



July 19, 2018 Meeting Minutes

Call to Order: Chair Troxell called the meeting to order at 3:32 p.m.

Roll Call: Chair Troxell, Vice-Chair Fleming, Commissioners Adams, Atteberry, Johnson, and Stooksbury. Commissioner Burgener was absent.

Public Comments:

Deb Montgomery, Manager of the Fort Collins- Loveland jetCenter provided an after action report on the Collings Foundation WWII Airport Open House Event. Estimates from the Collings Foundation reflect approximately 2,500 people attended the weekend event.

Jeff Donaldson provided an update to his proposed development located North of the Airport. The Airport Commission directed staff to amend the previously submitted letter to Larimer County to clarify the information that was shared related to the proposed development.

Consent Agenda

Vice-Chair Fleming moved to approve the Consent Agenda Items 1-4. The motion, seconded by Commissioner Johnson carried with all the Commissioner present voting in favor thereof.

Pulled Items from None
Consent Agenda

Consent Agenda None
Follow-up

Regular Agenda

5. Strategic Plan Mission and Vision Director Licon provided a progress report on the update to the Airport Strategic Plan. Vice-Chair Fleming provided a brief on the Planning and Development Subcommittee's work on drafting a new Mission and Vision statement to be incorporated into the new Strategic Plan. During the discussion, the Commissioners provided recommendations and suggestions on the proposed Vision and Mission statements, which the Planning and Development Subcommittee will incorporate into the final version. No formal action was taken by the Commission.

Public Comments: None

6. Airport Master Plan Project Update & Funding Request Director Licon provided an update on the progress made on the Master Plan consultant selection and project funding. A progress flowchart was provided in the meeting packet to illustrate the process for obtaining professional services and Federal and State grant resources.



Staff requested that the Airport Commission utilize the special projects fund, which was approved by both City Councils in the Airport's 2018 budget for anticipated project costs. Additionally, staff requested that the Airport Commission grant the City Managers the ability to sign the FAA grant agreement once it is available.

Vice-Chair Fleming moved to use the Airport Commission's Special Projects Fund, totaling \$335,000, toward the anticipated cost of the Airport's Master Plan update. The motion seconded by Commissioner Johnson carried with all the Commissioners present voting in favor thereof.

Commissioner Johnson moved to recommend that on behalf of the Northern Colorado Regional Airport Commission that the City Managers sign the anticipated FAA Grant agreement. The motion, seconded by Vice-Chair Fleming carried with all the Commissioners present voting in favor thereof.

Public Comments: None

7. Congressional Delegation Letter Requesting Inclusion in the Federal Contract Tower Program

Airport staff have worked to obtain support from the Colorado delegation on the inclusion of the remote air traffic tower into the FCT Program once the FAA certifies it. Currently Congress is working on a FAA reauthorization bill that enables the FAA to operate, which makes this is an opportune time to request inclusion.

Senator Cory Gardner has shown past support for the Airport's Remote Air Traffic Control Tower project, and is currently the only member of the Colorado Delegation that serves on a Transportation Committee. Airport Director Licon spoke to the Colorado Senators and Representative offices in February while at the Capitol, and received unanimous support for the letter.

Commissioner Johnson moved to request Senator Gardner's support in circulating a Colorado Delegation letter requesting the FAA approve the inclusion of the Airport's Remote Air Traffic Control Tower into the Federal Contract Tower Program. The motion, seconded by Commissioner Stooksbury carried with all Commissioners present voting in favor thereof.

Public Comments: None

8. Business From Members

Commissioner Adams recognized and congratulated Director Licon on his election as President of the Colorado Airport Operators Association.

Chair Troxell informed the Commission that he was appointed as a member of the FAA Drone Advisory Committee. He will be working with many Unmanned Aerial Systems (UAS) industry officials providing advice and recommendations to the FAA on integration into the National Airspace System to improve efficiency and safety.



Public Comments: None

Adjournment: Meeting adjourned at 5:11 p.m.

Respectfully Submitted,

Vice-Chair, Tom Fleming