



November 10, 2021 Meeting Minutes

Call to Order: Chair Overcash called the meeting to order at 3:37 pm

Roll Call: Chair Overcash, Vice-Chair Fleming, Commissioners Arndt, Burgener, and Stooksbury were present. Commissioner Arndt attended over teleconference. Commissioners Adams and DiMartino were absent.

Public Comments:

Wade Troxell, Citizen, former Mayor of Fort Collins, former Chair of Northern Colorado Regional Airport Commission: Stated the new Airport Terminal project is not aspirational enough and should be a \$36 million-dollar project. He felt funding must have been cut from the project and that the multimillion-dollar shortfall should be covered through philanthropic sources and that at least \$10 million dollars is easily available from the community. He also stated the philanthropic consultant felt that Airport staff were uncooperative with the philanthropic effort and he felt that FAA constraints should not prevent this work.

Commissioner Adams arrived 3:40 p.m. and Commissioner DiMartino arrived 3:42 p.m.

Public Comments continued: Eric Beutz, T-hangar tenant: Agreed with Mr. Troxell's statements. Stated the community-owned the Airport and that the Airport can be creative enough to solve all of the needs of the community because \$250,000-\$350,000 hangars are not feasible for many. **Tony Buckley**, President and CEO of jetCenter Colorado, 800 East Toronto Pl, Greenwood Village, CO, 80111: Requested the Commission approve site A of the hangar development RFP for redevelopment. Requested the Commission not use the RFP to delay development as their proposal is in line with the Airport's newly updated Master Plan that was approved by both Cities and the FAA and the Airport's Design Standards. Also stated that development plans could be at risk if approval is further delayed due to potential changes in interest rates and other market forces. **Ted Rogers**, Freedom Flyers Club and the Western Planes Club: Stated the hangar development RFP was not in line with the Airport's Master Plan. Added the Master Plan does not identify row three for tear down, prevents tear down of rows one and two for four to six more years, and prioritizes the needs of small airplane hangars. Asked the Commission to exclude any proposals received for the hangar development RFP that would tear down the existing hangars. Said the jetCenter proposal should find a greenfield site and pay for their own infrastructure and that small planes add a lot of value to our community as their group has given over 2,000 kids their first plane ride and that benefit would not be provided by Nutrien's Canadian jet. **Steve Aden**, T-Hangar Tenant: Agreed with the two hanger tenants' previous comments. Stated the planned hangars of 2,000-3,000 square feet would not meet the needs for single aircraft. Stated if a developer with the plans to develop new modern T-hangars made a proposal he would write a check today. **Cameron Singh**, BA Group:



Introduced himself to the Commission as the lead for the Discovery Air project. Stated Discovery's first hangar will be operational by mid-December with ground breaking at the start of next year for the new Million Air FBO.

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.

Pulled Items None

Consent Follow up

Commissioner Stooksbury: Requested a formal mechanism be put in place to ensure new land leases and assumed land leases were meeting the FAA aeronautical hangar use policy to ensure the Airport was in compliance with the Sponsor Grant Assurances.

Director Licon: Current Airport land lease agreements require aeronautical use of hangars. Staff have enforced a minimum of 51% of hangars used solely for aeronautical use. Action is currently being taken on tenants found not complying with the FAA policy and land lease agreement.

Commissioner Stooksbury: Stated the current misuse of hangars witnessed on Airport makes it clear the right thing is not being done in light of the high demand for general aviation hangar space. Believes the leases need to be stricter with higher priority on enforcement. Similar to the recent changes made with Jeffco Airport leases, such as the ability to inspect the hangar at will or with 24-hour notice.

Monthly Report Follow-up: Director Licon presented the gift given by the Blue Angels to the Airport for hosting the Great Colorado Airshow; which was a signed photo of the jet team. Page 15 lists the many organizations that help assist in the production of the show allowing it to be so successful. Byrd Drive LLC/Water Valley/Discovery Air provided overflow parking for the air show. Remote Tower phase 1 in person testing is scheduled for mid-January. Senator Hickenlooper's staffers visited for a tour of the Remote Tower and will bring this information to the Senator's attention. Senator Hickenlooper is a sitting member of the Commerce Committee for Science that oversees transportation. Avelo Airlines will begin flights to Las Vegas on December 15th. Flights for both routes are Wednesday and Saturdays and introductory rates are \$39 right now.

