



April 1, 2022 Meeting Minutes

Call to Order: Chair Overcash called the meeting to order at 9:03

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

Public Comments: None

Consent Agenda

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

Pulled Items None

Consent Follow up None

Monthly Report Follow-up:

- The Remote Tower Project will conclude its first two weeks of testing today
 - No feedback has been received by the FAA team at this point
- FAA will return late April to finalize Phase one testing
- The installation of the new radar system, STARS, is expected to be complete in May to supplement the Remote Tower System
- The FAA targeted July of 2022 to convene the Safety Risk Management Panel which will determine if it is safe move on to the next step of testing
- Phase two is designed to be a longer-term utilization of the system where the FAA will come in periodically to test and evaluate the performance of that system
 - Right now, phase two is scheduled to last up to 24 months
 - It could begin later this year
- Staff has applied for some federal grants for the terminal
 - Application for the Bipartisan Infrastructure Bill Terminal Grant Program has been submitted
 - applications had a very short window for application due by the 28th of March
- Spring break created an increased demand for the Las Vegas and Burbank flights, throughout the month of March which has continued; ridership is usually less in February and January
- United and Landline continues to work on the approval for their secure to secure feature
- U.S. Customs, was not in the report, but progress has been made with federal staff for U.S. Customs in D.C. and also here locally, conversations continue for this goal



- Additional ideas and concepts being investigated to achieve the Customs goal
 - Due to our proximity to Denver, there may be an ability to share an agent from their existing pool of staff to clear travelers here, staff are pursuing the possibility for traction and support of this alternative
 - FNL would only need customs 2-3 times a week which does not meet the justification for a full-time port of entry
- FAA certification is coming up next week for our airport
 - This is an annual certification evaluation of the airport and following that TSA security annual investigation and audit; which will occupy a considerable amount of staff's time in April

Public Comments: None

9:09 a.m. Commissioner Arndt arrived

Regular Agenda

5. STATE OF COLORADO AMERICAN RESCUE PLAN ACT (ARPA) FUNDING REQUEST BRIEFING

Airport and City staff provided Loveland City Council an overview of the multi-modal transportation and technology and training hub projects for Northern Colorado at their special meeting on March 22. The following information is a brief on the information provided:

Congress passed the American Rescue Plan Act (ARPA) on March 11, 2021. City staff have been participating in Northern Colorado regional meetings since late December, 2021 with other local governments and non-profit partners from throughout the region. These discussions are about how to best leverage the final portion of State ARPA funding of approximately \$1.2 Billion to the benefit of Larimer County and its municipalities as well as non-profits. The State desires robust bricks & mortar projects that are both transformational and regional in nature. This regional effort has used foundational pillars that include Safe and Stable Youth & Families, Continuum of Housing Opportunities, Behavior Health Services and Vibrant Workforce / Local Economy / Business Recovery.

As usual, the process leading to the award of the State money is still evolving as it involves the State Legislature. As staff understands it, the timing and milestones as currently envisioned once the State Legislature appropriates the funding and designates a fiscal agent no later than May 11, 2022 or the end of the session. At this point the State agency will have to



create and solicit a process for interested projects to submit proposals. This is likely to take at least until July to accomplish. Once the mechanism is created it may take until September or October to review and award funding.

Airport staff hosted Governor Polis and Congressman Neguse on Friday March 26th to visit the Airport and to learn more about the proposed projects. The Governor seemed very interested in what was shared, and was especially focused on the terminal project and commercial air service potential.

Innovation Hub at NoCo Airport

- Project summary
 - New community facility with dedicated space and technology for career and technical education in aviation, avionics, unmanned aircraft, remote tower air traffic control, and more for CSU, Aims CC, and Front Range CC with pathway programs through Poudre School District, & Thompson School District
 - Supplementary funding support for the new airport terminal
- Funding \$39 million total
 - \$29 million for new Technology and Training Hub
 - \$10 million toward new Airport Terminal
- Key Objectives
 - Increase FNL's capacity to support multi-modal commercial aviation activities and the resulting positive tourism and socioeconomic impacts Attract and retain talent through career and technical education, workforce development, and connection to employment in Northern Colorado
 - Drive investment in a targeted, high-growth sector of the economy and position Northern Colorado as a leader in aviation technologies, R&D, manufacturing, and related services
- Relation to COVID-19 Recovery
 - Small business assistance, aid to impacted industries, unemployed worker assistance, relief for disproportionately impacted

Public Comments: None



**6. AIRPORT
ACTION PLAN
2022-2023**

In 2021 the Airport Commission conducted a StratOp process that supplemented the 2018 Strategic Plan. An update and review to this 2021 StratOp was scheduled for February 18th of this year and was unfortunately cancelled due to a scheduling conflict. The goal for this cancelled meeting was to combine and update the strategic plan and StratOp into one cohesive document.

At the February 17th meeting, the Commission directed staff to reschedule review of the StratOp at the end of 2022 and to move forward with approving an action plan created by the PDSC. The PDSC created action plan is based on the feedback received from the Commissioners, previous strategic planning & StratOp documents, and reflective of refined priorities.

Commissioner Adams moved to approve the Airport Action Plan for 2022-2023 as presented. The motion, seconded by Commissioner Stooksbury carried with all the Commissioners present voting in favor thereof.

Public Comments: None

Commission Stooksbury requested item 8 Business for members be addressed before item 7 Hangar Develop RFP to allow attendees to be able to be present for all public discussion items before the possible executive session item. Chair Overcash agreed and item 8 was switched with item 7.

