



Meeting Minutes for May 18, 2023

Call to Order: Chair Overcash called the meeting to order at 3:34 p.m.

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

Public Comments: Rick Turley, Hangar Tenant: Requested the Commission revoke their original motions to vacate the hangars. Also requested that replacement of the T-hangars in the GA area be planned, expedited, and funded. **Mike Fassi, CAP:** Thanked the Airport Staff for providing free hangar space for Civil Air Patrol in one of the C units. **Steve McClintock, Hangar Tenant:** Asked the Airport Commission to reconsider the decision to evict him from one of the T-hangars after being found in violation of multiple hangar lease terms including illegal subletting, hazardous materials storage, non-airworthy aircraft, and modifying the unit without prior permission.

Consent Agenda

Commissioner Arndt moved to approve the Consent Agenda. The motion, seconded by Commissioner Adams passed with one abstention from Commissioner Stooksbury.

Pulled Items None

Consent Follow up None

Monthly Report Follow-up:

- Remote Tower is making headway, the 4k testing was completed with preliminary approvals looking positive. Searidge Technologies formally requested the withdrawal of the stop work order issued by the FAA. Letters of support to the FAA for the project are underway from the Governor, Senators, and CDOT.
- CDOT approved an overmatch grant of \$463k for the Airport's runway widening project.
- United diversions will be in the sky more frequently as the Director completed preliminary meetings to approve their diversion operations and we are entering storm season.

Public Comments: None



Regular Agenda

7. STRATEGIC ACTION PLAN ADOPTION & WORKPLAN

Strategic plans are a critical tool for policy makers to update and adopt on a regular basis. The purpose of this document is to clearly articulate the strategy for the operation and development of Northern Colorado Regional Airport and to outline the major work priorities for the next two years: 2023-2024. This plan was created by the Planning & Development Subcommittee and Airport Commission in late 2022 and early 2023. This plan is intended to guide the staff, the Planning & Development Subcommittee (PDSC), the Airport Commission, and Airport partners in moving toward our vision for the Airport's future.

Members of the Planning and Development Subcommittee and staff have worked since the January 19 Airport Commission facilitated strategic planning meeting to finalize the plan and create an Action Plan that incorporates discussion and feedback from Airport Commissioners. To reflect recent priority shifts the hangar related goals were shifted and the Gantt chart was also updated. Staff will walk Airport Commissioners through the final plan for adoption, with emphasis on the action plan of the document. This item has been delayed for two months due to other priorities on the agenda.

Commissioner Adams moved approve the Strategic Action Plan with the noted adjustments on the KPI for safety. The motion was seconded by Commissioner DiMartino passed with one abstention from Commissioner Stooksbury.

Public Comments: None

8. NEW TERMINAL PROJECT UPDATE AND CONSTRUCTION MANAGER AT RISK GUARANTEED MAXIMUM PRICE CONTRACT

Since the start of the terminal design, inflation, and supply chain issues as a result of the pandemic created instability in the building materials and labor markets resulted in a sharp increase in cost estimates and construction price trends. These unanticipated cost escalations prompted staff to present options for the Airport Commission to consider in early fall of last year to reduce scope and costs. The Airport Commission selected a smaller version of the original design that will provide functionality for a new airport terminal and instructed staff to continue working to find funding sources to align with the estimated budget. Since this time staff have worked to secure \$25 million in total funding for the two phased project, which includes a 4% contribution of \$1 million from each of the Cities.



The terminal design team reached the 95% design milestone on Thursday May 4. In anticipation of the finalization of the design, the project team and Airport staff have been working in parallel on the negotiation of a guaranteed maximum price contract with Hensel Phelps, the selected contractor for the project. A comprehensive cost estimating, and reconciliation process has concluded, and the Hensel Phelps team and Airport consultants have arrived at a recommended price of \$14,864,000, or \$766 per square foot and an owner-controlled contingency of \$2,086,894 (includes contractor and owner estimated contingencies).

The design option selected by the Airport Commission incorporates phasing of the terminal by deferring landside improvements for automobile parking, landscaping, access roads, and signage. The Commission also requested that LEED certification level remain at silver for the new terminal, which is included in the contract price. The size of the new terminal is 19,400 square feet, and the price includes all baggage handling equipment and automated exit lane mechanical systems. The total number of calendar days to complete the project is 422 days and is scheduled to begin on Monday July 10, 2023. The estimated completion date according to this schedule would be Wednesday September 4, 2024. The schedule will allow for the full expenditure of the time constrained federal Cares Act funding by the July 2024 deadline.

Commissioner Adams moved to approve the CMAr Guaranteed Maximum Price Contract. The motion, was seconded by Commissioner DiMartino, passed with two no votes from Commissioners Arndt and Stooksbury.

Public Comments: Caitlin McHugh, Attorney with Lewis Roca, representing Discovery Air claimed that the Cities had an additional 10 months past the July 2024 deadline to spend the majority of the CARES Act Funds and that there would be adequate time to allocate the funds to other non-terminal related projects.

**9. EQUIPMENT
DONATION
ACCEPTANCE &
TRANSFER OF
FEDERAL GRANT
OBLIGATIONS**

The Airport will be receiving a very generous donation of a relatively new piece of snow removal equipment from the Sun Valley Idaho (SUN) Friedman Memorial Airport Authority (FMAA). Our Airport staff and the FAA's compliance officials have identified a need for a high-speed runway broom truck at FNL for the past few years. Within the Airport's approved Capital Improvement Plan for 2024 it includes a \$400,000 line item for acquiring a new similar unit. The FAA requires that



Airports have adequate equipment to remove snow within a certain amount of time to achieve regulatory standards and safety for airport users. FNL utilizes two high speed runway brooms to achieve these regulatory standards, one is a surplus unit that is 24 years old, and the other was purchased new by the airport and is 16 years old.

The manager of the SUN Airport, Chris Pomeroy, had to shift their airport's strategy for dealing with snow removal as a result of demands from airport users and the installation of a new instrument approach system. SUN Airport elected to transition to another much larger and more expensive combination type of snow removal unit that includes both the plow and broom to keep up with the snowfall they typically experience. The acquisition of the new equipment type made this particular snow removal broom unit no longer necessary for their needs, and because it was acquired using federal funds, another commercially certified airport is required to acquire it through donation or sale due to federal obligations associated with their original grant. Our airport will need to approve the donation, and obtain City Council approval from the City of Loveland for acceptance. It will also require that the federal obligations that were originally assumed by SUN will be transferred to FNL for the remaining service life of the unit.

The acceptance of this equipment will require the City of Loveland's City Council acceptance of the donation. Transportation costs for this are expected to be less than \$10k.

Commissioner Adams moved to accept the donated broom truck with a transfer of its federal grant assurances. The motion, was seconded by Commissioner Arndt carried with all the Commissioners present voting in favor thereof.

Public Comments: None

10. BUSINESS FROM MEMBERS None

Public Comments: None

Adjournment: Meeting adjourned at 5:05 p.m.

Respectfully Submitted,



Commission Chair, Don Overcash