



Regular Meeting Minutes for July 17, 2025

CALL TO ORDER

Commissioner Arndt called meeting to order at 3:03 p.m.

ROLL CALL

Commission Members Arndt, Marsh, Williams, DiMartino, Miller, and Stooksbury were present.

PUBLIC COMMENT

Chair Arndt opened the floor for public comment:

- Tom Barlow started with referencing that on May 30th, a meeting was held with Dylan Swanson regarding operational concerns during the air show. A primary issue raised by hangar tenants was the inability to access their aircraft during the event. The show promoter agreed to explore alternatives and report back by July 1, but no follow-up has been received.

Additionally, the speaker noted that on May 15, he thanked Director Kinney for acquiring ADS-B equipment for the control tower and requested an operational timeline, but no response has been provided.

A request was also made at that time for a breakdown of monthly costs associated with the vacant terminal building, which likewise remains unanswered. Concerns were also raised about the lack of transparency in airport financial reporting. While revenue is detailed, expenses are broadly grouped into only three categories—Personal Services, Supplies, and Purchased Services, leaving unclear how funds are being spent. A request was made for the Commission to direct staff to revise the chart of accounts to better reflect specific expense categories.

Lastly, the speaker expressed disappointment that runway 6/24 was permanently closed without prior notice, citing concerns over the impact on safety, particularly during high wind conditions when this runway is frequently used by general aviation aircraft.

- Stephen Hayne, a hangar owner at the airport, shared two comments. First, he stated that on July 9, his group submitted a proposal to airport staff to lease approximately 190,000 square feet on Parcel C (previously Parcel B), following outreach from staff indicating they were grandfathered in under the RFP process. The proposed lease would generate estimated revenues of around \$45,000. Mr. Hayne indicated he is looking forward to feedback and noted the item is on the agenda for the next commission meeting.



Second, Mr. Hayne raised concerns about the proposed badging fees. He noted that the comparison table in the Commission packet did not include Pueblo Airport, which has similar operations and TSA requirements as this airport. According to a representative he spoke with, Pueblo charges \$35 for initial badging and \$10 annually for renewals, and the badging process requires minimal staff time. Mr. Hayne questioned why the proposed badging process and fees here are significantly more burdensome.

He also expressed concern over the handling of personally identifiable information (PII), such as passports being stored in the cloud. He warned this could pose significant cybersecurity risks. As the former Executive Director of the Cybersecurity Center at CSU, he cautioned that storing such data online could expose the airport to identity theft, with potential costs of up to \$25,000 per incident.

- Rick Turley, a member of the Fort Collins FNL Pilots Association Board, requested that the Commission reconsider its decision to decommission Runway 6/24. He emphasized that the runway is an essential safety feature, particularly for light aircraft in crosswind conditions, and a unique characteristic of the airport. Mr. Turley referenced an article by Aaron White, the first FBO operator and airport manager at FNL, which noted that a crosswind runway was recognized as necessary from the beginning of airport operations. The runway, originally gravel and later paved, was also used to access an adjacent industrial area. He also cited historical maintenance and investment in the runway, including a \$276,000 contribution from Triad in 2008. He then cited that in the 2020 FNL Master Plans that the 2007 Master Plan references Rehabilitation of runway. FAA granted \$4.1 million in 2006 and \$1 million in 2007 that he believes would have been used in the rehabilitation, and he noted that federally funded infrastructure must remain in use for at least 20 years or risk grant repayment. In conclusion, Mr. Turley urged the Commission to preserve Runway 6/24 as an important operational and safety asset.
- Mr. Browning highlighted concern over the planned decommissioning of crosswind Runway 6/24, which is still included in the current master plan and has FAA approval. They pointed out that prevailing winds are often from the east and west more than 5% of the time and losing the crosswind runway could lead to a reduction or loss of FAA grant eligibility. Additionally, they noted that the absence of a crosswind runway could increase insurance premiums for GA pilots, adding further financial burden. Mr. Browning urged full support for the remote tower project, calling it an innovative step that aligns with the airport's stated goals of modernization and future-focused development.



