

SPECIAL MEETING AGENDA WORK SESSION THURSDAY, FEBRUARY 15, 2024 12:00PM – 3:15PM

PUBLIC ATTENDANCE

IN ACCORDANCE WITH COLORADO'S OPEN MEETINGS ACT PUBLIC AUDIENCE MEMBERS MAY ATTEND AND OBSERVE THESE WORK SESSIONS. NO ACTION WILL BE TAKEN THEREFORE PUBLIC COMMENT AND PARTICIPATION WILL NOT BE AVAILABLE.

COMMISSION ORGANIZATION – 45 MINUTES

- 1. COMMISSION ROLES AND RESPONSIBILITIES TRAINING FOR 2024
- 2. MEETING DURATION, FREQUENCY, AND CADENCE
- 3. ANNUAL CONFERENCES
- 4. 2024 CALENDAR OF EVENTS

STRATEGIC PLANNING WORK SESSION – 2 HOURS 30 MIN

- 5. 2020 MASTER PLAN OVERVIEW
- 6. 2023-24 STRATEGIC ACTION PLAN OVERVIEW
- 7. BREAK
- 8. PROPOSED AMENDMENTS
- 9. CURRENT PROJECTS
- 10. CONCLUSION/NEXT STEPS

MEETING ADJURNMENT/BREAK BEFORE REGULAR COMMISSION MEETING – 15 MINUTES

All members of the public are invited to attend this meeting in-person at 4900 Earhart Rd. Loveland, CO 80538 or observe virtually using the information below:

Join Zoom Meeting: <u>https://us06web.zoom.us/j/81745121465?pwd=5pPT3wqwwantI9jIjsxjaPkMwNNcin.1</u> Meeting ID: 817 4512 1465 Passcode: 259087 Dial by your location: +1 719 359 4580 US Find your local number: https://us06web.zoom.us/u/kCGGEYWeg



Special Meeting Northern Colorado Regional Airport Commission

February 15, 2024

12:00 pm – 3:15 pm

Work Session



1. Commission Roles and Responsibilities Training for 2024



Northern Colorado Regional Airport Commission

Roles and Responsibilities

Laurie Wilson, Senior Assistant City Attorney January 18, 2024

Presentation Agenda

Northern Colorado Regional Airport Commission

Open Meetings & Open Records

Ethics & Conflicts of Interest

NCRA Commission History

- Formed by the Cities of Loveland and Fort Collins through an intergovernmental agreement (IGA) in 2015, as amended in 2016 and 2019
- Delegated certain authority by the Cities for Airport operations, with certain authority reserved to the two City Councils
- Comprised of seven Commission members
 - Two Loveland members (City Councilmembers or Loveland staff) and one Lovelandappointed citizen member
 - Two Fort Collins members (City Councilmembers or Fort Collins staff) and one Fort Collinsappointed citizen member
 - One jointly-appointed citizen member

Commission Authority

- Enter into Airport agreements (leases, contracts for goods and services)
 - Must be "in a form generally approved by the City Manager and City Attorney for each City"
 - Leases of Airport property must be for an aeronautical or general aviation use for a term not to exceed 50 years
- Authorize Airport activities
- Adopt or revise Airport Rules & Regulations and Minimum Standards
- Budget matters (adopt the Airport budget . . .)

Commission Authority cont'd

- Expending Airport funds
- Establishing Airport rates, fees and charges annually
- Establish Airport service levels
- Airport operating plan
- Direct the Airport Director
- Sign certain grant agreements if permitted by the grantor
 - Cannot exceed \$300,000 from appropriated funds
- Make recommendations to the City Councils regarding Airport policy issues

Authority Reserved to the Cities *Policy Matters*

- Adoption of the Airport Master Plan
- Approval of all other grant agreements
- Approval and execution of grant assurances
- Purchase and sale of real property and structures
- Construction of certain capital projects
- Approval of Airport budget
- Approval of Cities' contributions and appropriation of Airport budget

Open Meetings

- Why must the Commission hold open meetings?
 - Commission Bylaws
 - C.R.S. 24-6-402(1) "local public body"
- What is a "meeting?"
 - Any gathering of three of more Commissioners at which <u>public business</u> is discussed or at which any formal action may be taken (C.R.S. 24-6-402)
 - Includes gatherings in person, by telephone, electronically or by other means of communication
 - Includes meetings of subcommittees

Open Meetings Cont'd

• What is NOT a "meeting?"

- Communications which do not relate to or discuss any public business (i.e. Commissioner's vacation)
- Chance meeting or social gathering of Commissioners at which discussion of public business is not the central purpose
- All "meetings," except for those held in a legally convened executive session, must be open to the public
 - Held only after full and timely notice to the public, posted 24 hours in advance with agenda
- Commission decisions require the presence of a quorum (4 members) with one representative from each City present

Open Meetings Cont'd *Executive Sessions*

Executive sessions may be held:

- Only at a regular or special meeting of the Commission
- Only with a vote of 2/3 of the quorum present
- Only to consider certain matters

Process

- Vote to go into executive session with announcement of the topic of executive session and citing legal authority for the executive session
- Executive session held and recorded (except for attorney-client privileged portion)
- Reconvene in open session for any decision

Open Meetings Cont'd *Executive Sessions*

- In an executive session, the Commission may:
 - Receive legal advice and information, ask questions, generally discuss the matter being considered, and instruct negotiators
 - NOT decide any matter or take any formal action
- Consider the following matters:
 - Real estate purchases, sales or leases
 - To receive legal advice
 - Matters required to be kept confidential
 - Security arrangements or investigations
 - Matters subject to negotiation
 - Personnel matters
 - Discussion of documents protected by Colorado Open Records Act

Open Meetings Cont'd *Executive Sessions*

Decisions

- If a decision needs to be made based on the discussion in executive session, the decision must be made in an open meeting with an explanation of the reasoning of the decision
- Commissioners cannot disclose information gained from executive session

Open Records

- Colorado Open Records Act (CORA) governs the disclosure of "public records"
- Various records regarding public business may be subject to disclosure, even if they are located on a personal device or email account

Ethics and Conflicts of Interest

- <u>Commission Bylaws</u> (Section 8) "A Commission Member who has a personal interest in a matter before the Commission shall disqualify himself or herself from considering, discussing or voting on the matter . . ."
- <u>City Charters, Codes and Regulations</u> City officials and employees may be subject to any ethics and conflicts of interest provisions of their respective cities
- State Statutes (C.R.S. 24-18-101 et seq.)

Ethics and Conflicts of Interest Cont'd State Law

- C.R.S. § 24-18-108.5(2): "A member of a board, commission, council or committee who receives no compensation other than a per diem allowance or necessary and reasonable expenses shall not perform an official act which may have a direct economic benefit on a business or other undertaking in which such member has a direct or substantial financial interest."
- C.R.S. § 24-18-110: A member of the Commission "may, prior to acting in a manner which may impinge on his fiduciary duty and the public trust, disclose the nature of his private interest."
 - Commission Bylaws are stricter than state statute, and should be followed





