



Regular Meeting Minutes for November 21, 2024

CALL TO ORDER	Meeting called to order at 3:31 p.m.
ROLL CALL	Chair Arndt and Commission Members DiMartino, Williams, Miller, Krenning, and Marsh were present. Commissioner Stooksbury was absent.
PUBLIC COMMENT	Chair Arndt opened the floor for public comment. None presented.

CONSENT AGENDA

Commissioner Marsh moved to approve the Consent Agenda. The motion, seconded by Commissioner Miller, carried with all Commissioners present voting in favor thereof.

Pulled Items:	None
Consent Follow up:	None
Public Comments:	None

REGULAR AGENDA

5. AIRPORT DIRECTOR'S REPORT

John Kinney introduced himself as the new Airport Director.

Francis Robbins, Airport Operations and Maintenance Manager, provided the following updates:

- Air Traffic Control has returned to regular hours of operation as posted, seven days per week.
- Over 1,600 people attended the Terminal Grand Opening event on November 7th, demonstrating high public interest in airport activities. Other recent community outreach events include a public meeting with the Chamber of Commerce which featured the airport.
- A solar system has been designed for the new terminal building, which allows space for creative placement of the solar panels. The consensus of the Commission is to have the panels spell "FNL".

6. LANDING FEE POLICY

Aaron Ehle, Airport Planning and Development Specialist, presented the item in accordance with the Agenda Item Summary. During the September meeting, Commissioners directed staff to bring back an updated list of exemptions for aircraft landing fees. Staff recommends adopting a list of exemptions with the following changes which meet FAA grant assurance requirements:

- Addition of an exemption for "federal, state, and local government" aircraft



- Removal of an exemption for aircraft that depart and land at FNL without stopping at another airport, except in the case of a declared emergency
- Removal of an exemption exemption for businesses and organizations managing fleets or other non-based aircraft

Public Comment:

Ted Rogers expressed concern for pilots turning off their ADS-B transponder to avoid paying a landing fee, which presents a safety risk to other pilots.

John Howell requested that staff research the Aircraft Owners and Pilots Association (AOPA) and Experimental Aircraft Association (EAA) positions on this topic before implementing the fee.

Ryan Carlson spoke in opposition of the landing fee due to all of the other fees that Nutrien is already paying at FNL, including hangar space and fuel.

Tim Smith with Loveland Fire and Rescue Authority requested that the ARFF fee be assessed since it seems low and he is unsure of the last time that it was adjusted.

Chair Arndt requested that staff respond to public comment.

- Mr. Kinney stated that AOPA has provided their position to other airports stating that implementing a landing fee is within the airport's authority. Turning off an ADS-B transponder is enforceable by the FAA.
- Dan Reimer, Airport Legal Consultant, stated that the airport is obligated to adopt a fair and reasonable policy which does not discriminate but can differentiate between aircraft. The FAA provides a list of acceptable differentiating factors, which includes tenant versus non-tenant aircraft. Mr. Reimer spoke in favor of the policy as presented so that the same airplanes landing are not charged differently depending on the scenario, which is viewed as unjust economic discrimination.
- Laurie Wilson, Deputy City Attorney for Loveland, stated that the policy could be amended at any time if the exemptions need to be changed based on further research by staff regarding AOPA, EAA, or FAA positions.

Commissioner Marsh moved to approve the Landing Fee Policy. The motion, seconded by Commissioner DiMartino, carried with Commissioners DiMartino, Williams, Marsh, Miller, and Arndt voting in favor thereof. Commissioner Krenning voted in opposition of the motion.



**7. GROUND
TRANSPORTATION
POLICY UPDATE**

Item tabled until later in the meeting.

**8. 2025 PUBLIC
MEETING SCHEDULES**

Kate Morgan, Airport Executive Assistant, presented this item in accordance with the Agenda Item Summary. Airport Commission meetings, Planning and Development Subcommittee, and Stakeholder meetings are generally scheduled monthly on Thursdays from 3:00-5:00 p.m. unless otherwise noted due to calendar conflicts.

Commissioners requested:

- A September meeting for the Airport Commission to review and approve annual items, including budget and CIP. Staff suggests September 11, 2025 as being the least impactful date for a Commission meeting in September.
- Removal of the June Commission meeting date so that it is only scheduled if needed.
- Quarterly budget updates throughout the year.
- A workshop to allow deeper discussion into policy and budget.

Commissioner Williams moved to approve the public meeting schedules as amended with a Commission meeting on September 11th and removal of the June Commission meeting date so that it can be scheduled as-needed. The motion, seconded by Commissioner Krenning, carried with all Commissioners present voting in favor thereof.

**7. GROUND
TRANSPORTATION
POLICY UPDATE**

Francis Robbins, Airport Operations and Maintenance Manager, presented this item in accordance with the Agenda Item Summary. Groome's lease expires at the end of the year but can be renewed for another year with the same terms, or could be mutually amended to allow for new terms through the City Managers. The Landline operating agreement automatically renews unless one of the parties decides to end it with a 90-day termination clause.

Additional considerations include:

- Per passenger fees are difficult for the airport to audit since the passenger numbers are self-reported by the shuttle companies and are not overseen by a regulatory body.
- TSA is willing to discuss the possibility of secure-to-secure airport service between FNL and Denver Airport.
- A private company could potentially maintain and manage the public parking area.



Commissioner Stooksbury entered the meeting.

9. ELECTION OF 2025
COMMISSION
OFFICERS

Chair Arndt opened the floor for nominations of the Commission Chairperson in 2025.

Commissioner Marsh moved to nominate Commissioner Arndt as Chair. The motion, seconded by Commissioner Williams, carried with all Commissioners present voting in favor thereof.

Chair Arndt opened the floor for nominations of the Commission Vice Chairperson in 2025.

Commissioner Marsh moved to nominate Commissioner Stooksbury as Chair. The motion, seconded by Commissioner Miller, carried with all Commissioners present voting in favor thereof.

10. BUSINESS FROM
MEMBERS

Commissioner Marsh requested that staff research the ARFF fee as requested by Tim Smith in agenda item #6.

ADJOURNMENT

Chair Arndt adjourned the meeting at 4:57 p.m.

Respectfully Submitted,

Airport Commission Chair, Jeni Arndt