Public Comments: None

Regular Agenda

8. HANGAR Item 8 is a continuation from the September 16th meeting.
REDEVELOPMENT Commission action could not be completed due to time constraints.
RFP



Vice-Chair Fleming moved to approve the redevelopment RFP for publishing. The motion, seconded by Commissioner Adams did not pass.

Commissioner Arndt moved to amend the motion approve the redevelopment RFP for publishing after striking the second sentence on page 163 and replaced with “The proposer has experience with similar successful projects.” The amended motion, seconded by Vice-Chair Fleming carried with all the Commissioners present voting in favor thereof.

Public Comments:

Eric Beutz, T-hangar tenant: Stated affordability would be impacted for smaller aircraft with the impact of fees and the design standards. Also stated use of space is not as efficient for aircraft as hangars are square boxes and nesting multiple aircraft in square boxes requires the need for more manpower to complete effectively. **Steve Aden**, T-hangar tenant: A row of modern hangars that are uniform in appearance can look attractive. **Steve Salter**, T-hangar tenant: Concerned adequate replacement of the 60 displaced units was not available. Stated he believed the current hangar developments had very long waitlists and were not viable replacements at any cost right now.

Business Development Specialist Ehle: Current developments do not have any wait lists. The only wait lists are for Airport t-hangars, which are being considered for redevelopment. **Ted Rogers**, T-hangar tenant: Stated he would submit a proposal to the hangar development RFP to not redevelop and to instead rejuvenate 30 of the existing hangars instead. Requested his proposal not be excluded in the current process.

4:58 p.m. Chair Overcash stepped down and exited. Vice-Chair Fleming took over Chair role

5:00 p.m. Commissioner Adams left, quorum no longer met, meeting paused until he rejoined at 5:02 p.m.

9. TERMINAL BUILDING PROJECT DESIGN NEXT STEPS

One year ago, the terminal design project kicked off with the selection and of a team of professionals to begin designing the future terminal building. The Airport contracted with the most qualified team that consisted of the airport-specialized firm Dibble Engineering and Fort Collins based VFLA Architects to begin designing the project.

Since this time the project team has conducted a stakeholder driven schematic design process that included four Charrette exercises where feedback from Airport stakeholders was integrated into every step. The goal of the project is to expand the Airport’s commercial service infrastructure through a sustainable, iconic, new facility that will serve as a new gateway to Northern Colorado. The current plan includes a 26,600 square foot facility that includes high quality architectural themes and finishes.



The project reached the 30% schematic design milestone in September, and the next step in the process is already underway with a solicitation on the street seeking a construction management company to join the design team. The Construction Manager at Risk (CMaR) project delivery method is a qualifications-based selection process and will establish a negotiated guaranteed maximum price.

Staff and the design team have published the CMaR request for proposals (RFP). There has been a good level of interest from many qualified firms that have built similar facilities. This agenda item will present information about the terminal design schedule and updated cost estimate. Staff plans to seek approval to move ahead with the next phase of design once a CMaR firm is selected. This is planned for the January 2022 Airport Commission meeting.

Public Comments: *(Only Commission actions and public comments are normally recorded. However, inclusion of Commission discussion summary was necessary due to the incorporation of public comment throughout the discussion to better allow for clarification.)*

Commissioner Adams: Requested clarification for the statement from public comment that the philanthropic consultant had an issue with staff being uncooperative. **Director Licon:**

Stated the Philanthropic contractor submitted an invoice for \$20,000 of the \$30,000 contract with no deliverables received. Also explained staff have been juggling many other duties with little bandwidth and/or manpower to provide support for additional tasks. Explained that when staff requested a detailed invoice to justify the \$20,000 invoice, the consultant provided a new invoice of \$1,900 instead of justification. Continued that Legal Counsel advised the Airport to pay the replacement invoice due to preliminary work that was completed, such as emails and meetings. Further explained that Diane Jones from the Planning and Development Subcommittee (PDSC) volunteered to take the lead on this project and with staff will reassess the contract for fine tuning. Reminded the Commission this contract was to study the feasibility of philanthropic giving and not the actual work to obtain the actual donative funding.

Chair Fleming: Asked if any recommendations were provided for the estimated shortfall of \$2-\$10 million. **Director Licon:** No, unfortunately. **Commissioner Burgener:** Is there

any product the consultant produced? **Director Licon:** There hasn't been a production of product, there have only been meetings between staff and Diane Jones and initial emails with the consultant to determine the process for finding this information. **Chair Fleming:**

How long has this been underway? **Director Licon:** The contract, was issued two and a half months ago, perhaps more. **Commissioner Adams:** Does the scope

include finding how much potential is available for donative giving? **Director Licon:** Because it is a feasibility study, yes. That's the question we are seeking to answer. **Chair Fleming:**

Requested former Fort Collins Mayor Wade Troxell expand on his claim that there is \$10 million available and how the Airport would proceed to obtain that.

