



## **ASE Modernization Task Forces: Meeting #2 Agenda**

Tuesday, October 28, 2025  
2:00-4:30 PM

Airport Operations Center | Conference Room  
1001 Owl Creek Road, Aspen, CO 81611

MEETINGS ARE VIRTUAL AND IN PERSON  
PARTICIPATE IN MEETING VIA ZOOM: [CLICK HERE](#)

Passcode: 017361 | Meeting ID: 838 4336 6408

Join instructions:

[https://us02web.zoom.us/join/83843366408?signature=TR9RiP5czgFm\\_A9wxFfRngMyciPidk099vGVLU9U5Jyo](https://us02web.zoom.us/join/83843366408?signature=TR9RiP5czgFm_A9wxFfRngMyciPidk099vGVLU9U5Jyo)

### **Meeting Purpose and Key Topics:**

- Review programming priorities scorecard responses (Task Force and Community)
- Discuss site analysis to establish constraints, challenges, and opportunities
- Present and discuss preliminary terminal/ground transportation design concepts

### **Agenda:**

- 1. Welcome & Introductions**  
Allotted Time: 10 minutes
- 2. Terminal Design: Programming & Prioritization**  
Allotted Time: 15 minutes
- 3. Preliminary Concept Designs**  
Allotted Time: 35 minutes
- 4. Breakout Groups: Terminal & Multimodal Connectivity**  
Allotted Time: 75 minutes
- 5. Next Steps**  
Allotted Time: 5 minutes
- 6. Public Comment**  
Allotted Time: 3 minutes each



## **AGENDA ITEM SUMMARY**

**MEETING DATE:** October 28, 2025, 2:00 – 4:30pm

**MEETING TITLE:** Airport Modernization Task Forces – Design Concepts+Programming

**STAFF RESPONSIBLE:** Diane Jackson, Airport Director  
Ryan Mahoney, Deputy County Manager

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### **ISSUE STATEMENT:**

The Aspen/Pitkin County Airport (ASE) team is meeting with the Terminal Design and Multi-Modal Connectivity Task Forces to consider conceptual programming scenarios that begin to define the needs and relationships of the buildings and airport property site.

### **BACKGROUND:**

In November 2024 the County received approval of the Airport Layout Plan (ALP) from the Federal Aviation Administration (FAA), which serves as a roadmap for implementing the community-driven goals identified in the [ASE Vision Common Ground Recommendations](#). Now that the airport has the required ALP and associated environmental approvals, it is eligible to seek FAA funding.

The ASE Modernization Task Forces were formed in September 2025 as volunteer community advisory groups to support public participation and ensure the terminal design process reflects the Common Ground Recommendations.

### **AGENDA SUMMARY:**

The objective of this second Task Force Meeting is to describe the current status of design, report how the scorecard from the first meeting is being incorporated, and receive input on the preliminary design concepts.

The outcome of this Concepts+Programming phase is to develop a definition of the needs and relationships to be solved during design. These needs and relationships will encompass the physical, environmental, and aesthetic aspects of the project. During programming and concept development, potential areas where the Common Ground Recommendations present tensions and/or tradeoffs are identified and recorded so they can begin to be addressed.

Task Force feedback from the first meeting's programming scorecard has informed development of the preliminary conceptual designs. This integrated design process, wherein a broad spectrum of stakeholders are included in the programming phase, helps to ensure that the Common Ground Recommendations continue to guide the design process.

During this meeting, the design team will walk the Task Force through three concepts for implementing the Common Ground Recommendations. Components from each concept can be combined and adjusted to develop a singular refined concept that includes the following programmatic elements:

- Terminal Siting
- Multimodal Ground Transportation Center
- Site Flow and Parking

### KEY DISCUSSION ITEMS:

The preliminary concepts reviewed at this meeting will present a substantial amount of information for the Task Forces to process in a short time. The discussion is intended to clarify questions and gain initial high-level insights on what Task Force members like/dislike about each concept as it relates to the Common Ground Recommendations (CGRs).

To facilitate deeper discussion, scorecards similar to the first meeting and summaries of each concept will be provided as homework to explore questions such as:

- How well does each concept prioritize:
  - User experience as defined by the CGRs?
  - Balance of “right-sized” elements within the constrained airport site?
  - Flexibility and ability to meet future needs?
  - Seamless ground connectivity as defined by the CGRs?
  - Proximity between the multimodal ground transportation center and terminal?
  - Connections to existing RFTA service?
  - Space for future multimodal/mass transit connections?
  - Pedestrian flow and approach to the site?
- What elements from each concept best reflect the CGRs? Why?

### PROCESS & NEXT STEPS:

The current **Concepts+Programming** design phase is underway and is anticipated to continue through early January along the following milestones:

- **Kickoff:** Project overview, chartering roles/responsibilities, and programming scorecard survey.
  - September 30 – Task Forces
  - October 15 – Community Open House
- **Concepts:** Defining needs and relationships between buildings and the overall airport site. Three preliminary concepts presented for feedback.
  - October 28 – Task Forces
  - October 30 – Community Open House
- **Refinement:** Components from each concept combined and adjusted to develop a singular refined concept that includes programming for the terminal, multimodal ground transportation center, parking and overall site flow.
  - December 2 – Task Forces
  - December 4 – Community Open House (engagement continued through early-January)

The **Schematic Design** phase will begin in early 2026 and last for about 16 weeks. It determines how elements fit together from inside-out and from outside-in. It is a process of



reconciling tradeoffs within the Common Ground Recommendations, implementing the overall vision and presenting viable options. During this phase, conceptual design becomes more focused. 2026 meeting dates are being identified.

The **Design Development** phase follows Schematic Design to coordinate detailed systems and programmatic elements over a 16 week period. The design phase concludes with roughly 20 weeks of **Construction Documentation** to prepare all building and site elements for construction.