2. Meeting Duration, Frequency, and Cadence



Annual Conferences 2024 Calendar of Events

ANNUAL CALENDAR OUTLINE FOR THE AIRPORT COMMISSION

Ти 2 9 16	3	Th 4	Fr 5	Sa 6	Su			February			20	24										April			
9	We 3	Th 4			Su										March										
9	3	4				Mo	Tu	We	Th	Fr	Sa	Su	Мо	Tu	We	Th	Fr	Sa	Su	Мо	Tu	We	Th	Fr	Sa
	10	44		•		mo			1	2	3	54	mo		iii c		1	2	54	1	2	3	4	5	6
	10	4.4																			NWAAAE 4/2 - 4	Regional C /4 in Bellevu	onference e, WA		
16		11	12	13	4	5	6	7	8	9	10	3	4	5	6	7	8	9	7	8	9	Corado General	11 Aeronautica Meeting 4/ Vatckins, CC	18 2 PM.	13
	17	18	19	20	11	12	13	14 Strategi	15 c Plan Work	16 Session	17	10	11	12	13	14	15	16	14	15	16	Initial Bu	Vatckins, CC 18 dget Review s/Fees Revie	for 2025 w for 2025	20
23	24	25	26	27	18	19	20	21	22	23	24	17	18	19	20	21	22	23	21	22	23	24	25	26	27
30	31				25	26	27	28	29			24	25	26	27	28	29	30	28 AAAF	29 National C	30	Expo			
												31							4	/28 - 5/1 in	Nashville, Tř	1			
т.,	-	Th	E.,	6	c	Ма	т.,		Th	E.	6.	c	Ма	т.,	•	Th	E.	6.	C	Ма	т.,	-	ть	E.,	Sa
l Conferen	1 ce & Expo	2	3	5a 4	Su	мо	IU	we	In	Fr	5a 1	Su	1	2	3	4	5	5a 6	Su	IVIO	Tu	we	1	2	3 3
		0	10	11	2	э	4	5	6	7	8	7	8	0	10	11	12	13	A	5	6	7	8	0	10
								CAOA Sprir CAB G	ng Conferen ieneral Meet Conference	ce Vail, CO ting @															
14	Final Bu	udget Review	for 2025	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	16	17					22	21	22	23	24	25	26	27	18	19	20 CAB 8/3	21 General Me 21 Watkins, 0	22 eting CO	23	24
28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31
					30																				
	Septemb	ber						October						Ν	lovembe	er					[ecembe	r		
Tu	We	Th	Fr	Sa	Su	Мо	Tu	We	Th	Fr	Sa	Su	Мо	Tu	We	Th	Fr	Sa	Su	Мо	Tu	We	Th	Fr	Sa
3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
10	11	12	13	14	6	7	8 CAB	9 General Mee	10 eting	11	12	3	4	5	6	7	8	9	8	9	10 CAB	11 General Me	12 eting	13	14
17		19	20	21	13	14	10/ 15	9 Gunnison, 16	CO 17	18	19	10	11	12	13	14	15	16	15	16		18	19	20	21
																						Election o missioner Re	f Commissio ples/Respon	n Officers sibilities Trai	
24	25	26	27	28	20	21	22	23	24	25	26	17	18	19		21 as Finalized v	22 vith the FAA	23	22	23	24	25	26	27	28
					27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				
	30 Tu Conference n Nashvill 7 14 21 28 28 28 28 28 28 10 10 17	30 31 May We Tu We 1 1 Conference & Expo 1 7 8 14 15 Final Br Final Br 21 22 28 29 September Tu We 3 4 10 11 17 18	30 31 Tu We Th Tu We Th 1 2 Conference & Expo 1 7 8 9 14 15 16 Final Budget Review Final Rates/Fees Revie 21 22 23 21 22 23 23 28 29 30 30 4 5 I we th Tu We Th 3 4 5 10 11 12 10 11 12 17 18 19 CIP Initial Revi CIP Initial Revi	30 31 May Th Fr Tu We Th Fr 1 2 3 Conference & Exponin Nashville, TN 10 11 2 3 7 8 9 10 14 15 16 17 Final Budget Review for 2025 Final Rates/Fees Review for 2025 21 22 23 24 28 29 30 31 Tu We Th Fr 3 4 5 6 10 11 12 13 17 18 19 20 CIP Initial Review CIP Initial Review CIP Initial Review	30 31 Tu We Th Fr Sa 1 2 3 4 Conference & Expo 1 2 3 4 7 8 9 10 11 7 8 9 10 11 14 15 16 17 18 Final Budget Review for 2025 Final Rates/Fees Review for 2025 21 21 22 23 24 25 28 29 30 31	30 31 25 Tu We Th Fr Sa 1 2 3 4 Conference & Expo 1 2 3 4 7 8 9 10 11 2 14 15 16 17 18 9 14 15 16 17 18 9 14 15 16 17 18 9 14 15 16 17 18 9 21 22 23 24 25 16 28 29 30 31 23 30 Tu We Th Fr Sa Su 10 11 12 13 14 6 17 18 19 20 21 13 10 11 12 13 14 6 17 18 19 20 21 13 10 11 12 13 14 6	30 31 25 26 Tu We Th Fr Sa Su Mo 1 2 3 4 Mo Mo Mo 7 8 9 10 11 2 3 14 15 16 17 18 9 10 7 8 9 10 11 2 3 14 15 16 17 18 9 10 Final Budget Review for 2025 Final Rates/Fees Review for 2025 30 31 23 24 28 29 30 31 23 24 30 30 Tu We Th Fr Sa Su Mo 3 4 5 6 7 7 30 31 30 10 11 12 13 14 6 7 31 31 10 11 12 13 14 6 7 31 31 31 31 31 <td< td=""><td>30 31 25 26 27 May Th Fr Sa Su Mo Tu 1 2 3 4 7 8 9 10 11 2 3 4 Conference & Exponin Nashville, TN 7 8 9 10 11 2 3 4 14 15 16 17 18 9 10 11 7 8 9 10 11 2 3 4 14 15 16 17 18 9 10 11 21 22 23 24 25 16 17 18 28 29 30 31 23 24 25 7 We Th Fr Sa Su Mo Tu 10 11 12 13 14 6 7 8 10 10 11 12 13 14 6 7 8 10 10 11<</td><td>30 31 25 26 27 28 June June Tu We Th Fr Sa Su Mo Tu We Tu We Th Fr Sa Su Mo Tu We 7 8 9 10 11 2 3 4 5 7 8 9 10 11 2 3 4 5 7 8 9 10 11 2 3 4 5 14 15 16 17 18 9 10 11 12 Final Budget Review for 2025 25 16 17 18 19 21 22 23 24 25 26 26 September October 7 8 5 6 7 1 2 September October CAB General Media 30 1</td><td>30 31 25 26 27 28 29 30 31 25 26 27 28 29 May Tu We Th Fr Sa Su Mo Tu We Th Tu We Th Fr Sa Su Mo Tu We Th 7 8 9 10 11 2 3 4 CAOA Spring Conference CAB General Meet 14 15 16 17 18 9 10 11 12 13 Final Budget Review for 2025 21 22 23 24 25 16 17 18 19 20 28 29 30 31 23 24 25 26 27 September October Tu We Th Fr Sa Su Mo Tu We Th 30 </td><td>$\begin{array}{c c c c c c c c c c c c c c c c c c c$</td><td>30 31 25 26 27 28 29 June Tu We Th Fr Sa Su Mo Tu We Th Fr Sa Tu We Th Fr Sa Su Mo Tu We Th Fr Sa Tu We Th Fr Sa Su Mo Tu We Th Fr Sa 7 8 9 10 11 2 3 4 S 6 7 8 7 8 9 10 11 2 3 4 S 6 7 8 7 8 9 10 11 12 13 14 15 6 17 18 9 10 11 12 20 21 22 21 22 23 24 25 26 27 28 29 28 29 30 31 23 24</td><td>$\begin{array}{c c c c c c c c c c c c c c c c c c c$</td><td>$\begin{array}{c c c c c c c c c c c c c c c c c c c$</td><td>$\begin{array}{c c c c c c c c c c c c c c c c c c c$</td><td>30 31 25 26 27 28 29 24 25 26 27 1</td><td>30 31 25 26 27 28 29 24 25 26 27 28 10 <</td><td>30 31 25 26 27 28 29 24 25 26 27 28 29 30 31 20 21 21 23 24 25 26 27 28 29 31</td><td>30 31 31 25 26 27 26 27 24 25 26 27 28 29 30 May I 2 3 4 5</td><td>30 31 31 25 26 27 28 29 30 31 <td< td=""><td>$\begin{array}{c c c c c c c c c c c c c c c c c c c$</td><td>$\begin{array}{c c c c c c c c c c c c c c c c c c c$</td><td>$\begin{array}{cccccccccccccccccccccccccccccccccccc$</td><td>30 31 </td><td>B0 31 I 25 26 27 28 27 28 29 20 29 20 <th20< th=""> 20 20 <th2< td=""></th2<></th20<></td></td<></td></td<>	30 31 25 26 27 May Th Fr Sa Su Mo Tu 1 2 3 4 7 8 9 10 11 2 3 4 Conference & Exponin Nashville, TN 7 8 9 10 11 2 3 4 14 15 16 17 18 9 10 11 7 8 9 10 11 2 3 4 14 15 16 17 18 9 10 11 21 22 23 24 25 16 17 18 28 29 30 31 23 24 25 7 We Th Fr Sa Su Mo Tu 10 11 12 13 14 6 7 8 10 10 11 12 13 14 6 7 8 10 10 11<	30 31 25 26 27 28 June June Tu We Th Fr Sa Su Mo Tu We Tu We Th Fr Sa Su Mo Tu We 7 8 9 10 11 2 3 4 5 7 8 9 10 11 2 3 4 5 7 8 9 10 11 2 3 4 5 14 15 16 17 18 9 10 11 12 Final Budget Review for 2025 25 16 17 18 19 21 22 23 24 25 26 26 September October 7 8 5 6 7 1 2 September October CAB General Media 30 1	30 31 25 26 27 28 29 30 31 25 26 27 28 29 May Tu We Th Fr Sa Su Mo Tu We Th Tu We Th Fr Sa Su Mo Tu We Th 7 8 9 10 11 2 3 4 CAOA Spring Conference CAB General Meet 14 15 16 17 18 9 10 11 12 13 Final Budget Review for 2025 21 22 23 24 25 16 17 18 19 20 28 29 30 31 23 24 25 26 27 September October Tu We Th Fr Sa Su Mo Tu We Th 30	$\begin{array}{c c c c c c c c c c c c c c c c c c c $	30 31 25 26 27 28 29 June Tu We Th Fr Sa Su Mo Tu We Th Fr Sa Tu We Th Fr Sa Su Mo Tu We Th Fr Sa Tu We Th Fr Sa Su Mo Tu We Th Fr Sa 7 8 9 10 11 2 3 4 S 6 7 8 7 8 9 10 11 2 3 4 S 6 7 8 7 8 9 10 11 12 13 14 15 6 17 18 9 10 11 12 20 21 22 21 22 23 24 25 26 27 28 29 28 29 30 31 23 24	$\begin{array}{c c c c c c c c c c c c c c c c c c c $	$\begin{array}{c c c c c c c c c c c c c c c c c c c $	$\begin{array}{c c c c c c c c c c c c c c c c c c c $	30 31 25 26 27 28 29 24 25 26 27 1	30 31 25 26 27 28 29 24 25 26 27 28 10 <	30 31 25 26 27 28 29 24 25 26 27 28 29 30 31 20 21 21 23 24 25 26 27 28 29 31	30 31 31 25 26 27 26 27 24 25 26 27 28 29 30 May I 2 3 4 5	30 31 31 25 26 27 28 29 30 31 <td< td=""><td>$\begin{array}{c c c c c c c c c c c c c c c c c c c$</td><td>$\begin{array}{c c c c c c c c c c c c c c c c c c c$</td><td>$\begin{array}{cccccccccccccccccccccccccccccccccccc$</td><td>30 31 </td><td>B0 31 I 25 26 27 28 27 28 29 20 29 20 <th20< th=""> 20 20 <th2< td=""></th2<></th20<></td></td<>	$ \begin{array}{c c c c c c c c c c c c c c c c c c c $	$ \begin{array}{c c c c c c c c c c c c c c c c c c c $	$ \begin{array}{cccccccccccccccccccccccccccccccccccc$	30 31	B0 31 I 25 26 27 28 27 28 29 20 29 20 <th20< th=""> 20 20 <th2< td=""></th2<></th20<>



