

MEETING RECORD

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DATE: 8/25/2021
TIME: 3:30-5:08 PM
RE: Planning and Development Subcommittee Meeting (PDSC)
ATTENDEES: Tom Fleming, Diane Jones, Troy Bliss, Jason Licon, Aaron Ehle, James Hays, Curt Burgener, Scott Schorling

Begin Meeting Record 8/25/2021

Agenda Item #1: Meeting Minutes Review, July 28th

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

Agenda Item #2: Airport Hangar Development Request for Proposals

- The Airport Commission has directed staff to create a request for proposals (RFP) for redevelopment of the Airport-owned T-hangars and development of new T-hangars in the area east of Lear Drive. Staff has created a draft RFP for review by the PDSC and other stakeholders, with the intent of presenting a final draft for consideration and potential approval at the September 16th Airport Commission meeting.
- Proposals for Site A could include the management of the existing hangars as long as there is a timeline for redevelopment.
- We have received feedback that some people would like to have a third site – the area north of runway 6/24 included in the RFP, as another potential location for new T-hangars.
 - It has been suggested by some that the highest and best use for Site B may not be T-hangars.
 - Rockwell Ave is currently being extended to this general area, but a considerable amount of additional investment would be necessary in order to extend taxiways and utilities to this area.
 - The Master Plan shows undefined aeronautical development in this area, but the southeast area of the Airport is anticipated to be able to accommodate the next 20 years of aeronautical development.
 - An analysis of pros and cons between this site and Site B (between Lindbergh Dr and Lear Dr) for T-hangar development would be helpful in determining whether to include it in the RFP.
 - A general statement that the Airport has large areas of land available for development outside of the two RFP sites might be sufficient. To date, the Airport has not received any interest in developing the area north of 6/24.
 - Including too many sites may distract from what we're trying to accomplish.
 - Airport staff will provide a pros/cons list and infrastructure/utilities analysis prior to the next meeting.
- In an effort to capture as many ideas and potential solutions as possible, staff avoided being overly prescriptive as to what can be built on the RFP sites. For example, someone might have a proposal to build box hangars or open-air shelters on Site B, so we didn't limit it to only T-hangars.

- New road/taxilane infrastructure is going to be needed in order to build new T-hangars. Is the Airport or the developer expected to pay for these improvements?
 - Developers want a clear understanding of expectations. The more clarity we can provide, the more likely we are to get they types of proposals we're looking for.
 - Lease rates/terms can be adjusted based on level of investment.
 - Required/requested Airport investment should be factored into the evaluation criteria.
- Proposal Requirements
 - Some of the items listed as optional, such as resumes of key personnel and financial information should be required.
- Evaluation Criteria
 - We may want to make some of the less subjective criteria pass/fail, such as experience and financial capability.
 - Do we want to have different criteria for the different sites?

Agenda Item #3: Open Discussion

- In meetings earlier this year, we discussed adding members to the PDSC – Scott Schorling, Loveland Economic Development Manager and possibly a planner from Fort Collins. This would require Airport Commission approval and will be included as an agenda item for the regular September PDSC meeting.
- Depending on COVID-19 conditions and availability PDSC members, PDSC meetings may be held in-person on virtually this fall and winter. We will try to provide as much notice as possible.
- We will be scheduling another meeting prior to the September Airport Commission meeting to go over an updated draft of the RFP and to discuss some development-related items.

End Meeting Record