendations.	High	\$ (work with Noise Task Force included in Phase II scope with ABCx2)	Short to medium-term	RMMA agrees to continue hosting the Noise Task Force.	Consultant

#	Priority	Focus Area	Strategy	Work Completed	Next Steps	Level of Impact*	Probability of Implementation	Cost	Timeline	Approval Process	Lead
4	High	Flight operations, procedures & practices	Consider mandatory requirements as outlined in updated Noise Abatement Procedures through Community Roundtable. This includes strategies to route aircraft away from residential areas; increasing aircraft altitudes.	Strategies included in updated noise abatement procedures (see #1).	Propose required rerouting of flight paths; increasing of aircraft altitudes; noise friendly departure route to practice area If implemented, measure impact on noise.	High Increase pilot awareness of noise impacts associated with overflight of residential areas and support mandatory rerouting from these areas.	Medium - rerouting of flight paths, increasing altitudes Low - noise friendly departure route to practice area Preliminary implementation completed	\$ (community roundtable costs included in Phase II budget) \$-\$\$ (costs associated with performance metrics and monitoring systems) \$\$ (route design from ABCx2 - need to consider topography, aircraft performance, airspace, etc.)	Medium to long-term	Vet proposed changes through Community Roundtable & submit recommendations to FAA for approval.	Consultant & City/Town staff (Community Roundtable)
5	High	Flight operations, procedures & practices	Collect data on operations, noise, complaints and resolutions and work with airport to address ongoing issues. This includes researching noise monitoring/flight tracking systems.	N/A	Work with airport to share additional details on operations, noise, complaints and resolutions to establish transparency and build trust with the community. Gain better understanding of monitoring/tracking systems (i.e. cost, baseline data, benchmarking).	High Additional data/transparency would create accountability, potentially address ongoing issues and help identify increases or decreases in noise over time.	Medium - depends on airport response	\$\$-\$\$\$ (not currently budgeted for)	Short to long-term	RMMA would have to agree to share data and consider monitoring/tracking system	Consultant & City/Town staff
6	High	Land Use Planning, Zoning & Development	Review/comment on planned airport development, including Master Plan Updates to support development that is compatible with neighboring communities. Ensure transparency and community engagement is included in processes.	City/Town has been added to list of neighboring communities to be notified of future Master Plan updates by airport. Beyond a Master Plan process, Jefferson County Planning Department only notifies jurisdictions within 2 miles of project. Superior is within RMMA influence areas and should be contacted regarding any updates to their Master Plan.	Explore expansion of Jefferson County Planning Department notifications to include City/Town. Also plan to respond to future Master Plan updates.	High Informed land-use planning can reduce/avoid future non-compatible development by either limiting development in areas highly exposed to aircraft noise/overflights or by requiring notification to prospective home-buyers of the potential impacts.	Depends on RMMA response to comments	\$ (City/Town staff resources)	Short to medium-term	Jefferson County/RMMA	City/Town staff