5. 2020 Master Plan Overview

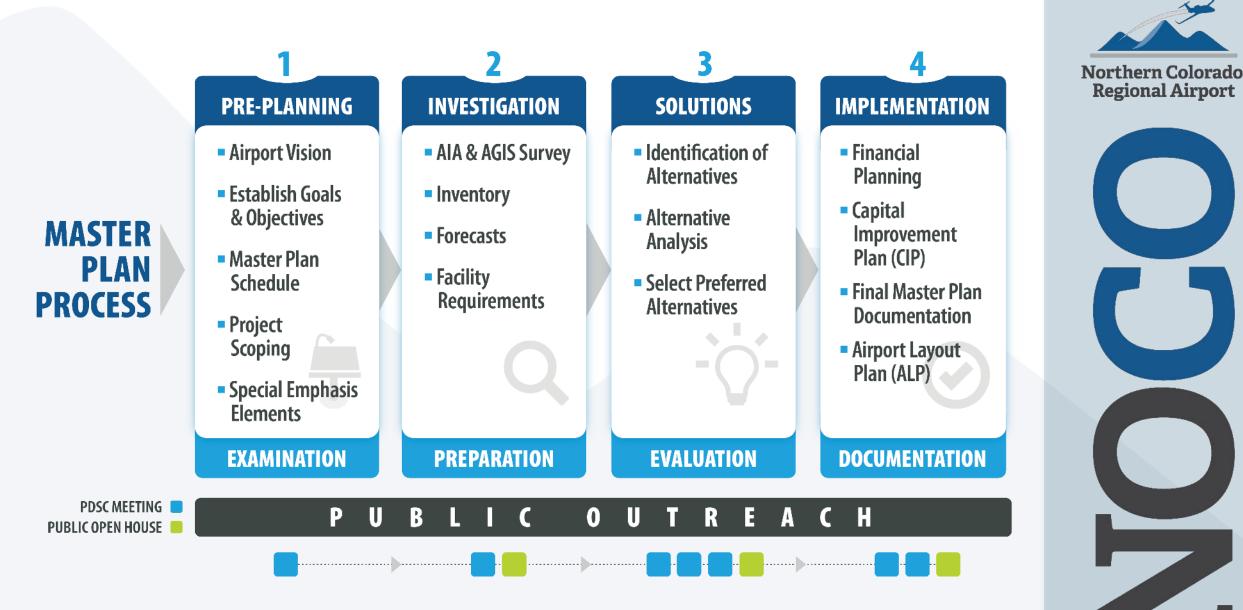
Airport Commission Meeting

MASTER DESCRIPTION

February 15, 2024







Public Outreach Meetings

- 1. Master Plan Introduction (May 2019)
- 2. Master Plan Recommendations (September 2019)
- Master Plan Draft Virtual via Zoom (August 2020)

We want to hear from you!

- Master Plan Website: https://www.flynoco.com/mpu/
 - Updated FAQ
 - Draft Final Report and Individual Chapters
 - Project updates
 - Open House presentation materials
 - Submit comments
- Follow the Airport on Social Media for Updates

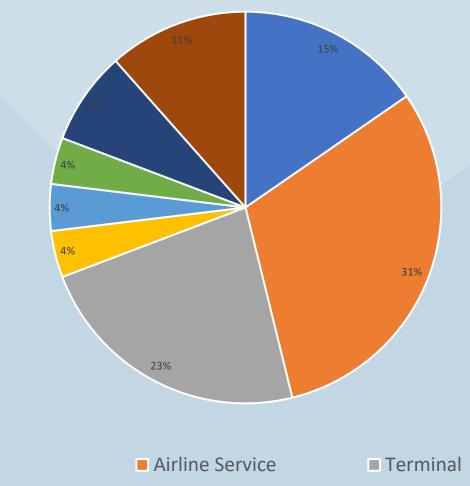
f 🔰 🞯 🕩 in

- Contact the Airport Directly
 - airportmasterplan@cityofloveland.org





Public Comment Topics



Airfield Improvements

- Airport Access Remote Tower
- Landside Improvements Other

Noise

Northern Colorado Regional Airport



INVENTORY & FORECASTS MARSTER MARSTER



Inventory

- Existing Airport Layout
 - Airside
 - Landside
- Existing Terminal
- Support Facilities & Equipment
- Airport Access
- → Airspace
- Emergency Response
- → Utilities
- Airport Environs
- Land Use & Zoning
- Environmental Condition
 Baseline





Commercial Operations Forecasts

Year	Air Carrier Enplanements Forecast	Average # of Seats/Depar ture	BLF	Departures	Air Carrier Operations ²
2018 ^{1,3}	3,388	177	77%	25	50
2023	48,431	177	93%	295	590
2028	56,829	177	93%	346	692
2033	66,684	177	93%	406	812
2038	78,248	177	93%	477	954

Source: Mead & Hunt.

