

MEETING RECORD

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DATE: 3/01/19
TIME: 10:00– 11:30 AM
RE: Planning and Development Sub-Committee Meeting
ATTENDEES: Jason Licon, Tom Fleming, Shawn Battmer, Josh Birks, Aaron Ehle, Diane Jones, and Steve Wolf

Begin Meeting Record

Agenda Item #1: Meeting Minutes Review

- Motion: Diane, Second: Josh, Approved unanimously, no adjustments

Agenda Item #2: Strategic Work Plan Goals

a) Airport Master Plan

- i) Review of updates to Communications Plan and Staff Recommended Identified Key Groups
 - Importance of AIA work as a parallel will be added in general message section.
 - Current reference to AIA only reflects residential when it's mainly zoned industrial – need to focus on businesses too (jobs, etc...) and clearly identified to what is in our scope.
 - Pg 007 states the Airport is self-supporting which it is not at this point
 - Pg 007 the general message does not refer to zoning usage (it's not just physical facilities) i.e. aeronautical and non-aeronautical uses
 - Need to develop a marketing plan/brochure with one sheet on education, one on commercial services with a core message for all groups that can be customized slightly as needed for each audience
 - Send Word version of updated Communications plan to PDSC members
 - Contact Fort Collins City Clerk to schedule presentation for Super Board meeting

b) Development Standards Progress Report

- Working group consists of Jason, Aaron, Todd Leesman Fort Collins Development, and Troy Bliss Loveland Development
- Aesthetics standards as compared to other airports with similar requirements
- Developing framework on standards on Airport while keeping costs minimized for developers
- A white paper with recommendations will be provided at the next PDSC meeting
- Will incorporate art into aesthetic standards
- How to incorporate public input for aesthetic standard, tack into public engagement for Master Plan

c) Staffing Analysis Progress

- Contracted with ADK Consulting based on HR Departments recommendation
- Schedule to spend the second week of March at our Airport
- Report will be provided around April

d) Congressional Support for Remote Tower Update

- Director met with Terri Bristol, COO of ATC branch of the FAA
- Currently 244 towers in the US now, Bristol is concerned our project's success will lead to a major outcropping of new towers nationwide and if ours is covered by Contract Tower that will set the precedence and bankrupt their budget once additional remoter towers pop up

- Research whether cost/benefit analysis has been completed for Remote Towers
- No response from our legislative support letter that was signed by the Senators, letter will be sent again with signatures from all Colorado representatives

e) Economic Development Regional Presentation

- Josh and Kelly will be presenting this to the Commission at the next meeting
- Reboot of industry cluster on a regional perspective
- Creating strength and diversity , emerging opportunities is where the Airport's role may be strongest

Agenda Item #3: March 27th meeting agenda items: Master Plan Working Paper #2, Development review process changes and recommendations

- Presentation will be forwarded to all PDSC members, brainstorm on the Airport's role based on the last 4 slides

Agenda Item #4: Open Discussion

- Coloradoan had two articles:
 - (i) Local school district is starting a futures forecasting program to interface an innovation center with education.
 1. St. Vrain currently has one up and running where students work on projects that will benefit the community – invites have been extended to the PDSC to tour
 2. Cherry Creek has one in partnership with Centennial Airport for an Aviation/innovation educational partnership
 3. A regional program would be of the most benefit
 - (ii) Airport will be in Loveland's Fiber project
- December 25th meeting will be rescheduled to December 11th at the same time

End Meeting Record