



February 18, 2021 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, and Stooksbury were present. Commissioners Burgener and Overcash were absent. The meeting was held virtually on the Zoom Meeting platform in order to reduce the risk of spreading the COVID-19 virus.

Public Comments: None

Consent Agenda

Vice-Chair Fleming moved to approve the Consent Agenda for items 1-3. The motion, seconded by Commissioner Adams carried with all the Commissioners present voting in favor thereof.

Pulled Items Commissioner Stooksbury requested to pull item 4 for the lease agreement request for 5271 Beechcraft Street.

Consent Follow up

Commissioner Stooksbury brought up the concern that changes approved at the StratOps meeting in two weeks could affect land lease discussions.

Public Comments: Ludo de la Haye, Developer for 5271 Beechcraft, stated he would not have any recourse based on the Commission's actions and requested they keep in mind that further delays increase his costs.

Commissioner Stooksbury moved to table pulled item number 4 to be reassessed at the end of the StratOp meeting in two weeks. The motion, seconded by Commissioner Atteberry passed with two no votes from Vice-Chair Fleming and Commissioner Adams.

Vice-Chair Fleming stated he respected the thought to keep options open but that the Developer had completed due diligence and met all standards set by the Commission for this proposed lot development. Commissioner Adams concurred with Vice-Chair Fleming and stated he could not see what else could be developed in the proposed location.

Regular Agenda

5. Terminal Design Charrette

The first terminal design charrette, held January 21, generated a great amount of feedback and comments from participants. The design team shared the feedback captured as a "what we heard" report, and the results of the surveys. The team verified and confirmed the summarized feedback. This information will be used to shape the next design charrette scheduled on March 11.



4:10 p.m. Commissioner Overcash logged in

Public Comments: None

**6. Terminal P3
Partner &
Philanthropy**

The CARES Act grant agreement requires all funds to be spent by July 2024. In order to ensure the schedule is on track to meet the deadline for the CARES Act grant expenditures, a private sector RFI would need to be completed and funding would need to be integrated into the project within nine months.

Staff recommended releasing the RFI to gauge private sector interest and exploring other potential funding resources while still progressing with the current design and construction schedules. Staff also recommended identifying areas where a new injection of funds could be readily absorbed to expand the scope of the project to incorporate new areas or features that the current budget doesn't allow for.

Public Comments: None

Commissioner Atteberry moved to grant the Airport Director the authority on expenditure, not to exceed \$30,000 to \$40,000, to allow for development of the feasibility related to in parallel with the ROI from any submitted RFIs. The motion, seconded by Commissioner Adams carried with all the Commissioners present voting in favor thereof.

**7. COVID Business
Assistance Program**

This is an Airport Commission approved program designed to provide relief to Airport businesses due to the financial impact of the COVID-19 Pandemic. A total of three companies are utilizing the ability to defer leases as part of the program. The current balances on total lease deferral through the end of January 2021 is \$84,391.54. FAA guidance requires that upon the end of the 2020 calendar year, airports begin charging interest to the incurred balances using the published Federal treasury note interest rate. The monthly published rate for December 31, 2020 was 0.137% and these accounts have been accruing interest on their balances.

Airport staff recommended the program be extended for another three months, until June 30, 2021, to assist Airport businesses that are still being affected by the pandemic. If the program is not extended, businesses will no longer be able to defer rent after March 31, 2021. Amortized payment schedules will be set up with each of the businesses.

Public Comments: None



Commissioner Overcash moved to extend the previously approved business assistance program from March 31, 2021 to June 30, 2021. The motion, seconded by Vice-Chair Fleming carried with all the Commissioners present voting in favor thereof.

9. Business From None
Members

Public Comments: None

Adjournment: Meeting adjourned at 5:37 p.m.

Respectfully Submitted,

Thomas O. Fleming
Thomas O. Fleming (Apr 20, 2021 11:38 MDT)

Vice-Chair, Tom Fleming

Meeting ID 97197194687

Start Time

2/18/2021 15:19

End Time

2/18/2021 17:37

Duration (Minutes)

139

Participants

31

Northern Colorado Regional Airport Commission Meeting

Name (Original Name)

Total Duration (Minutes) Guest

Shawn Battmer (Northern Colorado Regional Airport)

139 No

Joshua Lobato

33 Yes

13038107844

110 Yes

Jason Licon

135 Yes

Laurie Stirman

135 Yes

Chris Aronson (VFLA Conference)

133 Yes

Jerry Stooksbury - Commissioner (JerryS)

128 Yes

Diane Jones

130 Yes

Chair Wade Troxell (wtroxell)

130 Yes

Tom Fleming - V Chair (Tom Fleming)

130 Yes

Ken Snyder

121 Yes

Darin Atteberry - Commissioner (Darin Atteberry)

129 Yes

Aaron Ehle

128 Yes

Steve Adams - Commissioner (Steve Adams)

127 Yes

Scott Schorling

119 Yes

Russ Lee-Ripley Design (Ripley Conference2)

71 Yes

Kelly Jones

127 Yes

Reed Good

114 Yes

13038687891

127 Yes

Nina Bodenhamer

126 Yes

Jared Bass

126 Yes

Ludo

21 Yes

Francis Robbins

89 Yes

Gina Gonzales- ARFF Loveland Fire

62 Yes

Jeff Pyle

81 Yes

Dustin Mahoney

83 Yes

Melanie Ullé

8 Yes

Don Overcash

83 Yes

Pete Jacobson

68 Yes

Gina

24 Yes

CommissionMinutes_2021-02-18

Final Audit Report

2021-04-20

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