Notes:

1. 2018 enplanements and operational data sourced from the 2018 FAA TAF.

2. Operations = Departures x 2.

3. 2018 air carrier operations data sourced from the 2018 FAA TAF.

Forecasts Summary

Aviation Activity	2018	2023	2028	2033	2038			
OPERATIONS								
Commercial Service	50	590	692	812	954			
General Aviation	94,650	108,504	118,452	129,313	141,170			
Single Engine Piston	63,298	72,372	79,008	86,252	94,160			
Multi-Engine Piston	28,470	32,009	34,351	36,854	39,528			
Turboprop	285	597	948	1,358	1,835			
Business Jet	2,847	3,526	4,146	4,849	5,647			
Military	200	200	200	200	200			
TOTAL OPERATIONS	94,900	109,294	119,344	130,325	142,324			
Local Operations	35,208	43,280	50,244	58,125	67,034			
Itinerant Operations	59,692	66,013	69,100	72,200	75,289			
PASSENGER ENPLANEMENTS								
Enplanements	3,388	48,431	56,829	66,684	78,248			
BASED AIRCRAFT BY TYPE								
Single Engine Piston	216	230	241	253	265			
Multi-Engine Piston	16	16	16	16	16			
Glider/Ultra-Light	2	3	4	5	6			

11

15

275

9

13

256

Business Jet

Helicopter

TOTAL BASED AIRCRAFT

15

19

308

17

21

325

13

17

291











Critical Aircraft

FAA Definition of Critical (Design) Aircraft:

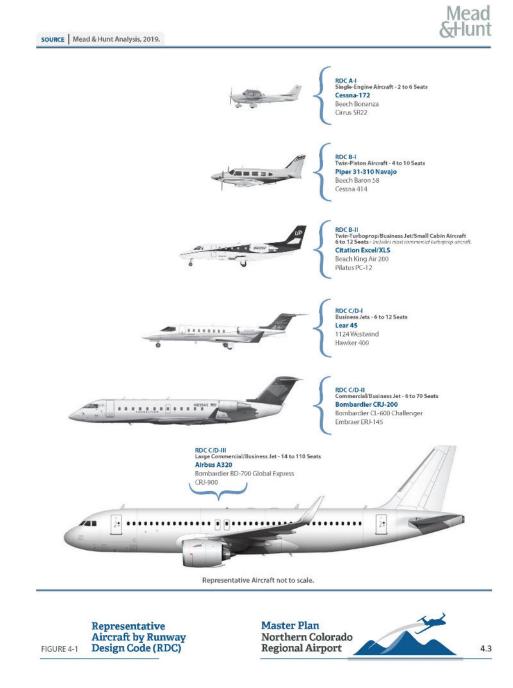
 The most demanding aircraft (or family of aircraft) with at least 500 annual operations that operates, or is expected to operate, at the Airport.

Runway 15/33 Critical Aircraft

 C/D-III, A319/A320 + business jet fleet

Runway 6/24 Critical Aircraft

 B-I Small, family of single engine piston-driven general aviation aircraft



Design Standards

- FAA has updated design standards since last master plan
- Runway and taxiway design standards are based on the Critical Aircraft
- → Runway 15/33
 - RDC C/D-III design standards
- → Runway 6/24
 - RDC B-I Small design standards



Airfield Capacity Analysis

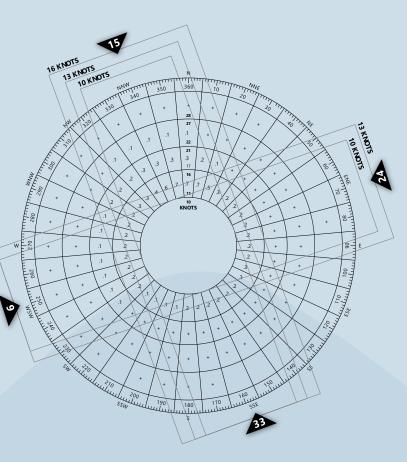
- Annual Service Volume (ASV) = 205,000
 Operations
 - Forecasts indicate the NOCO will reach:
 - 46% of ASV in 2018
 - 69% of ASV in 2038
 - FAA recommends planning for a parallel runway when ASV reaches 60%
- Parallel Runway ASV = 260,000 Operations

Wind Analysis

FAA 95%
 Coverage
 Requirement
 for Crosswind
 Runways

SOURCE: Wind analysis tabulation provided by Mead & Hunt utilizing the FAA Airport Design Tools, Wind Analysis. Wind data obtained from AWOS Station 724769, Fort Collins Loveland. Period of Record: 2008-2017.

NOTES: Runway 15/33 true bearing is 160 degrees. Runway 6/24 true bearing is 71 degrees. Wind data period of record is 2008 to 2017. All Weather observations – 233,128. A 60-knot tailwind component was used for bidirectional runway wind analysis.



All Weather Wind Coverage Summary

Runway	10.5 knots	13 knots	16 knots		
All Weather					
Runway 15/33	95.24%	97.26%	98.93%		
Runway 6/24	91.57%	N/A	N/A		
Combined	98.95%	99.68%	99.93%		





Landside Facility Requirements

- General Aviation
 - Hangar space to accommodate 70 additional based aircraft over 20 years.
 - Additional apron space for transient aircraft tie-downs
- Non-aeronautical development
 - Demand for up to 100 acres of non-aeronautical development
- Remote Tower Control Building
 - Plan for future permanent building
- Circulation and Access
 - Widen Earhart Rd. from Lindbergh Drive to commercial terminal parking lot. Consider future loop road around terminal parking.
- Yehicle Parking
 - Plan to double current terminal parking lot size

Passenger Terminal Facility Requirements

- Terminal Program
 Design Aircraft:
 - Airbus A320, 177 seats
- Departure & ArrivalDemand Profiles
 - 85% design load factor (industry standard)
 - 150 peak hour passengers
- Terminal Square Footage Recommendation
 - 30,500 square feet
 - Accommodate 2 gates/2 air carriers

Terminal Demand Profiles and Program Summary	Future Terminal (2022)
Departure & Arrivals Demand Profiles	
Design Aircraft	A320
Design Aircraft Seats	177
Peak Hour Design Load Factor	85%
Peak Hour Originating Passengers (PHOP)	150
Peak Ten-Minute Percent of Originating Passengers	20%
Peak Ten-Minute Originating Passengers	30
Peak Hour Terminating Passengers (PHTP)	150
Peak Hour Terminating Passengers w/Bags Percent	78%
Peak Hour Terminating Passengers w/Bags	117
Peak Twenty Minute Terminating Passengers w/Bags	117
Peak Twenty Minute Terminating Passengers w/Bags Percent	100%







<section-header><section-header>



Alternatives Goals

- Provide direction for future airport development
- Facilitate strategic plan goals
- Facilitate center for innovation
- Encourage private and public investment and compatible land use
- Enhance fiscal self-sufficiency
- Consider aircraft operational requirements
- Consider emerging technology such as electric aircraft
- Maximize airport access and approach capabilities
- Plan for environmental compatibility





Hangar construction at FNL in 2018



Alternatives Assumptions

- ASSUMPTION 1: Recommended improvements must comply with local, state, and federal regulations.
- ASSUMPTION 2: Role of the Airport and return of commercial service.
- ASSUMPTION 3: Airfield design aircraft.
- ASSUMPTION 4: Runway approach, length and width requirements.
- ASSUMPTION 5: Efficient and targeted development.
- → ASSUMPTION 6: Continued use of Runway 6/24.
- ASSUMPTION 7: Air carrier passenger terminal requirements.
- ASSUMPTION 8: Remote tower requirements.