Mr. Browning argued that while the cost increase may be minor for badging, using a safety and security measure as a revenue-generating tool is inappropriate and counterintuitive.

Lastly, he voiced concerns about poor communication surrounding the upcoming air show. Specifically, there has been a lack of clarity regarding ticket availability and airport closures. He emphasized that this is the only air show in the country where tenants lose full access to hangars and runways, representing yet another negative impact on the GA community.

- Costa Constantine, a long-time airport user and former airport manager in the 1970s, shared his perspective as someone who has been flying out of FNL since 1972. He noted his involvement in the airport's first master plan and emphasized his long-term familiarity with its operations. While not repeating previous comments on Runway 6/24, he stressed a recent safety concern: over a four-day period, crosswinds at the airport exceeded the demonstrated crosswind capabilities of aircraft such as the Cessna 172 and Piper models used by Aims College on three of those days. He observed pilots struggling to land under these conditions and described it as a serious safety issue. Mr. Constantine urged the Commission to keep Runway 6/24 open, emphasizing that closing it would eliminate a critical safety resource during crosswind conditions.
- Nick Johnson from Landline shared that the company is encouraged by recent negotiations with airport staff regarding fees and charges. He emphasized that Landline has been transparent throughout the process and is willing to pay more than they currently do for airport use. He noted two key points to help frame Landline's position. First, Landline recently made the difficult decision to end its partnership with United Airlines. While not taken lightly, the move was necessary to reduce financial losses and improve the company's profitability. Second, he referenced the analysis shared at a previous Commission meeting about the potential impact of parking fees. He stated that if the airport were to lose demand from even 100 cars per day, while it may not seem like much on the surface, it would represent a significant revenue loss to Landline and Groome—more than \$1 million annually—which could make it very difficult for them to continue operations. Mr. Johnson closed by saying that Landline values the productive discussions taking place with staff and looks forward to continuing the conversation, but wanted to share these additional details for context.
- Kurt Richardson, founder of Otter Box and Blue Ocean Aviation, expressed concern about what he sees as a lack of clear vision for the airport. He stated that while there has been mention of making the airport a premier destination for commercial and corporate traffic,



that constitutes a mission—not a vision—and lacks an accompanying strategy. Mr. Richardson questioned the rationale behind the planned \$95 million in spending on the airport, noting that approximately \$27 million has already been spent, and that these are taxpayers' dollars regardless of whether they come from the FAA or local sources. He emphasized the need for a defined vision and strategic plan to guide such a major investment. He urged the Commission to articulate and share a clear vision and strategy so general aviation users, and the broader public can understand the direction of the airport's development. Without this, he warned, decision-makers risk unintended consequences, likening the current approach to "a dog chasing a truck" that may regret catching it. Mr. Richardson called on the Commission to engage its constituents and provide clarity and purpose behind the airport's expansion plans, including the remote tower and other major initiatives.

PUBLIC COMMENT FOLLOW-UP

- Commissioner DiMartino inquired about potential missed deadlines related to air show communications and requested clarification on the status of concession stand placement, particularly in relation to terminal access. Dylan Swanson responded that staff have engaged in multiple meetings with tenants and the event organizer over several months. Swanson has been pressing the air show organizers for a decision on relocating the concession staging area to allow tenant access to the runway, but a final determination has not yet been made. A meeting with the event's CFO and CEO is scheduled for July 24 to resolve the matter. In a follow-up, Commissioner DeMartino asked whether the airport has the authority to require a relocation. Swanson explained that it is within the airports preview to relocate the staging area, however it's a balance between accommodating tenant access to the runway and ensuring the concession stands remain functional and practical for the event. If placed too far from the crowd, restocking would be operationally challenging and decrease the safety of attendees due to the need to navigate through large numbers of people with vehicles and supplies.
- Commissioner Stooksbury inquired further on the airshow about how much revenue the airport earned. Staff responded that the airport made approximately \$80,000 to \$90,000. The Commissioner confirmed that this amount is net of overtime and additional expenses, to which staff affirmed.
- Commissioner Arndt inquired about how long the contract with the air show organizers remained, staff confirmed in the final year of a three-year contract.



