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## July 18, 2019 Meeting Minutes

**Call to Order:** Chair Troxell called the meeting to order at 3:10 p.m.

**Roll Call:** Chair Troxell, Vice-Chair Fleming, Commissioners Adams, Atteberry, and Burgener were present. Commissioner Johnson was absent and the Joint Citizen position was vacant.

**Public Comments:**

Jeff Jenson: Last night the Larimer Board of County Commissioners recommended to Larimer County Planning Commission to adopt a new comprehensive plan for the County which informs their Land Use. The Airport was not incorporated in the plan. **Correction from public comment at end of meeting:** Also a correction to my earlier statement the County Comprehensive Plan does include the Airport in their last statement in Economy E1 subsection 8 for its impact to the regional economy.

### Consent Agenda

**Commissioner Adams moved to approve the Consent Agenda. The motion, seconded by Commissioner Atteberry carried with all the Commissioners present voting in favor thereof.**

**Consent Agenda** None  
**Follow-up**

**Public Comments:** None

### Regular Agenda

**6. 2018 Financial Audit Presentation** The City of Loveland's Finance Department contracted with external auditing firm Rubin Brown to complete an annual audit of the Airport's finances. These audits are required as part of our Federal Grant assurances.

**Public Comments:** None

**7. Planning & Development Subcommittee Vacancy** Mr. Wolf has submitted his resignation July 1, 2019 to be effective July 18, 2019. Staff recommends that the vacancy be filled through a public interview process, and a selection committee created. With plans to make the recommendation to the Airport Commission for approval at the September 19th regularly scheduled meeting.

**Public Comments:** None



**Commissioner Adams moved to conduct a formal interview process to fill the vacancy on the Commission's Planning and Development Subcommittee. The motion, seconded Commissioner Atteberry carried with all the Commissioners present voting in favor thereof.**

**8. 2020 Airport Budget and Rate & Fees**

The 2020 Airport Budget is presented in draft form and is currently going through the various budgeting processes as required by the two Cities. The Intergovernmental Agreement (IGA) between the Cities to operate the Airport requires that each City Council appropriate and approve 50% of the annual budget in addition to any annual financial contributions that support Airport operations and maintenance. The Airport Commission approves the Airport Director's proposed budget and provides recommendation to the City Councils to adopt the budget. The City of Fort Collins has a two-year budget cycle, where the City of Loveland has a single year budget process. The draft 2020 budget is attached and the format shared is consistent with the Airport's monthly financial reports. The total proposed 2020 budget is just over \$2.7 million.

The rates and fees is also a component of the budget process where it requires formal approval and adoption as part of the City of Loveland's budget process. The proposed 2020 rates and fees have adjusted in a manner consistent with policy given to staff by the Airport Commission in the past; which includes adjustment by using the Consumer Price Index as published by the US Bureau of Labor Statistics. The proposed rates and fees schedule includes proposed increases for annual adjustments including published land lease rates, and some adjustments to commercial airline operations.

**Direction:** Draft a press release on the Airport attaining self-sufficiency and share with the local media and copy the Commission.

**Public Comments:** None

**9. Strategic Plan Progress**

The Strategic Plan and work plan goals were adopted at the February 21, 2019 meeting. The purpose for this item is to inform the Commission of the progress and achievements made to the work plan goals and updated timelines.

**Public Comments:** None

**10. Business From Members**

**Troxell:** Thanked staff for a successful Dinner on the Tarmac hosted at the Airport for both City Councils to engage them in discussions on what is happening at the Airport, Remote Tower tour, and how the Airport is an asset for Northern Colorado.



**Atteberry:** We received only one complaint to the City Manager's office and no complaints to dispatch about the WWII Wings of Freedom Tour, that's a big deal. The more positive communication to the public on what is going here helps, because people are curious and in our case they called their local government.

**Licon:** We hosted a number of veterans from that era to visit and participate in the Wings of Freedom Tour. There were a lot of great stories they shared which were also shared in our local papers.

**Atteberry:** Reaffirm Airport zones and land use standards with County in Phase II planning. That's our objective to build on, how to protect that from a regulatory stand point. Please let us know of any meetings that Jason and I could attend for the County to stress the importance of land use code and the Airport zone. As a board we need to keep ahead of Larimer County's land use code planning. We should appear and communicate the interests of the Airport, possibly resend our letter. I encourage us to pay close attention to this over the next couple of years.

**Troxell:** Drone advisory committee has developed three task forces, directly involved with two of them: Remote ID and Security Broadly Defined. There are amazing applications for drones happening now in our community, such as search and rescue, commercial applications, clearance of fatal accidents on our roads. There is a company currently in Fort Collins doing over a \$100,000,000 a year in contracts and grants related to drones. There are droneports within urban centers with upwards of 50,000 drone flights a day, which is the daily volume of cars at College and Harmony, and we are not even at the scale yet with the technology, which is why we need this foresight and planning to prevent possible conflicts.

**Adams:** Appreciate Darin's comments on getting tied to Larimer County for Master Planning; however, we already are as a City and Airport, we regularly meet with their Planner, Matt Laugherty.

**Atteberry:** My comment was not intended to be critical, it's intended to be complete. Reaching out through staff and Commissioners I don't see a downside to that, but sometimes our efforts don't bear fruit; which we have been frustrated in the past as a board. I just think if we stay vocal, not be an irritant, but just being ahead of it and know when they have decisions coming up and still working at the staff level to advocate for this Airport. I appreciate the clarification, it wasn't intended to be negative whatsoever.

**Public Comments:**

Robert Abernathy, AIMs Community College: The Grand Opening Ceremony for AIMs Community College Flight Center will be on August 19 from 1:00 – 3:00 which all the Commissioners have been personally invited to. Operations for the Flight Center will actually begin August 6<sup>th</sup>. Jeff Jenson: Don't underestimate the PR opportunity you have for this incredible achievement of reaching self-sufficiency for the Airport. Also a correction to my earlier statement the County Comprehensive Plan does include the Airport in their last statement in Economy E1 subsection 8 for its impact to the regional economy. From a mapping standpoint the County has created mapping for the land use standards and Airport zone so from a regulatory standpoint it will be paid attention to now, as long as I have anything to do



with it, it will. Our next work session is August 19 where we will meet with our consultants who oversee the overview and rewrite of the land use code, so that would be a good work session for you to attend. Our intent is to have this first phase of land use code rewritten by December of 2020, this will be fast paced. The Larimer County Planning Commission has a current opening which would be a great opportunity to further the Airport's interests on the board, our applications are available on our site under board and commissions and have about a week left in the acceptance period, and eligible applicants only need to be County residents.

**Adjournment:** Meeting adjourned at 4:38 p.m.

**Respectfully Submitted,**

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**Vice-Chair, Tom Fleming**