Remote tower camera mast aerial view (Source: CDOT)



View of Runway 6/24



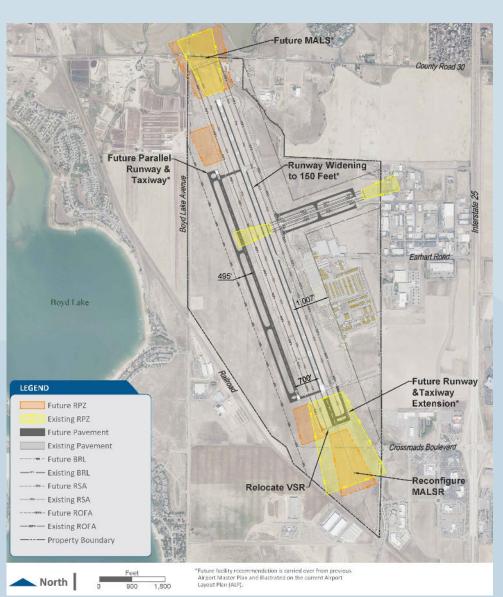


Airfield Recommendations

- No significant changes required to existing or planned airfield configuration
- Airfield Recommendations Summary

Airfield Facility	Required Improvement
Runway 15/33	 Widen to 150'* 1,000' takeoff only extension to the south* Extend taxiway A in association with Runway extension* Relocate Runway 33 departure RPZ
Parallel Runway 15R/33L	 Plan for future parallel runway * Plan for bypass taxiways at 15R and 33L Runway ends*
Runway 6/24	Plan for parallel taxiways to TDG 2 standards*
Taxiway System	 Update fillets to meet current design standards
Airfield Visual Aids	Install MALS at Runway end 15L*

* 2007 Master Plan Recommendation



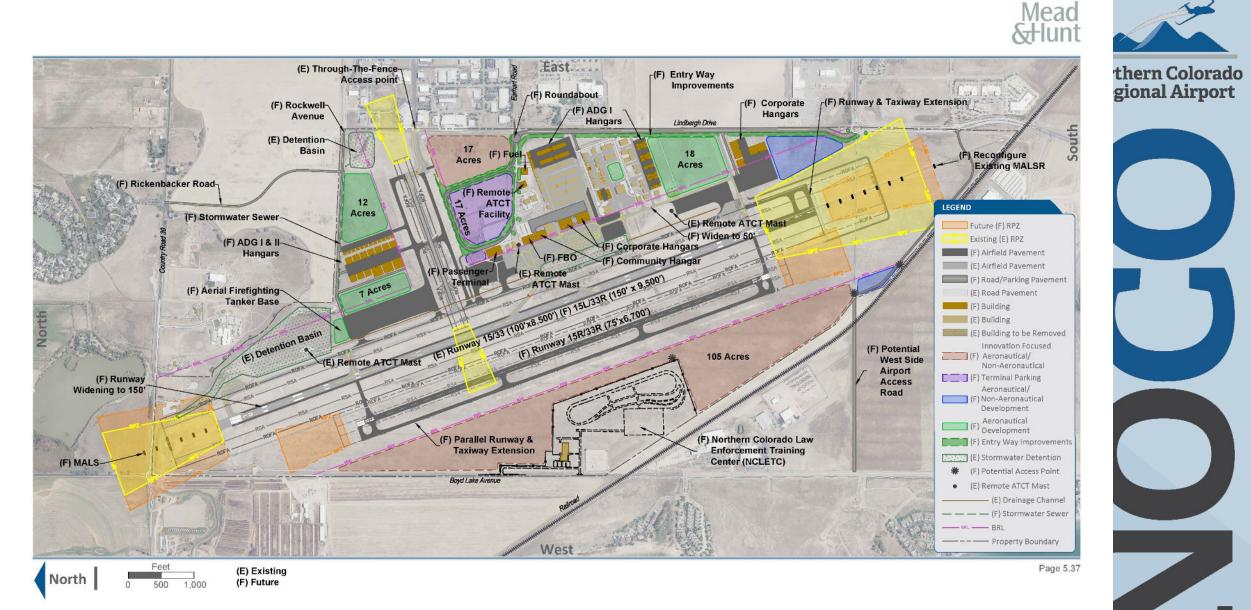




CDP & IMPLEMENTATION MASSING









Conceptual Development Figure 5-13 Plan (CDP)



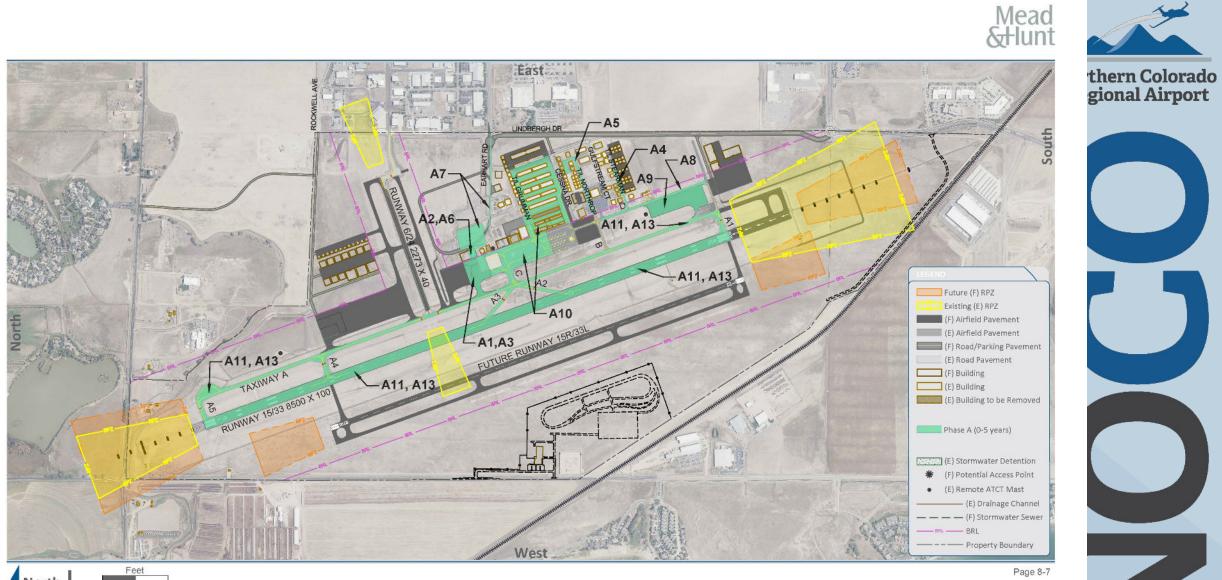
Implementation: Sources and Uses of Capital Funding

