



November 12, 2020 Meeting Minutes

Call to Order: Chair Troxell called the meeting to order at 3:31 pm

Roll Call: Chair Troxell, Vice-Chair Fleming, Commissioners Adams, Atteberry, Overcash, and Stooksbury were present. Commissioner Burgener connected after the start of the meeting. The meeting was held virtually on the Zoom Meeting platform.

Public Comments: None

Consent Agenda

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

Pulled Items Vice-Chair Fleming pulled item 5 for the VA Clinic and stormwater easement request for further discussion.

Consent Follow up Vice-Chair Fleming asked three questions. The first on whether the airport will incur any cost for the increased drainage. Second, if the proposed water drainage will affect the appearance of Limburgh drive, if the drainage would go under the future roadway. Lastly he asked if the reason this needs approval by the councils is because it deals with a property interest, but if this is something that could be changed to be dealt with at the Commission level in the future. The Airport Director confirmed no costs would be incurred by the Airport and that there would be an increased elevation which is depicted on page 53 of the meeting packet. However, overall the visibility of the natural soil swales for drainage should be minimal. The Airport Legal Counsel, Laurie Stirman, confirmed that since the easement is an action for a property interest that was why this needed approval by both City Councils. She stated the City of Loveland charter does provide for authority to grant permanent real property interest but that would be an IGA amendment that would require approval by both City Councils.

Regular Agenda

5. VA Clinic Stormwater Easement Request

A new Veteran's Affairs (VA) clinic is being constructed adjacent to the East side of the Airport. Historically, stormwater from this site sheet flowed onto the airport and was conveyed to the South by a swale before eventually dissipating in a low area near the railroad tracks. After periods of heavy precipitation, water has the tendency to collect in the area, causing a potential safety issues by attracting birds and other



wildlife. Due to the construction of impervious surfaces and alteration to natural drainage patterns, the VA clinic will introduce new stormwater flows to the airport.

The Colorado Civil Law Rule states that “the owner of upper lands has an easement over lower lands for drainage of surface waters, and natural drainage conditions can be altered by an upper proprietor provided the water is not sent down in a manner or quantity to do more harm than formerly.”

Although stormwater discharge will be metered from the VA clinic in a manner that prevents flooding and erosion, the airport will receive larger volumes of water over longer periods of time. To mitigate negative impacts of these developed flows, sections of new swale need to be constructed and sections of existing swale need to be improved. To prevent standing water on airport property, the swales need to be graded correctly to convey stormwater to an existing culvert that goes under the railroad track. This easement will allow stormwater flows from the VA clinic site to be conveyed across airport property in a safe manner, but will protect the Airport and Cities from any costs associated with the construction and maintenance of the improvements.

Public Comments: None

3:40 Commissioner Burgener connected

Vice-Chair Fleming moved to approve Resolution R-08-2020 to recommend the Cities authorize and execute an agreement for non-exclusive drainage easement for the Veteran’s Affairs clinic. The motion, seconded by Commissioner Adams carried with all the Commissioners present voting in favor thereof.

6. Proposed Airport Land Use and Design Standards

Airport staff presented draft standards for potential adoption at the November 2019 and January 2020 Commission meetings. The Commission provided feedback and gave direction to revise the Standards where possible to address the feedback and/or examine additional potential solutions. The Standards have been modified to address Commission concerns and recommendations. A development guide that outlines steps and submittal requirements has also been created to accompany the Standards. The PDSC believes that the Land Use & Design Standards along with the Master Plan adequately address issues relating to new development. They also agree that plans and policies relating to existing development and corridors should be developed separately.



The PDSC requested the Airport Commission review the latest draft of Standards and provide specific feedback by October 30th. No feedback was received. Commission vision and direction on a gateway corridor plan was also requested.

Public Comments: None

Commissioner Adams moved to approve Resolution R-09-2020 to approve the Airport Development Land Use and Design Standards. The motion, seconded by Vice-Chair Fleming carried with all the Commissioners present voting in favor thereof.