#	Priority	Focus Area	Strategy	Work Completed	Next Steps	Level of Impact*	Probability of Implementation	Cost	Timeline	Approval Process	Lead
7	Medium	Industry outreach & engagement	Include updated Noise Abatement Procedures in flight training curriculum for new students/license certifications	In late 2019, RMMA released updated Noise Abatement Procedures (see #1).	The consultants will work with the airport's Noise Task Force to develop content and incorporate the noise abatement procedures in the flight training curriculum.	Medium Training of both flight instructors and pilots will reinforce the importance of flying in a community-friendly manner and ensure awareness of specific measures in place at RMMA.	High	\$ (work with Noise Task Force included in Phase II scope with ABCx2)	Short-term	RMMA agrees to promote noise abatement procedures and expanded education & outreach.	See #1
8	Medium	Industry outreach & engagement	Include updated Noise Abatement Procedures in flight instructor briefings	In late 2019, RMMA released updated Noise Abatement Procedures (see #1).	The consultants will work with the airport's Noise Task Force to incorporate the noise abatement procedures in flight instructor briefings. ABCx2 suggests increasing frequency of briefings & expanding content.	Medium Training of both flight instructors and pilots will reinforce the importance of flying in a community-friendly manner and ensure awareness of specific measures in place at RMMA.	High	\$ (work with Noise Task Force included in Phase II scope with ABCx2)	Short-term	RMMA agrees to promote noise abatement procedures and expanded education & outreach.	See #1
9	Medium	Industry outreach & engagement	Include noise abatement in air traffic controller briefings (not formal instruction or training, which would require FAA approval)	In late 2019, RMMA released updated Noise Abatement Procedures (see #1).	The consultants will work with the airport's Noise Task Force to incorporate the noise abatement procedures in traffic controller briefings.	Medium Air traffic controller (ATC) briefings help ensure ATC is aware of the noise program measures and support pilot requests consistent with the update Noise Abatement Procedures.	Medium	\$ (work with Noise Task Force included in Phase II scope with ABCx2)	Short-term	RMMA agrees to promote noise abatement procedures and expanded education & outreach.	Consultant
10	Medium	Community outreach & engagement	Expand City web content about airport, noise and contact information for City, Town and airport	Staff has created webpages that include contact information for the airport and noise complaints, the updated noise abatement procedures, etc.	Staff has partnered with ESRI to create a story map that identifies the airport layout, approach corridors, traffic areas, complaints, flight patterns, etc. ABCx2 to review map & provide data before it's published.	Medium Community outreach can expand transparency and help the public better understand airport operations, flight patterns and noise. This is also helpful for prospective home-buyers when choosing where to live, enabling informed decision-making and consideration of their sensitivity to aircraft	High	N/A (ESRI is the City's current GIS provider and completing this work free of charge)	Short-term	N/A	City/Town staff

#	Priority	Focus Area	Strategy	Work Completed	Next Steps	Level of Impact*	Probability of Implementation	Cost	Timeline	Approval Process	Lead
11	Medium	Community outreach & engagement	Expand airport's website to include community section for addressing noise issues and provide noise program information	Airport has updated website to include community section for addressing noise issues and noise program information	Ongoing	Medium Similar to Measure #7 above. Information provided by the airport further expands transparency and demonstrates the Airport and Jefferson County's commitment to protecting residents' quality of life.	High	N/A	N/A	N/A	See #1
12	Medium	Regional Collaboration	Establish planning meetings with City/Town, Boulder County, Jefferson County and airport to discuss development plans, community concerns, etc. This could be accomplished through Community Roundtable.	Jefferson County is leading effort to establish roundtable and contacting member agencies to set up initial meeting to discuss purpose, goals, bylaws, etc.	See #2	Medium Informed land-use planning can reduce/avoid future non-compatible development by either limiting development in areas highly exposed to aircraft noise/overflights or by requiring notification to prospective home-buyers of the potential impacts.	Depends on all parties	\$ (community roundtable costs included in Phase II budget)	Medium to long-term	Discuss development plans, community concerns, etc. through Community Roundtable.	City/Town staff
13	Medium	Regional Collaboration	Collaborate with Congressional delegation	City/Town staff has engaged with the Congressional delegation to discuss airport noise issues and provide feedback for potential legislative action.	Continue to work with Congressional delegation and monitor Federal/State legislation.	Low The airport, FAA and Jefferson County are all operating within federal requirements and the noise exposure levels associated with RMMA are below the federal threshold for "significant impact". Combining that with the local residential development around RMMA, it seems federal and state intervention will be less effective than a local, collaborative approach.	High	\$ (City/Town staff resources)	Ongoing	Council/Board approval of legislative positions.	City/Town staff