	Short-Term	Mid-Term	Long-Term	
Sources of Capital Funding	(2020-2024)	(2025-2029)	(2030-2039)	Totals
AIP Entitlement Grants	\$4,835,000	\$4,944,318	\$11,016,660	\$20,795,979
AIP Discretionary Grants	13,757,157	5,506,538	42,522,265	61,785,960
CARES Act Capital Funds	14,899,719	0	0	14,899,719
CDOT Aviation Grants	1,084,357	1,747,270	2,458,186	5,289,812
Passenger Facility Charges - Pay Go	0	1,309,711	118,524	1,428,235
Passenger Facility Charges - Debt	497,802	797,270	2,340,753	3,635,824
Private 3 rd Party Funding	5,809,273	24,007,138	6,933,405	36,749,816
Cash Reserves/Net Ops Cash Flow	2,053,010	166,145	0	2,219,154
Total Anticipated Sources of Capital	42,936,317	38,478,388	65,389,793	146,804,499
Funding	42,930,317	30,470,300	05,309,793	140,004,455
Funding Shortfall	0	40,435,988	42,722,248	83,158,236
Total Required Sources of Capital Funding	\$42,936,317	\$78,914,376	\$108,112,041	\$229,962,735

Uses of Capital Funding	Short-Term (2020-2024)	Mid-Term (2025-2029)	Long-Term (2030-2039)	Totals
Runway/Taxiway Improvements	\$17,685,838	\$13,261,484	\$55,103,574	\$86,050,896
Aircraft Apron Improvements	9,285,571	5,929,294	16,270,180	31,485,045
Terminal Building and Expansion	13,200,000	11,128,575	118,524	24,447,099
Roadways, Parking and Related				
Landside Improvements	2,000,000	17,058,351	16,712,906	35,771,257
General Aviation Private Facility				
Improvements	0	20,071,541	5,265,277	25,336,818
SRE Equipment	764,909	2,103,084	3,399,503	6,267,496
ARFF Equipment	0	172,182	1,075,192	1,247,374
Other Improvements	0	9,189,864	10,166,886	19,356,750
Total Project Costs	\$42,936,317	\$78,914,376	\$108,112,041	\$229,962,735



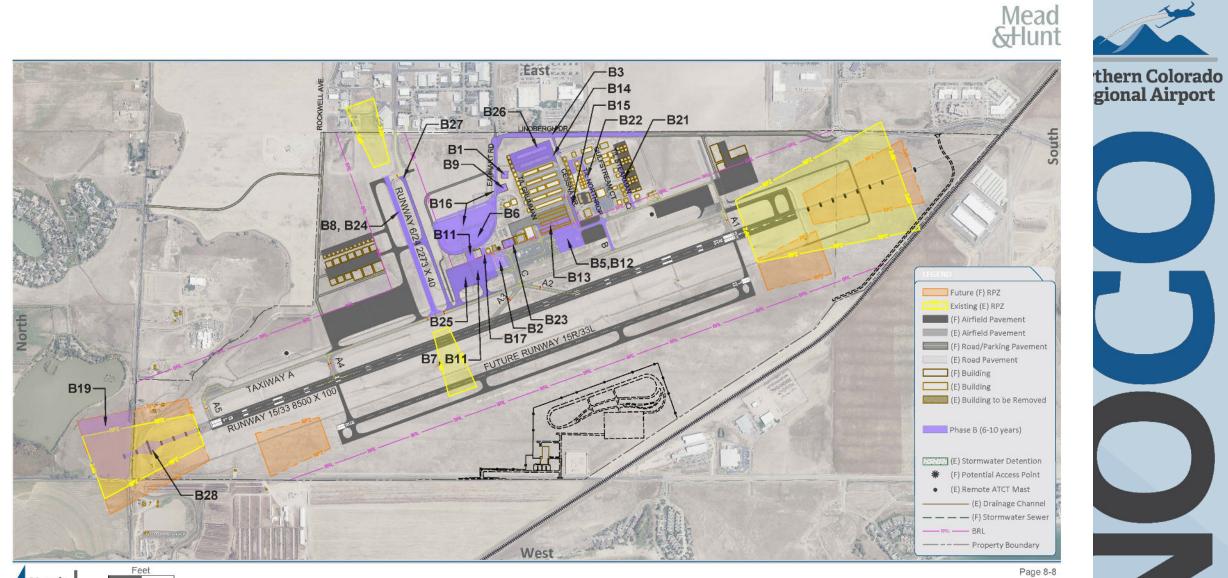
Note: Addition errors are due to rounding of calculated amounts







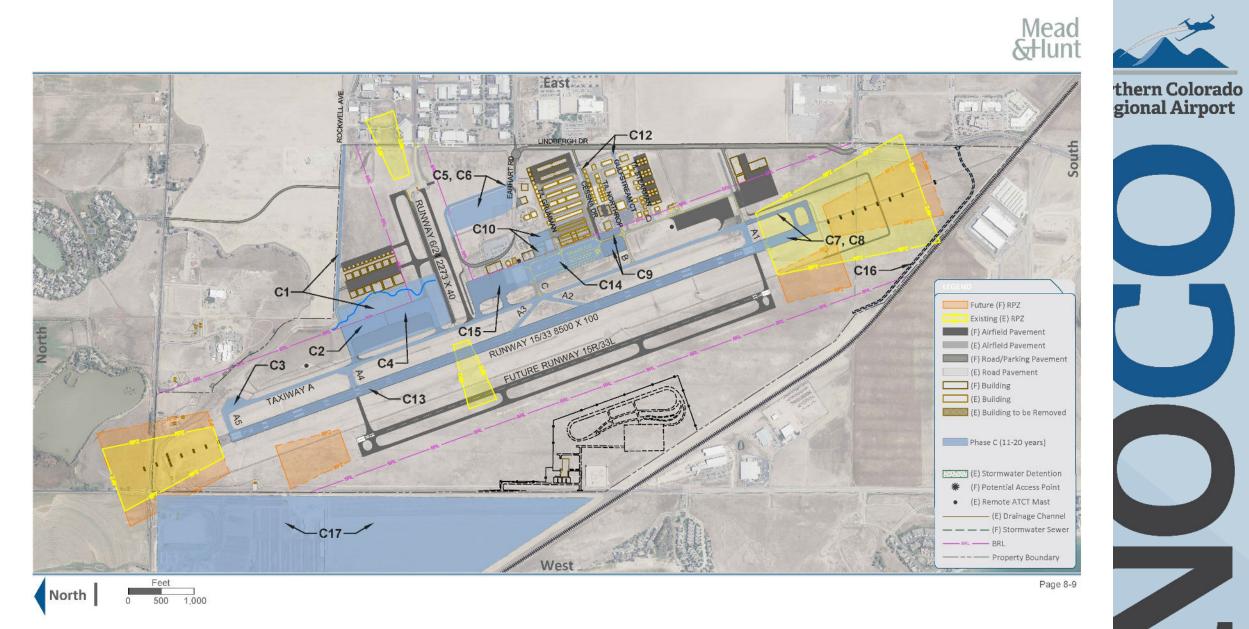








Project Figure 8-2 Phasing Plan - Phase B





Project Figure 8-3 Phasing Plan - Phase C

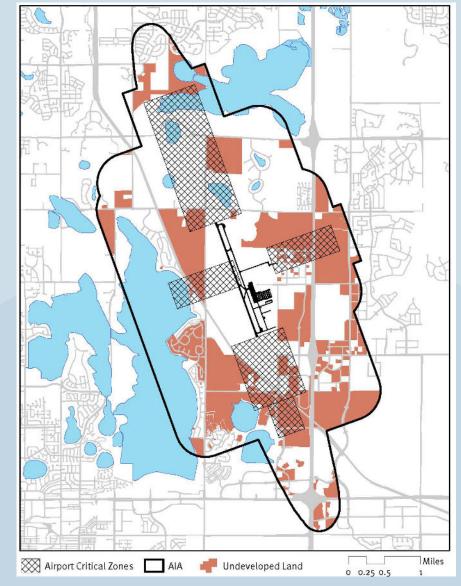
AIA Existing Conditions

Existing Land Use and Development

- Developed land uses (off-airport): About 2,500 acres or 27%
- Private property: +10,000,000 square feet of physical building space (much was built within the past 20 years)
- Housing units: Approximately 2,100 (mostly detached single-family units)
- Undeveloped land: 2,900 acres outside of Airport (approximately 2,300 acres outside of Airport Critical Zones)
- About 80% of undeveloped off-airport land is within the City of Loveland's Growth Management Area

Note: Some of this information has changed as development as occurred since this report was prepared in 2019.

