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**OLDHAM COUNTY AIRPORT BOARD  
MEETING MINUTES**

**Wednesday, March 5, 2008**

At 4:38 P.M., local time on the above date, this meeting of the Oldham County Airport Board, hereinafter called the Board, was called to order in the Court Room of the Oldham County Fiscal Court Building, LaGrange, Kentucky, by Chairman Jonathan Westbrook.

Members Present: Five Board members were present at the beginning of the meeting as listed below:

- Ms. Courtney Baxter
- Mr. Alex Babey
- Dr. Tom Clark
- Mr. Bob Sargis
- Mr. Jonathan Westbrook

Mr. Dan Skeeters arrived at 4:49 PM.

Members Absent: None

Staff and Consultant present:

- Judge-Executive Duane Murner
- Ms. Emily Liu, Staff

Others: 14 people signed in at the meeting.

**1. APPROVAL OF AGENDA:**

A motion was made by Ms. Courtney Baxter and seconded by Mr. Alex Babey to approve the agenda. Motion carried unanimously.

**2. APPROVAL OF MINUTES:**

A motion was made by Mr. Alex Baby and seconded by Dr. Tom Clark to approve the minutes of the February 6, 2008 Board meeting with two minor corrections. Motion carried unanimously.

**3. TREASURER'S REPORT:**

The 2008 annual report from the Kentucky Secretary of State will be due on June 30, 2008. The Board will take an action at its June meeting.

#### **4. OLD BUSINESS**

Chairman Westbrook stated that the Board has identified several focus areas since the last public meeting and each Board member was assigned a focus area.

1. **Economic Impact:** Mr. Alex Babey presented a work paper entitled the Airport Economic Impact Outline. The work paper includes six sections: I. Establish three comparison airports with similar characteristics; II. Obtain economic data prior to establishment of airport; III. Obtain economic data after the establishment of airport; IV. Measure positive or negative impact based on economic data; V. Review findings for consistency and accuracy; VI. Present findings to Fiscal Court.

Comments/suggestions on the work paper from other Board members include:

- o Economic impact of the proposed airport is the first focus area the Board needs to address.
- o More emphasis should be placed on the results of economic impact rather than the sources of economic data;
- o It may be difficult to obtain economic data of an airport comparable to the proposed Oldham County airport;
- o This work paper has the potential to become an outline of request for proposals of an economic impact study;

Future steps/action items: refine the goals and objectives, identify who the target entities are (private firms or universities), develop a document (request for proposals or request for qualifications) that outlines the scope of work, and provide an estimate on the cost of conducting such a study.

2. **Property Value Assessment:** Mr. Dan Skeeters discussed the information that he found related to property values near airports. He stated that these are large commercial airports located in Chicago or LA. No information on airports that are comparable to the proposed Oldham County Airport has been found. The scope is to find similar airports with similar airplanes in a market of similar homes and compare the home prices before and after the airport was built.

Comments/suggestions from other Board members include:

- o The Board may not want to spend any money on this study until the economic impact study has been completed. What can be done in the meantime is to identify the goals and scope of work;
- o More information other than market comparisons may be needed as part of the scope of work. There might be factors other than the airport that impact property values;

- Zoning considerations: A general aviation airport may have impacts on zoning and therefore may impact property value;
- The comparable airports could be identified under the economic impact study.

Future steps/action items: Identify goals and objectives, find out what information needs to be collected, and identify target entities (private firms or universities).

3. Airport Operations/Business Plan: Mr. Bob Sargis handed out the Business Plan Outline and discussed it with the Board. The outline includes three sections: I. Market Analysis; II. Brand Development; III. Business Model. It also identified some examples of revenues and expenses.

Comments/suggestions from other Board members include:

- This project would be dependent on the outcome of the economic impact study.

Future steps/action items: Identify the goals and objectives, identify who the target entities (private firms or universities) are.

4. Information Sharing and Public Opinion: Chairman Westbrook outlined the suggestions provided by Oldham County Chamber of Commerce. The suggestions include three major activities: 1). An understanding of the status quo through either large-scale surveying or small-scale focus groups; 2). develop a specific communications plan; 3). Third party assessment of public opinion.

Ms. Courtney Baxter discussed the goals she identified: 1). to obtain an accurate view of the Oldham County citizens' opinion as it relates to having an airport in its community; 2). to obtain the reason for that opinion whether it is positive or negative. Does that opinion change if the factual information is provided?

Dr. Clark stated that the source of information has to be credible.

Future steps/action items: Develop a document to include the goals and objectives discussed today, the processes suggested by the Chamber of Commerce, the key tasks, the target entities, the cost and time frame to conduct the task.

Chairman Westbrook stated that Judge Murner has suggested that a professor at the Northern Kentucky University is interested in helping the Board.

**5. NEW BUSINESS:**

The new business is to develop working papers that can be used to move the studies forward. Each working paper should include the following elements:

- Goals and objectives
- Target entities
- Scope of work
- Budget and time frame.

**6. SCHEDULE OF NEXT MEETING:**

The next regular Board meeting has been scheduled for Wednesday, June 4, 2008 at 4:30 PM. The meeting will be held in the Court Room of the Fiscal Court Building.

A motion was made by Mr. Alex Babey and seconded by Dr. Tom Clark to adjourn the meeting. Motion carried unanimously.

The meeting was adjourned at 5:42 PM.



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Dr. Tom Clark, Secretary  
Oldham County Airport Board



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Date Approved