



Northern Colorado Regional Airport Commission Minutes

May 19, 2016

Call to Order: Commission Chair Cecil Gutierrez, called the meeting to order at 3:36 p.m.

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

Public Comments: None

Introductions:

Cecil Gutierrez (Chair), Wade Troxell (Vice-Chair), Darin Atteberry (Commissioner), Jerry Stooksbury (Commissioner), Thomas Fleming (Commissioner), Jason Licon (Airport Director), Curt Burgener (Commissioner), Shawn Battmer (Airport), Tree Ablao (Loveland Airport Counsel), Howard Abraham (FNL Pilot Association), Steve Wolf (FNL Pilot Association President), Mike Beckstead (Fort Collins), Brian Burson (Loveland), Diane Jones (Formation Group), Brett Limbaugh (Loveland), Bob Hau (Formation Group), Karl Barton (Loveland), Jim Eddy (Formation Group), Bill Kennedy (Formation Group), Jason Kopp (Blue Ocean), Tim Smith (Loveland Fire Rescue Authority), and Josh Valerio (Loveland Fire Rescue Authority).

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

Public Comments: None

Consent Agenda



1. Approval of April 27, 2016 Regular Meeting Minutes
2. Airport Director's Report for April
3. Monthly Financial Report for revenues and expenditures through April 30, 2016

END OF CONSENT AGENDA

Public Comments: None

Regular Agenda

4. Loveland Development Services Presentation

At the April 27th Commission meeting the Commission directed staff to work with Development Services staff to investigate the development of a PUD category for Airport areas within the boundaries of County Road 30, Interstate 25, and the Union Pacific Railroad. Loveland Development Services will provide a presentation on the discussion results and answer questions.

Public Comments:

Steve Wolf: Near the south end of the Airport Influence area directly in line with the south end of the runway is the Millennial subdivision, aviation easements are not in effect and it is too late to put one in place.

Direction:

Staff was directed to work with Loveland Development Services Staff and Fort Collins and Larimer County to bring back the development zone information for the north portion of the Airport influence area map outside of Loveland's city limits. Staff was also directed to get a list of land owners for the undeveloped land in the Airport influence area. Staff was also directed to identify areas serviced by multiple utility providers as this could be a possible issue for future developers.

5. Logo Design Consideration

The Water Valley Company has donated artwork for a logo design to the Cities for the Airport rebranding effort. Additional options include keeping the existing logo and changing the wording, or creating an entirely new logo.

Public Comments: None

MOTION: Vice-Chair Troxell moved to table this item until the next regularly scheduled meeting. The motion seconded by Commissioner Atteberry, carried with all commissioners present voting in favor thereof.

6. 2016 Supplemental Appropriation

The Approved Airport Strategy Work Plan estimates a total of \$150,000 in additional resources necessary for 2016 to achieve strategic goals. The supplementary appropriation process will require two readings from each City Council. If the Commission elects to utilize reserve funds, the



supplemental appropriation will be contingent on IGA Amendment approval.

Public Comments: None

Direction:

Fort Collins Finance Staff will determine if the reserve funds are housed only within Loveland's Finance department or is also split between the two cities and will get this information to Commissioners as soon as possible.

7. 2017 Airport Budget

The proposed 2017 Airport Budget has been formatted to reflect the monthly financial reports and the financial forecasting model. It includes the addition of Commission approved Work Plan requirements for Strategic Planning resources.

Public Comments: None

MOTION: Commissioner Fleming moved to approve the 2017 Airport Budget as presented. The motion seconded by Vice-Chair Troxell, carried with all Commissioners present voting in favor thereof.

8. 2017 Airport Rates & Fees

In 2011 the Cities through the Airport Steering Committee directed staff to conduct a periodic study on rates and fees. This study helps the Airport ensure the rates and fees are set at fair market value, which is a requirement set by the FAA for all airports receiving federal funds.

Public Comments:

Steve Wolf: Since FNL's A hangar's are not in the best condition and made the top threshold for the range of surveyed rates, they shouldn't increase.

MOTION: Vice-Chair Troxell moved to approve the 2017 Airport Rates and Fees and presented. The motion seconded by Commissioner Stooksbury, carried with all Commissioners present voting in favor thereof.

9. Committees & Work Groups

At the April 27th Commission meeting the public was invited to submit their ideas for committees and work groups to staff.

Direction:

Staff was directed to post notice of the group being formed on the website with recommendations for members to the Commission at the next regularly scheduled meeting.



10. 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: Please note the June 16th meeting will have the Virtual Air Traffic Control Tower update.

Licon: A public outreach meeting in partnership with FNL Pilot's Association will be held on August 25th for additional information on the Virtual Air Traffic Control Tower project.

Atteberry: Will be out of state during the regularly scheduled August meeting.

Public Comments:

James Hayes: Replacement of T-hangars is contingent on development.

Adjournment: The meeting was adjourned at 6:02 p.m.

Respectfully Submitted,


Chair, Cecil A. Gutierrez


Vice-Chair, Wade Troxell