Off-Airport Undeveloped Land in AIA

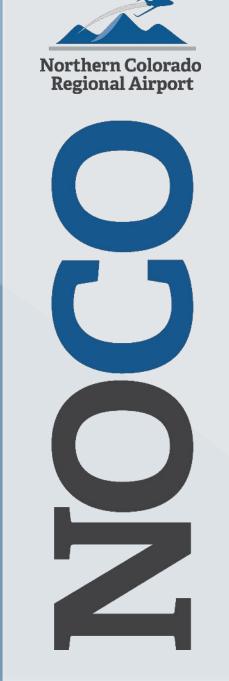




THANK YOU! MAASTER DAASTER DAASTER



Follow the Airport on Social Media





6. 2023-24 Strategic Action Plan Overview



- 2022- Airport commission directed an update to the Strategic Plan prepared by the Planning & Development Sub Committee (PDSC)
- May 18, 2023- Northern Colorado Regional Airport Commission approved the plan.
- Four focus Areas:
 - Safe, Secure, & Financially Sustainable Operations
 - Multi-modal Transportation
 - Economic Development & Impact
 - Education, Training, and Innovation



Safe, Secure, & Financially Sustainable Operations - If an airport, like any public entity, is not both safe and secure, then little else matters. The Airport is committed to operating in a safe, secure, and effective manner in all areas, every day. It is managed in a financially sustainable way that ensures it has the necessary resources for ongoing operations and maintenance, while also being able to respond to unexpected events and changes in the industry.



Multi-modal Transportation - The Airport maintains critical infrastructure such as runways and taxiways and is a hub for many types of transportation: general and commercial aviation, private automobile, mass transit, rail, and combinations of these 2 modes. In addition to the Airport infrastructure, FNL is located next to the busy transit corridors of Interstate 25 and U.S. Highway 34 and a Union Pacific rail line, opening possibilities for integrating transportation modes to meet the needs of residents and businesses as well as those from out of state.



Economic Development & Impact - The Airport supports a variety of aviation and non-aviation-related businesses. It plays a key role in supporting the economic vitality of the region and is an important transportation link for business, recreation, and tourism. Fostering partnerships is important to realize the Strategic Objectives.



Economic Development & Impact - The Airport supports a variety of aviation and non-aviation-related businesses. It plays a key role in supporting the economic vitality of the region and is an important transportation link for business, recreation, and tourism. Fostering partnerships is important to realize the Strategic Objectives.



Education, Training, and Innovation - Among other things, this plan is based on the proposition that this community, like most communities, would benefit significantly from enhanced focus on education, training, and innovation. The Airport, both because of its focus on aviation and its central location in Northern Colorado, seems ideal for hosting a variety of activities, facilities, and businesses that emphasize one or more of these areas. Additionally, the Airport is committed to incorporating new technologies and innovative approaches wherever and however they may benefit Airport stakeholders and the region.



NORTHERN C REGIONAL				1st Jarto 2023	· ·	Qı	2nd uarte 2023	er,	Qı	3rd Iarte 2023	- 1	Qu	4th arte 2023	· · ·	Qu	1st arte 2024	-	Qu	2nd Iarte 2024	- 1	Qu	Brd arter, 024	q	4th uart 2024	er,
TASK	STAFF PRIORITY (HIGH - MED - LOW - CONTINGENT)	ONGOING Y or N	J A N	F E B	M A R	A P R	M A Y	L U N	J U L	A U G	S E P	O C T	N O V	D E C	J A N	F E B	M A R	A P R	M A Y	U U N		A S U E G P	O C T	N O V	D E C
Remote Tower																									
Continue moving toward system certification																									
Develop talking points to support Tower & ID appropriate officials to inform	HIGH	N																							
Maintain direct contact with FAA officials & project team to advance project	HIGH	Y																							
Support vendor in achieving new visibility criteria	HIGH	Ν																							
Identify ATC contingencies & opportunities for success																									
Continue advocating for inclusion in Federal Contract Tower Program once certified	CONTINGENT	Y																							
Create strategy for maintining ATC if Remote Tower doesn't provide long- term solution	CONTINGENT	Ν																							



NORTHERN C REGIONAL			Qu	1st Iarte 2023	· 1	Qu	2nd Iartei 2023	r,	Qu	Brd arter 023	,	Qua	th rter, 23	a	1st uart 202	er,	Q	2nd Jarte 2024	er,	Qı	3rd Iarte 2024	-	Qua	lth arte 024	r,
TASK	STAFF PRIORITY (HIGH - MED - LOW - CONTINGENT)	ONGOING Y or N	J A N	F E B	M A R	A P R	M A Y	N N	J U L	A U G			N D D E V C	J A N	F E B	M A R	A P R	M A Y	U N	J U L	A U G			0	D E C
New Terminal																									
Finalize budget for phase 1 construction	HIGH	Ν																							
Complete design & permitting	HIGH	N																							
Construct building within funding deadlines	HIGH	N																							
Continue to seek funding for landside components removed from scope	MED	Y																							
Build a white paper that explains rationale behind this project	MED	N																							
Commercial Air Service																									
Develop briefing on benefits of commercial air service (related to terminal/Remote Tower/Runway widening) for Commission, Councils, etc.	MED	N																							
Continue communication with airlines and identify new potential contacts	HIGH	Y																							
Apply for Small Community Air Service Development Grant (SCASDG) with USDOT	MED	N																							
Increase air service development efforts																									
Hire staff/consultant for air service development	HIGH	N		Sav	/ed to	5 V: D	rive																		
Validate market & create a community survey or support entity	HIGH	N																							



NORTHERN O REGIONAL			-	1st uart 2023		Qu	2nd Jarte 2023	er,	-	3rd Jarte 2023	· ·	Qu	4th Iarte 2023	r,	Qu	1st arte 024	-	Qu	2nd Jarte 2024	er,	Qu	3rd Iarte 2024	- 1	Qu	4th arte 024	· ·
TASK	STAFF PRIORITY (HIGH - MED - LOW - CONTINGENT)	ONGOING Y or N	J A N	F E B	M A R	A P R	M A Y	N N	J U L	A U G	S E P	O C T	N O V	D E C	J A N	F E B	M A R	A P R	M A Y	N N	J U L	A U G	S E P	O C T	N O V	D E C
Hangar Redevelopment																										
Create plan for existing Airport-owned T-hangars																										
Determine the overall condition of the buildings and identify potential safety issues	HIGH	N																								
Develop phased plan to vacate and decommission buildings	HIGH	N																								
Issue new RFP & marketing plan for eventual redevelopment of the area (may be beyond timeframe of plan)	CONTINGENT	N																								
Facilitate new hangar development in NE area of the Airport to offset loss old T-hangars																										
Conduct environmental review of new general aviaiton development site	MED	N																								
Determine infrastructure needs and cost estimates	MED	N																								
Construct infrastructure (if applicable)	CONTINGENT	N																								
Execute land leases for development	CONTINGENT	N																								



