



---

## January 20, 2022 Meeting Minutes

**Call to Order:** Chair Overcash called the meeting to order at 3:29 pm

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

**Public Comments:**

**Scott Lindy Royer II:** Requested the airport be renamed after Marvin Bay, who taught aviation at the Aims Community College for 33 years.

**Commissioner Burgener arrived 3:33 p.m.**

### Consent Agenda

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

<b>Pulled Items</b>	None
<b>Consent Follow up</b>	None

**Monthly Report Follow-up:** The airport finished 2021 in a positive financial position. Highlights include increased fuel revenue from increased fuel loads and rising oil prices from last year. This latest revenue report was higher than normal due to reimbursement received for airport equipment used in fire support for 2020 wildfires and income generated from the air show; which was about 85% of the \$205,000 in miscellaneous income. The Airport's self-generated revenues were just under \$1.3 million for two years which is also attributed to increases in land leases and development.

Consolidated usage information for the airport was provided in this year-end report which should provide a quick glance to see the Airport's operations standpoint. 1.2 million gallons of fuel were sold in 2021, which is 200,000 gallons more than what was seen in the past. In the last three years prior, that number has been right at around 1 million gallons total, which includes jet fuel and aviation gasoline.

The airport finished 2021 with over 100,000 flight operations during air traffic control's operating hours of ten hours a day, seven days a week. Including the estimated operations outside of those hours gives an approximate total of 120,000 arrivals and departures supported last year, which supports a wide variety of aircraft. The information from air traffic control (ATC) is limited, since the system has only been operating for the last 22 months, so the data point suggests activity has stayed static throughout 2020. The last half and throughout the year 2021 are comparable. It is assumed that 100,000 takeoffs and



landings every year is the average, but there is no other data to support that from previous years.

The Remote Tower testing is delayed yet again from the pandemic. The team is still planning on the February 8th start for now. Unfortunately, data from the county reflects the peak has not been met in Larimer County. If this latest planned start date doesn't occur, then a later date could be determined. FNL's ATC tower, as a result of the pandemic, has had a rough start and a few controllers have tested positive. ATC was down three of the five air traffic controllers in the last week. This resulted in a couple of days with limited scheduling reducing the ten-hour day down to an eight-hour day.

**Public Comments:** None

**Commissioner Adams disconnected and arrived in person 3:37 p.m.**

## Regular Agenda

### **5. TERMINAL FUNDING: PHILANTHROPIC FEASIBILITY STUDY UPDATE**

The role of philanthropy is a unique but growing revenue stream for municipal infrastructure including the development and expansion of airports. More than ever before, municipalities are leveraging the role and potential of private-public partnerships. This includes charitable giving as a vehicle to fund strategic priorities and community needs that fall outside municipal budgets but are well-positioned for private funding.

A Philanthropic Feasibility Study was approved by the Commission in the spring of 2021 and an RFP was issued in April 2021. The Airport Commission approved funds to secure the study and the contract was awarded to Philanthropic Experts, LLC. The purpose of the study is to assess the feasibility of philanthropy to support the airport expansion as well as cull stakeholder input related to future initiatives and services at Northern Colorado Regional Airport.

The purpose of this item is to build a common understanding about the project—what it is and what it is not.

- It will explore the potential of charitable support as an ancillary funding stream for the NoCo Regional Airport terminal project.
- A Philanthropic Feasibility Study is also an opportunity to strengthen relationships with and among key community stakeholders.
- Importantly, this project is about assessing feasibility; it is not an active fundraising campaign.



The presentation and discussion, reviewed the goals of this project, scope of work and deliverables, and a general timeline.

A short discussion was brought up about remote participation for the public and the inability to hold hybrid meetings. At the May 20, 2021 meeting, the Commission voted unanimously to hold meetings for in-person attendance only. However, no official action was taken by the Commission at this meeting regarding this discussion.

**Direction:** Nina will develop the updated workplan with defined outputs and expectations to airport staff for feedback and then provide it to the Commission.

**Public Comments:** None

**6. RECOMMENDATION  
TO AWARD CONTRACT  
TO DIBBLE  
ENGINEERING & VFLA  
ARCHITECTS FOR 100%  
TERMINAL  
ARCHITECTURAL &  
ENGINEERING DESIGN**

The design team from Dibble Engineering, VFLA Architects, and Swanson Rink submitted a proposal and negotiated with staff on scope and fees to continue through the design process. The design will evolve to include the company approved by the Commission in the item following this, which is the Construction Manager at Risk (CMaR).

The Terminal Building Project is based on the 2020 Northern Colorado Regional Airport Master Plan and stakeholder input from the project's scoping meeting on June 4, 2020. Based on this starting point and input from a series of charrette stakeholder meetings during the prior design phase, the Schematic Design package was developed and submitted to the Airport Commission in August 2021. Subsequently, the Schematic Design package was approved by the Airport Commission in September 2021, with the direction to move forward with obtaining a construction company to partner with for the remainder of the design and ultimately construction through the CMaR delivery method chosen for the project.

This scope of work is to extend the approved Schematic Design package through Design Development and Construction Documents in preparation for the Construction Phase of the terminal. This scope of work includes a base fee and optional allowances to provide maximum flexibility for FNL to capture any potential funding beyond the current available budget. Below are details on the base design and the allowances that will enable the most flexibility if needed for the project:

- Base Design - Design for the Terminal Building as developed in Schematic Design, minimal rework of



the existing parking lot, and an interim Loop Road. The Base Design will be developed for the anticipated base GMP and will be targeted to be as close as possible to the available budget.

