



Northern Colorado Regional Airport Commission Minutes September 15, 2016

Call to Order: Commission Chair Cecil Gutierrez, called the meeting to order at 3:31 p.m.

Roll Call: Chair Gutierrez, Vice-Chair Troxell, and Commissioners Atteberry, Burgener, Fleming, McKean, and Stooksbury were present.

Public Comments: None

Introductions:

Cecil Gutierrez (Chair), Wade Troxell (Vice-Chair), Darin Atteberry (Commissioner), Jerry Stooksbury (Commissioner), Curt Burgener (Commissioner), Jason Licon (Airport Director), Hugh McKean (Commissioner), Tom Fleming (Commissioner), Shawn Battmer (Airport), Howard Abraham (FNL Pilot's Association), Kenny Maenpa (Jacob's Engineering), Josh Valerio (LFRA), Mike Hoffman (Burgener's Real Estate Agent), Diane Jones (Formation Group), Jim Eddy (Formation Group), Chuck Barre, Mike Beckstead (Fort Collins), Steve Adams (Loveland), Dan Betts (Senator Gardner), and Bob Hau (Formation Group).

Anyone in the audience will be given time to speak to any item on the Consent Agenda. Please ask for that item to be removed from the Consent Agenda. Items pulled will be heard at the beginning of the Regular Agenda. You will be given an opportunity to speak to the item before the Commission acts upon it.

Public hearings remaining on the Consent Agenda are considered to have been opened and closed, with the information furnished in connection with these items considered as the only evidence presented. Adoption of the items remaining on the Consent Agenda is considered as adoption of the staff recommendation for those items.

Anyone making a comment during any portion of today's meeting should come forward state your name and address for the record before being recognized by the Chair. Please do not interrupt other speakers. Side conversations should be moved outside the meeting room. Please limit your comments to no more than three minutes.

Chair Gutierrez asked if anyone would like to remove anything from the Consent Agenda. None were removed.

Public Comments: None

Commissioner McKean moved to approve the Consent Agenda. The motion, seconded by Vice-Chair Troxell, carried with all commissioners present voting in favor thereof.

Consent Agenda

- 1. Approval of August 18, 2016 Regular Meeting Minutes**
- 2. Airport Director's Report**



3. Monthly Financial Report
4. Leasing Information
END OF CONSENT AGENDA

Regular Agenda

5. Workshop
Review

This will be a review of the workshop and discussion about the direction for the next year.

Direction: New Business Development Specialist will head committee for business opportunities. Staff should research the benefits and disadvantages for airports who have succeeded in these ventures (i.e. Salem, OR and Garmin). Consider more frequent schedule for workshops to cover key items in more detail.

Public Comments:

Bob Hau: Expressed his support of recent commission topics. Bill Kennedy: Also expressed his support of recent commission topics.

6. Airport
Influence Area &
Land Use

Staff has created a high quality GIS land use map of properties that exist within the Airport Influence Area as defined by the currently adopted Airport Master Plan. Within this area there are various land use zoning, protective agreements, and Intergovernmental agreements linked to airport protection. Staff will present the updated map for discussion and recommend the creation of an Airport policy for development by utilizing aviation easements and request support from the Cities for researching potential procurement for undeveloped property to be used for conservation, natural areas, or public use space.

Direction: Legal will research feasibility and authority to enforce aviation easements, notice disclosures, and other notices within Title work for property within the AIA including neighboring jurisdictions (i.e. Johnstown and Windsor). City Managers will communicate and work towards IGAs with Windsor, Johnstown, Larimer County, and Weld County in support of this effort.

Public Comments:

Howard Abraham: Every airport has encroachment issues which threaten their aviation use. Legal will recommend a method of Airport protection (such as notice disclosures, AIA map, and Aviation Easement) that the Commission will recommend to both Councils to codify to be applied to every lot/parcel's title paperwork within the Airport Influence Area, including if legally able, Windsor, Johnstown, Larimer County, and Weld County.

7. Land Lease

An adjacent property owner, Interstate Land Holdings LLC owned by Commissioner Curt Burgener, is requesting to lease Airport property to enable access to their property from a public street. Mr. Michael Hoffman



will provide a brief description of the proposed lease and what the property will be used for on behalf of Interstate Land Holdings LLC.

4:58 p.m. Commission Burgener recused himself from this item and vacated the room during discussions due to conflict of interest for property located in Tract B, Barnstorm Second Addition.

No objections were raised. Lease agreement falls under standard lease procedures.

8. Business From Members

This is an opportunity for Commissioners to report on recent activities or introduce new business for discussion at this time or on a future Commission agenda.

Troxell: Scion Aviation is looking to relocate due to the left turn lane requirement. Should aim to keep Scion here for the Airport's benefit.

Stookbury: Allowing a Commission representative involved in the Remote Tower discussions and selections has gained support from the State. A meeting in Washington D.C. is pending in the next couple months.

Atteberry: Thanked Dan Betts from Senator Gardner's office for attending.

Licon: SRE building is now complete, tours available after the meeting. Triennial fire drill on October 4th which is open to the public if anyone is interested in attending.

McKean: Byrd Drive ribbon cutting for completion of tie-in on Monday, September 19th at 11:00 a.m. It would be beneficial if as many Commissioners as possible could attend.

Public Comments:

Howard Abraham: Byrd Drive will eventually continue north and connect to County Road 30.

Bob Hau: Formation Group is courting Sensurion.

Direction: Loveland City Manager will verify if Larimer Humane Society also must comply with the left turn lane requirement.

Adjournment: The meeting was adjourned at 5:36 p.m.

Respectfully Submitted,

Chair, Cecil A. Gutierrez

Vice-Chair, Wade Troxell