



Meeting Minutes for July 20, 2023

CALL TO ORDER Chair Overcash called the meeting to order at 3:32 p.m.

ROLL CALL Chair Overcash and Commissioners Arndt, Burgener, and Stooksbury were present. Commissioners DiMartino, Adams, and Williams were absent.

PUBLIC COMMENT None present

CONSENT AGENDA

Commissioner Stooksbury moved to approve Consent Agenda items 1-7, and remove item 8 from the consent agenda so that it could be discussed in more detail under agenda item 11. Chair Overcash approved moving item 8 to be discussed as part of item 11. The motion, seconded by Chair Overcash, carried with all Commissioners present voting in favor thereof.

Pulled Items: 8

Consent Follow up: Item 8 to be discussed as part of item 11.

Public Comments: None

MONTHLY REPORT The Remote Tower project is moving forward with equipment installations and the system design approval process.

Rotary broom pickup from Sun Valley Airport is scheduled.

City staff determined that it would not be cost-effective to convert the existing hangars into hail structures.

Construction on the new terminal begins on July 24th.

REGULAR AGENDA

9. Airport Tax Report

Aaron Ehle, Airport Planning and Development Specialist, presented this item and provided handouts to Commissioners and members of the public, summarized:

The City of Loveland is not able to provide sales tax revenue data for individual businesses or small groups of businesses, but they do release the data based on geographical areas. There are 25 businesses collecting sales tax in in the area designated as "Airport" which generated \$1,271,496 in 2022, but most of this is related to businesses that are not located on Airport Property.

The 2021, Loveland generated \$35,688 and Larimer County generated \$83,183 in property tax revenue from on-Airport businesses. An updated chart with 2022 figures was shares that showed Loveland generated \$47,789 and Larimer County generated \$112,091 in property tax revenue from on-Airport businesses.



Commissioner Arndt appreciated knowing more about what airport revenue is going into Loveland's general fund and how much of that is being returned to the airport.

10. T-Hangar Repair and Decommissioning Recommendations

Dave Ruppel, Airport Director, presented this item, summarized:

A Hangar Recommendation: The team is working on demolition plans and a schedule and estimate is expected in early August.

B Hangar Recommendation: During the last Commission meeting the Commission advised the team to determine if the B hangar could be repurposed as a hail shelter. Building officials confirmed that if these modifications are made, the hangers would have to be brought up to code because more than 50% of the structure would have to be modified. This requirement makes modifications to the B hangers not practical. It is staff's recommendation to demolish the B hangers.

C Hangar Recommendation: Staff recommends moving forward with the necessary repairs and continuing to rent the hangars on a month-to-month basis to the current tenants for no longer than three years from the date the repairs are completed. The team is working on putting the bid package together for the repairs to the C hangars. We anticipate the bid will be released in late August.

Commissioner Stooksbury questioned the timing on the month-to-month hangar leases which stated "no longer than three years from the date that repairs are completed" and requested that the wording on the agreements be changed.

Chair Overcash clarified that the agreements would be evaluated each year and three years would be the minimal expectation.

Staff agreed to change the wording to state "at least three years" on the agreements.

11. Business from Members

Regarding pulled consent agenda item 8, Commissioner Stooksbury stated that no Commission members are currently serving on the Planning and Development Subcommittee.

Chair Overcash questioned whether there is a limit on the number of people who can serve on the PDSC.

Staff determined that the charter does not specify the number of subcommittee members nor that a Commissioner must sit on the Subcommittee.



Commissioner Stooksbury requested that the process be more formalized in the charter and clarify whether a Commissioner must serve or sit in a Chair/Vice Chair position.

Chair Overcash suggested bringing this topic back as an agenda item at a future meeting.

Diane Jones, PDSC Member, stated that it has been helpful to have a representative from the Commission serving on the PDSC in the past.

Commissioner Stooksbury moved to allow Tom Fleming to continue serving on the PDSC. The motion, seconded by Commissioner Arndt, carried with all Commissioners present voting in favor thereof.

Public Comment: Scott Holst, Discovery Air, read a statement to the Commissioners to commend the new member selection of Michael Williams, support moving forward with the remote tower project by relocating the mobile tower, and encourage the development of a parallel runway. The U.S. Customs offices are complete, signs have been ordered for the building, and the position for an agent has been posted. The Communication and Engagement Director will be notified once a date for the opening of the office is determined.

ADJOURNMENT Chair Overcash adjourned the meeting at 4:14 p.m.

Respectfully Submitted,

Commission Chair, Don Overcash