Commissioner Stooksbury: Clarified that the shortfall is \$7 million and not \$2 million



and there could be an issue servicing the \$500-\$700K a year on the loans. **Wade Troxell:** Stated philanthropic giving is a process and takes a while and relationships. Stated in northern Colorado there is a large capacity for donative giving towards something that can make a difference. Also stated the consultant had told him Jason wasn't giving her the time of day and would not be given access to the Airport's tenant list. Stated Jason does his job inside the fence but that the Airport is not the economic engine it should be and that the inaction was intentional in respect to the philanthropic issues. Gave examples of how the City of Fort Collins has a definitive mechanism within the City that leverages private dollars for public good such as Gardens at Spring Creek and the Kayak Park. Stated the City leverages public dollars with private donors for things that benefit our communities and that there are high net worth individuals in our community. Stated the terminal should be a \$35 million-dollar project and it should be committed to and just done. **Chair Fleming:** Thanked Mr. Troxell for his comments. Stated the issue is not that the Commission is not committed or does not desire to pursue this, but that the issue is that Airport staff are undermanned and not experienced or connected enough for this task. Requested Mr. Troxell participate in this effort on behalf of the Airport and find the people to create a nexus for soliciting these contributions. **Wade Troxell:** Confirmed his commitment to help obtain these funds. **Commissioner Arndt:** Asked if the \$30,000 Philanthropic Feasibility contract was to provide a study for a fundraising plan. The Director confirmed that was correct. Commissioner Arndt asked if the Airport intends to continue with the contract for \$30K, and if so, what the deliverables would be. The Director confirmed the Airport did intend to continue the contract and that deliverables were stated in the contract. Commissioner Arndt then asked if the Airport's role in enabling the consultant to produce the deliverables was clearly defined. The Director stated he was the point of contact and took responsibility for the interaction and support. Commissioner Arndt then asked if the consultant had access to the Airport's tenant/stakeholder database. The Director stated the consultant requested the T-hangar and land lease tenant list. The PDSC and staff believed focusing on key individuals and businesses would be a better use of the consultant's time. Commissioner Arndt requested that staff send the tenant/stakeholder lists to the consultant with the assumption the data was public information. The Director stated that the Airport lists are not public information, which is why they are not shared. **Commissioner Adams:** Requested clarification from Legal. **Legal Counsel Stirman:** Confirmed the information could potentially be protected personal information under the Open Records Act which would need verification. **Jared Bass, Dibble Engineering Consultant:** Requested the Commission tread carefully as they have worked with multiple terminals in the last ten years and mixing private funding with federal funding could cause the Airport to lose eligibility for reimbursement from the FAA. He also cautioned that the Cities and Airport may lose control of the project with the acceptance of private dollars. **Chair Fleming:** Requested the consultant's advice on how to use private money without violating federal standards. **Jared Bass:** Advised the Commission to determine what is eligible and how to apply it and take it step by step with the actual available dollars. Gave an example of private dollars Phoenix Mesa Gateway Airport received from Allegiant Airlines, explained the funds gave the airline control over their terminal which they were luckily able to pay back early and regain control. **Commissioner Arndt:** Asked if this was the role of the