NORTHERN REGIONAL			Qua	lst arter, 023	Q	2nd uarte 2023	· 1	Qua	Brd arter, 023		4th uarte 2023	-	Qu	1st arte 024	-	Qu	nd arte 024	r,	Qua	rd Irter,)24	-	4th uarte 2024	er,
TASK	STAFF PRIORITY (HIGH - MED - LOW - CONTINGENT)	ONGOING Y or N	A	F M E A B R	A P R	M A Y	N L	J U L	AS UE GP	O C T	N O V	D E C	J A N	F E B	M A R	A P R	M A Y	N U	J U L	A S U E G P		N O V	D E C
Updated Land Use Plan and Leasing Policy																							
Determine who will create plans & policies	HIGH	Ν																					
Create leasing policy																							
Develop a leasing policy for non-aeronautical, revenue sharing	MED	Ν																					
Present policy to Airport Commission for review and approval	MED	Ν																					
Develop land use plan in alignment with guiding documents and policies																							
Define detail of "land use" or "zoning" for purposed of on-Airport development	HIGH	Ν																					
Create a map showing desired future uses for undeveloped airport property	HIGH	Ν																					
Estimate infrastructure needs, costs, timeline	HIGH	Ν																					
Present plan to Airport Commission for review and approval	HIGH	Ν																					
Develop landside improvement plan	MED	Ν																					
Reexamine through-the-Fence Agreements	LOW	N																					



NORTHERN C REGIONAL			Qu	1st Jarte 2023	- 1	Qu	2nd arter 023	,	3ro Quar 202	ter,	Qu	4th uarte 2023	er,	Qu	1st Jarte 2024	er,	Qu	2nd uarte 2024	er,	Qu	3rd Jarte 2024	er,	Qu	4th uarte 2024	er,
TASK	STAFF PRIORITY (HIGH - MED - LOW - CONTINGENT)	ONGOING Y or N	J A N	F E B	M A R	A P R	M. A.U Y.I	ע נו ע ע ע	JA UU LG	S E P	O C T	N O V	D E C	J A N	F E B	M A R	A P R	M A Y	U U N	J U L	A U G	S E P	O C T	N O V	D E C
Enhance/Increase Airport Staffing Support																									
Complete staffing analysis once governance & compensation studies are complete																									
Define current needs and available resources	HIGH	N																							
Align support needs with finances, & objectives and present them	HIGH	N																							
Identify and justify required/requested staffing boost & Identify funding required	HIGH	N																							
Recruit & fill approved positions	HIGH	N																							
Work with HR on market compensation study & adjustment	HIGH	N																							
Runway 15-33 Widening Design & Construction																									
Obtain grant funding for design	HIGH	N																							
Complete design	MED	N																							
Obtain grant funding for Construction (2025 construction)	MED	N																							



NORTHERN REGIONAI			Qu	1st artei 023	r,	Qua	nd arter 023	r,	Qu	Brd artei 023	r,	Qua	lth arte 023		Qu	1st arte 024	-	Qı	2nd Jarto 2024	er,	Qu	3rd Iarte 2024		Qu	4th arte 2024	er,
ТАЅК	STAFF PRIORITY (HIGH - MED - LOW - CONTINGENT)	ONGOING Y or N	J A N	F E B	M A R	A P R	M A Y	N L	J U J	A U G	S E P	O C T	N O V	D E C	J A N	F E B	M A R	A P R	M A Y	N L	J U L	A U G	S E P	O C T	N O V	D E C
Governance Study																										
Form a committee with representatives from each City	HIGH	N																								
Define scope, secure consultant(s) & being work	HIGH	N																								
Conduct Governance Study																										
Develop budget and resource	MED	N																								
Assess effectiveness of current governance structure	MED	N																								
Investigate other governance structures	MED	N																								
Create financial models	MED	N																								
Provide recommendations to the Commission/Councils	MED	N																								



NORTHERN O REGIONAL				1st uarte 2023	er,	Q	2nd uarte 2023	· ·	Qu	3rd Iarte 2023	-	Qu	4th Iarte 2023	· 1	Qu	1st arte 024	-	Qu	2nd Jarte 2024	er,	Qu	3rd Iarte 2024	-	Qua	th irter,)24
TASK	STAFF PRIORITY (HIGH - MED - LOW - CONTINGENT)	ONGOING Y or N	J A N	F E B	M A R	A P R	M A Y	N N	J U L	A U G	S E P	O C T	N O V	D E C	J A N	F E B	M A R	A P R	M A Y	N N	J U L	A U G		c (N D O E V C
Multimodal Links to Air Transportation Network																									
Work with Landline & TSA to determine obstacles to secure to secure functionality																									
Develop Talking Points to support this & Identify appropriate officials to push them	MED	N																							
Obtain TSA support for Airport standard operating procedures	MED	N																							
Advocate for legislative changes on security and enplanement qualifications	MED	Y																							
Link transit services to new terminal (City supported when demand warrants)	LOW	N																							
Community Engagement																									
Form appropriate group to study opportunities, obstacles, & approaches	MED	N																							
Identify promotional & event opportunities																									
Support at least 2 per year of more than 1,000 attendees	LOW	Y																							
Participate in area events to educate the communities																									
Target 3 per year	LOW	Y																							
Create a transportation hub brand for the Airport	MED	N																							



NORTHERN REGIONA			Qu	1st Jarte 2023	r,	2r Quar 20	rter,		3rd uarte 2023		Qu	4th artei 023	r,	1 Qua 20	rter,	c	2nd Juart 202	ter,		3rd uarte 2024	er,	Qı	4th Jarto 2024	er,
TASK	STAFF PRIORITY (HIGH - MED - LOW - CONTINGENT)	ONGOING Y or N	J A N	F E B	M A R	A N P A R Y	L I U N	J U L	A U G	S E P	O C T	N O V	D E C	J I A I N I	= N = A 3 R	I A P R	M A Y	ר ט א	J U L	A U G	S E P	O C T	N O V	D E C
Technology & Innovation Center																								
Partner with Aims & other entities to expand education and training opportunities	LOW	N																						
Clarify roles & responsibilities for support	LOW	Ν																						
Understand needs and expand on site options	LOW	N																						
Determine the level of public support required for this facility	LOW	N																						



7. Break



8. Proposed Plan Amendments



9. Current Projects

Current Projects



TASK	ASSIGNED TO	PROGRESS	START	END
Captial Project				
New Terminal Construction	Francis & Aaron	45%	7/15/23	10/31/24
Runway 15-33 Widening Design & Bid	Francis	35%	8/10/23	1/25/25
Taxiway B & D, GA Taxilane Design	Francis	42%	12/19/23	4/30/24
800 Mhz upgrade	Francis	10%	1/30/24	3/30/24
ATC-FCT aquisition/lease	Francis	96%	11/30/23	2/16/24
ATC-FTI WAN Line	Francis	10%	1/10/24	11/30/24
Hangars A& B Bid	Francis	85%	6/21/23	2/28/24
Operations				
Airport Emergency Plan	Francis	97%	11/20/23	2/16/24
Hangar C repairs	Francis	63%	1/15/24	3/1/24
Private Projects				
FCLWD Waterline Construction	n Francis & Aaron	15%	2/13/24	6/6/25
AeroFNL Construction	Aaron & Francis	63%	3/1/23	6/1/24

TASK	ASSIGNED TO	PROGRESS	START	END
Admin				
Lease Compliance: COI, N- Number Verification	Kate	96%	12/26/23	2/15/24
Lease Compliance: Non-Aero Storage/Hangar use	Francis	80%	12/25/23	2/20/24
Governance Study	Dave	84%	6/6/23	3/31/24
New Director Search	Dave	10%	1/24/23	8/30/24
Staffing Analysis and Update	Dave	65%	12/15/23	7/31/24
Tenant Invoicing and Accounts Receivable	Kate	Monhtly	2nd	14th
Grant Reimbursements	Kate	Monthly	15th	End of Month
Purchasing and Accounts Payable	Kate	Monthly	On Going	
Lease Assignments, Assumptions, and Extensions	Aaron & Kate	Monthly	On Going	
Business Services				
Land Use & Leasing Policy	Aaron	50 <mark>%</mark>	5/1/23	12/31/24
Air Service Development Management	Aaron	15%	10/1/23	12/31/26
Data Orgainization & Modernization	Aaron	0%	3/1/24	3/31/24



10. Conclusion/Next Steps



Adjournment/Break Before Regular Commission Meeting