



December 16, 2021 Meeting Minutes

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

Roll Call: Chair Overcash, Vice-Chair Fleming, Commissioners Burgener, and DiMartino were present. Commission Adams initially connected via teleconference. Commissioners Arndt and Stooksbury were absent.

Commissioner Stooksbury arrived 3:32 p.m. and Commissioner Arndt arrived 3:33 p.m.

Public Comments:

Scott Lindy: Requested the airport be renamed after Marvin Bye, who was a previous director for the Aims Community College Aviation Department.

Consent Agenda

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

Pulled Items None

Consent Follow up None

Monthly Report Follow-up: Director Licon provided an update on the Philanthropy Feasibility Study planning and that a formal introduction to the Commission with the consultant was scheduled for the January 20th meeting. He also reported that a meeting with the Northern Colorado Community Foundation occurred for support of this endeavor. An Airport staff vacancy was filled and the maintenance operations team is now fully staffed. The HR staffing plan is still in process. The Director also reported that the Loveland Economic Development office was hiring a staff member that would be tasked with assisting the Airport's strategic goals and area economic development. An infrastructure bill passed last month which will provide approximately \$20 billion to airports over the next five years. Allocation will be based on airport category; the FAA will be using FNL's activity from 2020 which categorizes FNL as regional general aviation airport since there was no scheduled air service that year. Therefore, the first round of funding FNL will be eligible for approximately \$295,000. However, there is a provision that allocates funding directly to terminals. FNL has an advantage for that allocation since terminal planning is already so far along. The Airport has processed grant reimbursements for \$3 million over the last six weeks which will be reflected in the financial reports this month and next. The Airport is also working with Discovery Air Project which will be operational in January. Recommended the Commission tour the new facility and introduced Scott Holst, general manager of the new facility. Reported the Leesburg Remote Tower attained operational viability. The Colorado Remote Tower has been rescheduled for testing on January 18 through February 17. The FAA has



deemed radar in the mobile tower is not operationally viable and would require having a separate facility for the mobile tower to support the mainframe. The certified radar system requires a hard line to prevent cyber-attacks or compromised data. The Federal telecommunications infrastructure required for this system requires a six-month process to ensure the proper redundancies are in place and processes are completed. The soonest the official certified radar system in the Remote Tower will be operational is March. The Airport is still working with Avelo on adjusting the flight schedules from Wednesday and Saturdays to a schedule that more passengers can better utilize. The first flight on Wednesday for Avelo's Las Vegas route had over 100 passengers. Landline under United is still working on their TSA clearance. Landline completed some successful test routes for the secure to secure transfer but ultimately this process is now in the hands of TSA. Landline hopes to see approval by first quarter 2022. Due to the delay with TSA approvals and the slow travel months in the start of the year the Airport intends on extending the free parking offer until March 2022. Additionally, the requirements to set up enforcement for parking will also take several months longer to implement due to ongoing special projects and Loveland staff availability.

Public Comments:

Scott Holst, Discovery Air General Manager: Invited the Commission to reach out to him for a tour. Explained the facility was in the last stages of set up. Also reported that the new Millionaire FBO would break ground in the first couple months of 2022 and scheduled to be complete and operational before the end of 2022. **Phil Berger, hardware store owner, pilot aircraft owner:** Will Discovery Air have a self-fueling option? **Scott Holst:** We're not sure yet. **Phil Berger:** But is it part of the entire plan? There are a lot of aircraft and a lot of owners are fairly self-sufficient type people, so the airport could provide that service. **Licon:** That is not part of the Airport's plan, traditionally our FBOs which will now include Millionaire, are privately operated. The minimum standards do have a provision if those private businesses wanted to offer that option.

Regular Agenda

7. ELECTION OF OFFICERS FOR 2022 Elect officers including a Chairperson and Vice Chairperson to serve during the 2022 calendar year

Chair Fleming moved to nominate Tom Fleming to serve as Vice-Chair for 2022. The motion, seconded by Commissioner DiMartino carried with all Commissioners present voting in favor thereof.

Vice-Chair Fleming moved to nominate Don Overcash to serve as Chair for 2022. The motion, seconded by Commissioner Arndt carried with all the Commissioners present voting in favor thereof.