consultant and to advise them of these pitfalls and write a report on what was possible. **Jared Bass:** Confirmed that was correct but wanted to convey caution, and stated he was not giving advice for or against the path, but awareness. **Wade Troxell:** Stated he attended because he counted eight months of inaction and did not see the commitment necessary to make this work. **Diane Jones,** PDSC Member: Stated this was a good conversation but that this was paused to allow them to better refine the contract for the Airport's needs and better enable them to present the plan to the Commission for their full support. **Wade Troxell:** Concurred with Diane's statement. **Commissioner Burgener:** Asked if there was anything preventing the Airport from receiving donated money. **Jared Bass:** Confirmed there isn't. **Laurie Stirman:** Confirmed she was not aware of any restrictions on receiving no strings attached donations but stated consultation with the specialized attorney contracted for this project would be needed to confirm. **Commissioner DiMartino:** Asked what the consultant's timeline for the deliverables was. Director Licon stated the initial timeline was about three or four months going through the feasibility analysis and presenting a report to the Commission. The Commissioner stated it would be helpful to include a set date on when the board would receive the presentation of that feasibility study. **Commissioner Burgener:** Stated that the main concern is the November 15th deadline for receiving available funding and determining the scope/budget for the project. **Diane Jones:** Reminded the Commission that this current terminal project is considered phase one and that more aspirational items could be included in future phases. Stated the phasing allows for more time to allow for the philanthropic component to be incorporated at a later date. **Commissioner Adams:** Stated the initial phase was identified as \$26 million as they thought the fallback was that both Cities might be able to split the difference and worst-case scenario take on a loan. Also pointed out that the CMaR process may identify other bid alternates. Asked the engineering consultant to expand on the work on build out scopes of alternates. **Jared Bass:** Stated they were currently working with the base GMP, but that the CMaR partner would work alongside them to maximize what funding is available. Stated they plan to provide at least three allowances that could be acted upon if additional funding were to become available. Also stated the ability to add on to the base design with additional phasing that could incorporate additional funding at a later date to maximize flexibility for the Airport. **Commissioner Arndt:** Asked if the Commission and staff were committed to pursuing philanthropic dollars and also public private partnerships. **Chair Fleming:** Confirmed the Commission has spoken on this topic for several years, but did not speak for the entire board. Asked the rest of the Commission if they were against this, no responses were received so Chair Fleming confirmed this is a Commission commitment. **Commissioner Adams:** Further explained that a public-private partnership (P3) RFP was published, but that due to the timing constraints with the current schedule it was determined not to be feasible. Also stated a P3 legal expert was on contract to assist with this endeavor once it is pursued at a later date. **Chair Fleming:** Asked the Commission if the next step would be better to instead pursue the donative funding with Wade Troxell's assistance since he was aware of where the deep pockets or prospective donors were instead of pursuing the feasibility study since it had not produced any great results. **Commissioner DiMartino:** Stated this work is an art and that it would be best to have a conversation with the consultant in order to not take action that could prevent a big win.



Commissioner Arndt: Added that having more than one contact heading this could cause confusion in the donor community. **Chair Fleming:** Asked the Director if the work with the consultant was the right road. **Director Licon:** Reiterated Diane's point that the scope needed fine tuning and that the billing issues caused delays in the progress. Confirmed staff was committed on reengaging and better understanding the process and to allow the expert to do the work on this. **Chair Fleming:** Asked what is impeding the progress and if the consultant's requests were unreasonable. **Director Licon:** Said the consultant did not seem to be unreasonable but that during the PDSC conversations, that they and staff had an issue with understanding since this is not just terminal centric but also includes the influence areas which might distract from what they are trying to achieve with that specificity. **Commissioner Adams:** Requested the consultant meet with the Commission. **Chair Fleming:** Confirmed the consultant had never met with the Commission. **Commissioner Adams:** Requested the consultant attend a PDSC meeting first to start the ball rolling and then to present to the Commission at the January meeting. Stated the ability to flex time for this with contracting methods used could introduce money later and still allow for a great project that even is more aspirational. **Chair Fleming:** Asked if Wade Troxell would be interested in sitting in on the January meeting **Wade Troxell:** Confirmed he would.

Direction: Staff will invite Wade Troxell to the Commission's meeting with the Philanthropic Consultant in January.

Public Comments Continued: Adam Woodward, T-hangar tenant: Stated the philanthropy efforts should also preserve aviation history, provide training facilities for young pilots or mechanics, and more opportunities for engagement with the community aviation base. Stated the unique remote control tower at this Airport and the other opportunities would likely be more attractive to convince someone who would consider donating money to this venture.

10. BUSINESS FOR MEMBERS

Adams The Agenda in December or January will have the evaluation process for Jason. This is normally delayed one year but was delayed an additional year due to COVID. Asked the Commissioners to look for the email with the survey on his evaluation.

Fleming The Strategic Plan contract with Stacy Pearson still has another session left. Please consider when we can dedicate half a day to commit to the strategic plan to discuss many of the goals that were discussed tonight. We can expand on the plan already in place but it needs to incorporate the Master Plan and the financial piece. Diane made mention that the financial and staff resources needed to achieve the strategic objectives/goals needs to be part of the plan.



Adjournment: Meeting adjourned at 5:55 p.m.

Respectfully Submitted,



Vice-Chair, Tom Fleming

