

MEETING RECORD

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DATE: 3/24/2021

TIME: 3:30-5:00 PM

RE: Planning and Development Subcommittee Meeting

ATTENDEES: Tom Fleming, Diane Jones, Troy Bliss, Jason Licon, Aaron Ehle, Josh Birks, James Hays, Paul Sizemore

Begin Meeting Record 3/24/2021

Agenda Item #1: Meeting Minutes Review, February 24th

- **Tom moved to approve the minutes. The motion, seconded by Josh, passed unanimously.**

Agenda Item #2: Development Proposal – 5240-5244 Gulfstream Ct

- The developer, Andrew Belinky, is proposing to construct two 70' X 60' hangars on the south side of Gulfstream Ct. The hangars will have access to Stearman Taxilane.
- proposal includes restrooms with incinerating toilets in each hangar. City of Loveland's Building Division has indicated that the toilets will satisfy the building code requirements for restroom access. Rough-in plumbing will be included for future water/sewer connections.
- This is a standard 25-year lease with three 5-year extensions at the published 2021 land lease rate.
- Provided building elevations showing faux-stone wainscoting, two-tone paint scheme, and windows comply with the recently adopted design standards.
- Aaron suggested including one or more windows on the street facing sides of the hangars to break up the mass of the buildings.
- The overhead access doors to the street will require security protocols to ensure that unauthorized individuals don't gain access to the airfield.
- Absence of running water will limit plants that can be used for landscaping. Mr. Belinky is proposing to use gravel and boulders as landscaping materials. The PDSC requested a more detailed landscape plan.
- **Diane moved to recommend the proposal for approval to the Airport Commission, pending updated elevation drawing and a more detailed landscaping plan to be distributed by email for PDSC review and comments. The motion, seconded by Tom, passed unanimously.**

Agenda Item #3: StratOp Follow-up

- Staffing
 - City of Loveland Human Resources (HR) and City Manager are supportive of staff reorganization/hiring to meet the future needs and objectives.
 - The United/Land Line service, new terminal project, and potential re-establishment of commercial air service will likely necessitate a larger staff.
 - An intern has been hired to through a program offered by the Colorado Department of Transportation (CDOT). The program funds half of the salary.
 - If Fire Station #4 is reactivated due to development in the area, Airport staff will likely need to find new office space.

- Vision & Mission
 - Diane Jones, Don Overcash, and Stacey Pearson have provided some draft vision and mission statements as a follow-up to the StratOp session.
- Economic Development & Sub-area Planning
 - FAA regulations prohibit the Airport from spending funds for economic development and sub-area planning outside of Airport property. The Airport will still be an active participant in these efforts, but there are financial limitations related to grant assurances.
- StratOp Action Initiative Plan (AIP) kickoff meetings will be happening over the next couple of weeks. The topics are terminal funding, economic development, and regional engagement.
- The existing strategic plan needs to be revisited, revised, and integrated with the StratOp.
- Consultants will likely be required to achieve the StratOp objectives.

Agenda Item #4: Supplemental Terminal Funding - Request for Interest (RFI) and Philanthropy

- Nine responses were received to the airport terminal request for interest (RFI) that was issued in February.
- A review consisting of Airport Staff and Staff members from both cities has been established to review the responses.
- A legal review of how private funding can be combined with CARES Act funding is ongoing.
- A request for proposal (RFP) for a consultant to conduct a feasibility analysis on philanthropic opportunities is being explored.
- The negotiation of a potential public-private partnership (P3) is likely to be complex and take a significant amount of time.
- Private-sector entities are probably going to require returns of 9%-16% to participate in the project. We may be able to borrow money at around 2% from the Colorado State Infrastructure Bank (CO SIB).

Agenda Item #5: Veterans Affairs Clinic Stormwater Easement Update

- In 2020, we went through a lengthy process to create an easement for the VA Clinic to construct a swale to convey their stormwater to the culvert that goes under the railroad at the south end of the Airport.
- Due to the cost of lowering the utilities adjacent to the VA Clinic in order to construct the swale, the developer is proposing a new plan that involves enlarging the onsite detention pond and installing a pump station to pump water directly onto airport property at a rate of 3.4 cubic feet per second, claiming that the existing grade will direct the water to the southwest, without causing erosion or standing water issues.
- The VA team has been in contact with the City of Loveland's Stormwater staff to discuss the alternate plan. Stormwater staff is leaving it up to the Airport to determine if the new plan is allowable, but we don't have enough information to make an educated decision. Airport staff will meet with Stormwater staff next week.
- Staff will ask Legal and Stormwater about the implications related to Colorado water law.

Agenda Item #6: Fuel Farm Relocation

- The existing fuel farm is managed and maintained by Fort Collins-Loveland jetCenter. It is original to the Airport and will need to be relocated in the near future. The area occupied by the fuel will likely accommodate future terminal expansion.

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- The establishment of a second FBO would expedite the need for a new facility.
- The proposed fuel farm site in the master plan is not optimal from an aesthetic perspective, since it would be visible from the entrance road and would likely need to be screened.
- Staff is exploring an alternate site to the west of the snow removal equipment (SRE) building. A feasibility analysis will be conducted to determine the suitability of the location. This location could accommodate approximately 2.5 times more fuel than the existing site.

End Meeting Record

- The ribbon-cutting ceremony for the United-Landline service will be April 1st at 10:00 am. The PDSC is invited to attend.