- Commissioner Miller requested that going forward in meetings to have all public citizens incorporate full organization names instead of using acronyms when signing the sign-in sheet.

CONSENT AGENDA

Commissioner Arndt moved to approve the consent agenda. The motion, seconded by Commissioner Williams, carried with all present Commissioners voting in favor thereof.

Pulled Items: None

Consent Follow up: None

Public Comment: Yes

AIRPORT DIRECTOR'S REPORT

- New Staff Introduction: Kelly Pride has joined the Airport Administration team as of this week. Director Kinney welcomed her and encouraged stakeholders to engage with her. He also acknowledged the team's efforts during recent staff absences and thanked stakeholders for their patience during this transition.
- Air Show Update: The upcoming air show will take place on July 20–21, with practice day on July 19. All public safety support costs will be covered by the Air Show organizer. This is the third and final year of the current Air Show contract, which was established approximately five years ago. The organizers have asked to return in 2025, but Director Kinney stated it is too soon to commit. Director Kinney will bring up at a later date if we want to proceed with any future contracts with the Air Show organization.
- ADS-B System Activation: ADS-B (Automatic Dependent Surveillance–Broadcast) went live in July. While not a full radar system, it extends the visibility and capability of controllers in the tower. The system is web-based, funded by the airport, and actively in use.

REGULAR AGENDA

2. 2024 FINACIAL AUDIT

Jeff Miller from the City of Loveland Finance Department introduced the airport's external auditor, Rumzei Abdullah, a partner with Plante Moran specializing in national airport audits. Abdullah presented the results of the audit for the year ending December 31, 2024.

Key points from the presentation included:

- Audit Opinion: Plante Moran issued an unmodified (clean) opinion on the airport's financial statements. This means the financial records are free from material misstatement and can be relied upon.



- Audit Process: The audit team received full cooperation from airport and City staff, with no difficulties encountered. All the information requested was provided in a timely manner.
- Single Audit (AIP Program): A single audit for the airport's AIP (Airport Improvement Program) expenditure was not required this year. AIP expenditures are included in the City of Loveland's SEFA (Schedule of Expenditures of Federal Awards), which undergoes a rotational audit as required by federal guidelines.
- Internal Controls: No material weaknesses, significant deficiencies, or control deficiencies were identified in internal controls over financial reporting.
- AU-C 260 Report (Required Communications):
 - No changes in accounting standards affecting the financials
 - No corrected or uncorrected misstatements
 - No disagreements with management or consultations with other accountants
 - No indications of fraud, illegal acts, or other reportable items
 - No significant difficulties or concerns arose during the audit

In conclusion, Mr. Abdullah reaffirmed that the audit found no issues, and the financial statements received a clean opinion. The Chair thanked the presenter and noted public comment would follow the presentation.

Commissioner Arndt motioned to adopt item. Commissioner Miller moved the item, seconded Commissioner Stooksbury, carried with all commissioners present voting in favor thereof.

3. CDOT AERONAUTICS DIGITAL TOWER UPDATE

David Ulane, Director of the Colorado Division of Aeronautics, and Bill Payne, Program Manager for Air Traffic Control Initiatives, provided an update on the progress of the digital tower initiative and related federal developments.

- The FAA Reauthorization Bill signed on July 4, 2025, includes \$12.5 billion in new national ATC system funding, with \$50 million specifically allocated to digital tower development—the first time such funding has been designated by Congress.
- CDOT Aeronautics is closely monitoring how the FAA will distribute the digital tower funding and emphasized that FNL is well-positioned to benefit due to its previously established infrastructure.
- Frequentist and RTX are currently undergoing System Design Approval (SDA) testing at the FAA Tech Center in Atlantic City.
 - Final SDA approval is now anticipated in Q1 of 2026.
 - The test system matches FNL's former layout, using three masts with a central 360° view.



