



September 19, 2019 Meeting Minutes

Call to Order: Chair Troxell called the meeting to order at 4:15 p.m.

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

Public Comments: None

4:23 p.m. Commissioner Johnson connected via teleconference

Consent Agenda

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

Consent Agenda None
Follow-up

Public Comments: None

Regular Agenda

4:35 p.m. Commissioner Johnson disconnected teleconference and arrived in person

7. Capital Improvement Plan The Airport's capital improvement plan (CIP) is a planning tool updated annually and used by the Airport, CDOT, and the FAA to capture anticipated capital needs of the Airport. The CIP is created for a ten-year period and includes prioritized projects. The CIP is created by staff, approved by the Airport Commission, and then recommended to CDOT & the FAA for their approval. Airport Staff will work with the FAA and CDOT to finalize the CIP based on system priorities and funding availability.

The total amount of the CIP was increased to approximately \$43 million from \$33 million last year. The increase was a result of including a runway-widening project in the year 2022 to better accommodate air carrier operators using newer A320 aircraft. State contributions were increased slightly from \$2.8 million to \$3.3 million, and local contributions were reduced from \$6.9 million to \$4.2 million as a result of increased FAA funding requests for the proposed terminal building in 2021.

Public Comments:

Diane Jones, PDSC: Quarterly meetings for Loveland, Fort Collins, and the County would be good forums for outreach and generate interest and excitement periodically. The PDSC has discussed co-locating other facilities within the Airport Terminal to help increase revenues,



such as a restaurant. **James Hays, FNL Pilots & PDSC:** CSU should be involved, since they bring in a lot of charter flights. This could be a great marketing mechanism for them as well and we could tap into their huge list of benefactors.

Commissioner Johnson moved to approve Resolution R-9-2019 to approve the 2019-2028 Capital Improvement Plan and recommend approval by the City Councils of Fort Collins and Loveland. The motion, seconded Vice-Chair Fleming carried with all the Commissioners present voting in favor thereof.

8. Air Traffic Control

Air traffic control (ATC) is a safety enhancement for the Airport, and is a service that the Airport has been working with partners from the FAA, State, and private sector to provide. The recent announcement of the return of airline service to the Airport and addition of Aims Community College's flight training center were directly driven by the planned provision of air traffic control services. The remote tower project will eventually be the solution once certified; however, until that point there will be times where the Airport will need to fill gaps and provide for the cost of ATC services during times that the FAA is not engaged in testing of the remote tower system.

Airport staff have worked to contract with the regional provider of federal contract tower services, Serco Inc., on quotes for the provision of these services. Staff anticipates that the contract will provide for an initial term of three months through December 31, 2019 with an option to extend for an additional one-year term through December 31, 2020. The primary advantage of using Serco controllers is that air traffic control companies require months of preparation, training, and certification prior to actively providing ATC services. The hope is that this initial training for the service gap will satisfy the training needed for the remote tower project, thereby helping the project's bottom line and timeline of services.

Public Comments:

Don Taranto: When will ATC be live? What outreach is involved? What's the history of this at other airports? **Licon:** Middle of November, between the 14th to the 21st. Outreach has been coordinated through the Pilot's Association, NOTAMs, AWOS, our E-mails, our website, and our social media channels. Obviously not all pilots read their NOTAMs, the FAA will phase this in and will monitor the CTAF radio and will correct them to utilize the correct frequencies.

Stooksbury: There should be signage to notify you when you are entering ground controlled areas of the Airport. **Bob Clancy:** If this timeline slips at all what is the implication to Allegiant's go live time? **Licon:** If Air Traffic Control is not in place then their operating procedure would require them to bus their passengers down to Denver International Airport.

Vice-chair Fleming moved to approve Resolution R-10-2019 to approve the expenditure of airport reserve funds for air traffic control services. The motion, seconded Commissioner Johnson carried with all the Commissioners present voting in favor thereof.



**6. Business From
Members**

Troxell: I want to recognize and thank, Jason and everyone involved, we're at an exciting time for the Airport. When you look at the projects forecasted for the next four years and with the Remote Tower Project. I need to apologize to the Commission because we had a class go forward this semester which will affect the rest of the year's schedule for the Commission meetings.

Licon: Rescheduling for October still needs to be determined to meet quorum.

Johnson: October will be my last meeting.

Licon: We have an open house tonight down the hall for the Master Plan. We also have public outreach planned to further share the Master Plan information at four external stakeholder group meetings, one with the FNL Pilot's Association on September 26, Larimer County Planning Commission on October 9, Fort Collins Planning and Zoning Board October 11, and Loveland's Planning Commission on October 14. October 1 we have our Airport's Triennial Drill exercise to meet the FAA's requirements and maintain first responders' skills. Volunteers and observers will need to show up at 7:30 a.m. at the Airport Administration office with the event's actual time of 9:00 a.m. to 12:00 p.m.

Johnson: Senator Woodward will be bringing a bi-partisan group of ten senators on Oct 23 for a Northern Colorado tour.

Stooksbury: The Airport staff are doing the best they can with what they have and are doing the things necessary to keep this Airport running, but I would like to request landscaping to address the weed issue around the Airport. There are weeds in the ramp and next to the hangars and it's gone from bad to worse. I would like Jason to come back with a plan on what is needed, dollars or whatever for landscape maintenance for the weeds in the ramps and all around the buildings. These would be beautification measures for next year.

Licon: This will be included with the staffing analysis that will be presented at the next meeting.

Adjournment: Meeting adjourned at 5:38 p.m.

Respectfully Submitted,

Vice-Chair, Tom Fleming