**8. BUSINESS FOR
MEMBERS**

Fleming Diane from our PDSC made a great suggestion that ties to what has been discussed. We should consider an on-site visitation by the city councils of both cities, to help the elected officials that own this airport, better understand what they own and why it's important to the community and our plans to enhance it.

Overcash That's an interesting idea. When we were out at NLC, Jenny and I talked about arranging a social mixer for our city councils with an Airport tour and staff can provide a brief presentation. We can work that in from the city manager's perspectives to get it on the Councils' agendas since Kelly and Steve understand the agendas of our councils. Let's try to arrange it.

Direction: The City Managers will investigate the opportunity for creating a social mixer/airport tour for both City Councils



Public Comments:

Gary Kirkpatrick: I just wanted to make sure that the release of it in the future is part of the development for the airport. If there was continued support for the individual general aviation. As far as for developments of hangars, new hangars and hangars being torn down, also in consideration as far as the replacement of those hangars as part of the development plans. And there is very slowly over the years what appears to be between city permits have driven the price of any hangar were very high they were the international building Permit process of forcing water in all civil bathrooms, in any new hangars, that is limiting the lower end of the scale for hangars that can support individuals. There's hundreds of hangars out here and hundreds of small airplanes that also need to be supported with the storage space. Some of that could be handled by some of the things around building permits as far as allowing either modifications of hangars or new hangars on the small end not to have these water services to it. We're in a drought type of community and for hangars to be built with hand-washing stations and bathrooms and drinking fountains just creates a much higher cost of the hangars and that element of those where you might take a look at it is more like providing public restrooms, which are the permits. I think if you have a public restroom within 500 feet, you don't necessarily have to do it. And there is individual people that are in path that leave the airport and go to Greeley or someplace else because they can't find hangar space and it's here and you need that new hangars built in the \$1,000,000 kind of price range. Which is sort of forcing them out, the smaller people. That's still the big support of the airport itself. So some of that is just to consider the smaller end, and that's actually the growth. It's just like the Flying school and everything else, it's individuals get their own license. But then they go on to have smaller airplanes and they go on to eventually grow into. Aviation business, too.

**7. HANGAR
DEVELOPMENT
RFP DISCUSSION
AND POSSIBLE
EXECUTIVE
SESSION**

In February of 2021, Airport staff received an unsolicited proposal from Fort Collins-Loveland jetCenter (FCLJC) to redevelop the Airport-owned T-hangars with larger hangars capable of supporting the increased business jet traffic at the Airport. Staff followed the normal process for Airport development, negotiated lease terms with FCLJC, and presented the proposal at the June 2021 Airport Commission meeting. The proposal generated considerable stakeholder concern and at the July 2021 meeting, the Airport Commission directed staff and the Planning & Development Subcommittee (PDSC) to create a request for proposals (RFP). The RFP was intended to provide the opportunity for entities that were unaware of the redevelopment opportunity on site A to submit proposals and to solicit proposals for the construction of new hangars on undeveloped sites.

The objectives of the RFP were to:

- Replace the aging Airport-owned T-hangars with new facilities that represent a higher and better use in alignment with the Airport Master Plan (2020).



- Support the construction and operation of new hangars to provide options for tenants who might be displaced by redevelopment as well as others looking to base aircraft at the Airport.

The RFP was approved and published in November 2021. The RFP closed in December and three responses were received. An Airport Commission approved evaluation committee, which includes staff from both cities, evaluated the proposals and conducted interviews. At the February Airport Commission meeting, the committee shared that there were gaps and items of concern with all of the proposals and that there wasn't enough information to make a recommendation that would satisfy all of the objectives of the RFP. After continued discussion, the evaluation committee has identified some potential approaches to deliver on the originally stated objectives of the RFP. In order to fully explore options and recommendations, confidential aspects of the RFP responses will need to be discussed in executive session.

Vice-Chair Fleming moved that the Northern Colorado Regional Airport Commission recess into executive session for the purpose of discussing the Hangar Redevelopment RFP responses and potential options, pursuant to Section 4(e) of the Northern Colorado Regional Airport Commission Bylaws,

- **To determine a position relative to issues subject to negotiation, to receive reports on negotiation progress and status, to develop negotiation strategy, and to instruct negotiators as authorized by Colorado Revised Statute § 24-6-402 (4)(e)(I) and any applicable provisions of the Loveland and Fort Collins City Charters.**
- **To discuss matters required to be kept confidential by federal or state law or rules and regulations, specifically to discuss the responses received to the RFP which constitute trade secrets and/or confidential commercial information under the Colorado Open Records Act § 24-72-204(3)(a)(IV).**
- **As needed, to discuss matters of attorney-client privilege and to receive legal advice from an attorney representing the Commission on specific legal questions, as authorized by Colorado Revised Statute § 24-6-402 (4)(b) and any applicable provisions of the Loveland and Fort Collins City Charters.**

The motion, seconded by Commissioner Adams carried with all the Commissioners present voting in favor thereof.

10:13 a.m. Exit Public Session

10:34 a.m. Enter Executive Session

11:11-11:17 Commissioner Arndt exited and re-entered

11:50-11:52 PDSC member Birks exited and re-entered



11:17-12:10 Commissioner Burgener exited and re-entered teleconference line

1:02 Exit Executive Session, re-enter public session, and adjourn

Respectfully Submitted,



Vice-Chair, Tom Fleming