- Recent delays have occurred due to revised FAA requirements and a lightning strike on one of the test masts.
 - Lack of general aviation traffic at the test site has required the FAA to hire pilots, in contrast to FNL's prior success using volunteer pilots for procedure validation.
- Bill Payne recommended that the Commission continue pursuing a digital tower solution, citing:
 - • Significantly lower cost than a traditional tower
 - • Faster deployment potential due to pre-existing, approved infrastructure
 - • Possible need to replace the central mast to meet FAA requirements for a heavier, dual-camera system
- CDOT expressed enthusiasm about expanding digital tower use throughout Colorado and committed to sharing updates as funding decisions evolve.
- Commissioner Arndt opened floor for public and Commission discussion.
 - Scott Holst questioned the continued investment in the digital tower project, estimating that approximately \$10 million has already been spent. He stated that he has previously provided examples of traditional tower solutions that would be less costly than the digital system. While supportive of technology, he emphasized that it is time to prioritize safety and move forward with a brick-and-mortar control tower.
 - Commissioner Stooksbury brought up the question that there is testing going on in Bartow, FL and wanted an update on how the testing was going and if there was any airport who could afford the remote tower without federal funding. Mr. Payne did not have an update on FL and stated that no airport could afford this without funding.
 - Commissioner Miller questioned the reliability of the FAA and their partnership with our airport. Commissioner Miller wanted to know the risk of FAA to make decision on Q1 System. Mr. Payne spoke with NextGen to get comments on how to allocate \$50 million and Mr. Payne requested they give some of it to FNL.
 - Commissioner Arndt noted that \$8.8 million has already been spent on the digital tower project at FNL, with estimates suggesting the total could reach \$20 million upon full buildout. She expressed concern that this represents a substantial share of the \$50 million in national funding for digital towers, potentially limiting the number of airports that



could benefit. Commissioner Arndt asked whether any airports in Colorado, particularly on the Western Slope—have made firm commitments to pursue digital tower technology and inquired which airports CDOT is actively working with.

- Commissioner DiMartino asked about how many times the SDA has been moved down the road by the FAA. Mr. Payne stated there are only 3 airports who have been sanctioned by the FAA.
- Commissioner Arndt finished with an encouraging look that FAA will be providing \$12 billion in grant money for control towers.

4. RUNWAY 15-33 WIDENING PROJECT FINANCIAL UPDATE

Director Kinney provided an update on the Runway 15/33 widening project, noting that the FAA is contributing additional funding, minimizing the required match from the Airport Enterprise Fund and the cities. Although bids came in higher than the original engineer's estimate due to time lapses, the FAA will cover the difference, and no additional local funding will be required to deliver the project. The project will be funded over a two-year period. As the federal fiscal year ends on September 30, the FAA is reallocating unused funds to airports able to use them. FNL may receive additional allocations through this process. The airport budgeted \$800,000 for its share in 2024. The actual amount is currently estimated between \$650,000 and \$750,000, but final figures are pending. Once FAA funding is offered, the airport will have only 2–4 weeks to obtain approvals from both City Councils; and with accepting the pending FAA grants next month, the short turnaround for FAA deadlines will not allow for traditional process to be followed so that the grant acceptance will go directly to City Councils for final approvals. This may require special meetings, since current policy does not allow “not to exceed” approvals in advance. The project scope and design remain unchanged, and the additional FAA funding ensures no extra cost to the airport or cities.

- Commissioner Arndt opened the floor for public comment.
- Bill Lacey, Executive Vice President and CFO of Woodward Inc., spoke to the Commission regarding the company's reliance on Northern Colorado Regional Airport (FNL) for essential business operations. With over 2,000 employees in Northern Colorado and 10 U.S. sites located away from major airports, FNL provides critical access for company personnel to travel efficiently. He expressed concern that the upcoming construction project could severely disrupt Woodward's ability to use the airport, potentially causing operational delays, increased travel time, and economic impact. Mr. Lacey requested that the construction timeline be shortened to maintain access during the project. Additionally, he emphasized the need for a traditional (“stick and brick”) air traffic control tower at FNL to ensure safety and provide layered operational protection.