- Design Allowance 1 - Design for the Ultimate Loop Road.
- Design Allowance 2 - Design for reconstruction of existing parking lot and expansion to the north.
- Design Allowance 3 – Design for widening of Earhart Road.

This item provided updated information on timelines and budget for the project.

**Commissioner Adams moved to approve the contract amendment with Dibble Engineering and VFLA Architects for the continuation of the design from 30% to 100%. The motion, seconded by Vice-Chair Fleming carried with all the Commissioners present voting in favor thereof.**

**Public Comments:** None

**7. RECOMMENDATION  
TO AWARD CONTRACT  
FOR CONSTRUCTION  
MANAGER AT RISK  
FIRM FOR THE  
TERMINAL PROJECT**

One year ago, the terminal design project kicked off with the qualification-based selection process for a team of professionals to begin designing the future airport 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.

Since then 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 services 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 is now working to obtain 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 upon the end of the design process.



Staff and the design team published the CMaR request for proposals (RFP) in November and received a high amount of interest from many highly qualified firms with experience constructing similar facilities. Since receiving the submittals in December, a team of individuals from both Cities and the design team have spent a considerable amount of time evaluating the submittals, shortlisting the top firms, interviewing, and have come to a consensus to make a recommendation. The selection panel consisted of the following individuals:

- Chris Aronson: VFLA Architects
- Jared Bass: Dibble Engineering
- Brian Hergott: City of Fort Collins Senior Facilities Project Manager
- Michael Hogan: City of Loveland Facilities Manager
- Jason Licon: Airport Director
- Ken Mannon: City of Fort Collins Operations Services Director

The CMaR RFP selection panel recommend Hensel Phelps as the most qualified Construction Manager at Risk firm for the project. The Hensel Phelps team will partner with the Airport to get the project designed and ultimately built. This approval will allow the Hensel Phelps team to work in lock step with the rest of the consultants hired to design the project through complete design.

This item will review information about the selection process and rationale for the recommendation.

**Commissioner Adams moved to accept the recommendation from the selection panel to award the Construction Manager at Risk Contract to Hensel Phelps as presented for the Terminal Project. The motion, seconded by Commissioner Stooksbury carried with all the Commissioners present voting in favor thereof.**

**Public Comments:** None

### **8. 2022 STRATEGIC WORK PLAN DRAFT**

In February of 2021, Stacey Pearson of Spinnaker Strategy facilitated a two-day StratOp session. On February 18th she will be leading a half-day session to refine, update, and operationalize the plan.

Suggested agenda for half-day StratOp session:

- Review/Update
  - Bring new Commission members up to speed
  - Discuss staffing and day-to-day operations
  - Highlight the changes



- Discuss the successes and illustrate the time and effort required
- Discuss where we fell short and why
- Set the Action Plan:
  - Refine/scrub the 4 strategic focus areas
  - Review/refine potential action steps for 2022-2023
  - Prioritize focus areas and action items (What is important now?)
  - Align funding/resources with focus areas/action items
- Refine success metrics
- Communicate the Plan
  - Format – Decide on the best format that adds value and will communicate the content internally and externally (i.e. 2018 strategic plan or plan-on-a-page format, or both, or other)
  - Communications – decide on the groups that need this content, then select the format and content to share

**Direction:** February 17<sup>th</sup> will be added back on the schedule for a regular Commission meeting and the Hangar RFP selection committee will have a recommendation for the Commission at that meeting. If February 17<sup>th</sup> cannot be met by the selection committee, then a new date will be scheduled by February 7<sup>th</sup>. February 18<sup>th</sup> will remain scheduled separately for the half day StratOp session.

**Commissioner Stooksbury moved to add Scott Schorling from the Loveland Economic Development Department to the PDSC. The motion, seconded by Vice-Chair Fleming carried with all the Commissioners present voting in favor thereof.**

**Public Comments:** None

## **9. BUSINESS FOR MEMBERS**

### **Stooksbury**

In respect to philanthropic giving. I think we should ask the question as part of the feasibility study, are there any other airports where this has been done? Has Denver taken advantage of it or any other airports? Nina mentioned, some items about this kind of capital giving and how it might be different and a little bit more difficult. But I think we need to understand that segment. Just as a quick aside in today's presentation. Thank you very much for calling it the \$7 million funding shortfall, it is what it is. That segues into my second point. I think as a commission, I would like for us to revisit other possible funding options for that shortfall. I'm coming back to the public private partnership that we've never really gotten traction for. And that's part of the reason why I asked you about spending CARES Act money in ways



that would not traditionally be subject to federal grants. But, you know, are there bonding instruments? Are there private bonds or are there other things that we could be doing for this \$7 million to evaluate as possible sources of that and not just rely on a handout for that? So that that's my impression of it.

**Overcash**

Thank you. Good questions, good challenges. Sure, both sides are very involved. We're putting former Fort Collins city manager Darin Atteberry and Mr. Adams on the hot seat if we don't get that \$7 million. We got to find it someplace. We're committed to finding it. We need to make that work. There's lots of ways of doing it.

**Stooksbury cont.**

... Tweet New Haven Connecticut Airport, who is the poster child for a public private partnership. Who's the airline that centered there?

**Licon**

Avelo

**Stooksbury cont.**

Who's the airline here? It just seems like there's an opportunity, and we're not knocking on the right doors. And I understand there's an RFP processes and things like that. But you know, if we're putting up the first \$17 million and we're only looking for another seven, then there's a way to structure that deal, it could be a very attractive win-win. And I just don't know that we're presenting it that way.

**Adjournment:**

Meeting adjourned at 5:21 p.m.

**Respectfully Submitted,**

  
\_\_\_\_\_  
**Chair, Don Overcash**