#	Priority	Focus Area	Strategy	Work Completed	Next Steps	Level of Impact*	Probability of Implementation	Cost	Timeline	Approval Process	Lead
14	Low	Industry outreach & engagement	Expand information on airport website to clarify noise-sensitive areas and share details on updated Noise Abatement Procedures	Airport has updated website to include community section for addressing noise issues and noise program information, including map of typical traffic pattern operations and updated Noise Abatement Procedures	See #12	Low Informing pilots of the updated Noise Abatement Procedures and encouraging participation.	High	\$ (education & outreach campaign included in Phase II scope with ABCx2)	Short-term	RMMA agrees to promote noise abatement procedures and expanded education & outreach.	See #1
15	Low	Land Use Planning, Zoning & Development	Consider existing/future noise exposure & flight patterns when addressing land use planning	The City currently does not do this for all development but can consider it if City Council identifies it as a priority. The Town currently includes Airport Influence Areas, and sends development referrals to RMMA as appropriate. RMMA referrals include recommendations on disclosures to buyers/tenants in areas where airport noise impacts are anticipated.	N/A	Low (City/Town primarily planned or built out) Informed land-use planning can reduce/avoid future non-compatible development by either limiting development in areas highly exposed to aircraft noise/overflights or by requiring notification to prospective home-buyers of the potential impacts.	Depends on direction from Council/Board	N/A	N/A	Land use code update by City Council/Town Board.	City/Town staff
16	Low	Land Use Planning, Zoning & Development	Enact zoning/code requirements for non-compatible development in Airport Influence Area and/or Airport Critical Zones	The City is not located within the Airport Influence Area and/or Airport Critical Zones. As a result, Louisville does not plan to pursue this. Could restate language provided for #19 here, but I don't think Town has any interest in restricting development based on proximity to the airport. As part of review process, staff works to mitigate all potential noise impacts, most frequently noise related to proximity to HWY 36. We could require construction-related improvements to better insulate building interiors, but we don't have the same tools for air noise that we do for roadways, where sound walls can also abate outdoor noise	N/A	Low (City/Town primarily planned or built out) Informed land-use planning can reduce/avoid future non-compatible development by either limiting development in areas highly exposed to aircraft noise/overflights or by requiring notification to prospective home-buyers of the potential impacts.	Depends on direction from Council/Board	N/A	N/A	Land use code update by City Council/Town Board.	City/Town staff

#	Priority	Focus Area	Strategy	Work Completed	Next Steps	Level of Impact*	Probability of Implementation	Cost	Timeline	Approval Process	Lead
17	Low	Land Use Planning, Zoning & Development	Coordinate local zoning/development cases with airport to understand potential impacts	Airport recently requested review of GDP for Redtail Ridge in Louisville even though it is outside of the airport's influence zone. Airport provided comments and requested an aviation agreement with the developers, and notified staff that it does not need to review any other plans unless Redtail Ridge changes significantly. City staff does not plan to forward any other referrals to the airport. As related above, Town referrals are sent to RMMA when airport influence areas or known aviation	N/A	Medium Informed land-use planning can reduce/avoid future non-compatible development by either limiting development in areas highly exposed to aircraft noise/overflights or by requiring notification to prospective home-buyers of the potential impacts.	Depends on all parties	N/A	N/A	N/A	City/Town staff
18	Low	Land Use Planning, Zoning & Development	Update website to include Airport Influence Area and flight paths/patterns	Staff has created webpages that include contact information for the airport and noise complaints, the updated noise abatement procedures, etc.	See #11	Medium Adding information including the Airport Influence Area and flight paths/patterns inform residents and prospective residents of where to typically expect aircraft overflights to occur. Residents should expect high levels of aircraft activity within the Airport Influence Area and where flight paths/patterns are indicated thus helping manage expectations and encouraging transparency.	High	Short-term	N/A	Jefferson County/RMMA	City/Town staff
19	Low	Industry outreach & engagement	Share updated brochures for updated Noise Abatement Procedures	In late 2019, RMMA released updated Noise Abatement Procedures (see #1).	Complete	Medium This outreach will help inform both local pilots and visiting pilots of the RMMA noise program. It is also another reminder of the importance of flying in a community-friendly manner and how pilots can reduce their impacts.	High	\$ (education & outreach campaign included in Phase II scope with ABCx2)	Short-term	RMMA agrees to promote noise abatement procedures and expanded education & outreach.	See #1

#	Priority	Focus Area	Strategy	Work Completed	Next Steps	Level of Impact*	Probability of Implementation	Cost	Timeline	Approval Process	Lead
20	Low	Industry outreach & engagement	Install on-airport signage for updated Noise Abatement Procedures	Two signs installed on-airport.	Complete	Low Increases awareness of the importance of flying in a community-friendly way and serves as another reminder as pilots enter the flightline.	High	N/A	N/A	N/A	See #1

*Level of impact could include reduction in noise exposure, reduction in overflights and/or increased distance between aircraft and homes