- Scott Holst of Discovery Air expressed support for the necessity of the runway widening project but urged the Commission to reconsider the timeline and construction duration, citing significant operational and economic impacts to airport businesses. He emphasized that other airports have completed similar or more extensive projects in shorter timeframes and called for a second opinion on the current plan. Mr. Holst detailed projected financial losses for Discovery Air, including a 50% revenue loss from U.S. Customs operations (approximately \$42,000) during the shutdown, loss of charter and international traffic, and a significant decline in transient aircraft and aircraft support service revenue. He also noted the potential for staff layoffs and stated that the disruption could cause a 2–3 year delay in reestablishing lost business. He advocated for a 24/7 or continuous construction schedule to shorten the timeline, even if it means waiting for additional funding sources (such as federal support). DeVries requested the Commission to take a step back, re-evaluate, and pursue an approach that minimizes business and operational impacts.
- Commissioner Arndt thanked everyone and discussed how it's a tricky balance and push pull situation with the project and that we are trying our best.
- Commissioner Stooksbury inquired whether it would be possible to revisit options to shorten the airport closure timeframe associated with the Runway 15-33 widening project. He requested that staff provide an updated summary or memo outlining what cost and operational changes would be required to minimize closure time and where potential funding could come from.
 - Director Kinney responded that this was before his tenure, but staff previously explored several construction scenarios, including a full closure with accelerated work and a 24/7 construction schedule. A detailed analysis was presented in November, and ultimately, a phased (half-width) construction approach was selected. This was more expensive than a full closure but allowed continued limited operations. The FAA agreed to fund this phased method. Director Kinney explained that the FAA would not cover the costs of a 24/7 accelerated schedule. He agreed to have staff send a memo summarizing the previous analysis and options, noting that staff also share concerns about the closure's impact and have no intention of delaying unnecessarily

6. BUSINESS FROM MEMBERS

Commissioner Arndt requested counsel from city attorneys about procedure to discuss Additional Business as it hasn't been done before. City Attorneys agreed that it needs to be majority Commission approval to proceed.



- Commissioner Miller inquired about whether the Commissioner Board is planning on doing a work session where the Vision, Mission, and Strategy for the airport can be discussed.
 - Director Kinney stated- "Staff has previously raised the importance of establishing a clear vision for the Northern Colorado Regional Airport, along with the need to hold a strategic workshop to develop and align that vision. While the Commission initially redirected focus toward addressing several longstanding operational issues—which we've been actively working on over the past three to four months—we have also continued progress on broader planning efforts.
 - This includes ongoing work on the Intergovernmental Agreement (IGA), which has involved multiple meetings, with the next scheduled for September with elected officials. In the meantime, we drafted and presented a vision framework to demonstrate our commitment to inclusive planning—ensuring that all elements of aviation are represented and supported.
 - Parallel to this, we began a financial and affordability analysis to assess how strategic priorities can be realistically achieved. This includes reviewing the annual budget, the Capital Improvement Plan (CIP), and future revenue streams, such as parking—whether standalone or integrated with other initiatives.
 - It became clear that long-term affordability is closely tied to commercial air service. With that in mind, our immediate strategic priority is securing airline service to bring the terminal into full use. We have scheduled an Air Service Development Workshop for September 30 to begin that effort. The current construction timeline, although challenging for some airport users, is well-timed in relation to the typical 12–18-month airline recruitment window—positioning us strategically for future service expansion and financial sustainability."
 - Commissioner Stooksbury and Commissioner Arndt agreed that for the August 21, 2025, meeting will be a 2-hour session where the 2023-2024 Action plan will be looked at and see where things stand and the IGA- Jenny Sawyer to present.
 - Commissioner Williams requested that in the Financial Memo contain a more granular look at the finances for the airport is needed. Commissioner Stooksbury would like footnotes added when there are changes to the finances of the airport.



Commissioner Arndt motioned to move to Executive Session. Commissioner Stooksbury moved into session, carried with all Commissioners to move into the Executive Session to discuss Ground Transportation Operator Negotiations.

ADJOURNMENT

- Chair Arndt adjourned the meeting at 5:43 p.m.

**Respectfully
Submitted,**

Airport Commission Chair, Jeni Arndt