Public Comments: None



**8. FEDERAL &
STATE GRANT
SUPPORTED
CAPITAL
IMPROVEMENT
PLAN 2022-2026**

The Capital Improvement Plan is a critical planning tool that defines the Airport's project priority list that require financial assistance from federal or state resources for the next five years. This does not include items that are necessary for the continued operations and maintenance of the Airport, or projects that are not eligible for federal or state funding. In 2020 the CIP was changed multiple times to support competing priorities as a result of the Cares Act funding. At the end of 2020 the Airport Commission and the City Councils approved the Airport Master Plan, which included a 20-year financial plan for implementation. This financial plan was used to create the baseline for capital needs, and has been confirmed by Airport staff after consultation with FAA and state officials during CIP meetings held in October. At the November 17th Airport Commission Planning and Development Subcommittee (PDSC) the draft CIP was presented and was unanimously recommended to the Airport Commission for adoption. Key changes to the CIP include the following:

- The Master Plan's financial implementation analysis assumed the Airport would achieve the airline enplanement level in 2020 that would unlock the \$1 million in guaranteed FAA funding in 2022. Since this was not achieved, it is now anticipated to become a reality in 2024 as a result of Avelo Airlines operations. The Airport will likely receive a guarantee of \$150,000 in federal funding for 2022 & 2023.
- It includes work completed in 2021 for terminal design, and reflects current estimated costs at the 30% design level. The terminal building costs have been estimated to be much greater than what was included in the Airport Master Plan, \$23 million vs. \$15 million (this cost estimate includes the building and landside needs- but does not include the \$3 million project completed this year for the apron expansion).
- The updated CIP reflects financial impacts that the pandemic had on available funding from the state of Colorado Aeronautics.
- Pavement rehabilitation or repaving projects for the Stearman and Northrop taxiways were not funded during 2021 nor will be eligible for 2022 due to the state funding shortage, and staff is recommending they be funded locally due to their poor condition and uncertainty for future state funding.



- The FAA has agreed to pay for reconstruction of pavements extending into this area partially through a potential discretionary grant of \$850,000 next year, which is great news.
- In addition to the Terminal building project, the next large scale federally funded project is the runway widening project. This is scheduled for 2023-2024 for a total cost of \$14 million. It was confirmed by staff that this project continues to be highly FAA supported due to the new airline service, and associated safety related airfield design requirements that this project will satisfy. This widening project will allow the Airport to continue to support aircraft that the Airport Master Plan identified as critical design aircraft, which is the Airbus A320 and Boeing 737 aircraft.

The attached FNL ACIP 2021-2026 updated infographic depicts the project list and corresponding locations. The infographic only reflects projects eligible for federal or state funding. Attached is a separate list that also identifies higher cost non-grant eligible projects that may require future funding from non-traditional sources. This project list is dynamic, and will very likely change again in the near future once the FAA and CDOT determine how the Infrastructure Investment and Jobs Act, signed into law on November 15, will impact the availability of funding.

Commissioner Adams moved to Adopt Resolution R-17-2021 approving the 2022-2026 Airport Capital Improvement Plan as presented. The motion, seconded by Vice-Chair Fleming carried with all the Commissioners present voting in favor thereof.

Public Comments: None

**9. COVID
BUSINESS
ASSISTANCE
PROGRAM**

This is an Airport Commission approved program designed to provide relief to Airport businesses due to the financial impacts of the COVID-19 Pandemic. In August of 2021, the program was closed to new participants. Two businesses are participating in the program, with \$105,000 of combined deferred rent as of November 30, 2021. FAA guidance requires Airports to charge interest on deferred balances based on the published Federal treasury note interest rate.

Airport staff is recommending that the ability to defer rent be discontinued after December 31, 2021. Staff has been in communication with both participating businesses and is working to establish reasonable rent payback schedules. Both businesses



have indicated that they will repay deferred rent within 36 months. During that time, interest will be charged on unpaid balances in accordance with regulations.

Commissioner Adams moved to discontinue the ability of current program participants to utilize the rent deferral assistance for new debt after December 31, 2021. Additionally, require that all deferred rent be repaid within three years. The motion, seconded by Commission DiMartino passed with one abstention by Commissioner Stooksbury.

Public Comments: None

**10. BUSINESS FOR
MEMBERS**

Adams Thanked Commissioner Stooksbury for a flight in FNL airspace which allowed him to better understand the ramifications of the air traffic control.

Adjournment: Meeting adjourned at 4:53 p.m.

Respectfully Submitted,



Vice-Chair, Tom Fleming