Direction: Staff was tasked with identifying a half day to schedule for a strategy planning meeting.

**7. Strategic Work
Plan: Economic
Development
Update From PDSC**

This item was postponed and Airport Director Licon recommended the Airport Commission view the 2020 Strategic Work Plan update from the PDSC and communicate any questions on the status.

**8. Discovery Air, LLC
Land Lease
Amendment
Request**

Airport staff presented draft standards for potential adoption at the November 2019 and January 2020 Commission meetings. The Commission provided feedback and gave direction to revise the Standards where possible to address the feedback and/or examine additional potential solutions. The Standards have been modified to address Commission concerns and recommendations. A development guide that outlines steps and submittal requirements has also been created to accompany the Standards. The PDSC believes that the Land Use & Design Standards along with the Master Plan adequately address issues relating to new development. They also agree that plans and policies relating to existing development and corridors should be developed separately.

The PDSC requested the Airport Commission review the latest draft of Standards and provide specific feedback by October 30th. No feedback was received, so no changes were made. The Commission vision and direction on a gateway corridor plan was also requested.

Public Comments: None

Commissioner Adams moved to approve Resolution R-10-2020 to recommend approval of a first amendment to ground lease between the cities of Loveland and Fort Collins and Discovery Air, LLC for property located at the Northern Colorado Regional Airport. The motion, seconded by Commissioner Atteberry carried with all the Commissioners present voting in favor thereof.



**9. Business From
Members**

Chair Troxell: The IGA functionality needs to be reviewed there might be some gaps and it could use some improvement.

Laurie Stirman: I agree, now that the Commission has been in place for almost six years it would make sense to revisit and clarify what we're doing. If there's some changes proposed we can see if the cities would agree to them. Over the last few years I've identified some areas of the IGA that are of concern or lack clarity, at least on my end. I'm happy to work with Jason to highlight those concerns for the Commission to review at a future meeting.

Chair Troxell: Election of officers usually occurs every December. Is there any challenge with electing a chair and vice chair through a certain time period and then having somebody else fill that position after that for the for the rest of the calendar year?

Laurie Stirman: The bylaws do provide that once per year at the last meeting of the year is when the officers are elected for the Commission. I think the idea is to make sure that no officer remains longer than one year without being reelected. I don't see an issue with essentially in one action appointing the chair and vice chair for a certain period of time and then for the remainder of the year, I think that would make a lot of sense. If that's what the Commission would like to do.


































































Public Comments: None













Adjournment: Meeting adjourned at 5:22 p.m.

Respectfully Submitted,



Vice-Chair, Tom Fleming

- | | | |
|--|--------------------------------------|---|
|  | Shawn Battmer (Host, me) |    |
|  | Jason Licon (Co-host) |    |
|  | Mayor Wade Troxell - Chair (Co-host) |    |
|  | Aaron Ehle - Airport (Co-host) |    |
|  | Curt Burgener - Commissioner |  |
|  | Steve Adams - Commissioner |   |
|  | Darin Atteberry - Commissioner |   |
|  | Diane Jones |   |
|  | Don Overcash - Commissioner |   |
|  | Francis Robbins |   |
|  | Gary's iPad |   |
|  | Gina Gonzales |   |
|  | Iver |   |
|  | Jerry Stooksbury - Commissioner |   |
|  | Laurie Stirman |   |
|  | Mayor Marsh |   |
|  | mlind |  |
|  | Paul Sizemore |   |
|  | Suzette Schaff |   |
|  | Tom Fleming - Vice Chair |   |
|  | ... |   |

- TF** Tom Fleming - Vice Chair  
- TB** Troy Bliss  
-  13038687891 
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-  19703970942 
-  Mick Krantz 
- CK** Chad Kroeger [More >](#)
- C** clind
- JK** James Kirkland

